

## **Example Timeline for Holland Hill Project**

Project Team Initial Funding for Building Committee through Design Development plus Temporary (Portable) Classrooms Costs  
'Day Staff' as initial Building Committee

Dec. 2015	<b>Fairfield Public Schools</b> <ul style="list-style-type: none"><li>• Develops Project Team Initial Funding request analysis (including temporary classrooms costs) for services through Design Development</li></ul>
Dec. 2015 – Jan. 2016	<b>Board of Education:</b> <ul style="list-style-type: none"><li>• Approve Educational Specifications</li></ul>
Jan 2016	<b>Fairfield Public Schools:</b> <ul style="list-style-type: none"><li>• Hires Architect for Temporary (Portable) Classroom Design</li></ul> <b>Board of Education:</b> <ul style="list-style-type: none"><li>• Approve Project Team Initial Funding request analysis (including temporary classrooms costs) for services through Design Development</li></ul> <b>Board of Selectman :</b> <ul style="list-style-type: none"><li>• Establishes a Building Committee</li><li>• Approve Building Committee Charge</li><li>• Approve initial Building Committee Members ('Day Staff')</li><li>• Approve the '3 Resolutions'</li><li>• Approve Project Team Initial Funding request</li></ul>
Jan. 2016 – Feb. 2016	<b>Architect develops:</b> <ul style="list-style-type: none"><li>• Temporary (Portable) Classrooms Bid Documents</li></ul>
Feb. 2016	<b>Board of Finance:</b> <ul style="list-style-type: none"><li>• Approve Project Team Initial Funding request</li></ul> <b>RTM:</b> <ul style="list-style-type: none"><li>• Approve initial Building Committee Members ('Day Staff')</li><li>• Approve the '3 Resolutions'</li><li>• Approve Project Team Initial Funding request</li></ul> <b>Fairfield Public Schools:</b> <ul style="list-style-type: none"><li>• Files the SCG-049 for the temporary (portable) classrooms with the state</li><li>• Files the SCG-049 for full project with the state</li></ul>
Mar. 2016	<b>SCG</b> issues approval to bid temporary (portable) classrooms.

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Mar. 2016 –Apr. 2016

**Purchasing Department:**

- Requests bids for temporary (portable) classrooms.

Apr. 2016

**Building Committee:**

- Approve award of temporary (portable) classrooms bid
- Hires Project Architect

**Purchasing Department:**

- Awards bid for temporary (portable) classrooms

Apr 2016 – June 2016

**Architect** develops the:

- Conceptual Designs

May 2016 - June 2016

**Building Committee** selects and hires:

- Construction Manager
- Owner's Rep.
- Commissioning Agent

June 2016 – Aug. 2016

**Vendor:**

- Constructs temporary (portable) classrooms

June 2016 –July 2016

**Construction Manager:**

- Estimates Conceptual Designs

July 2016

**Building Committee:**

- Select Conceptual Design for the project

July 2016 – Sept. 2016

**Architect** proceeds with:

- Schematic Design Development Documents

Sept. 2016 – Oct. 2016

**Construction Manager:**

- Estimates Schematic Design
- Value Engineering process with design/construction/owner team (if necessary)

Oct. 2016

**Building Committee:**

- Approve Schematic Development Documents

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Oct. 2016 – Feb. 2017

**Architect** proceeds with:

- Hazardous Materials Survey
- Design Development Documents

**Board of Selectman and RTM**

- Add permanent members to the building committee.

Feb. 2017- Mar. 2017

**Construction Manager:**

- Estimates Design Development Documents
- Value Engineering process with design/construction/owner team (if necessary)

Mar. 2017

**Building Committee:**

- Approve Design Development Documents
- Seek Full Project Funding

**Architect, Construction Manager & Owners Rep**

- Meets with SCG for Design Development Review

Apr. 2017 – May. 2017

**Board of Selectman, Board of Finance & RTM**

- Approve Full Project Funding Request

May 2017 – July 2017

**Architect** proceeds with:

- Construction Documents (CD)

July 2017 –Aug. 2017

**Building Committee, Architect, Construction Manager & Owners Rep** seeks approval from land use boards which may include all of the following:

- Wetlands
- Conservation
- Zoning Board of Appeals
- Planning and Zoning Commission

Aug. 2017

**Construction Manager:**

- Estimates Construction Documents (CD)
- Value Engineering process with design/construction/owner team (if necessary)

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Aug. 2017 – Sep. 2017

**Building Committee** Approve:

- Construction Documents – plans, specifications and budget
- Submit plans and specifications for third party review

**Board of Education** Approve:

- Construction Documents - plans and specifications

Oct. 2017

**SCG** issues approval to bid.

Nov. 2017

**Construction Manager** and **Purchasing Department** advertise for bids on the project. Once bids are received and analyzed a list of the qualified low bidders is sent to the **Building Committee** for approval.

**Building Committee** Approve the selection of qualified low bidders.

Dec. 2017 – Aug. 2019?

**Construction Manager** schedules and constructs project.

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### **PRO**

- Faster than 'Stratfield/FWMS' school construction process.
- Faster than 'Osborn Hill/FLHS' school construction process.
- Higher level of existing conditions investigation/discovery prior to funding request.
- Higher level of plan development prior to funding request.
- Higher level of budget development prior to funding request.
- Initial building committee would be able to meet more frequently to assist in shorting the design turnaround time.
- Longer period of time for vetting permanent building committee members.
- Permanent building committee members (starting with the permanent chairperson) can be added during the development stage to help get them accustomed to the town processes.
- Temporary (portable) classrooms are eligible for SCG reimbursement.

### **CON**

- New process – has not been tried before.
- Funding is sought in two steps.
- Lack of 'ownership' of the design scope by the permanent team because it was not developed by them.
- Lack of 'citizen' input on consultant selection and initial design steps.