
From: Nguyen, Ngan <NNguyen@StamfordCT.gov>

Sent: Wednesday, March 6, 2024 3:52 PM

To: Dellaselva, Chris <CDellaselva@StamfordCT.gov>; Donoghue, Tracy <TDonoghue@StamfordCT.gov>; Rosenson, Valerie <VRosenson@StamfordCT.gov>

Cc: Simmons, Caroline <CSimmons@StamfordCT.gov>; Quiñones, Matt <MQuinones@StamfordCT.gov>; LoBalbo, Katherine <KLoBalbo@StamfordCT.gov>; Casolo, Louis <LCasolo@StamfordCT.gov>; Tramontozzi, Domenic <DTramontozzi@StamfordCT.gov>; Larson, Erik <ELarson@StamfordCT.gov>

Subject: RE: BVH-Stamford Contract for Commissioning Agent Services at New WHHS

Hi Tracy and Valerie,

This is to confirm that the Mayor is aware of and supports this contract.

Many thanks for your help,
Ngan

From: Dellaselva, Chris <CDellaselva@StamfordCT.gov>

Sent: Wednesday, March 6, 2024 3:30 PM

To: Donoghue, Tracy <TDonoghue@StamfordCT.gov>; Rosenson, Valerie <VRosenson@StamfordCT.gov>

Cc: Simmons, Caroline <CSimmons@StamfordCT.gov>; Nguyen, Ngan <NNguyen@StamfordCT.gov>; Quiñones, Matt <MQuinones@StamfordCT.gov>; LoBalbo, Katherine <KLoBalbo@StamfordCT.gov>; Casolo, Louis <LCasolo@StamfordCT.gov>; Tramontozzi, Domenic <DTramontozzi@StamfordCT.gov>; Larson, Erik <ELarson@StamfordCT.gov>

Subject: BVH-Stamford Contract for Commissioning Agent Services at New WHHS

Good afternoon Tracy and Valerie,

Attached is the City's proposed contract with BVH Integrated Services, Inc. a Salas O'Brien Company, for commissioning agent services for the new Westhill High School project (RFP No. 2024.0194). Please schedule this contract to be taken up for consideration/approval by your respective Boards per M. Quinones' request below. I have CCed the Mayor on this email to assure you both that she is aware and supportive of this contract.

Per M. Quinones (see below), BVH will provide commissioning agent services for the new Westhill High School, located at 125 Roxbury Road. Commissioning involves systematic processes to provide documented confirmation that building systems perform according to the criteria set forth in the design intent and satisfy the owner's operational needs. This is achieved by beginning in the design phase and documenting design intent and continuing through construction, acceptance and the

warranty period with actual verification of performance. The commissioning process shall encompass and coordinate the traditionally separate functions of system documentation, equipment startup, control system calibration, testing and balancing, performance testing and training. The existing Westhill High School will remain occupied for the length of the construction and be demolished upon substantial completion of the new building. The fee for these services is a lump sum of \$409,195 and an allowance totaling \$60,000 for additional systems testing during functional testing , peer reviews that require change to a system, and City directed additional services.

Please contact Katherine LoBalbo, the City's Director of BOE School Construction, if you have specific questions regarding these services, the associated fees or the new WHHS project in general. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

Chris Dellaselva
Assistant Corporation Counsel
City of Stamford Office of Legal Affairs
888 Washington Boulevard
P.O. Box 10152
Stamford, CT 06904-2152
(203) 977-5762
Fax: (203) 977-5560

From: Donoghue, Tracy <TDonoghue@StamfordCT.gov>
Sent: Tuesday, March 5, 2024 4:09 PM
To: Quiñones, Matt <MQuinones@StamfordCT.gov>
Cc: Frager, Rosemarie <RFrager@StamfordCT.gov>; Rosenson, Valerie <VRosenson@StamfordCT.gov>; Dellaselva, Chris <CDellaselva@StamfordCT.gov>; LoBalbo, Katherine <KLoBalbo@StamfordCT.gov>
Subject: RE: BOF Agenda Submissions

Chris,

As soon as you have your email to Mayor...please forward to me. The physical contract is less of a concern as your Memo/Email to the Mayor always lays out the details for preparing an agenda item.
Thanks.

Tracy

Tracy Donoghue
Clerk of the Board
Board of Finance
tdonoghue@stamfordct.gov
(203) 977-4699 office

(203) 219-3931 cell

From: Quiñones, Matt <MQuinones@StamfordCT.gov>
Sent: Tuesday, March 5, 2024 4:01 PM
To: Donoghue, Tracy <TDonoghue@StamfordCT.gov>
Cc: Frager, Rosemarie <RFrager@StamfordCT.gov>; Rosenson, Valerie <VRosenson@StamfordCT.gov>; Dellaselva, Chris <CDellaselva@StamfordCT.gov>; LoBalbo, Katherine <KLoBalbo@StamfordCT.gov>
Subject: BOF Agenda Submissions

Hi Tracy,

I apologize but we have two items that are late submission to the BOF March agenda. I spoke with Richard, and he approved this submission the language for two proposed contracts is listed below. The proposed contracts for each item will be sent on Thursday, but I wanted to provide you the language for the items.

Valerie, please consider this a submission for the BOR's steering agenda.

Thanks, Matt

1. REQUEST FOR APPROVAL OF A CONTRACT BETWEEN THE CITY AND DIMEO - BISMARK, A JOINT VENTURE, AT THE NEW WESTHILL HIGH SCHOOL

CONSTRUCTION PROJECT (RFP 2024.0300) Dimeo-Bismark will provide construction manager (CM) at risk services for the new Westhill High School, located at 125 Roxbury Road. The existing Westhill High School will remain occupied for the length of the construction and be demolished upon substantial completion of the new building. The fee for preconstruction phase services shall be a lump sum of \$669,506.95. The Construction Managers fee for the Construction Phase is 1.95% of the Cost of the Work based upon the Construction Budget of \$257,696,058. This is not a Guaranteed Maximum Price Amendment, the GMP shall be

provided after completion of construction documents and CM public bidding for trade packages. The CM shall prepare the Guaranteed Maximum Price proposal for the Owner's and Architect's review, and the Owner's acceptance. Following Owner acceptance of a GMP the Owner and CM shall execute the GMP Amendment. In the event of the parties' failure to agree upon a Guaranteed Maximum Price this agreement shall terminate in accordance with the terms of the contract.

Action Requested: Approval of Contract Attending: Katherine LoBalbo, Director of School Construction

- 2. REQUEST FOR APPROVAL OF A CONTRACT BETWEEN THE CITY AND BVH INTEGRATED SERVICES, INC, A SALAS O'BRIEN COMPANY, AT THE NEW WESTHILL HIGH SCHOOL CONSTRUCTION PROJECT (RFP 2024.0194)** BVH will provide commissioning agent services for the new Westhill High School, located at 125 Roxbury Road. Commissioning involves systematic processes to provide documented confirmation that building systems perform according to the criteria set forth in the design intent and satisfy the owner's operational needs. This is achieved by beginning in the design phase and documenting design intent and continuing through construction, acceptance and the warranty period with actual verification of performance. The commissioning process shall encompass and coordinate the traditionally separate functions of system documentation, equipment startup, control system calibration, testing and balancing, performance testing and training. The existing Westhill High School will remain occupied for the length of the construction and be demolished upon substantial completion of the new building. The fee for these services is a lump sum of \$409,195 and an allowance totaling \$60,000 for additional systems testing during functional testing , peer reviews that require change to a system, and City directed additional services.

Action Requested: Approval of Contract Attending: Katherine LoBalbo, Director of School Construction