AGENDA
CITYWIDE SCHOOL BUILDING AND STEWARDSHIP COMMITTEE MEETING

Thursday, January 12, 2017 – 4:30 PM - City Hall – Meeting Room 1

1. DISTRIBUTION OF MEETING NOTES December 8, 2016 FOR ACTION 1-6

2. ELECTION OF OFFICERS FOR ACTION 7-13

3. APPROVAL OF SCG-049F – FINAL GRANT APPLICATION FOR EAST ROCK SCHOOL FOR ACTION 14-17

4. APPROVAL OF SCG-042 – PHASE 4 OF 4 FOR TECHNOLOGY PLANS FOR ENGINEERING & SCIENCE UNIVERSITY MAGNET SCHOOL FOR ACTION 18-21

5. PRESENTATION OF FAÇADE REFINEMENTS OF SCHEMATIC DESIGN FOR STRONG 21ST CENTURY COMMUNICATIONS LAB SCHOOL FOR DISCUSSION N/A

6. PROJECT REPORTS 22-26

7. PROJECT WORKFORCE REPORTS 27-28

8. PROJECT SCHEDULES 29

9. OTHER BUSINESS

NEXT MEETING: Thursday, February 9, 2017 at 4:30 P.M – Meeting Room 1
DATE: December 8, 2016  
TO: Citywide School Building and Stewardship Committee  
FROM: Robert Lynn  
RE: Meeting Notes – December 8, 2016  

Present: Mayor Toni Harp, Dr. Carlos Torre, Mr. Daryl Jones, Ms. Karyn Gilvarg, Mr. Giovanni Zinn, Dr. Reginald Mayo, Ms. Jennifer Rawlings, 
Absent: Alder Aaron Greenberg, Alder Santiago Berrios-Bones, Alder Evette Hamilton, Mr. Michael Nast, Ms. Myrna Montalvo  
Also Present: Mr. Robert Lynn, Mr. William Clark, Ms. Nancy Cottrell, Mr. James LaPosta, Ms. Nancy Clayton, Mr. Daniel Raznick, Dr. Stephen Hagedus, Ms. Susan DeNicola, Ms. Susan Bonanno, Ms. Carolina Cudemus, Mr. Webster Grouten

These notes are intended as a summary of discussion of the meeting and are not verbatim. The notes may not follow the order of the agenda.

Having a quorum, Dr. Carlos Torre called the Citywide School Building and Stewardship Committee (CSBSC) meeting to order.

1. APPROVAL OF MEETING NOTES FROM OCTOBER 13, 2016 – Dr. Carlos Torre asked if there were any comments or questions on the October 13, 2016 meeting notes. There being no discussion or comments, he asked for a motion to approve the meeting notes of the October 13, 2016. Mayor Toni Harp made the motion and Mr. Daryl Jones seconded the motion. The committee approved the notes of the October 13, 2016 meetings. There were no abstentions.

2. APPROVAL OF THE 2017 CITYWIDE SCHOOL BUILDING AND STEWARDSHIP COMMITTEE SCHEDULE – Mayor Harp moved that the committee accept the 2017 meeting schedule and Mr. Giovanni Zinn seconded the motion. The committee approved the 2017 schedule. There were no abstentions.

3. PRESENTATION AND APPROVAL OF SCHEMATIC DESIGN FOR THE STRONG 21ST CENTURY COMMUNICATIONS LAB SCHOOL – Mr. Lynn explained for the members who have not seen a presentation before. The School Based Building Advisory Committee (SBBAC) which is unique to each individual project, votes to approve the schematic design, the first of the three phases any project goes through. Once that is done, the SBBAC representatives and the architect come to this committee to present that schematic design. JCJ Architecture and Pickard Chilton have met with the SBBAC and SCSU staff every other week since September.

Mr. Jim LaPosta with JCJ Architecture began the presentation stating that it has been a very hands-on experience. The selected site is currently a parking lot on Farnham Avenue. Blake Street is to the south and the heart of the Southern Campus is to the north. One of the unique characteristics about the site is the stunning view of West Rock. The nearest
Southern building is Lang House which is a small two story wood frame house that contains Southern’s Academic Programming department. Across the street to the west is a large parking lot. To the rear of the site to the east is a small wooded hill with wetlands on the other side of it. It is a beautiful site but very small and compact. The architects approach was to respect the neighbors, the traffic and take advantage of the natural features. They developed a three story building that embraces the site and makes an effective and efficient use of the property while meeting the program needs. The school is “U” shape with an open courtyard. The landscape provides a protected and secure play area that gets sun all day long, allowing access to nature and providing opportunities for outdoor learning. All the classrooms have a view towards West Rock.

There is a bus loop to the south with all traffic coming in and exiting from Blake Street. The front of the school has ten parking spaces intended for visitors and parent drop off during the day. Across Farnham connected by a speed table, a crosswalk and lights would be a parking lot with about 50 spaces for visitors and staff. Then down the hill connected by a stair is a larger shared parking area which would accommodate the rest of the 20 spaces needed. You can enter the school from the bus drop off or come in the front plaza. Flexibility was a concern for operations for the future years. The small entry plaza provides safety because people can be seen as they approach the building and also provides the students with a transition area.

**First Floor Plan:** There is a main entry and off to the side is a bus entry. They both end up in the lobby. Access to the rest of the building is protected. The main office, health suite, parent room and the security office is located on the first floor. The experience of the first floor is a warm, welcoming space when you walk in to the small round courtyard. It can be green, a place to sit and read, bringing in daylight to the school. Surrounding that are areas for digital displays. Immediately, you know this is a school for young children. Beyond that is a large room that anchors the center of the building, housing the cafeteria and gymnasium which has a small platform for productions. These areas are separated by a folding partition. The room has a large glass wall that opens up to the outdoor courtyard. PreK classrooms are located off the entry, two kindergarten classrooms are clustered together to the north of the PreK and down the hall is a small wing to the rear where the other two kindergarten rooms are. The south side of the first floor is the service areas including the bus area, kitchen, and mechanical space with easy access.

**Second Floor Plan:** To the north of the site, the land rises up almost a full story, so they are able to take advantage of that hillside to provide a school that has ground floor access on two different floors. All classrooms are located along the front of the school and are situated so they will not get direct sunlight until very late in the afternoon. The issue of glare on white boards and overheating goes away. There are four first grades, four second grades clustered in groups of four. The center of the building has the Faculty Innovation Lab which is a meeting place for faculty, Southern teachers and student teachers to meet before they go to the classrooms and/or to recap what they have done in the classrooms. To the south there is a wing that contains the Art, Music and Discovery rooms as well as a bridge that goes to an outdoor classroom giving them the ability to get outside and providing an accessible walkway down to the outdoor hardscape and grassy play areas. On the north side
there is the library/media center nestled into the woods. Special Ed rooms to serve this age population are located on this floor in the resource area. The center of this floor is the second story of the cafeteria/gym with windows, so you have tremendous daylight coming in. There are large stairs that circulate through the building and views out across the wooded area. Wherever you are in the building there is a sense of daylight, transparency, and a view to activity that is happening, so you never feel disconnected even in a multi-story building.

Third Floor Plan: This floor is a little smaller and houses the older students. Third and four grade classrooms are located on this level. The center has a variety of faculty and resources areas. At this point you are above the roof of the gym/cafeteria, so again you have windows and daylight from the hallways that look out towards the trees beyond. To the south of the floor are some enclosed mechanical areas which are screened from the street and from the surrounding buildings just by the very geometry of the building.

Dr. Torre asked for questions. Mayor Harp asked why the staff bathrooms were not located in the staff suite and why the Principal did not have those facilities is their office? Mr. LaPosta answered that it may not be labeled, but there was a bathroom off the principal’s office. The faculty bathrooms right now are scattered around the building. They will most likely go through the details of the bathrooms multiple times.

Ms. Jennifer Rawlings asked if the outdoor classroom was enclosed or open. Mr. LaPosta stated right now it is enclosed by fencing so it is secure but does not have a roof on it. Mr. Zimm inquired about the light court being opened to the elements. Mr. LaPosta concurred that it was opened but is large enough for a classroom to fit. It could also be an area where the Percent for Art can be incorporated. Ms. Nancy Clayton explained that the building is fairly deep at that point and this gives some light. If it is snowing, you can see the snow coming in.

Mr. Daryl Jones inquired about the teaching school for Southern and observation areas. Mr. LaPosta stated there was a lot of conversation with regard to whether there should be the traditional observation rooms or whether it would be done with technology solutions. The classroom itself is traditional in shape. There are bays that stick out and provide an area for additional activity to take place. The conversation with the team was to do observation via video for the general classrooms as opposed to an actual observation room. However, there are observation rooms in the Special Education rooms. In addition, above some of the lockers there is space to put small windows that can be closed easily for lockdown, but as adults are walking by they can look in for casual observation without bothering the class. They purposely on the upper floors set up a breakout space. These hallways are a little bit wider with furniture and become a place for student teachers to talk about what they are doing, observe electronically, etc.

Mr. Lynn stated that in the past this committee usually heard from some of the SBBAC members. Having said that, Dr. Stephen Hegedus stated they spent a lot of time talking about this. They have come a long way in classroom observation in terms of technology and Ms. DeNicola, the principal as very comfortable about this idea. When they went to the
Henry Barnard Lab School in RI, they had observation rooms and they became storage rooms. Their kids became very used to adults being in and out with video cameras or just observing. The advances in technology and the ability to have remotely located cameras was a critical factor. The Innovation Lab can be used to remotely observe and still have conversations. However, this is not only about student teaching and teaching observation. The type of observation from SCSU’s perspective crosses a whole variety of educational needs. The school counseling and the school psychologists are interested in the socio-emotional aspects of the children also. That may be a different kind of observation, a different kind of interaction. They envision observation broadly and hopefully having the technology in the walls that can support that in the future. Ms. Susan DeNicola stated when they went to the school in RI, they had the opportunity to speak to the teachers there, and asked them how they felt about people coming into your room. They all said after the initial visit, they felt more comfortable. Their observation rooms that she thought was the way to go, were not being utilized; a waste of space. Mayor Harp asked Ms. DeNicola what excited her most other than it was a new building. Ms. DeNicola stated the whole process was exciting from the start. She didn’t know what to expect. Just being able to actually design something with a passion was exciting. The architects listened to everything the SBBAC committee said. Her desire was to have a warm and inviting building for kids and parents to feel really welcome when they walked in.

Ms. Nancy Clayton described the exterior elevations of the building reinforcing Mr. LaPosta’s presentation. As they were developing the building, the first thing to consider was to create a building that was warm and welcoming to the families and still felt like it was part of the family of buildings on the Southern campus. For the material palette, the primary material is brick, with a cast stone base and coping accents. Like the Southern campus, the building has large window walls. They also introduced a faux-wood clad material to add some warmth for the children around the entry canopy and around the windows giving it a homier feel. There were a few special features like the standing seam metal roof, also a component from the Southern campus material palette. They wanted to keep the scale of the building down. It is a pretty large building on a pretty small site. This was important for the young children and this part of the campus is in a residential scale. They broke down the building massing in a couple of different ways. One was by making the building have a “z” or zigzag shape where the northern most wing is set back. The building looks fairly long when you see it straight on but the experience people have as they drive up Farnham and approach the building is the last wing because it is set back is not seen, reducing the overall length of the Farnham Avenue façade. The PreK classrooms are typically larger than the other classrooms, so the depth of the first floor is deeper with a set back roof for the second floor where the upper classrooms are pushed back. As you walk up to the building, the scale of it looks lower rather than having a tall three story building.

On the east side of the campus, they have special components, the STEM classroom and the Media Center at the heart of the communications’ theme of the magnet school, they were developed like little buildings. They have a sloped roof, higher windows and they nestle into the trees taking advantage of the back side of the site. The street side has a more urban feel, but as you get into the back you get into the woods, nestling the building into nature.
Not only do the classrooms have the bay windows, they also have a small child scale series of punched windows. As a side note, these windows represent Morse Code. The overall building is taking advantage of the both the east and west side of the site for the internal experience of the children in their classrooms and also from the exterior view for people driving up Farnham Avenue.

Dr. Torre asked for questions. Mr. Zinn commended JCJ on the back of the building including the bridge, large classrooms, sloped roof, etc. However, on the front, understanding that you have to fit into the neighborhood and Southern, wanted to know what sort of features would distinguish it from being a building for college students. Ms. Clayton stated the playfulness of the small windows was one thing. The honey quality of the wood would be another. Mr. LaPosta said that renderings are not there yet because it is a schematic design. As they begin to look at the entry piece in detail it can become sculptural, a little more playful, maybe adding more color at the one location. He also didn’t think the wood panels in the elevations were coming across on the renderings. It is a balancing act to make sure it is a building that says it is an elementary school, being fun and playful, but at the same time being a part of the broader context of the Southern campus. Ms. DeNicola stated that one of her concerns was how would people distinguish the dormitory or another building on the campus. She wanted it to look like an elementary school so the kids know. Mr. LaPosta stated one of the things they did talk about were the smaller child scale windows. These are low and kids can peek out, they could be colored glass so from the outside they can be pops of color. Dr. Torre referenced the Dr. Mayo School with its colored panels and how it makes it stand out. Mr. LaPosta said they have done that in other projects and they will look into doing that. Dr. Torre suggested perhaps a sculpture of children playing in the front of the building would distinguish it as an elementary school. Mr. LaPosta said they could incorporate that as they are designing the landscaping of the school.

Mr. Zinn interjected that a lot of what they liked about the JCJ/Pickard presentation when they were selecting an architect was the natural elements that they brought into the interior. The light well is very nice but buried in the building. Could there be any way to connect the entry plaza and light well? Mr. LaPosta and Ms. Clayton said they certainly could look into that. Ms. Gilvarg asked if what she was looking at appeared to be low walls in front of the classrooms. Ms. Clayton stated because of the hill going up, eventually they needed a bit of a retaining wall along the kindergarten classrooms. The SBBAC also brought up the fact that parents will be dropping off the children, and wanted to make sure that activity would not interfere with the classroom environment, perhaps needing a visual buffer. Therefore, they have low planted and seating areas.

Mayor Harp wanted to know if the roofs were pitched or flat. Ms. Clayton stated they were flat except for the feature element of the STEM classroom and the Media Center. The flat roofs do have a pitch called a low slope roof. It slopes to various drains and there are overflow drains. The building systems are such now that they are designed for this climate. It is actually code required. There is a possibility that there will be solar panels on the roof as well.
Dr. Hegedus stated he understood the tension of being a PreK school and located on the Southern Campus. He didn't see it as a tension as much as an opportunity to explore what a 21st century school should look like rather than what our preconception and stereotypes might look like and try to fit it. The Southern campus is a broad sprawling array of buildings including a cemetery in the middle of it. There is a mixture of buildings. The predominant one is the brick and limestone, but they are prominent, they are tall. We all share those concerns about making sure it fits. It is an interesting challenge and he thought the architects came up with some really innovative design features.

Ms. Gilvarg asked if this project was subject to the Percent for Art? Mr. Lynn stated for those that did not know, the City has an ordinance called Percent for Art where 1% of the local share of construction cost is dedicated to the creation of new artwork. So the sculpture mentioned earlier could be part of that.

Mayor Harp asked where the name of the building would be located. Mr. LaPosta stated that they haven't looked into that but in Design Development they would be addressed. She asked then if the committee would see the renderings of the Design Development stage. Mr. Lynn stated that in the past the design team only presented the schematic design phase to this committee, however if the committee wanted to have them come back, that could happen.

Dr. Torre asked if there were any further questions. There being none, he then asked for a motion to approve the schematic design of Strong 21st Century Communications Lab School. Ms. Gilvarg moved to approve the schematic design and was seconded by Ms. Rawlings. There were no abstentions.

4. PROJECT REPORTS -
   Engineering and Science University Magnet School: Mr. Lynn stated that the Construction Manager reported that the project will be complete in time to occupy over the winter break. Dr. Mayo and senior administrators will tour the building on December 16th and again meet with the Construction Manager to affirm that. Right now the anticipated occupancy is February break.

5. PROJECT WORKFORCE REPORTS: No discussion

6. PROJECT SCHEDULES: All projects are on schedule.

7. OTHER BUSINESS: There was no other business

Dr. Torre asked if there were any other items the Committee wished to discuss. There being none, he asked for a motion to adjourn. Mr. Daryl Jones made the motion to adjourn which was seconded by Mr. Giovanni Zinn. There being no opposition, this meeting was adjourned.
CSBSC Agenda Item

To: Citywide School Building and Stewardship Committee

From: Mr. Robert Lynn
School Construction

Date: January 12, 2017

Re: CSBSC Election of Officers

Section 4 (attached) of the CSBSC Bylaws provides for election of officers at the first meeting of the Committee each year. As such, this item is on the agenda of the CSBSC for Action.

Officers:
1. Chairperson
2. Vice-Chairperson
3. Secretary

Attachment
CITYWIDE SCHOOL BUILDING AND STEWARDSHIP COMMITTEE
MEMBERSHIP LIST
January 2017

VOTING MEMBERS

1. MAYOR
   Toni Harp

2. SUPERINTENDENT
   Dr. Reginald Mayo

3. CONTROLLER
   Daryl Jones

4. CITY ENGINEER
   Giovanni Zinn

5. CITY PLAN DIRECTOR
   Karyn Gilvarg

6. PRESIDENT- BOARD OF EDUCATION
   Toni Harp

7. CHAIR - ALDERMANIC EDUCATION COMMITTEE
   Aaron Greenberg

8. CHAIR - ALDERMANIC FINANCE COMMITTEE
   Evette Hamilton

9. CHAIR - BOARD OF EDUCATION
    FINANCE & OPERATIONS COMMITTEE
    Darnell Goldson

10. MEMBER - BOARD OF ALDERMEN
    Santiago Berrios-Bones

11. CAPITAL PROJECTS COMMITTEE MEMBER
    Jennifer Rawlings

12. MEMBER OF THE BOARD OF EDUCATION
    New - TBD

WHO APPOINTS/EXP.

Per Title

term expires 12/31/2017

Per Title

term of office held

Per Title

term of office held

Per Title

term of office held

Per Title

term expires 9/15/2017

Per Title

term expires 12/31/2017

Per Title

term expires 12/31/2017

Per Title

term expires 9/20/2017

appointment by BOA Pres.
two year term

term expires 12/31/2017

appointment by Mayor:
two year term

term expires 12/31/17

appointment by Mayor:
two year term

term expired 12/31/17;
13. **PARENT OF PUBLIC SCHOOL STUDENT**
   Vacant - TBD

14. **TEACHER/ADMINISTRATOR - NEW HAVEN PUBLIC SCHOOLS**
   Myrna Montalvo

15. **MEMBER W/RELATED BUSINESS EXPERIENCE**
   Vacant - TBD

**NON-VOTING MEMBERS**

- Matt Nemerson
  Economic Development Administrator

- William Clark
  BOE Chief Operating Officer
ADMINISTRATIVE PROCEDURES RESOLUTION
ADOPTED BY THE
CITYWIDE SCHOOL BUILDING & STEWARDSHIP COMMITTEE

WHEREAS: On May 20, 1996, the Board of Aldermen enacted an Ordinance 
Amendment establishing a School Construction Trust Fund and a Resolution establishing 
The Citywide School Building & Stewardship Committee;

WHEREAS: The voting membership of the Citywide School Building & Stewardship 
Committee ("CSBSC") consists of the following fifteen voting members:

1. Mayor of the City of New Haven;
2. Superintendent of Schools;
3. Controller for the City of New Haven;
4. City Engineer for the City of New Haven;
5. City Planning Director for the City of New Haven;
6. President of the New Haven Board of Education;
7. Chairperson of the Board of Aldermen Education Committee;
8. Chairperson of the Board of Aldermen Finance Committee;
9. Chairperson of the New Haven Board of Education Administrative Finance 
   Committee;
10. Member of the Board of Aldermen (Appointed by the President of the Board of 
    Aldermen);
11. Member of the Capital Projects Committee (Appointed by Mayor);
12. Member of the Family Campus Initiative Steering Committee (Appointed by 
    Mayor);
13. Parent of a New Haven Public School Student (Appointed by the President of the Board of 
    Education);
14. Teacher or Administrator of the New Haven Public Schools (Appointed by the 
    President of the Board of Education);
15. Member who has expertise in construction, finance, planning, or other areas 
    pertaining to the work of the CSBSC (Appointed jointly by the Mayor and President 
    of the Board of Education).

WHEREAS: The CSBSC has recognized the necessity for the CSBSC to adopt 
administrative procedures governing the conduct of business by CSBSC;

NOW THEREFORE, BE IT RESOLVED by the CSBSC that it hereby adopts the following 
Administrative Procedures:

1. Terms: (a) The Mayor shall serve on the CSBSC from the time of his/her 
   appointment until the expiration of his/her term as mayor, or for so long as he/she shall 
   serve as mayor;
(b) The Superintendent of Schools shall serve on the CSBSC from the time of his/her appointment until the expiration of his/her term as superintendent of schools, or for as long as he/she shall serve as superintendent of schools;

(c) The City Controller shall serve on the CSBSC from the time of his/her appointment until the expiration of his/her term as city controller, or for as long as he/she shall serve as city controller;

(d) The City Engineer shall serve on the CSBSC from the time of his/her appointment until the expiration of his/her term as city engineer, or for as long as he/she shall serve as city engineer;

(e) The City Planning Director shall serve on the CSBSC from the time of his/her appointment until the expiration of his/her term as city planning director, or for as long as he/she shall serve as city planning director;

(f) The President of the New Haven Board of Education shall serve on the CSBSC from the time of his/her election until the expiration of his/her term as president, or for as long as he/she shall serve as president;

(g) The Chairperson of the Board of Aldermen Education Committee shall serve on the CSBSC from the time of his/her appointment until the expiration of his/her term as chairperson, or until the prior termination of his/her appointment;

(h) The Chairperson of the Board of Aldermen Finance Committee shall serve on the CSBSC from the time of his/her appointment until the expiration of his/her term as chairperson, or until the prior termination of his/her appointment;

(i) The Chairperson of the Board of Education Administration and Finance Committee shall serve on the CSBSC from the time of his/her election as chairperson until the expiration of his/her term as chairperson, or until the prior termination of his/her appointment;

(j) A Parent of a New Haven Public Schools student, who shall be appointed by the President of the Board of Education, shall serve on the CSBSC from the date of appointment through December 31, 1999, thereafter, the parent member shall be appointed annually by the President of the Board of Education to serve for a term of one year;

(k) A member of the Family Campus Initiative, who shall be appointed by the Mayor, shall serve on the CSBSC from the date of appointment through December 31, 1999, thereafter, the member shall be appointed by the Mayor to serve for a term of two years;
(l) A teacher or administrator of the New Haven Public Schools, who shall be appointed by the President of the Board of Education, shall serve on the CSBSC from the date of appointment through December 31, 1999, thereafter, the member shall be appointed by the President of the Board of Education to serve for a term of two years;

(m) A member of the Board of Aldermen, who shall be appointed by the President of the Board of Aldermen, shall serve on the CSBSC from the date of appointment through December 31, 1999, or until the prior termination of his/her service as a member of the Board of Aldermen, thereafter, the member shall be appointed by the President of the Board of Aldermen to serve for a term of two years;

(n) A member of the Capital Projects Committee, who shall be appointed by the Mayor, shall serve on the CSBSC for the date of appointment through December 31, 1999, thereafter, the member shall be appointed by the Mayor to serve for a term of two years;

(o) A citizen who has expertise in construction, finance, planning, or other areas pertaining to the work of the CSBSC, who shall be appointed jointly by the Mayor and the President of the Board of Education shall serve on the CSBSC from the date of appointment through December 31, 1999, thereafter, the member shall be appointed by the Mayor and the President of the Board of Education jointly to serve for a term of two years;

(p) Any vacancy, whether caused by death, removal, disability, resignation or any other cause shall be filled for the unexpired portion of the term. Each member shall serve until his/her successor is appointed and has qualified. No vacancy in the membership of the CSBSC shall impair the right of a quorum to exercise all the rights and perform all the duties of the CSBSC.

2. **Removal from Office:** Any member of the CSBSC may be removed for cause by the CSBSC upon the petition of the chairperson of the CSBSC. The CSBSC will hear evidence on such petition as is deemed necessary by the President. The member of the CSBSC against whom such petition is brought shall have the opportunity in person and by counsel to be heard before the CSBSC and present evidence. Thereafter, the CSBSC shall vote on the petition which shall be adopted by vote of two-thirds (2/3) of all the members of the CSBSC.

3. **Minority Representation:** The maximum number of members of the CSBSC, who may be members of the same political party, shall remain consistent with the provisions of Connecticut General Statute Section 9-167a. Until such time as the voting membership is decreased below the number of nine or such time as Connecticut General Statute Section 9-167a is amended or otherwise rendered inoperable by competent authority, the maximum number of members who may be members as the same political party is two-thirds of the total membership.
4. **Officers:** in January of each year, members of CSBSC shall elect from among its voting members a Chairperson, a Vice Chairperson and a Secretary to serve as officers of the CSBSC for a period of one (1) year. The Chairperson shall preside at all meetings and regulate their conduct. The Vice-Chairperson, shall, in the absence of the Chairperson, preside over meetings and perform such other duties as may be requested by the Chairperson. The Secretary shall, with the assistance of the Board of Education staff, submit the records of the CSBSC, prepare the agenda of the meetings to be held at the direction of the Chairperson, provide notice of the meetings to CSBSC members, and arrange for proper and legal notice of said meetings.

5. **Meetings:** Monthly CSBSC meetings shall be held on such dates and at such times and location as may be established from time to time by the CSBSC. All CSBSC meetings shall be conducted and be governed by Robert’s Rules of Order.

6. **Quorum:** A quorum shall consist of a simple majority of the membership of CSBSC.

7. **Amendment to Administrative Procedures:** The CSBSC may elect to amend these Administrative Procedures from time to time in order to ensure the smooth functioning of the CSBSC. Such amendments shall be placed in writing and shall be adopted by a vote of two-thirds (2/3) of all members of the CSBSC.

DULY ADOPTED by CSBC on the 9th day of December, 1999.
CSBSC AGENDA ITEM

TO: Citywide School Building and Stewardship Committee
FROM: Robert Lynn / Carolina Cudemus
DATE: January 12, 2017
SUBJECT: 093-0355N East Rock School
Final Grant Application, SCG 049F

The School Construction Program is seeking approval on behalf of the New Haven Board of Education of the attached SCG049F form, which reports the final expenditures to the Department of Administrative Services, Office of School Facilities. The following table documents the revisions.

The adjustments reflect actual costs incurred.

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Attached for consideration at the meeting of the Citywide School Building and Stewardship Committee are the appropriate forms for the State project closeout. Please note that all costs are subject to FINAL Audits from the State.

cc: File
**FINAL GRANT APPLICATION FOR A SCHOOL BUILDING PROJECT**

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<th>DISTRICT NAME:</th>
<th>FACILITY NAME AND ADDRESS:</th>
<th>STATE PROJECT NUMBER:</th>
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</thead>
</table>
| New Haven Public Schools | East Rock School  
133 Nash St, New Haven, CT | 093-0355 N |

Date project accepted as complete by applicant  
(Final application must be filed within one year of this date.)

<table>
<thead>
<tr>
<th>FINAL PROJECT FINANCING</th>
<th>FINAL PROJECT COSTS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund/Bonding:</td>
<td>ELIGIBLE COSTS</td>
</tr>
</tbody>
</table>
| General fund – Progress payments | Architectural Design  
$4,243,549 |
| General fund – Other     | Site Acquisition     |
| Current Bonds/Notes * (Complete  
Bonds Issued schedule on page 2) | Facility Purchase  
$0 |
| Future Bonds/Notes       | Other Professional fees  
$3,276,537 |
| Sub-Total General Fund/Bonding | Construction (Fully eligible)  
$38,616,040 |
| Other Funding:           | Bonus area – School Readiness  
$0 |
| Rebates                  | Bonus area – Full day K/Class size reduction  
$0 |
| Insurance Proceeds       | Equipment/Furnishings  
$1,583,078 |
| Federal/Other State Grants | Eligible Costs Sub-Total  
$43,719,204 |
| Other Financing:         |                       |
| Describe:                |                       |
| Sub-Total Other Funding  |                       |
| TOTAL FINAL PROJECT FINANCING | $48,447,225 ** |

**ELIGIBLE AUDITORIUM SEATING**

<table>
<thead>
<tr>
<th>AREA COSTS COMPUTATION:</th>
<th>INELIGIBLE COSTS</th>
</tr>
</thead>
</table>
| a1 Total square footage of auditorium | Ineligible site acquisitions costs  
$0 |
| a2 Square footage of seating area | Ineligible facility purchase costs  
$0 |
| a3 Total construction costs of auditorium  
(excluding seats and installation) | Ineligible construction costs  
$2,364,211 |
| a4 Construction cost of seating area  
((Item a2 / Item a1 in Item a4) | Ineligible bonus area-School Readiness  
$0 |
| a5 Costs of seats and installation  
(not included in Item a4) | Ineligible bonus area-Full day K/Class size  
$0 |
| a6 ELIGIBLE AUDITORIUM SEATING  
AREA COSTS (Item a4 + Item a5) | Unauthorized cost increase  
$0 |
| Auditorium seating capacity | Other ineligible costs  
Describe: Salaries, FCAF, % for Art, etc.  
$2,363,810 |
| | Ineligible Costs Sub-Total  
$4,728,021 |
| | TOTAL FINAL PROJECT COSTS  
$48,447,225 ** |

**NOTE:** "TOTAL FINAL PROJECT FINANCING" MUST AGREE WITH "TOTAL FINAL PROJECT COSTS".
FINAL GRANT APPLICATION FOR A SCHOOL BUILDING PROJECT

DETAIL FOR BONDS ISSUED:

Bonds or Notes: (by issue date)

<table>
<thead>
<tr>
<th>Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/22/2007</td>
<td>$8,800,000</td>
</tr>
<tr>
<td>3/26/2008</td>
<td>$508,816</td>
</tr>
<tr>
<td>2/12/2010</td>
<td>$2,899,705</td>
</tr>
</tbody>
</table>

TOTAL BONDS ISSUED $12,208,521

* NOTE “TOTAL BONDS ISSUED MUST Agree WITH “CURRENT BONDS/NOTES” ON PAGE 1.

CERTIFICATIONS:

The Board of Education approves as complete and accepts the school building project identified for Public school purposes and certifies that:

a. The project has been accepted by the architect and construction management firms;
b. All change orders for this project have been approved by the State Department of Education;
c. The grant received for this project does not represent a duplication of funding and that the funds received do not exceed 100% of the total cost of the project;
d. All bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account;
e. The total sum noted in this application was expended for the school building project herein described;
f. Application is hereby made under provisions of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described herein, and

g. All the statements contained in this application are true and correct to the best of my knowledge and belief.

NAME OF SUPERINTENDENT
Dr. Reginald Mayo

SIGNATURE

DATE

All legislative and regulatory requirements, including C.G.S. Sections 10-287(b) and 49-41, have been met in the awarding of contracts for this school.

NAME OF APPLICANTS ATTORNEY
Stacy Lynn Werner

SIGNATURE

DATE
Citywide School Building & Stewardship Committee
January 12, 2017
CSBSC Action

The CSBSC approves the filing of the SCG049F Final Grant Application for a School Construction Project for the East Rock School Project with the State of Connecticut Department Office of School Construction Grants and Review and recommends and authorizes the following actions:

1. That the Chairman of the Citywide School Building & Stewardship Committee executes any forms and documents necessary for the SCG049F Final Grant Application for a School Building Project and accepts the project as complete.

2. That the Board of Education approves the execution of any such forms or documents and accepts the project as complete.
To: Citywide School Building & Stewardship Committee  
From: Carolina Cudemus  
Date: January 12, 2017  
Re: Engineering & Science University Magnet School – SCG-042  
Phase 4 of 4 for Technology

Approval is requested from the Citywide School Building and Stewardship Committee for submission to the State Department of Administrative Services, Office of School Facilities of the SCG-042 Request for Review of Final Plans for Phase 4 of 4, Technology Plans for the Engineering & Science University Magnet School Project, SDE-093-0357 MAG/N.

This will be submitted to the Board of Education on January 3, 2017.
REQUEST FOR REVIEW OF FINAL PLANS

<table>
<thead>
<tr>
<th>DISTRICT NAME:</th>
<th>FACILITY NAME AND ADDRESS:</th>
<th>STATE PROJECT NUMBER:</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Haven Public Schools</td>
<td>Engineering &amp; Science University Magnet School 500 Boston Post Road West Haven, CT 06516</td>
<td>093-0357/MAG/N</td>
</tr>
</tbody>
</table>

| PHASE NUMBER: | |
|---------------| |
| 4 of 4 | |

**Estimated date to begin construction**: June 4, 2014  
**Estimated date to complete construction**: February 2017

*Please note that construction must begin within 2 years of grant commitment date to maintain grant eligibility.*

**Certification of Approval dates:**

<table>
<thead>
<tr>
<th>Local Board of Education</th>
<th>Final Plans &amp; Prof. Costs estimate</th>
<th>Site Approval (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/09/2017</td>
<td>12/02/2013</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>School Building Committee</th>
<th>Final Plans &amp; Prof. Costs estimate</th>
<th>Site Approval (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/12/2017</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

We hereby certify that these final plans and project manual(s) as prepared for bidding and dated 12/6/16, and the professional cost estimate (complete in accordance with Level 3 of the American Society for Testing and Materials (ASTM) Standard #E1557, Classification of Building Elements and Related Sitework-UNIFORMAT II) for this project, dated 12/6/16 have been reviewed and approved for this site on the dates shown above.

**For the Town or Regional Board of Education:**

<table>
<thead>
<tr>
<th>Chairperson's Name (Type or print)</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Toni N. Harp</td>
<td></td>
<td>01/09/17 **</td>
</tr>
</tbody>
</table>

**For the School Building Committee:**

<table>
<thead>
<tr>
<th>Chairperson's Name (Type or print)</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Carlos Torre</td>
<td></td>
<td>01/12/17 **</td>
</tr>
</tbody>
</table>

**Signature dates cannot precede the date on the submitted plans.**

**Project Architect/Engineer Firm:**

<table>
<thead>
<tr>
<th>Firm Name (Type or print)</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Svigals + Partners</td>
<td>203 786-5110</td>
</tr>
</tbody>
</table>

We hereby request a review of the final plans, project manual, Ineligible and Limited Eligible Costs Worksheet and professional cost estimate as cited above. (Attach copies of all the above referenced documents.)

<table>
<thead>
<tr>
<th>Chairperson's Name (Type or print)</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Reginald Mayo</td>
<td></td>
<td>01/09/17</td>
</tr>
</tbody>
</table>

NOTE: NO PHASE OF THIS SCHOOL CONSTRUCTION PROJECT AND NO PURCHASE ORDER OVER $10,000 SHALL GO OUT TO BID UNTIL YOU HAVE RECEIVED WRITTEN NOTIFICATION FROM THE STATE DEPARTMENT OF EDUCATION THAT IT HAS APPROVED YOUR FINAL PLANS AND PROJECT MANUAL.
**Certifications of Local Approval:**

I certify that I have local jurisdiction over the State Building Code and that the plans and project manual dated for the above referenced project comply with all applicable building codes.

<table>
<thead>
<tr>
<th>Local Building Official's Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

I certify that I have local jurisdiction over the State Fire Safety Code and that the plans and project manual dated for the above referenced project comply with all applicable fire codes.

<table>
<thead>
<tr>
<th>Local Fire Marshal's Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

I certify that I have local jurisdiction over the State Health Code and that the plans and project manual dated for the above referenced project comply with all applicable health codes.

<table>
<thead>
<tr>
<th>Local Health Official's Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

I certify that I have local jurisdiction over Section 504 of the Rehabilitation Act of 1973 including the Uniform Federal Accessibility Standards (UFAS) and the 504 Regulations. I further certify that the plans and project manual dated for the above referenced project comply with all applicable accessibility codes.

<table>
<thead>
<tr>
<th>Local Federal 504 Official's Name</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

**NOTES:** IF ANY REQUIRED CERTIFICATION CANNOT BE OBTAINED LOCALLY, PLANS AND PROJECT MANUAL MUST BE REVIEWED AND APPROVED IN THEIR ENTIRETY BY THE STATE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF SCHOOLCONSTRUCTION GRANTS.

A COPY OF THE APPROVED PLANS AND PROJECT MANUAL MUST BE KEPT ON FILE AT THE LOCAL BOARD OF EDUCATION UNTIL FINAL GRANT PAYMENT HAS BEEN MADE ON THIS PROJECT.

G: Drive/SFUDOC/Plan Review Unit/Website/Forms/Form SCG-042.rtf, 9/23/15 (CR)
CSBSC Action

The CSBSC recommends and authorizes the following action:

1. That the Chairman of the Citywide School Building and Stewardship Committee execute the SCG-042 form for the Phase 4 – Technology Plans for the Engineering & Science University Magnet School Project and

2. That the Board of Education approve the execution of the SCG-042 form and that the President of the Board of Education and the Superintendent of Schools execute same; and

3. That the executed SCG-042 form and documents for the Phase 4 – Technology Plans for the Engineering & Science University Magnet School Project be submitted to the Department of Administrative Services – Office of School Facilities for review.
TO: Citywide School Building and Stewardship Committee
FROM: Robert Lynn, Program Director
DATE: January 12, 2017
SUBJECT: Monthly Reports for Citywide School Building and Stewardship Committee

Attached are the monthly reports for December 2016 for the following School Construction Projects:

- Engineering & Science University Magnet School
New Haven School Construction Program
Program Management Monthly Update Report
Engineering & Science University Magnet School
093-0357 MGN/N

DECEMBER 2016

Activities

- Final Painting continues - all floors
- Acoustical ceiling pads installation - all floors
- Millwork installation - Floor 3 completed, 4 and 5 ongoing
- Installation of trees - completed
- Gym Floor installation completed
- Furniture procurement ready - Purchase Orders issued
- Landscaping completed
- Phase 4 of 4 - Technology and Computers submitted to the State for approval

30 Day Look Ahead:

- Flooring completed - Final cleaning
- Light fixtures, chilled beams, radiant ceiling panels completed
- Projectors and trim installation
- Technology Procurement - Obtain final approval from State and initiate procurement
- Kitchen equipment completed
- Data Certification
- Application for Certificate of Occupancy

Critical Issues:

- Issue with manufacturer quality of VET flooring impact to be determined, VET flooring rejected due to tiles not being uniform in shading nor thickness. Flooring tile manufacturer will replace at no cost, delivery lead times being accelerated.
  Issue has been corrected and completed.

Budget:

- The project is within the current budget.

Schedule:

- The current CM schedule anticipates substantial completion and occupancy in February 2017.
<table>
<thead>
<tr>
<th>Description</th>
<th>Projected Final Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FULLY ELIGIBLE</strong></td>
<td></td>
</tr>
<tr>
<td>01. ARCHITECTURAL DESIGN</td>
<td>$ 6,244,876</td>
</tr>
<tr>
<td>02. SITE ACQUISITION</td>
<td>$ 2,852,500</td>
</tr>
<tr>
<td>03. FACILITY PURCHASE</td>
<td>$</td>
</tr>
<tr>
<td>04. OTHER PROFESSIONAL FEES</td>
<td>$ 6,267,559</td>
</tr>
<tr>
<td>05. CONSTRUCTION</td>
<td>$ 55,224,924</td>
</tr>
<tr>
<td>06. BONUS AREA - SCHOOL READINESS</td>
<td>$</td>
</tr>
<tr>
<td>07. BONUS AREA - FULL DAY K/CLASS SIZE REDUCTION</td>
<td>$</td>
</tr>
<tr>
<td>08. EQUIPMENT/FURNISHINGS</td>
<td>$ 2,496,189</td>
</tr>
<tr>
<td><strong>09. SUBTOTAL ELIGIBLE COSTS</strong></td>
<td>$ 73,086,048</td>
</tr>
<tr>
<td><strong>LIMITED ELIGIBLE COSTS</strong></td>
<td></td>
</tr>
<tr>
<td>10. OUTDOOR ATHLETIC FACILITIES</td>
<td>$</td>
</tr>
<tr>
<td>11. NATATORIUM</td>
<td>$</td>
</tr>
<tr>
<td>12. ELIGIBLE AUDITORIUM SEATING AREA</td>
<td>$</td>
</tr>
<tr>
<td>13. ELIGIBLE GYMNASIUM SEATING AREA</td>
<td>$</td>
</tr>
<tr>
<td><strong>14. SUBTOTAL LIMITED ELIGIBLE COSTS</strong></td>
<td>$</td>
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<tr>
<td><strong>INELIGIBLE COSTS</strong></td>
<td></td>
</tr>
<tr>
<td>15. INELIGIBLE SITE ACQUISITION COSTS</td>
<td>$ 73,364</td>
</tr>
<tr>
<td>16. INELIGIBLE FACILITY PURCHASE COSTS</td>
<td>$</td>
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<tr>
<td>17. INELIGIBLE CONSTRUCTION COSTS</td>
<td>$ 2,700,000</td>
</tr>
<tr>
<td>18. INELIGIBLE SCHOOL READINESS AREA COSTS</td>
<td>$</td>
</tr>
<tr>
<td>19. INELIGIBLE FULL DAY K/CLASS SIZE REDUCTION</td>
<td>$</td>
</tr>
<tr>
<td>20. UNAUTHORIZED COST INCREASE</td>
<td>$</td>
</tr>
<tr>
<td>21. PROJECT CONTINGENCY</td>
<td>$ 646,836</td>
</tr>
<tr>
<td>22. OTHER INELIGIBLE COSTS (Miscellaneous)</td>
<td>$ 8,993,753</td>
</tr>
<tr>
<td><strong>23. SUBTOTAL INELIGIBLE COSTS</strong></td>
<td>$ 12,413,952</td>
</tr>
<tr>
<td><strong>24. TOTAL PROJECT COSTS - STATE APPROVED FUNDING</strong></td>
<td>$ 85,500,000</td>
</tr>
<tr>
<td>#</td>
<td>PLA PROJECTS</td>
</tr>
<tr>
<td>------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>38</td>
<td>NEW HAVEN ACADEMY (A Pro's Report)</td>
</tr>
<tr>
<td>39</td>
<td>HELENE GRANT (Giordano Report)</td>
</tr>
<tr>
<td>40</td>
<td>ESUMS (Fusco Report)</td>
</tr>
<tr>
<td></td>
<td>TOTAL - ACTIVE PROJECTS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>#</th>
<th>NON-PLA PROJECTS</th>
<th></th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>41</td>
<td>BOWEN FIELD (O &amp; G Report)</td>
<td>38,286</td>
<td>17,087</td>
<td>2,854</td>
<td>5,030</td>
<td>45%</td>
<td>7%</td>
<td>13%</td>
<td>7/28/16</td>
<td></td>
</tr>
</tbody>
</table>

Notes:
1. New Haven Academy, Helene Grant and ESUMS are under a Project Labor Agreement.
2. The Minority and Female goals (not requirements) are from City Ordinance Chapter 12 1/2. The New Haven Resident goal is from the PLA.
3. Bowen Field is not under a PLA. The Minority and Female goals still apply. The NH resident goal is not applicable.

Prepared by Rita Jansen 1/5/2017
## SCD CUMULATIVE MONTHLY REPORT

### NEW HAVEN SCHOOL CONSTRUCTION PROJECTS

**REPORT DATE:** November 30, 2016

<table>
<thead>
<tr>
<th>CONSTRUCTION MANAGER</th>
<th>SCD CONTRACT VALUE</th>
<th>AA CONTRACT VALUE</th>
<th>HISPANIC CONTRACT VALUE</th>
<th>WBE CONTRACT VALUE</th>
<th>TOTAL MINORITY CONTRACT VALUE</th>
<th>SCD % (10%)</th>
<th>AA % (10%)</th>
<th>H % (5%)</th>
<th>WBE % (19%)</th>
<th>TOT MIN %</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PLA PROJECTS</strong></td>
<td></td>
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<td>A PRETE</td>
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<td></td>
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<tr>
<td>NEW HAVEN ACADEMY</td>
<td>$27,568,551</td>
<td>$2,727,465</td>
<td>$643,569</td>
<td>$4,746,256</td>
<td>36,011,116</td>
<td>10%</td>
<td>2%</td>
<td>2%</td>
<td>17%</td>
<td>22%</td>
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<tr>
<td>CONTRACT AWARDED</td>
<td>$27,568,551</td>
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<tr>
<td>GIORDANO CONSTRUCTION</td>
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<tr>
<td>HELEN GRANT SCHOOL</td>
<td>$32,935,301</td>
<td>$6,048,742</td>
<td>$936,040</td>
<td>$7,763,470</td>
<td>$10,019,657</td>
<td>18%</td>
<td>4%</td>
<td>3%</td>
<td>24%</td>
<td>30%</td>
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<tr>
<td>CONTRACT AWARDED</td>
<td>$32,935,301</td>
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<tr>
<td>FUSCO CORPORATION</td>
<td></td>
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<tr>
<td>ESUMS</td>
<td>$49,000,000</td>
<td>$7,330,465</td>
<td>$1,183,658</td>
<td>$4,221,324</td>
<td>85,520,285</td>
<td>16%</td>
<td>2%</td>
<td>2%</td>
<td>9%</td>
<td>13%</td>
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<tr>
<td>CONTRACT AWARDED</td>
<td>$49,536,428</td>
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<tr>
<td><strong>OVERALL TOTALS</strong></td>
<td>$151,112,712</td>
<td>$20,124,304</td>
<td>$16,731,050</td>
<td>$22,351,095</td>
<td>221,020,274</td>
<td>14%</td>
<td>3%</td>
<td>2%</td>
<td>14%</td>
<td>19%</td>
</tr>
</tbody>
</table>

### NON-PLA PROJECTS

**G&G INDUSTRIES, Last Updated 7/26/16**

| SOLOW FIELD           |                    |                   |                         |                   |                               |             |            |         |             |          |
| ESTIMATED TRADE COST  | $8,773,694         | $2,158,098         | $72,360                 | $604,026          | $1,223,668                   | 24%         | 1%         | 2%      | 11%         | 14%      |
| CONTRACT AWARDED      | $8,625,914         |                   |                         |                   |                               |             |            |         |             |          |

**Notes:**
1. New Haven Academy, Helen Grant and ESUMS are under a Project Labor Agreement.
2. The Small Contractor Development (SCD) requirement is from Qty Ordinance Chapter 12 1/4.
3. The African American, Hispanic and Woman Owned Business goals (not requirements) are from the PLA.
4. Bowen Field is not under a PLA. The African American, Hispanic and Woman Owned Business goals are not applicable.