

West Jefferson Hills High School

West Jefferson Hills School District
WTW Project No. 71-4012

CONSTRUCTION COMMITTEE UPDATE

August 21, 2014
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Attending:

Dr. Michael Panza
Ryan Snodgrass
Patty Zeleznick
Tracey Harris
Chris Sefcheck
Tom Risley
Alan Caponi
Greg O'Hare
Debbie Pozzycki
John Hosmer
Keith Pancoast
Kelly Magill
Christian Bareford (for Ira Weiss)
Betsey Kane
Gary Meinen
Doug Shuck
Larry Payne

Representing:

West Jefferson Hills School District (WJHSD)
West Jefferson Hills School District
West Jefferson Hills School District
West Jefferson Hills School District
West Jefferson Hills Construction Committee (WJHCC)
West Jefferson Hills Construction Committee
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West Jefferson Hills Construction Committee
West Jefferson Hills Construction Committee
Turner Construction Company (TCCo)
Willis of Pennsylvania, Inc. (WoP)
WTW Architects (WTW)
WTW Architects

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lpayne@wtwarch.com

Meeting Location: Thomas Jefferson High School – Jefferson Conference Room, 5:30 PM

Meeting Purpose: Construction Committee Update

Agenda Items:

1. M. Panza introduced G. Meinen of Willis of Pennsylvania, Inc. (WoP), who gave a synopsis of the benefits of using an Owner Controlled Insurance Program – OCIP in lieu of have all contractors provide their own insurance coverage for the new Thomas Jefferson High School.
2. G. Meinen explained that an OCIP is a single unified insurance program purchased by the Owner of a construction project to cover exposures and risks for the entire project rather than having multiple contractor insurance policies covering the same risk. A summary of the discussion follows:
 - a. Insurance Coverage and limits
 - 1) Broader coverage and higher limits
 - 2) Workers' compensation
 - 3) General liability/10-year completed operations
 - 4) Excess liability - \$50 million
 - 5) Provides a Builder's Risk (Property) – Option
 - b. Potential Cost Savings
 - 1) Anticipate project savings of .75%-1% of contract value due to OCIP
 - 2) Contract language instructs bidders to remove the cost of insurance from their bid
 - 3) CCAC benefits from economies of scale in the PSBA IT OCIP compared to contractor's insurance costs due to prices negotiated on several hundred million dollars of contract value annually
 - c. Administrative Services
 - 1) The Owner has no additional duties
 - 2) Contract language development and insurance certificate issuance
 - 3) Pre-bid and Pre-construction meeting participation
 - 4) Contractor and subcontractor enrollment
 - 5) Insurance certificate issuance
 - 6) Monthly payroll reports and close-out audits
 - d. Project Safety and Loss Control

- 1) Project safety program part of the contract language
 - 2) Dedicated safety representatives perform site visits for compliance
 - e. Claims Management
 - 1) Single source claims management avoids "finger pointing"
 - 2) Promotes quick response/claims resolution/avoid litigation
 - 3) PSBA Insurance Trust and Willis advocate on your behalf
 - f. Local/Recent Districts using the program (partial list):
 - 1) Mt. Lebanon, Ringgold, South Fayette, Quaker Valley, Fox Chapel, Penn-Trafford, Freeport Area, Connellsville, Laurel Highlands, Freedom Area, North Penn, South Eastern, West York, Cheltenham, CCAC, Frazier, Moon, McKeesport, Penn Hills, Upper St. Clair, Kiski Area, West Mifflin and Hempfield
 - g. G. Meinen confirmed the following:
 - 1) Builder's Risk Insurance can be purchased for approximately \$50,000/year.
 - a) Builder's Risk also includes transit and storage claims.
 - 2) Adjacent properties are also covered via the OCIP.
 - 3) OCIP requirements are typically note in the front-end of the Project Manual.
 - 4) Although Contractors do not carry their own insurance, OCIP claims will impact the contractor's future insurance premiums if claims are incurred.
 - h. M. Panza note the site is 151 acres.
 - i. G. Meinen provided examples of how the OCIP program worked in previous claims that occurred at Shaler High School and Mt. Lebanon High School
 - j. B. Kane noted the project can be bid in the following ways: OCIP, CCIP or with the contractors each maintains their own coverage.
 - 1) G. Meinen noted WoP also requires implementation of a safety program.
 - 2) B. Kane noted all TCCo superintendents are trained in OSHA 30 and a TCCo Safety Director is typically on site once a month.
3. Project Status Follow-up of August 13th Programming Meetings:
- a. WTW reviewed the methodology used to date to establish the Program Matrix. Five program scenarios (all using a 1.4 Grossing Factor) were reviewed, they included:
 - 1) The "Original District" Program at 231,140 SF
 - a) Program originally provided by WSHSD.
 - 2) The "Dream" Program at 325,633 SF
 - a) Developed based on information received during the Programming Meeting with teachers & staff.
 - 3) The "Right-Sized" Program at 269,451 SF
 - a) Developed based on the "Dream" Program combined with G+P/Design Team's expertise.
 - 4) The "Partial Reduction" Program at 252,245 SF
 - a) a) Developed based on the "Dream" Program combined with G+P/Design Team's expertise, program represented a partial program reduction while maintaining most elements requested.
 - 5) The "Mets you Budget" Program at 196,427 SF
 - a) Developed based on the construction budget confirmed in the contract of \$50M, significant elements were removed to achieve budget with various program elements constructed at a later date.
 - b. D. Shuck noted the Design Team is progressing with development of the Program and Educational Specifications.
4. Traffic Study Update:
- a. B. Kane noted six companies responded to TCCO's RFP for the traffic study.
 - 1) TCCo and WTW have recommend Trans Associates.
 - 2) B. Kane noted looking at the existing site will help predict traffic issues for the future site. Sight lines and accident reports will also be reviewed and a meeting with Allegheny County will be scheduled to confirm the final scope of the study.
5. Geo-Tech Survey Update:
- a. M. Panza note WJHSD had received a recommendation from WTW to retain GeoMechanics, Inc.

- b. D. Shuck noted Dr. Alvi is familiar with the site and very experienced with regards to building on sites with mines and expansive soils.
6. Environmental Study Update:
- a. D. Shuck noted WTW had received two proposals for the Environmental Study; and they are currently reviewing the proposals to confirm there is no overlapping scope between the Environmental and Geo-Tech Studies.
7. Expansion of the Construction Committee:
- a. M. Panza suggested inviting several students to join the Construction Committee in order to get input directly from WJHSD students.
 - 1) J. Hosmer recommended inviting students from grades 8, 9 and 10, all attendees agreed.
8. Public nature of the WJHCC Meetings:
- a. M. Panza noted the meetings are open to the public and advertised on the WJHSD website.
 - b. B. Kane noted she has had discussions with the Township as well. M. Panza noted he will forward the meeting minutes to the Townships and invite interested parties to the meetings as well.
9. Work of Architect to Date:
- a. D. Shuck noted the team has developed initial Program Options and is still in the data-gathering phase. The program will be refined further based on comments and recommendations received from the WJHCC as well as other parties.
10. Total Project Budget versus Program:
- a. WTW noted WJHSD agreed with the methodology used to date in establishing the Program Areas and generally agreed to further validate the "Right-Sized" Program while maintaining the "Dream" Program for reference only.
 - 1) D. Pozycycki questioned how the Design Team arrived at the areas used in the Total Project Budget document.
 - a) B. Kane discussed how the estimated Program SF factored into the overall Total Project Budget.
 - b) R. Snodgrass confirmed 850 SF classrooms are within the range of current areas for WSHSD General Classrooms.
 - 2) D. Shuck noted the Grossing Factor used for the "Original District" Program is very aggressive, and commented a more realistic factor of 1.5 to 1.6 should be considered. All attending agreed to modify the Program Summary Table to include both Grossing Factors.
 - 3) M. Panza noted WTW has begun discussions with PlanCon and will start the paperwork shortly. T Risley noted the design should not be "driven" by PlanCon.
 - b. L. Payne began a detailed review of the "Right-Sized" Program, comments were as follows:
 - 1) T. Risley questioned what the ratio of classrooms to social spaces is; D. Shuck noted 35%-38% of the program is dedicated to General Classrooms.
 - 2) M. Panza noted the typical classroom size is 25 students with a range of approximately 18 – 26.
 - 3) T. Risley noted he was concerned about the School District's ability to create policies for rooms and spaces they currently do not have.
 - 4) WJHCC questioned if all the classrooms were needed, or if they could be condensed somehow.
 - a) M. Panza note the teachers are teaching 5-6 periods +duties +their lesson plans.
 - (1) WJHCC questioned if Planning Rooms are required if there are flexible classrooms available that can be used for department meetings and planning.
 - (a) L. Payne noted the planning rooms had amenities like copiers, supplies, microwaves that the classrooms would not have.
 - 5) D. Pozycycki requested that the WJHCC receive future program documents in advance so members have adequate time to review prior to the meeting(s).
 - a) M. Panza suggested meeting in approximately two weeks to discuss only the high school's proposed program spaces.
 - (1) M. Panza requested that WTW forward the Program Document to R. Snodgrass and himself, he will in turn forward to the WJHCC. (Post Meeting Note: WTW forwarded current program

documents that accounted for suggested format modifications to M. Panza & R. Snodgrass on 8/21/14.

11. Review of Total Project Budget:

- a. B. Kane reviewed the Total Project Budget accounting for three Program Options: "Right-Sized", "Partial Reduction" and "Meets Budget."
 - 1) Costs are based on TCCo's experience and input received for proposals to date.
 - a) B. Kane distributed TCCo's Pricing Index and noted it is based on historical data.
 - 2) M. Panza asked T. Harris to confirm the total Project Budget.
 - a) T. Harris noted West Jefferson Hills School District could afford \$80-\$85M if needed and that the Index has been favorable to the School District.
 - b) D. Pozycki noted the District should build what they need and questioned if a three story option had been considered yet.
 - (1) D. Shuck noted three stories had been discussed, but two stories were generally preferred; and that further consideration would be given as design options are generated.
 - c) T. Risley noted the committee had previously commented that they prefer the level of quality observed at South Fayette and questioned how the cost/SF accounted for that level of construction/quality.
 - (1) L. Payne noted WTW would post photographs of South Fayette on their FTP site for TCCo to reference.
 - d) The WJHCC agreed to eliminate the "Meets Budget" column on TCCo's spread sheet citing that the existing high school is approximately 218,000 SF and they would not consider an option that would build less square footage than what currently exists.
 - e) D. Pozycki agreed the committee should look at building what is needed for the students first and then the community, without increasing building costs.

12. Comments on Total Project Budget Line Items:

- a. B Kane noted:
 - 1) Based on the RFP, the Practice and Softball Fields are not included, but the Tennis Courts are included.
 - 2) The demolition of the existing high school should be included as a line item.
 - 3) The District Administration Offices should remain, perhaps as an Add Alternate.
 - 4) Consider what will happen to the Facilities Garage, perhaps an Add Alternate.
 - 5) The WJHCC noted the proposed maximum budget should be kept confidential even though a budget of \$73M has previously been published.
 - a) WJHCC recommended using terms like "preliminary estimates are..." or "the budget is in excess of ..." when asked to define a specific budget limit.

13. School Board Process:

- a. B. Kane questioned what the process is with the School Board.
 - 1) M. Panza noted once a recommendation is made the School Board needs to agree.

Action Items:

1. Design Team:

- a. WJHSD:
 - 1) Arrange to visit/tour the Elizabeth Forward High School Media Center.
 - 2) Forward approximate SF of existing District Administrative Office building for reference.
 - 3) Forward approximate SF of existing District Facilities Garage for reference.
- b. WTW/G+P:
 - 1) Update Summary section in Programming Document to provide cells reflecting updated Grossing Factor options.
 - 2) Include District Offices in Summary section of Programming Document.

Program/Scope Adjustments:

1. Reference TCCo's Project Budget Worksheet for items listed under the CM RFP and Architectural Services RFP.

Next Meeting:

1. Date: September 2, 2014, Time: 5:30 PM, Location: Thomas Jefferson High School – Jefferson Conference Room
2. Required/Specialized Attendance:
 - a. WJHSD
 - b. WJHCC
 - c. Design Team: WTW & Design Team (as required)
3. Proposed Major Agenda Items:
 - a. Review of the current Program Document.

Upcoming Meetings:

1. 2014 Dates: September 18th, October 16th, November 20th, December 18th
2. 2015 Dates: January 15th, February 19th, March 19th, April 16th, May 21st
3. Time: 5:30 PM
4. Location: Thomas Jefferson High School – Jefferson Conference Room

Any authorized persons who take exception to any statement in this report shall notify the Preparer, in writing, within three (3) days from the date of receipt of this report, stating in detail the correction or omission. Otherwise this report shall be considered correct and final.

Prepared by:

WTW ARCHITECTS
Larry Payne, AIA, LEED AP BD+C
Principal/ Project Manager
August 27, 2014

West Jefferson Hills High School

West Jefferson Hills School District
WTW Project No. 71-4012

CONSTRUCTION COMMITTEE UPDATE

August 21, 2014
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Distribution:

Attending:

Attendees

Ira Weiss
Steve Parker
Kieran Wilmes
Anthony Lucarelli
Kristine Retetagos
Mike Miller
Jim Kosinski
Mike Plummer
Tom Gorski
Boyd Ernzer
Ken Kistler
Ted Wallover
Susan Wallover
Richard DeYoung
Jeff Krill

Representing:

West Jefferson Hills Construction Committee (WJHCC)
Grimm & Parker Architects (G+P)
Grimm & Parker Architects
Grimm & Parker Architects
Turner Construction Company (TCCo)
Barber & Hoffman, Inc. (B&H)
Elwood S. Tower Corp. (ESTC)
Elwood S. Tower Corp.
Elwood S. Tower Corp.
Fahringer, McCarty, Grey, Inc. (FMG)
McFarland Kistler & Associates (MKA)
Wallover Architects, Inc. (WAI)
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Attachments:

1. None