

Board of Trustees Meeting

Place: New Dawn Charter High School

242 Hoyt Street

Brooklyn, NY 11217

Date: October 18, 2016

Time: 1:48 p.m.

Present: Dr. Weitzman, George Crowley, Leslie Winter

Staff Members/ Visitors Present: Dr. Sara Asmussen, Melissa Wilson

Board Members via video conference: Ron Tabano, Esosa Ogbahon

Absent: Samir Souidi

Having a quorum, Ronald Tabano called the meeting to order at 1:48 pm.

I. Resolution: Minutes from September meeting

Mr. Tabano asked if everyone had an opportunity to read the September minutes. Mr. Tabano requested a motion to accept the minutes.

Motion: George Crowley motioned to accept the minutes to be approved.

Seconded: Phillip Weitzman

Vote: Unanimous

II. Contract Updates

As requested by the Board, Dr. Asmussen updated everyone about contract signed for less than \$5,000. The only contract signed was for the rental for graduation space at the same location as last year at Long Island University. The total amount will be \$2,852.

III. Architects

As part of the process of buying the building, we must get costs for the renovations. Therefore, four architectural firms that submitted responses to the New Dawn RFP were invited in to present their plans.

Mr. Tabano stressed that today was simply to listen to what each group had to say. There will be no vote today. Following this, we will narrow the list down to one or two proposals. Next steps will be determined following this meeting.



1. Spaces

Experience / Charles Lembo: worked for an architectural firm that did exclusive school work for 2 years. We've done major additions with East Hampton HS, a Gymnasium for Oyster Bay and various projects throughout Long Island that required maintenance, window, roof repair, et al. Since starting business: we've worked with Montessori schools and many other small schools, although, we do not do public school work. 16 years of medical design and although the uses are different Design processes are similar, although uses are different.

Board: Have you worked with NYC zoning?

Spaces: We have done quite a bit of commercial work in the city with small private school work. KM Associates are the expeditors used; they are a large firm in the city and their sole purpose is to handle expedites. Spaces has not done any zoning analysis on our building and noted that there may be structural issues around which the building cannot be changed structurally.

Board: Does the bid include the structural changes?

Spaces: The bid does include adding the two additional floors. We can do work on the interior building while awaiting the structural change approvals as long as the interior changes do not affect or impact the work on the structure.

Board: What about cost over-rides during construction?

Spaces: We try to do a comprehensive set of construction drawings. We would expect the GC and RFI to provide clarity and then we would advise you as to its necessity accordingly.

Board: Would you be the construction manager?

Spaces: We're not construction managers. New Dawn would have to get a construction manager and Spaces would be the liaison between us and them. We can do cost estimating based on the final budgeting numbers but not really before that. It is basically impossible to provide a bid without knowing whether the alteration (structural) change is approved. The only way to determine this would be to simultaneously file two separate requests; one for interior and one for structural changes. Total time to completion would be about a year.

Board: What design features are you looking at?



Spaces: We have done some gymnasiums, classrooms and theatres. However, we like to follow along with our client's wants and needs.

Board: What is the approximate length of project?

Spaces: One year plus, Spaces also believes that the self-induced hardship will be very hard to overcome.

Possible next step: confirm whether we are adding two floors or not. Then, we must meet with involved parties to find out what our needs are. It could take 4-6 months to complete outside structural work. What would an estimator cost, however it should not be too expensive.

2. GKV

Experience: Michael Fontaine, Joseph Barbagallo; Partners at GKV NY represented GKV. We have over 20 years of experienced and several of those years together. We have a diverse practice. We've done school work, residential, commercial and retail buildings. We have 60 professionals and 7 partners. That means we're able to do larger projects, yet still able to have a partner on each. As partners, we all design, we are in the field and we are all very hands on. When we start a project, we are with you from the beginning to the very end. We are always available.

Board: Have you done schools before? Talk about that.

GKV: We are doing a project right now for the Foundling, a charter school in the Bronx. It is very similar to what you are asking for. They are an existing site with a couple of floors used as a preschool. They will be moving their office facilities and we are going to renovate.

Board: Are you going to do additional floors on that?

GKV: No, that's not their goal at this time. We have done several facilities for them. We have done a number of projects for the SCA, Weslyn the most notable in their science lab. We've done base building upgrades in Brooklyn and the Bronx for the Marc Afterschool Program. That was a school and playground project. We also do that type of work as well as roof farming or roof scaping.

Board: You know we have already exceeded FAR so can you give us a time frame on that process?



GKV: A board case for further exceeding FAR is not a short process. It will probably take a year. It can take more time and you may not get it. We've done numerous board cases, we done several city planning's projects and we are very comfortable with doing them. So, it this becomes a very different process if we don't build two floors on.

Board: During the construction process, can we occupy this space?

GKV: We could structurally use the existing columns and build directly off of that. We were also thinking we could secure and protect the roof and not occupy the floor directly underneath. But, the floors below could be used. The school could be active while some of this work was done.

GKV: Is there any down time?

Board: No, we are a year-round school.

GKV: We'd need to come in a few weeks early before we even start schematics to analyze the building and see what load it can carry. Figure out a phasing idea and determine the quickest way to get it done. We would also want to do a programming session to see what we would want to do with the school in maybe 5 years from now. We could figure out what you would like to implement. If we open up the staircases and the building, we could have a lot more useable space. That's dependent upon what you want however. We'd need to know your budget however, so we could tailor our plans to meet that.

Board: Could there be $\frac{3}{4}$ of a year doing nothing while waiting on city board approval?

GKV: It would seem like we're not doing anything, but we would be doing due diligence. This includes our geotechnical engineers. Structural calculations would be done while waiting.

Board: What would the time period be to build the two story's?

GKV: It could take roughly 14 months or so. I think there is a lot of work that we could do, on a parallel path while awaiting the decision. It would definitely be money well spent.

Board: Who at the school would you want to work on this project?

GKV: That would be your decision. It would be whomever you appointed. You would have to meet and decide on the department leaders and/or whoever's voice needs to be



heard on this. It is important to have all points of view on the table early. We may do a round table, or go person-to-person if need be. It all depends on what works best for you. When I looked at the floor plans I saw so many opportunities to open up the current space.

Board: What design features are you most happy with?

GKV: I think the colors, the lighting and our ability to open up spaces. We get the most gratitude from opening up the spaces, lighting up the spaces in a happy way, and having the coloring to match. We have a very creative team that are very open to all ideas.

Board: What makes for a good client?

GKV: Willingness to collaborate and communicate is key. The project's success is our ultimate goal. We want to bring your vision to life and we want you to come back to us for future endeavors. We find it so rewarding to work with non-profits and to do smaller scale projects. This is part of the reason why we created this firm. We absolutely love doing smaller projects and we didn't want to forget about those. We don't have one look or a "GKV" look. We've done classical, modern and everything in between. We tailor our work to fit your wants and needs and want you to call us for your next job!

3. RSVP

Experience: We are two firms that formerly worked together, now branding together. We have an emerging office with a full line of services. We do everything from zoning studies, to code analysis, filing drawings, construction drawings and interior specs. Our core business is residential. We're not just looking for profits, we like doing these jobs as well. We are looking to work long term with you. Part of our process is getting to know New Dawn Charter and its program. It was over two years ago when we originally toured the property. We have worked on many educational/ school projects such as Brooklyn Law School, Brooklyn College, Hofstra and the Rudolf Steiner School. We have done a lot of non-profit/ Community Center work. We just completed a \$9M project at the LGBT Center. Working with non-profits we understand that we will be working with a number of people. We would be open-minded and understanding of your wants and accommodating to your needs. We understand budgets and timelines.

Board: You did the work on The Door?

RSVP: We did Early Renovations on the door in 2003. We did their offices, meeting spaces, renovations and legalizing of pre-existing conditions and spaces. Although there was later façade work done, which we were not involved in.



(See Slideshow attached)

- *We opened windows that were sealed
- *Found and preserved art work/ history and then we incorporated it into the design. It would be very interesting to see how much of your space can be expanded. We also did outdoor garden space.
- *New offices at the Brooklyn Arts Council
- *Try to bring an idea of design even when budgets are meager and limited.
- * We're doing a community space in Fordham University
- *Have new construction experience
- * We've done an extensive number of additions. We outsource our engineering; but work with the same staff.
- * We pride ourselves on our "Experiences"

4. AKA Studios

Experience: We are licensed in six states. We are small, but very efficient and our size is by design. We have been this size for the past four years. We certainly have enough clientele to expand, and we were bigger but, I began to realize that I was losing control, I am the principal of the firm. I like to work intimately with the client. Having too many people, it would not be as possible.

Board: You say that you worked with a lot of charter schools. Tell me about the smaller schools or projects completed. What do you expect from the school in how you would work with us?

AKA: I expected a broad overview of what you are trying to achieve. We would go over the deficiencies, wants and needs. One school we worked with, we had hoped to open up the school and create more space. They wanted to increase enrollment from 150 to 250 students. They said they wanted 10,000 sq. ft. Instantly, I asked where this number came from, and why not some other number. This is my job, to see what the client's line of thinking is. My job is to assist in helping my client achieve what they want and need. We would start with a meeting and then work from there.

Board: Who would you want to work with to achieve that?

AKA: There is usually a person appointed to do that. Let's say the Director of Operations or whomever you choose to select. It would be the person who is outside of teaching staff, but provides everything that the teaching staff to do their jobs. I would be the person who is the most familiar with all of the deficiencies of the building.



AKA: What are your timelines?

Board: This is the first step. We have to secure the money or funding and costing within the next few months.

AKA: Because processing will take time and you do not have control over the city's processing times. In order to get accurate estimates, the scope must be defined. Either you are building up, or you are doing interior work. Either way, we need to know what your wants are to secure accurate costing. So that decision needs to be made first. For us, either way, it would take roughly 1 month to give you detailed pricing and such.

Board: You do construction management?

AKA: My proposal provides you with construction administration. Construction management is different. It involves procurement, scheduling and such. Construction administration would be included in our agreement, not management. We would however, have a weekly meeting with the construction managers to see what they have done or what issues there may be. I then bring those issues and concerns to you and then advise you on the next steps. However, all decisions are yours to make.

Once all presentations were concluded, it was decided that the next scheduled meeting would be held on the regularly schedule time, next week on Tuesday, October 26, at the school at 2:30 p.m.

At this point Mr. Tabano requested a motion for adjournment.

Motion: Phillip Weitzman motioned that the meeting be adjourned.

Seconded: Leslie Winter

Vote: Unanimous

Meeting was adjourned at 4:03 p.m.