**ADDENDUM NO. 3**
**APRIL 1, 2021**

**Design for GHS Security Entryway Proposal**
**Opening Date: 4/13/21**
**Opening Time: 10:00 a.m.**
**RFP Number: 2321-21**

This Addendum No. 3 is being issued to address the following questions:

**Question:**
At today's Mandatory Pre-Proposal Meeting / Site Visit it was mentioned that Silver Petrucelli & Associates has performed a Feasibility for this project. Can that Feasibility Study be shared?

**Answer:**
Please see the attached Education Specifications for Greenwich High Entry Way. This is the deliverable from the Feasibility Study completed by Silver Petrucelli

**Question:**
What is the budget for this project? At today's meeting $2,700,000.00 was mentioned. Please confirm.

**Answer:**
Proposed submission for total amount for all aspects of project to Finance Board is $2,750,000.

**Question:**
Are drawings of the existing building and recent renovations / additions available to the selected firm.

**Answer:**
Due to the age of the facility and the alteration, we do not have any drawings in CAD format. The selected firm will have access to our hard files and electronic files as they exist.

**Question:**
The Request For Proposal (RFP) makes reference to including Geotechnical services in our Proposal / fee. Is that to include required soil borings?

**Answer:**
YES

**Question:**
Will the District be providing a Topographical Survey of the existing plaza and contiguous spaces? Or are we to include the cost of a partial topographical survey in our Fee Proposal?

**Answer:**
Make the topographical survey part of the Fee Proposal

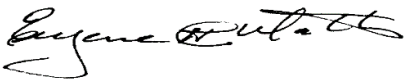
**Question:**
Is our Fee Proposal to include a Hazardous Materials Survey to identify asbestos, lead based paint, PCB's etc?

**Answer:**
yes

**Question:**
Is our Fee Proposal to include colored renderings / colored perspectives? If yes, how many?

**Answer:**
Fee Proposal is to include 10 of the same colored renderings

All project requirements, except for those that are specifically added or modified by this Addendum shall remain in full effect.



Eugene H. Watts

**END OF ADDENDUM NO. 3**

# Educational Specifications for Greenwich High Entry Way

Silver/Petrucelli + Associates, Architects/Engineers/Interior Designers of Hamden, Connecticut was hired in January of 2020 to provide architectural and planning services to develop a feasibility study centered around securing the front entry/main entrance to Greenwich High School. The State of Connecticut Department of Administrative Services issued a Report of the School Safety Infrastructure Council (SSIC) dated November 15, 2015 that examined the process of security analysis and risk assessment which provides districts direction toward developing minimum requirements and further considerations when designing or retrofitting the main entrance to a public school. The proposed educational specification concentrates on a compliance method that is detailed within the Subject 5 School Exterior of the report. Greenwich High School was constructed in 1970 and has served the community for 50 years. The Town has made a commitment to improve the security at the high school. This will involve expanding the vestibule to the exterior of the current main entrance lobby and incorporating the security and accessibility features that are mandated by the code and SSIC. Collaterally affected areas related to the security improvements will include the Resource Officer/Greeter workstation, visibility and electronic communications from the main office and expansion of the current electronic security and surveillance network. The high school serves a wide range of community educational, cultural, social, and athletic programs. Consideration shall be given within the entrance design to encourage those with whom the student resides to be active in the life of the school and look forward to accessing the school via the main entrance. Existing spaces that are predominantly used by the community or the student's parents/guardians will remain located to mitigate the public's access to or through the rest of the academic areas of the school, and large gathering spaces or those that generate loud noises are unchanged. The design should also take into consideration that the central administrative office and/or security desk have good visibility to the main entry doors and perpendicular hallways and visibility to visitor parking, drop off areas and exterior routes to the main entry. This can be accomplished by video surveillance and exterior windows within the administrative offices. It is suggested that other educational offices that serve the community shall positioned within proximity of the main entry to avoid visitors' access to all parts of the school's campus.

The design team has visited the school during various times of the school day to review the entry procedures and observe the circulation paths currently in place. Visitors are required to enter the school through an access control device that is automated by a greeter/guard. The guard is positioned in the front hallway and has visibility to the main entry and portions of the plaza. Visitors gain access into the school, as they are "buzzed" into the school through electronic access control devices. The visitor gains entry to the common hallway of the school and only a few feet away from the security guard. This hallway is the main pathway of the school, as students and faculty move freely to and from classes daily. Thus, visitors immediately cross paths with the students and teachers as they gain access from the outside. At that point, the guard will sign the visitor in by showing identification, providing a visitor identification sticker and directing them

toward the appropriate location. Throughout the day, students use the front entry to enter and exit the building, allowing visitors to "tailgate" or enter through the same door. The existing entry has various entry points throughout the entire campus. This report does not focus on those other locations, nor does the SSIC mandate specifics on those applications. Although, the same principles of limiting access to the public should be taken into consideration.

In following the SSIC guidelines, a secure vestibule is necessary to be able to have visitors and students enter a space that allows the security guard unobstructed visibility and direct communication to be able to control all main entrance points. This vestibule needs to be separated from main access into the school, holding visitors in a secure space prior to gaining the permission to enter the school. The main entrance vestibule must be illuminated with natural daylight and artificial lighting to be able to clearly identify faces and figures throughout the day and evening. Electronic and Video surveillance is required to monitor activity in and around the front entry of the school. These systems can be viewed and controlled by the security guard and/or main office. Visitors shall be guided (by wayfinding signage) toward one entry door in which access will be controlled by the security desk. The number of doors exiting the school is related to the required means of egress established by the most current Connecticut building and fire codes. Thus, other doors are allowed for egress only and can be located within the vestibule. They just need to be locked from entry during the school hours. The design must carefully examine the extent of glazing and its framing used within the entry and surrounding spaces and if so, what type of bullet, blast, and shatter resistant assemblies. The door hardware, access control systems and other components of the doors shall be tamper-resistant and meet the industry security standard ANSI/BHMA Grade 1.

Below is an outline of the considerations that should be implemented into the educational specifications.

1. Provide a secure main entrance vestibule that is directly adjacent to the administrative offices and physically separated from any hallways/corridors. The entry shall design should provide an open feel, using more glazing that solid walls.
    a. Only one set of doors will be used to allow electronic entry into the vestibule.
        i. Entry will be either be through card/FOB access or electronic release by the security or administrative staff.
    b. All other doors will be locked from the outside only.
2. A security workstation shall be located within the vestibule, providing a clear and unobstructed viewing of the front entry, entry plaza and drop-off area.
    a. The workstation shall be elevated to allow for viewing in all direction.
    b. The workstation shall consist of a video surveillance, with views of entry ways, parking and the front plaza.
    c. The security guard will control and provide access to visitors through a single set of main entry doors, using electronic access control door hardware. A panic/duress button shall be positioned within workstation and administrative area.

3. The exterior glazing and framing surrounding the vestibule be shall of blast resistant material. All interior glazing shall meet a UL 752 or equivalent testing Level 4 bullet resistant material commonly used in educational facilities.
4. Wayfinding signage shall be located around the site to guide people to the main entry. Signage shall describe restrictions about trespassing, illicit behavior, citing applicable laws and regulations at primary and secondary points of entry.
5. Removal of existing hazardous materials effected by the scope of work.
6. Energy Efficient Ventilation and Heating system for the vestibule and modified adjacent areas. Energy Efficient interior and exterior lighting systems.
7. Accessibility modifications at all fire-safety code required means of egress including compliant thresholds, ramps and inclines.
8. Link to the existing fire alarm system to meet current fire safety and building codes, including ADA enhancements, updated graphic annunciation.
9. Reconfigure sidewalks and ramps as required and provide physical vehicle barriers in the form of bollards or similar barriers.
10. Security system upgrades including additional cameras, infrared and motion sensors, monitoring equipment and recorders, perimeter access locking and alarm devices and proximity sensors for staff access.

Prepared by: David J. Stein, AIA Principal

**Education Specifications**

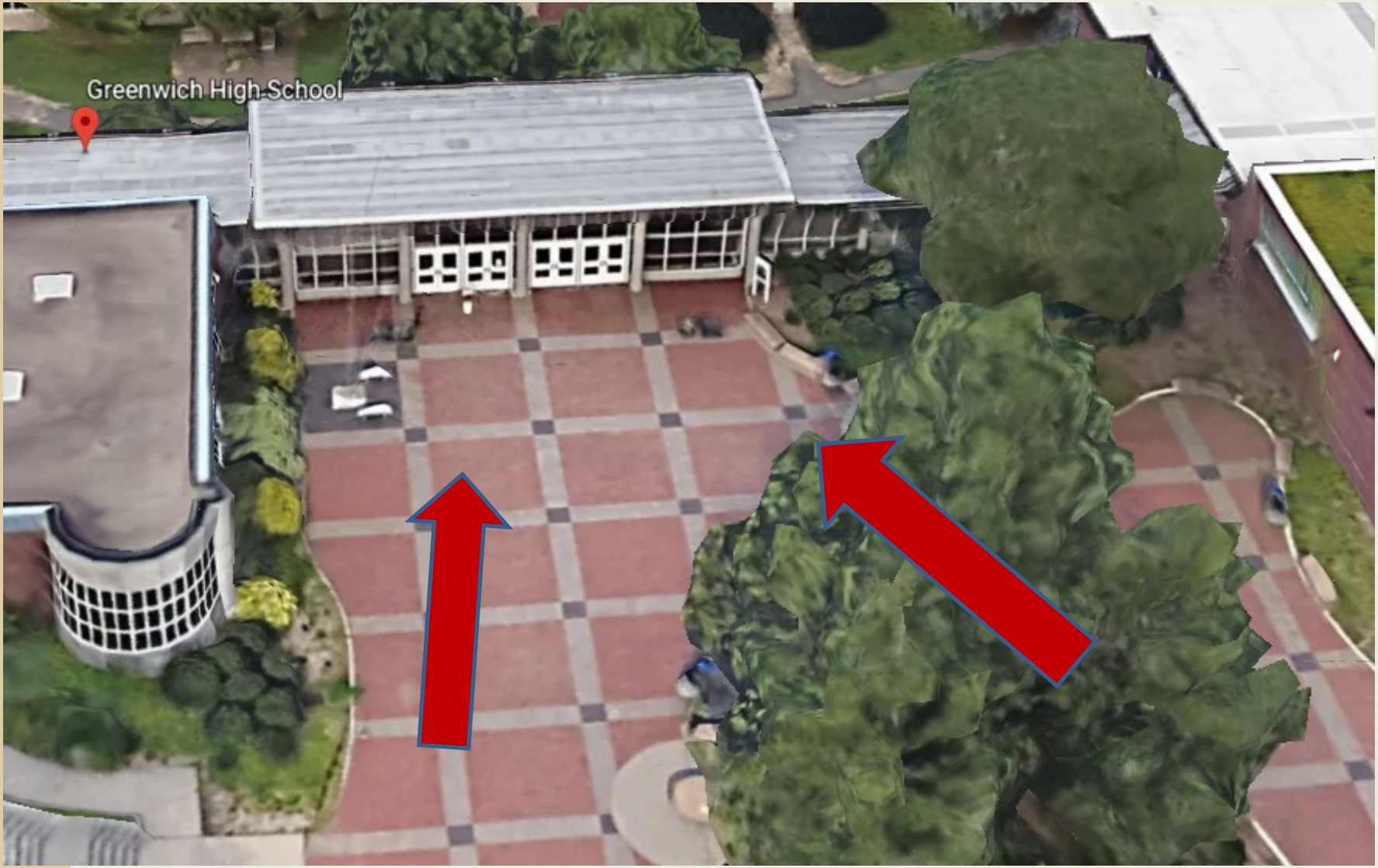
| **Program Space or System** | **Description** |
|---|---|
| Main Entry Lobby | • One Story, Slab-on-Grade Structure.<br>• Approximately 2,200 Gross Square Feet<br>• Steel superstructure<br>• Glass façade<br>  o Blast Resistant Glazing<br>• Metal Framed Curtain Wall |
| Administration Offices | • Provide direct and secure visitor access from the Vestibule<br>• Provide visibility into the vestibule |
| Entry Doors and Framing | • Metal Framed Doors with blast resistant system |
| Interior Doors and Framing | • Metal Framed Doors with Level 4 bullet resistant system UL 752 or equivalent testing |
| Access Control System | • Electronic access control to all exterior doors<br>• Access by Fob/Card<br>• Electronic Release at Security Workstation<br>• ANSI/BHMA Grade 1 Door Hardware |
| Video Surveillance and Security Systems | • Cameras shall be located to view the main entry doors and parking areas<br>• Infrared Motion sensors,<br>• Monitoring and DVR Recording System,<br>• Perimeter access locking and alarm devices |
| Security Workstation | • Centrally located within the vestibule<br>• Visibility to all doors.<br>• Workstation shall be elevated for better visibility.<br>• Provide a panic/duress button<br>• Monitors positioned for viewing of entry points |
| Wayfinding Signage | • Located at the entry of the site and at various parking locations.<br>• Located at the front entry, differentiate Visitor and student entry doors. |
| Heating and Ventilation | • Energy Efficient Heating, Cooling and Ventilation System<br>• LED lighting systems for the interior and plaza |
| Life Safety Code Improvements | • Exit Signs and Devices<br>• Remote Fire Alarm Panel located at/or near the workstation<br>• Fire Alarm, Pull Stations and lighting required per code |

# Greenwich High School

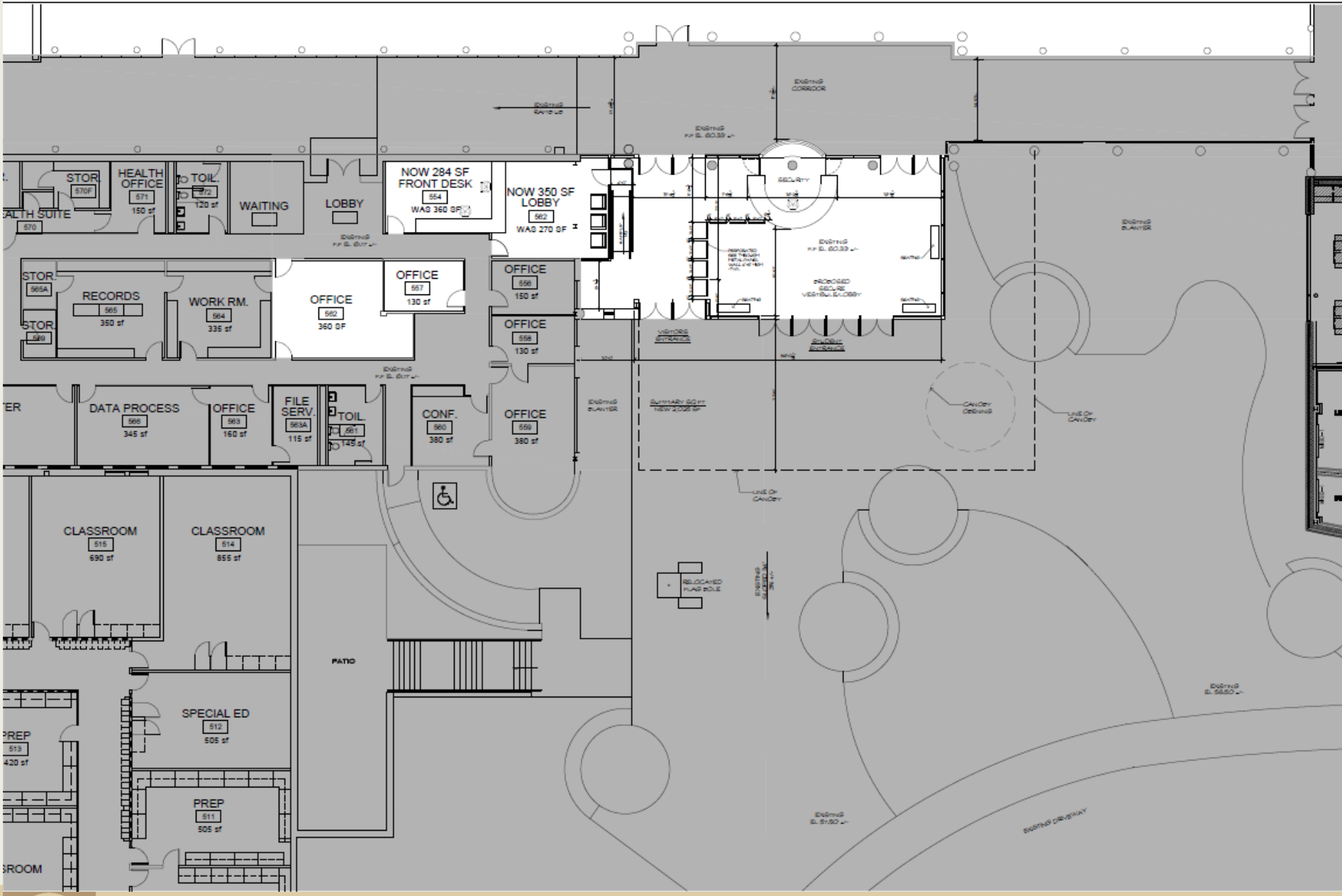
## *Entryway Security Improvements*

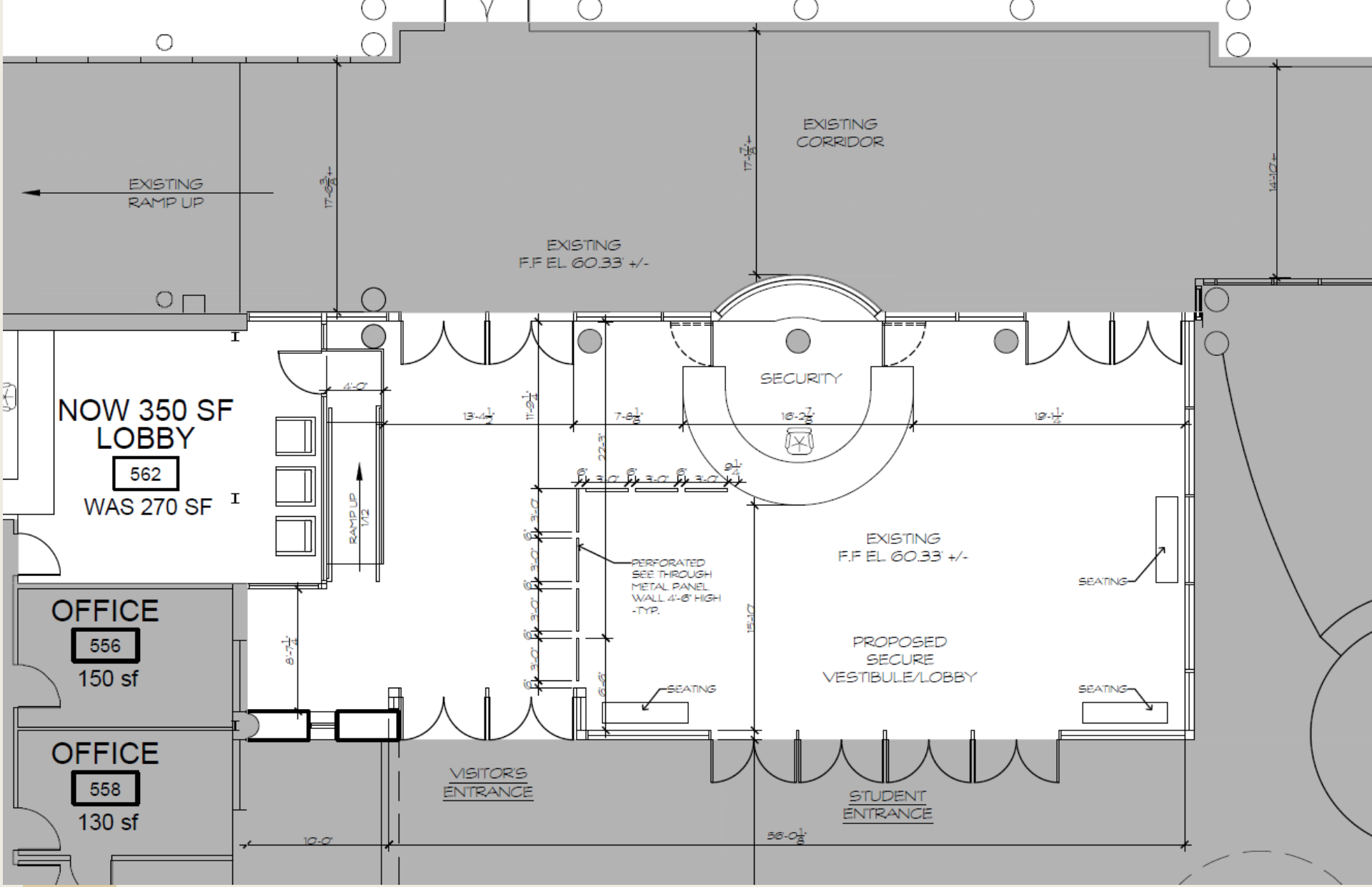
## *Educational Specifications*


Greenwich High School
Tennis Courts


Greenwich High School

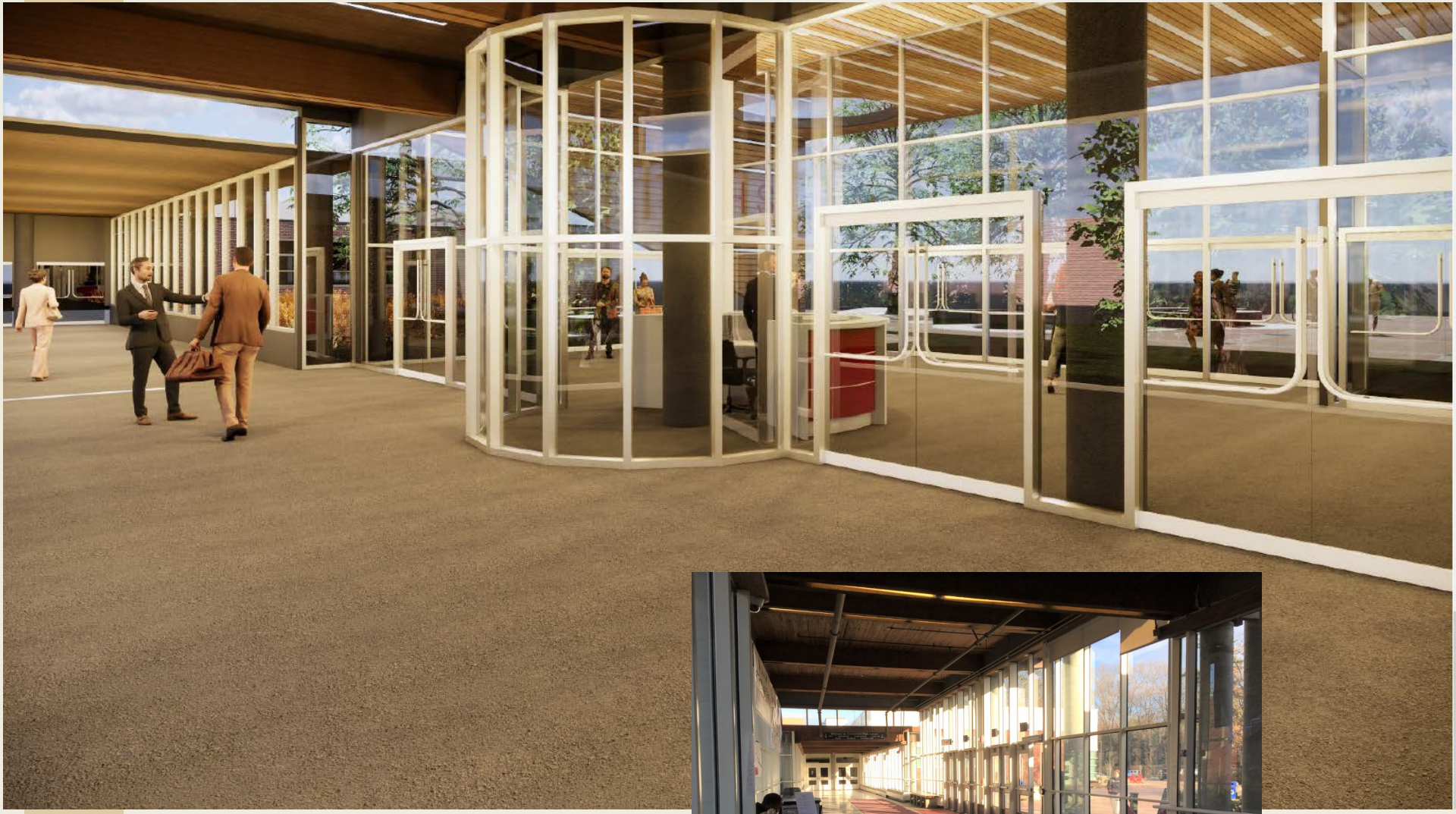

VISITORS


STOR.
570F
HEALTH SUITE
570
HEALTH OFFICE
571
150 sf
TOIL.
572
120 sf
WAITING
LOBBY
NOW 284 SF FRONT DESK
554
WAS 360 SF
NOW 350 SF LOBBY
562
WAS 270 SF
SECURITY
EXISTING CORRIDOR
EXISTING PLANTER
STOR.
565A
RECORDS
565
350 sf
STOR.
569
WORK RM.
564
335 sf
OFFICE
562
360 SF
OFFICE
567
130 sf
OFFICE
556
150 sf
OFFICE
558
130 sf
OFFICE
559
380 sf
CONF.
560
380 sf
DATA PROCESS
566
345 sf
OFFICE
563
160 sf
FILE SERV.
563A
115 sf
TOIL.
561
145 sf
PROPOSED SECURE VESTIBULE/LOBBY
VISITORS ENTRANCE
STAFF ENTRANCE
SUMMARY SQ FT NEW 2025 SF
CANOPY OVERHANG
LINE OF CANOPY
CLASSROOM
515
690 sf
CLASSROOM
514
855 sf
PATIO
RELOCATED FLAG POLE
SPECIAL ED
512
505 sf
PREP
513
420 sf
PREP
511
505 sf
EXISTING DRIVEWAY


EXISTING
RAMP UP
EXISTING
CORRIDOR
EXISTING
F.F EL. 60.33' +/-
NOW 350 SF
LOBBY
562
WAS 270 SF
SECURITY
RAMP UP
1:12
OFFICE
556
150 sf
OFFICE
558
130 sf
PERFORATED
SEE THROUGH
METAL PANEL
WALL 4'-8" HIGH
-TYP.
EXISTING
F.F EL. 60.33' +/-
SEATING
PROPOSED
SECURE
VESTIBULE/LOBBY
SEATING
SEATING
VISITOR'S
ENTRANCE
STUDENT
ENTRANCE


GHS


GHS



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