

**FAIRFIELD WOODS BUILDING COMMITTEE
SPECIAL MEETING
Thursday, November 29, 2012
7:00 pm
Fairfield Woods Middle School Media Center
1115 Fairfield Woods Road
Fairfield, CT 06825**

FINAL MINUTES

Members Present: Bill Sapone, Chair; Dan McKnight, Neal Fink, Rich Kornutik, Doreen Battimelli (arrived at 7:15 pm)

Members Absent: Chad Stewart, Jennifer Tierney, Kim Marshall, Vic DeMaria

Others Present: Tom Cullen, Tim Yahn, Ralph Martin, Judy Ewing, and Perry Liu and Phil Dwyer (BOE)

I. Call to Order

The meeting was called to order by Bill Sapone, Chair, at 7:10 pm.

II. Review Commissioning Status and Any Outstanding Technical/Construction Issues

Ralph Martin reviewed the outstanding issues.

- The commissioning agent suggested that pipes leading to two air handling units have heat tracing installed to prevent them from freezing if the power should go off. Mr. Martin is reviewing the pricing, and any work would be scheduled to be done over the holiday break in December.

- The sound proof booth to be constructed room around the lighting rack requires a duct change which is in progress, and the work is scheduled to be completed next week.

- The auditorium aisle lighting issue has still not been fully resolved. A meeting is scheduled for Monday between the electrical contractor, Mr. Martin and the architect to see what solutions they can come up with. Neal Fink volunteered to attend as he has had experience with a similar issue in another school.

- There are no further Punch List items outstanding.

III. Review/Approve Change Order Items

Mr. Sapone reported that Malkin has come to an agreement with the mechanical and plumbing contractor on the outstanding change orders. After some discussion, the Committee approved PCO no. 00100 in the amount of \$203,255.13. (Moved by Mr. Sapone, seconded by Mr. Fink, the vote was 4-1-0, Doreen Battimelli voting no).

The Committee then discussed the calculation of shared savings as provided for in the Owner-CM contract, in the amount of \$232,552.76 as a credit to the owner's contingency. Some members were hesitant to vote on this because some issues still remain outstanding. Tim Yahn

explained that Malkin has met its obligations and he would like to report this to his company before the end of the year. It was made clear that the Committee could reduce the amount, if necessary to meet budget, before any payout is made to Malkin, early in 2013. This was agreed to by Mr. Yahn. The Committee, upon hearing the explanation for approving the amount this year, and with the understanding that the number could be amended in a follow-on change order, agreed to support the request. (Mr. Sapone moved, Dan McKnight seconded; the vote was 4 - 1 - 0, Doreen Battimelli voting no).

IV. Review/Approve Applications for payment

The Committee then reviewed and approved the application for payment to Malkin in the amount of \$94,903.70. (Rich Kornutik moved, Mr. Fink seconded; the vote was 5 - 0 - 0).

V. Review/Approve Soft Costs for payment

The Committee then reviewed and approved the amount of \$3,142.50 for payment of Soft Costs. (Mr. Fink moved and Ms. Battimelli seconded; the vote was 5 - 0 - 0).

VI. Public Comment

Mr. Sapone announced that the Committee will be meeting as scheduled for a regular meeting on December 6, 2012. The meeting will include election of officers and a meeting schedule for 2013.

VII. Adjournment

Dan McKnight moved to adjourn the meeting at 8:00 pm. Mr. Fink seconded the motion which carried unanimously.

Respectfully submitted,

Bill Sapone
Chair