

FAIRFIELD WOODS BUILDING COMMITTEE MEETING

Thursday, April 4, 2013 7:00 pm

Fairfield Woods Middle School Library

Fairfield, CT 06825

**FINAL MINUTES**

Members Present: Bill Sapone, Chair; Doreen Battimelli, Dan McKnight, Kim Marshall

Members Absent: Chad Stewart, Jennifer Tierney, Vic DeMaria, Rich Kornutik, Neal Fink

Others Present: Sal Morabito, Judy Ewing, Randall Luther, Tim Yahn, Ralph Martin, Perry Liu

I. Call to Order

Chairman Bill Sapone called the meeting to order at 7:10 pm.

II. Review/Approve Minutes

The minutes for the meeting of December 6, 2012 were reviewed and a motion made by Mr. Sapone to approve was seconded by Ms. Battimelli, with the minutes approved with one member abstaining. The minutes of the meeting of March 21, 2013 were then reviewed and approved with one member abstaining.

III. Review Commissioning Status and any outstanding technical/construction issues

The chairman requested an update from Malkin on commissioning status and outstanding technical issues affecting closeout. Ralph indicated that during school vacation the remaining commissioning issues should be completed. Any remaining issues not addressed then will be resolved while school is in session. Testing on systems will be done next week during the school break, including programming and balancing the units on the roof. The work on the boilers is completed but monitoring is required before this issue can be closed out. There was a discussion on the auditorium lighting problem, and the town received pricing of \$32,440 for correcting light level problems, with the suggestion that a less costly alternative was possible. Randall agreed to provide a sample fixture for review and testing. There was a discussion about the exterior wood soffit panels at the auditorium, which had buckled and had to be removed. The problem has occurred since the end of the summer, and the manufacturer and contractor are reviewing to determine the best way to repair this. This work is being done as a warranty repair. Ralph indicated that the water balancing was completed and a final report is being prepared. He also indicated that all the owner's manuals should be handed over to Mr. Morabito by the end of the month of April. Ralph said that zero change orders are being

required of subcontractors as part of the closeout process. A copy of every subcontractor's last invoice was requested by Mr. Morabito for his records. There was discussion about the request that the building controls be accessible via the web, which was being addressed.

#### IV. Review/Approve Change Order Items, if any

Bill advised the committee that at present, there is still a projected overage of about \$24,000 but that this was not a final number. Ralph stated that there were three subcontractors with whom there were outstanding back charge change order issues. They are being worked out and finalized. One is going through its lawyer. A letter sent by the purchasing department helped move some of the subcontractors along. There is the issue of an outstanding invoice for \$20,000 that was received from HB Communications for work done over a year ago. There was some discussion on how the invoice was handled and how it could be handled now, but it was felt that the committee could not approve any invoice so long as there appeared to be an overage. This was the case at the March meeting and remains the same. There was a discussion on both sides, owner and construction manager, of differing viewpoints regarding the processing and resolution of change orders on the overall project. No change order items were presented or approved.

#### V. Review/Approve Applications for Payment, if any

Randall said that he had not signed off on requisitions 18 and 19 for specific reasons and had not seen 20. 18 was acceptable except for one item. 19 had several issues relating to documentation, warranties, shared savings and completion of the project. Randall explained why he cannot sign off unless all is squared away. It was discussed that shared savings were not to be paid until project costs are finalized. As there were issues to be resolved regarding the applications for payment, no action was taken by the committee.

#### VI. Review/Approve Soft Costs for payment, if any

The committee reviewed two soft costs reports. Mr. Sapone made a motion to pay the outstanding soft cost invoices, of \$3226.50 and \$3314. Doreen seconded and the motion which passed 4-0-0.

#### V. Review/approve process for disbanding the FWBC

There was some discussion about how other committees have handled disbanding on other school projects in town. Sal said that he is still working on paperwork for the state reimbursement, and advised that the committee will have to ask the Board of Education for acceptance of the project and that it conforms to the education specifications. There was a discussion on how this would be presented by the committee. Given the number of open issues, it was determined that the committee would need at least one more meeting prior to disbanding.

Bill suggested that we suspend meeting until everything is completed.

#### VI. Public Comment

None

#### VII. Adjourn The meeting was adjourned at 7:50 pm.

Respectfully submitted,

William Sapone

Chair