

**PENFIELD BUILDING COMMITTEE
SPECIAL MEETING MINUTES
Tuesday, May 13, 2014 at 6:00 pm
Sullivan Independence Hall,
1st floor Conference Room
725 Old Post Road, Fairfield, CT 06824
penfieldcommittee@town.fairfield.ct.us**

Members Present: James Bradley, Ian Bass, Richard Speciale, Ken Jones, Jane Nelson (left at 6:52 p.m.), Ellery Plotkin, Andrew Graceffa

Members Absent: William Sapone, Robert Bellitto

Also Present: Twig Holland, Purchasing; Judy Ewing, Selectman's Representative

1. Call to Order – The meeting was called to order at 6:00 p.m.
2. Confirmation of Quorum – A quorum was confirmed.
3. Confirmation of Meeting Agenda – The committee confirmed the meeting agenda.
4. Approve Minutes of May 8, 2014 meeting – Approval was tabled to next regular meeting on May 22, 2014.
5. Interview candidate for professional engineering services for the repairs/reconstruction of the Penfield Pavilion facility and complete selection process for professional engineering services – Scoring sheet and sample questions were distributed to Committee. Mr. Bradley briefed them on presentation expectations.

DeStefano and Chamberlain made their presentation. They discussed their qualifications and experience in structural engineering, architecture, coastal design, flood resistance and FEMA. They have over 30 years' experience and their team is in-house. They discussed foundation, zone reclassification, bulkhead and their solutions so the building will survive the next storm. They discussed design and construction schedule and thought doable if not delayed by funding issues. They emphasized direct involvement by both partners and familiarity with project. Mr. DeStefano discussed his involvement with FEMA and design standards committee. Committee and candidate had a question and answer period. Presentation ended at 6:50 p.m. and then Committee discussed both candidates.

Ms. Holland opened the fee envelopes and presented fee matrix.

RACE –

Phase I - \$32,096 – \$40,120

Fee based on 280 hours of work

Reimbursables not to exceed \$19,000

Reimbursables include 5 days of soil sampling and geotechnical

Phase II - \$23,904 - \$29,880

Fee based on 256 hours of work

Reimbursables \$5,000 - \$25,000

Phase III - Fee 1.8% of construction value

Reimbursables \$1,500 - \$20,500

Reimbursables include sub consultant fees of \$20,000 allowance for architect if needed and \$5,000 for Peterson Engineering and Heller & Johnson.

DeStefano & Chamberlain

Phase I - \$20,000 - \$25,000

Fee based on 125 hours of work

Reimbursables \$0 - \$1,000

Phase II - \$45,000 - \$55,000

Fee based on 315 hours of work

Reimbursables \$0 - \$1,000

Phase III – Fee 1.5% of construction value

Reimbursables \$0 - \$1,000

Internal discussion resumed. Committee discussed fees, hours and qualifications of both candidates.

Mr. Graceffa moved, Mr. Speciale 2nd, to accept proposal from DeStefano and Chamberlain to provide structural engineering services. Motion passed 4-1-1.
Mr. Bradley abstained.

6. Adjourn – Mr. Bradley moved, Mr. Bass seconded, to adjourn at 7:52 p.m., motion passed.