

Penfield Building Committee
Board of Education Center
501 Kings Highway, 2nd floor
Fairfield, CT. 06825
Thursday, February 12, 2015
penfieldcommittee@town.fairfield.ct.us

Present: Mr. Bradley, Mr. Bellitto, Mr. Bass, Mr. Graceffa, Mr. Speciale (via phone)

Absent: Mr. Plotkin, Ms. Corbett

Others: Mr. Jan Reber, Mr. Dick Dmochowski, Mrs. Ewing, Mr. Joe Michelangelo

1. Call To Order

Mr. Bradley called the meeting to order at 6:10 p.m.

2. Confirmation of Quorum

Quorum confirmed.

3. Confirmation of Meeting Agenda

Meeting agenda confirmed.

4. Approve Meeting Minutes (1/22/2015)

Mr. Bass moved and Mr. Graceffa seconded a motion to waive reading and accept the minutes of 1/22/2015. 4 in favor, 1 abstention (Bellitto). Motion passed.

5. Review RTM final approval of Option 7A. Review and discuss remaining open issues and next steps. Establish start date and authorize design phase.

Mr. Bradley distributed a draft copy of initial issues to be reviewed.

Mr. Bradley said now that the RTM had approved the Project, the Committee should review project and next steps. He said that 7A was in essence, conceptual -it has decent plans but not at design development. He said that the locker wing add-on should be designed to accommodate lessons learned.

Mr. Bellitto said that he watched the RTM meeting from home. He said that they are looking at the same building but 3.5 ft. higher. He said the message was "get it done right".

Mr. Bass said that he thought the RTM didn't fulfill the consensus of the public who wanted a smaller Pavilion. He said that he thought the RTM packets contained misleading financial information and that the elected officials didn't represent the wishes of the people and their desired outcome.

Mr. Bradley said that based on the final approval without much attention to the actual project scope and drawings, the PBC should periodically report to the RTM and Board of Selectmen as design is developed and finalized.

Mr. Graceffa said that the PBC should address issues and costs. He pointed out that the charge of the Committee was to get a better designed building.

The Committee discussed both Shawmut and DeStefano overall performance during pre construction and the need for well understood commitment for the construction phase.

Mr. Bradley noted that developing and reviewing a detailed project master schedule is critical during the remaining Construction Document phase. This schedule will include design, Guaranteed Maximum Price proposal, bidding, construction, punch list, and commissioning. The Committee will also need to review all non-construction costs including general conditions, general requirements, and design.

The Committee discussed the current design including mitigating the increased building height, aesthetically improving the exterior of the building (specifically the locker wing), landscape design, locker size and layout, restroom and circulation layout, removing the landscaped berm at the northwest corner, and engaging an MEP engineer and Commissioning Agent.

The Committee discussed having an Owners Representative/Project Oversight Consultant. This individual would work for the Committee, would be a professional Clerk of the Works and would provide project oversight.

Mr. Bradley raised concerns regarding tracking and expediting FEMA funding.

Mr. Michelangelo said that the FEMA and Block Grant Funding will come through his office (Public Works). He said that the Project is contingent on maximizing FEMA reimbursement. Mr. Bass said that we will not know about the reimbursement until the project is complete and all the paperwork is submitted. Mr. Bradley noted the need to reduce qualified costs and qualified scope risks by coordinating FEMA issues throughout the design and construction phase.

Mr. Bradley asked if they should have a Consulting Architect. The Committee discussed this and decided to table the idea.

The Committee discussed the project schedule and need to authorize continuation of the design phase. Overall schedule, including design, bidding and GMP is estimated at 14 months. Delivery date, May 1, 2016 ready for occupancy.

Mr. Graceffa moved and Mr. Bellitto seconded a motion to authorize DeStefano and Chamberlain to proceed with the design. Motion passed.

Mr. Graceffa moved and Mr. Bass seconded a motion to ask Purchasing to proceed with an RFP for an Owners Rep on behalf of the Building Committee. Motion passed. Mr. Bradley to forward appropriate project information to purchasing.

Mr. Graceffa suggested that the Department of Public Works study the feasibility of installing photovoltaic (solar) panels on the roof of the Pavilion. These would supplement the existing solar hot water panels.

6. Review status of coastal engineering study regarding flood mitigation. Authorize preliminary engineering analysis in collaboration with Department of Public Works.

Mr. Michelangelo said that a coastal engineering study was worthwhile. He said it would give us some input concerning what will work and what will not work. The Committee discussed how to fund this.

Mr. Dmochowski said that he wanted to reiterate what he said at the last meeting which was that the \$225,000 grant talks about mitigating neighborhood flooding. He said that he wasn't sure that the Timber Bulkhead was the right solution for the Penfield site and the engineering study may recommend a Flood Wall. Mr. Bass said that they should re-read the grant and get a ruling from the State. Mr. Bass said that he reads it as pertaining to a Timber Bulkhead.

Mr. Graceffa moved and Mr. Bass seconded a motion to authorize 1st phase of RACE Flood Mitigation Proposal dated January 14, 2015, for a phase one study only resulting in flood control/mitigation options and resulting in a fee not-to-exceed \$9,000. 3 in favor, 1 abstention (Bradley). Motion passed.

7. Review and approve any outstanding invoices for pre construction and design services.

No outstanding invoices.

8. Old Business

No old business.

9. New Business

No new business.

10. Public Comment

Ms. Ewing said that the Owners Rep can be hired as an RFP consultant. She said it would be good if this individual had FEMA experience.

11. Adjourn

Mr. Graceffa moved and Mr. Bass seconded a motion to adjourn. Mr. Bradley adjourned the meeting at 7:50 p.m.

Andrew Graceffa, Secretary
Ellen Marks, Recording Secretary