

**Penfield Building Committee
Special Meeting
Sullivan Independence Hall
725 Old Post Road,
Fairfield, CT. 06824
Thursday, April 30, 2015
penfieldcommittee@town.fairfield.ct.us**

Present: Mr. Bradley, Mr. Graceffa, Mr. Speciale, Mr. Zieff, Mr. Bass, Ms. Corbett, Mr. Pitaniello, Mr. Bellitto, Mr. Plotkin

Others: Mr. Whalen (Shawmut), Mr. McDonald, Mr. Chamberlain, Ms. Dyer, Mr. Lombardo, Mr. Michelangelo, Mr. Dmochowski, Mr. Reber, Ms. Ewing, Ms. Holland

1. Call To Order

Mr. Bradley called the meeting to order at 6:04.

2. Confirmation of Quorum

Quorum confirmed.

3. Confirmation of Meeting Agenda

Meeting agenda confirmed.

4. Presentation, Review, and Approval of the Design Development Drawings-DeStefano and Chamberlain

Mr. Chamberlain reported that the drawings being presented were 50% Construction Documents. Mr. Chamberlain was asked to briefly review the drawing set. The 100% Construction documents including specifications will be delivered on May 28, 2015.

Mr. Chamberlain is meeting with the code committee on May 5, 2015. There is a possibility that the meeting may be postponed until May 12 if he is unable to submit the plans in time for the code committee to review them before their May 5 meeting.

Design Changes: The locker room bathrooms have been made handicap accessible which means they are bigger. 5% of the lockers have been made handicap accessible – 8 are on the front wall and 2 are on the opposite aisle. Since the handicap accessible lockers are bigger, this has reduced the number of total lockers which is now 194. The outdoor deck area and the new areas of the building will have a new ceiling. The concession stand ceiling will be repaired.

Mr. Chamberlain said that the project specification is the next item that will be worked on. The bid package will contain the spec book and the “front end” will require input from and coordination with Purchasing and Shawmut. The as-built drawings from the original project will be available to bidders for reference only.

Landscape Design: The landscape design was distributed to the Committee. Mr. Chamberlain said that he wanted to carve this out as a deduct alternate. Mr. McDonald said

that they are carrying an allowance for \$30,000. Mr. Chamberlain said that the landscape architect was unable to attend this meeting but will attend the next meeting. Mr. Bellitto said that he thought the Landscape Plan should be considered as something that will be phased in. Mr. Chamberlain said that the current plan is to eliminate the pavers and that it will be replaced by a rain garden. Mr. Bass commented that the pavers have been working well. Mr. Chamberlain said that this plan allows for more parking spots than currently exist – 7 additional spots. Mr. Bradley asked if this plan assumes a redone parking lot. Mr. Chamberlain answered yes.

Handrails: Mr. Chamberlain said that handrail has a wood top, a wood post and stainless steel cables. Mr. Lombardo asked if the wire gets hot. Mr. Chamberlain said it was an 8th inch in diameter and there was not much to heat up. Mr. Lombardo asked how much weight it can take because he foresees children hanging on it. Mr. Chamberlain said that from everything he has heard about them, it seems to hold up well. Mr. Bradley asked Mr. Chamberlain to research the cable rail issue and suggested DEEP or other coastline end users.

Bathrooms: Mr. Chamberlain said that the intent is to salvage the existing fixtures in the bathrooms.

Mechanical Drawings: Mr. Chamberlain said that the mechanical and electrical engineers have been to the building several times and that anything that needs to be replaced is in the bid document. Mr. Bellitto asked who owns what ever hasn't been picked up in terms of things that need to be replaced. Mr. Chamberlain said that this is why we have contingencies.

Mr. Bradley asked whether the electrical and mechanical drawings reflected the damaged parts or elements of the systems. The answer from Shawmut was yes. Mr. Bradley asked if the previous concerns regarding scope and cost risk was mitigated by including the repairs and the answer was yes.

Mr Bradley asked whether the drawings reflected the structural issues included in previous engineering damage reports. Mr. Chamberlain replied yes.

There was a discussion regarding risk and available contingency.

Mr. Chamberlain said that the building will be leveled before it is moved. He said that this is where any damage will show up. He said that a safety officer will be present.

Acoustics: The acoustical estimate is between \$15,000 - \$20,000. This work will be bid as an alternate add.

Mr. Graceffa moved and Mr. Speciale seconded a motion to accept the 50% CD drawings and release DeStefano and Chamberlain to continue work for the 100% CD drawings with the provision that the landscape design maintain the original allowance of \$30,000 and the

parking lot scope of work be limited to modification to accommodate the improved building only. 8 in favor, 1 abstention (Mr. Bellitto). Motion passed.

Tracking List Update: Engineering and Public Works received the study from RACE. Mr. Chamberlain will drop off the drawings to zoning and tomorrow he will drop off the drawings to the code review.

5. Pre construction Phase Activities and Schedule Status Report – Shawmut Design and Construction

Mr. McDonald reviewed the Project Schedule and highlighted important dates.

April 30 – the Committee received the 50% CD document.

May 14 – PBC Approval of the 50% CD and Estimate.

May 28 – PBC Approval of the 100% CD and release to bid.

May 29 – the project will be put out for bid.

June 18 – Bids are due.

July 6 – GMP due.

July 7 – CM to receive NTP for construction

July 10 – CM to mobilize on site

6. Project Budget Status Report – Shawmut Design and Construction

Mr. McDonald said that he will have the budget breakout in two weeks for the 5/14/2015 Committee meeting.

7. Proposed First 90 Days of Construction Start Up Activities – Shawmut Design and Construction

Mr. McDonald reviewed the first 90 days of construction start up activities.

July – job site mobilization (site fence, curb cuts, tracking pads, Shawmut trailer), temporary power, cut and make safe mechanical and electrical system and salvage re-usable items.

August – East Wing: demolition of East wing/Locker Room and decks, West Wing: prepare building for moving and excavate berm.

September – East Wing: complete backfilling up to elevation 9' and drive timber piles, West Wing: move building to parking lot.

8. Review and Approval of the Need to Engage a Project Oversight Function

Tabled by consensus.

9. Review and Approval of Any Outstanding Invoices

Mr. Bass moved and Mr. Graceffa seconded a motion to confirm Invoice #4912 to DeStefano and Chamberlain in the amount of \$28,000. Motion passed.

Mr. Bass moved and Mr. Bellitto seconded a motion to approve payment to Shawmut Design and Construction, Invoice 2A, dated 3/31/15 for Construction Management in the amount of \$9,866.57 and Invoice 2B, dated 3/31/15 for Make Safe Work in the amount of \$959.18. Motion passed.

10. Old Business

No old business.

11. New Business

No new business.

12. Adjourn

Mr. Graceffa moved and Mr. Bellitto seconded a motion to adjourn. Mr. Bradley adjourned the meeting at 8:18 p.m.

Andrew Graceffa, Secretary

Ellen Marks, Recording Secretary

DRAFT MINUTES SUBJECT TO REVIEW, CORRECTION AND APPROVAL BY THE PENFIELD BUILDING COMMITTEE OF THE TOWN OF FAIRFIELD