

**Penfield Building Committee  
Board of Education Center  
501 Kings Highway, 2<sup>nd</sup> floor  
Fairfield, CT. 06825  
Thursday, May 14, 2015  
[penfieldcommittee@town.fairfield.ct.us](mailto:penfieldcommittee@town.fairfield.ct.us)**

**Present:** Mr. Bradley, Mr. Bellitto, Mr. Speciale, Mr. Graceffa, Ms. Corbett, Mr. Pitaniello

**Absent:** Mr. Bass, Mr. Plotkin, Mr. Zieff

**Others:** Mr. DeVyllder (Shawmut), Mr. McDonald, Mr. Procino, Mr. Heer, Mr. Chamberlain, Ms. Dyer, Mrs. Ewing

**1. Call To Order**

Mr. Bradley called the meeting to order at 6:08 p.m.

**2. Confirmation of a Quorum**

Quorum confirmed.

**3. Confirmation of Meeting Agenda**

Agenda confirmed.

**4. Approval of Regular Meeting Minutes April 9, 2015, and Special Meeting Minutes April 30, 2015**

Mr. Bellitto moved and Mr. Graceffa seconded a motion to approve the Regular Meeting Minutes of April 9, 2015. Motion passed.

Mr. Bellitto moved and Mr. Graceffa seconded a motion to approve the Special Meeting Minutes of April 30, 2015. Motion passed.

**5. Report by the Chair Regarding BOS Presentation**

Mr. Bradley reported that the presentation went well. 50% CD site, floor plan and elevations were presented and distributed. He said the Board of Selectman were concerned about budget and schedule.

**6. Presentation and Review of 50% Construction Documents Total Project Budget – Shawmut**

Mr. Heer said that everything is being presented in the same format. He thought the 50% drawings were very good. He said that he did a quantitative survey and continued to consult with certain trades to test the market.

Mr. Bradley asked about feedback and bidding. Mr. Heer said he would like to get four bids on every trade. Mr. Heer confirmed that Shawmut had consulted with trade contractors for nearly every estimate line item.

Mr. Bradley asked about Mr. Heer's level of confidence on the numbers on Page 1 of the Cost Summary Sheet. Mr. Heer said that he is very confident that the numbers will come in close. Mr. Bellitto asked about the project requirements. Mr. Heer said that this refers to safety requirements, fencing, dumpsters, etc. Mr. Procino said that there is a breakout on Page 12 of the Cost Summary.

Carpentry Package: Mr. Heer said that the first increase in the 50% CD budget is in the Carpentry Package. He said he didn't envision bead board in the breezeway and having to replace the bead board above the other covered decks. He said he missed it because he didn't feel it was damaged enough to replace. Mr. Graceffa said that the replacement of the bead board and the bead board in the breezeway should have been assumed. Mr. Heer said that he envisioned an open framework.

Finishing: An additional increase in the 50% CD budget. Mr. Heer said that they will use porcelain tile in the bathrooms and rebuild the locker room area with plywood and bead board. Mr. Bradley asked if the tile is above and beyond what we have today. Mr. Chamberlain said that he can scale that back to be consistent with what currently exists.

Plumbing: Mr. Heer said the numbers were down in HVC and up in plumbing and electrical. He said that the increase in the plumbing numbers for the 50% CD budget is due to the fact that the plumbing has to go under the footings. Ms. Corbett asked if this is a FEMA requirement. Mr. Chamberlain said yes.

Mr. Bellitto commented on the site work and said that he was surprised that the cost was showing a downward trend. Mr. Chamberlain said this was due to the fact that they cannot do the parking lot due to cost. Mr. Chamberlain said that since the parking lot reconstruction is not in the 50% CD budget then ramps, rails etc for front elevation will have to be modified – will be more complex.

Mr. Bradley asked if the estimate gives us a fully accessible building. Mr. Heer said that he was not aware of the ramps. Mr. Chamberlain said that in the design presentations to Shawmut included raising the parking lots. Mr. Bradley asked what was in the current budget in terms of the parking lot. Mr. Heer said the parking elevations as they are right now. Mr. Bradley said he didn't think Mr. Heer's budget reflected the project. Mr. Chamberlain said he thought the disconnect was the additional ramping to get into the building. Mr. Bellitto said that the Committee needs to see what it will look like and what it will cost. Mr. Chamberlain said that the layout of the parking lot on the 50% set shows it up to elevation 8, ramping and walls. He said the parking lot will stay as is, the berm will be restored, some retaining walls will be added, a few steps will be added and a handicap ramp and rails will be added.

Mr. Bellitto had to leave early so after unanimous consent the Committee agreed to discuss Invoices out of order in the agenda.

Mr. Speciale moved and Mr. Bellitto seconded a motion to approve payment to DeStefano and Chamberlain, Invoice #4950, for mechanical and engineering, in the amount of \$44,785.25. Motion passed.

Mr. Speciale moved and Mr. Bellitto seconded a motion to approve payment to Shawmut, Invoice # 140543 #3, for work through 4/30/15 which included pre-construction costs, DD estimate, Bid documents and scopes, meeting on site and investigations on site, in the amount of \$35,272.00. Motion passed.

The committee returned to a discussion of the agenda item 6.

Mr. Heer said that he will revise the estimate.

Mr. Bradley asked how often the team meets. Mr. Heer said that they meet on in-between weeks. They also address questions every few days.

Mr. Bradley asked about the variances on page 3 of the Cost Summary Sheet. Mr. Heer said that there is a 193,000 between DD (design development) and the 50% CD estimates. 93,000 Mr. Bradley said that there is a \$300,000 plus problem before addressing any suggested value engineering items or addressing existing contingency.

Review of Alternate and Cost Breakout Sheet – Page 4

Item #1: Resurfacing Parking Lot – added cost 50% CD's assume at current elevation.

Item #2: Deduct 2 sided versalock retaining wall – not needed. Accepted.

Item #3: Deduct plywood under deck – Accepted.

Item #4: Deduct concrete grade beams at East Wing and build direct to timber piles – Accepted.

Item #5: 1-1/2 Steel Handrails – Handrails on the ramp is a code requirement. Not Accepted.

Item #6: Add Alternate to remove and reinstall all GWB for Structural and MEP Inspections – this is needed to do more stripping of the drywall. Mr. Chamberlain suggested doing unit pricing.

Item #7: Add Alternate to replace electrical systems as new 50% - Mr. Bradley said this is a flag for contingencies.

Item #8: Reduce gutter to cover walkways - Not accepted.

Item #9: Add Alternate to replace rooftop units & unit heaters – Mr. Bradley said that this is a risk item. He asked Mr. Chamberlain to find out if the units can be fired up.

Item #10: Deduct exterior shower – Mr. Chamberlain recommended that the plumbing be tied into the bathrooms. Not accepted.

Item #11: Deduct underground Elec service & provide overhead as existing – Mr. Chamberlain said that the transformer will be put back on the pole. Accepted.

Item #12: Add new light fixtures – they will re-use existing fixtures which are in good condition.

Item #13: Add new plumbing fixtures

Item #14: Add clean and relamp all fixtures/replace 10% - Mr. Heer noted that cleaning the fixtures sometimes makes them inoperable.

Item#15: Remove stone revetment at beach access (East Side) – Mr. Chamberlain said that the intent was to create a brim at elevation 12 which serves a valuable function.

Item#16: Add exterior lighting at walk ways – this is a code requirement. Mr. Chamberlain said there will be minimal lighting at the walk ways. Some access areas will be covered by lights on the building.

Item #17: Add landscaping – bid as an alternate add. Mr. McDonald said there is no landscaping in the budget. Mr. Bradley raised concern about basic scope and budget items being shifted to alternatives.

Item #18: Deduct Breezeway ceiling – Mr. Chamberlain said it would look weird without a ceiling. Not accepted.

Item #19: Revise Cedar/SS cable handrail system with PT/Salvaged Vinyl – change to pressure treated wood and re use what is there. Mr. Chamberlain said that he is skeptical that there is enough salvageable material.

Item #20: Revise finish schedule in locker room bathrooms from PT to FRP – the wall surfaces will be replaced by plywood, FRP on walls, floor tile. Accepted.

Item #21: Revise windows Marvin to Vinyl – they will look at less expensive windows and use operating windows with solid vinyl. Accepted.

Item #22: Remove stone revetment at beach access (West Side) Playground. Not accepted.

Item #23: Revise Siding to standard T-11 sheets, painted – they will go to standard plywood T-11 sheets. Mr. Chamberlain said it was less durable and needs to be repainted. Accepted.

Mr. Bradley said that there was now a short fall of \$140,000 without assuming any draw on contingency. He asked the Committee if they should reduce the contingency which would allow us to leave the meeting with a balanced budget. This was discussed. Mr. Pitaniello felt strongly that there will be unexpected items that will come up along the way that will draw on the contingency and was not in favor of reducing it.

Mr. Chamberlain said that he had some further ideas about how to reduce the budget.

- take out the added storage room
- eliminate the vehicle lane up to the kitchen door
- eliminate the ramp at the concession stand
- reduce stairs to two sets
- eliminate extended covered roof over concession area
- eliminate on grade decking
- eliminate skirting at bottom of building
- combine public and private bathrooms

The Committee agreed to leave the contingency at this time. Shawmut was directed to completely review the budget based on the lengthy discussion tonight and to come back before the Committee with better more researched and more precise answers. Shawmut was also directed to meet immediately with Kevin Chamberlain to resolve outstanding scope and cost issues.

**8. Presentation of Project Design Status Including Any Outstanding Design Issues Including Parking Lot and Landscaping Scope of Work and Parks and Recreation Feedback.**

Mr. Chamberlain said that he tested the rail himself and felt it did fine.

**9. Status of Preconstruction Phase Issues and Timeline**

Mr. Bradley asked if the bid period was adequate. Mr. McDonald said yes, the bids were due back on 6/18.

**10. Status of Code Review**

Mr. Michelangelo was unable to attend the meeting.

**11. Status of Coastal Engineer Future Flood Control Options**

Mr. Michelangelo was unable to attend the meeting.

**12. Review of Need for Project Oversight Function**

Ms. Corbett asked if they could discuss this as a subcommittee. Ms. Corbett and Mr. Pitaniello will meet and come back with suggestions. They will come up with an outline.

The Committee discussed the pros and cons of delaying the bids for two weeks.

**13. Review and Approval of Any Outstanding Invoices**

See item 6.

**14. Old Business**

No old Business.

**15. New Business**

No new business.

**16. Public Comment**

No public comment

**17. Adjourn**

Mr. Bradley moved and Mr. Graceffa seconded a motion to adjourn. Mr. Bradley adjourned the meeting at 8:55 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**