

**DRAFT MINUTES**  
**Penfield Building Committee**  
**Special Meeting**  
**Board of Education Center**  
**501 Kings Highway, 2<sup>nd</sup> floor**  
**Fairfield, CT. 06825**  
**Thursday, July 30, 2015**

[penfieldcommittee@town.fairfield.ct.us](mailto:penfieldcommittee@town.fairfield.ct.us)

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

**Others:** Mr. Vincent, Mr. McDonald, Mr. Heer, Mr. Chamberlain, Mr. Lombardo,  
Mrs. Ewing, Mr. Michelangelo, Mr. Tetreau, Ms. Holland

**1. Call to Order**

Mr. Bradley called the meeting to order at 6:03 p.m.

**2. Confirmation of Quorum**

Quorum Confirmed.

**3. Confirmation of Limited Special Meeting Agenda**

Limited Special Meeting Agenda confirmed.

**4. Report from Shawmut Design and Construction and Town Purchasing regarding the outcome and current status of the project bid phase. Committee action regarding any requirements related to completion of the bid phase.**

Mr. McDonald distributed a bid results and comparison summary sheet to the Committee. He said that the summary sheet reflected the status of the bids that the Town received. He said that they sent out 18 bid packages and received 39 bids. They met with the low bidders and reviewed the scope of work with them. Mr. McDonald said the bids that were over budget will be rejected. The four trade packages that came in over budget and the building moving bid package will be rebid.

Mr. Zieff asked how much time will be lost. Mr. McDonald said that the bid material has already been sent to the Town and it is ready to be rebid. The bids will be back by August 18. He said that the schedule could experience a 4 week delay.

Ms. Corbett asked about the unexpected big swings in the bids, i.e. electrical. Mr. McDonald said that in the general trades it likely has to do with the current market conditions. He said that regarding the electrical the sub contractors may be attempting to overcome assumed risk in scope.

Mr. Bradley said that the Committee had been concerned with these issues and that the Committee was told that the bid documents for electrical, plumbing and mechanical were complete and such risk reduced or eliminated. Mr. Heer said that the contractor who helped him come up with the numbers didn't bid the job.

Mr. Bellitto wanted to know what happened with the bids regarding moving of the building. Mr. McDonald said that the State requires a bidding contractor to have DAS certification. When they went to the State, there was no category for moving buildings so they backed away because they couldn't get the certification. The State has just recently decided that certification would not be required. The plan is to rebid this category.

Ms. Holland said that moving a building is not considered construction so the prequalification requirement is no longer needed. She said the process was more involved than just paying a fee.

Mr. Bradley asked if it was fair to assume that this project will be over budget. Mr. McDonald said that he can't be sure until the numbers come in.

Mr. Chamberlain said that he got feedback from general contractors about a general lack of skilled labor this time of year. Mr. Zieff commented that the Committee never heard it was a bad time of year to put out bids.

Mr. Bradley again asked what the probability is that the project will be on budget. Mr. McDonald said that the strategy is to go out and rebid and get a better picture of where we are.

Mr. Bellitto asked what was "Plan B" if the rebids are over budget again. Mr. McDonald said to create additional alternates.

Mr. Bradley commented that a "Plan C" might be an alternate design and rebidding the project.

Mr. Bradley asked Ms. Holland if the existing CM – Shawmut contract included an option to terminate the relationship at the end of the preconstruction phase. Ms. Holland responded that it did.

Mr. Michelangelo said that a different design would involve FEMA.

Mr. Speciale suggested that the Committee authorize the design team to find an alternative since he doubts that the rebid will find a million dollars.

Mr. Plotkin suggested that they look at simplifying the design and that the design seemed to increase in complexity as it developed. Can we go back to making it simple?

Mr. Pitaniello stated that he would recommend to go to redesign sooner than later.

Mr. Bass agreed with everything already said.

Mr. Plotkin pointed out that the main drive of the project was damage to the foundation so should we go back to a very simple repair.

Mr. Tetreau addressed the Committee. Mr. Bradley thanked Mr. Tetreau for attending, asked Mr. Tetreau to come forward and to be guided by the only two Special Meeting agenda items. Mr. Tetreau stressed that the Town needs a plan and resulting project cost that has a dollar amount they are authorized to spend which should include a full contingency. He said that the original building cost 4.7 million dollars and now we are at 7 million. He suggested that perhaps the building should be knocked down and rebuilt. In terms of FEMA, he said that we have met the 50% rule but Mr. Mayer was the one who could speak in more detail about FEMA. Mr. Bellitto commented that he would prefer to get information directly from FEMA rather than relying on others for information.

Mr. Bradley thanked Mr. Tetreau for attending the meeting.

Mr. Bradley said that the Committee was disappointed that Mr. Procino wasn't there to explain the bids that were over budget and that the process wasn't managed as it should have been. He remained concerned since Shawmut's responsibility as CM included accurate estimating and professional management of the bid phase – this obviously didn't appear to have happened. He said that he will call a special meeting on August 20 to look at the results of the rebids. Mr. Bradley recapped the discussion.

The CM Shawmut needs to complete the rebid process and present the Committee with updated and accurate bid results and final project cost. Shawmut has just stated that this will take 4 weeks and they will be ready 7/20. It seems to be increasingly apparent that the bids will result in a project that will have a total cost in excess of authorized funding and the proposed utilization of deduct alternates will likely not reduce the cost enough.

Several Committee members have mentioned the need for a parallel effort to run concurrently with rebidding that would include redesign options that would significantly reduce scope.

Mr. Bellitto and others have mentioned the need to understand recent FEMA actions as mentioned by First Selectman Tetreau.

The Committee now has market cost data and the suggestion that a total move of both East and West wings might result in a cost savings.

Based on Mr. Tetreau's comments there could be a total replacement option that could result in a cost reduction.

Based on Mr. Tetreau's comments it seems clear that the Committee requires clarification regarding FEMA from Mr. Mayer

Mr. Bradley stated that he would like to re-state the emerging Committee consensus regarding next steps:

1. Shawmut and the Town will rebid certain line items and the project cost summary will be represented to the Committee 7/20.
2. Shawmut will revisit the option of moving and repairing the East Wing in lieu of demolition and rebuild.
3. DeStefano and Chamberlain, given their familiarity with the project, program and cost, will study redesign options and present to the Committee 7/20. The redesign options will include coordination with the Director of Parks and Recreation.
4. The Chair will contact Mr. Mayer regarding an appearance before the Committee and the Chair will schedule a Special Meeting to hear Mr. Mayer if necessary. Mr. Bradley asked if there were any suggestions or changes to the Chairman's understanding of consensus – there were none.

**5. Status report regarding any required project support regarding ongoing FEMA reimbursement requirements.**

Mr. Mayer was unable to attend this meeting. He will be invited to attend a Special Meeting or the August 20<sup>th</sup> meeting.

**6. Committee review of recently received proposals for Project Management Oversight and decision regarding a short list of candidates for interviews.**

Mr. Pitaniello said that he received responses and noted that there wasn't enough in the budget for a project oversight function.

Mr. Bradley said that further discussion would be required and if there was no objection the project oversight response discussion would be tabled.

**7. Adjourn**

Mr. Bellitto moved and Mr. Graceffa seconded a motion to adjourn. Mr. Bradley adjourned the meeting at 8:54 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