

Penfield Building Committee
Sullivan Independence Hall
725 Old Post Road,
Fairfield, CT. 06824
Thursday, October 8, 2015
penfieldcommittee@town.fairfield.ct.us

Present: Mr. Bradley, Mr. Bellitto, Mr. Zieff, Mr. Graceffa, Mr. Speciale (via skype), Mr. Pitaniello, Mr. Bass

Absent: Mrs. Nelson, Mr. Plotkin

Others: Mr. Procino, Mr. Heer, Mr. Heer, Mr. McDonald, Mr. Vincent, Mr. Chamberlain, Ms. Dyer, Mrs. Ewing, Mrs. Holland, Mr. Reber

1. Call to Order

Mr. Bradley called the meeting to order at 6:07 p.m.

2. Confirmation of Quorum

Quorum confirmed.

3. Confirmation of Meeting Agenda and Order

Mr. Graceffa moved and Mr. Bellitto seconded a motion to add Invoices as item 9. Motion passed unanimously.

Mr. Bradley gave a brief overview of events that had transpired since the last meeting. Mr. Bradley said that he requested a meeting with Shawmut. He included Mr. Graceffa and Mr. Pitaniello in the meeting. The meeting was intended to clear up any misunderstandings prior to this meeting regarding the Scheme 4 budget and proposed alternate adds for Option 7A and Scheme 4. This informal meeting was held at Town Hall.

In addition, Mr. Bradley reported that he had also authorized Shawmut to prepare a repair estimate for the West Wing in order to accommodate a request by Mr. Mayer regarding net cost to the Town analysis for Scheme 4.

4. Review and approval of Meeting Minutes from 9/24/15

Mr. Bass moved and Mr. Graceffa seconded a motion to approve the minutes of 9/24/15. 6 voted in favor, 1 abstention (Bellitto). Motion passed.

5. Presentation of the draft Guaranteed Maximum Price (GMP) proposal for Project 7A by Shawmut Design and Construction, review, comment, and approval to proceed with preparation of final GMP

Mr. Vincent distributed the draft GMP proposal to the Committee and reviewed it item by item.

Executive Summary: The GMP is \$6,573,236.00 and includes a 5% construction contingency, insurance costs, construction manager and subcontractor payment and performance bonds and fees. The GMP does not include owner and other soft costs.

GMP Trade Cost Summary: Mr. Bradley asked if he could assume that this is the lowest, qualified bidder for each trade as listed. Mr. Vincent said correct. Mr. Bradley asked if this provided a complete project based on the final construction documents as provided by Mr. Chamberlain and approved by the Committee. Mr. Vincent said yes. Mr. Bradley asked if it was confirmed that these bids are still valid and can be extended. Mr. Vincent said that he has an email trail and that his understanding is that the trade contractors will hold their bids. He said there was an associated risk with this and formal confirmation required. Mr. Vincent said that they have 5 weeks more from the original bid. He noted that he has not been able to speak to the plumbing contractor but he is comfortable with him regarding an extension of the bid period. Mr. Bass asked if the contingency was included. Mr. Vincent said yes. Mr. Bradley asked if there was a contingency on the owner's side. Mr. Vincent said 5% and explained that the owner's contingency is included in the soft costs. Mr. Vincent said that the Project Manager and Superintendent will be working full time. Mr. Bass asked if weather related issues would cost the Town more. Mr. Vincent said yes. Mr. Chamberlain asked if the allowances are in addition to what is shown on the drawings. Mr. Vincent said yes if the schedule had to be extended. Mr. Graceffa commented that if the allowances aren't used, they go back to the Town.

GMP Assumptions and Clarifications:

Item 1: The hours of work are 7 am – 3:30 pm.

Item 2: Mr. Bass asked how much of the material is stored on site and is fencing enough. Mr. Vincent said that they won't have a lot of copper and does not think this site is high risk. Mr. Zieff asked if the fencing was standard. Mr. Vincent said that it is a 6 ft. high, chain link fence with lockable gates. Mr. Heer said there will be signage that says, "Do Not Enter". Mr. Bradley commented that they must make sure this site is secure. Mr. McDonald said that this is a rental fence that is not driven into the ground and is secured with sandbags. Mr. Bradley said that this didn't make it a secure site and asked Shawmut to review this item. Mr. Graceffa said that a screen would be preferred on the street side. Mr. Chamberlain clarified what Substantial Completion meant. He said it refers to milestones and standard industry benchmarks. He noted that the contractors still have to complete the project.

Item 5: Mr. Bradley asked what the purpose was of this clause. Mr. Procino said that the warranty starts when the Town takes ownership of the building. Mrs. Holland said that this is standard language. Mr. Pitaniello asked for a submittal schedules.

Item 8: Mr. Bradley asked for clarification of the term "lack of coordination". Mr. Vincent said it was coordination between architectural and owner. Mr. Bellitto said that the term "conflict" doesn't specify between what parties. Mr. Chamberlain asked if there was a

contract between Shawmut and the Town because that will address most of these items. Mrs. Holland said that they were all AIA contracts.

The Committee asked for clarification of this item and asked that Purchasing and the Town Attorney review the proposed draft GMP amendment to insure coordination with the existing CM contract.

Item 11: Mr. Chamberlain said that most Town Departments have signed off. Sewer has not signed and neither has the building department.

Item 15: Mr. Pitaniello asked if the Town holds the agreement for permanent power. Mr. Bradley asked who picked up the cost. Mrs. Holland said that the Town picks up all the utility costs.

Item 16: Mr. Procino said that there is cap of \$20,000.00 for use of CM contingency without prior agreement from the Building Committee. Mr. McDonald said that this item is in the contract with the Town. Mr. Bradley objected to unrestricted use of contingency. To be reviewed and discussed at next meeting.

Exhibit E – Schedule:

Mr. Vincent said the project start date will be February 29, 2016.

Mr. Bradley asked if there is any float in the schedule. Mr. Vincent said yes, for weather delays.

Mr. Vincent said the building will be moved back into place mid-September, 2016.

Exhibit F:

Mr. Bradley asked if the Town will review the GMP proposal. Mrs. Holland said the Town Attorney will review the GMP proposal and align with the AIA contract. Mrs. Holland said that she had the following concerns after the review – the project summary, completion, and the proposed 120 -day period to hold prices. Mrs. Holland wants the GMP completed by November and would like the final GMP approved by the Committee next meeting. She is also concerned when Shawmut contracts with the Trades. Mr. Bradley said that the Committee is prepared to approve the GMP next meeting on October 22, 2015 and then will pass it along the next day.

Mr. Bellitto requested that the documents be sent in advance to the Committee so it can be reviewed before the meeting.

6. Presentation of final budget for project redesign Scheme 4 (PBC original Option 7) by Shawmut Design and Construction.

Mr. Heer said they have updated the estimate and utilized the information from the second bidder for Option 7A. He noted a reduction in cost of \$100,000. There were 3 add alternates which were incorporated so the Schemes are similar minus the locker room. The conceptual total project budget including soft and owner's costs for Scheme 4 is \$6,330,262.00 plus utility usage.

Mr. Bradley said that in reality, the redesign is \$6,330,262.00.

It was noted that this is a repair project and FEMA only accepts the cost, minus insurance, the grant and deductible.

Mr. Bass asked why the percentage increase in cost from the original option is a lower percentage on option 7A than option 7. Mr. Heer said it is directly proportional to the size and change in design. Mr. Bass said that he has a fundamental issue with this because there is always something with a smaller building that makes it a more expensive project. Mr. Chamberlain said that he tried to refine Scheme 4. He said he took the liberty to make some changes. Since the east end was no longer a building in this scheme, he suggested that they take the bulkhead and turn it. That gave better access to the beach and eliminated fill and the retaining wall. He didn't vet it from a cost standpoint. Mr. Bradley noted that they needed more information from Mr. Mayer on Scheme 4.

7. Current Status of FEMA reimbursement criteria and impact on funding for Project 7A and Scheme 4.

Mr. Mayer was unable to attend this meeting due to other commitments.

Mr. Bellitto said that the Committee needs written assurance that the extra bond money will be allocated to this project.

Mr. Bradley said that he asked Mr. Mayer about the FEMA funding and his estimate for option 7A was a net cost to the Town of 1.2 million dollars.

Mr. Bradley reported that Mr. Michelangelo and the FEMA consultant started the scope matching today.

8. Presentation, discussion and approval of project schedule including review and approval by Town entities prior to projected start date of March 1, 2016

Mr. Bradley said that in two weeks, the Committee will provide the Purchasing Authority with an approved GMP.

Mrs. Holland said that the original bond resolution approved right after the storm was written so that the money could be used whenever necessary. There is approximately 2 million dollars in that fund.

Mrs. Holland recommended that we go forward with the GMP and leave it up to Mr. Mayer and Mr. Tetreau to contact the Boards and advise them about the Project.

9. Invoices

Mr. Graceffa moved and Mr. Bellitto seconded a motion to confirm approval of payment to DeStafano and Chamberlain, Invoice #5182, in the amount of \$14,625.00 for staff time – conceptual design for alternative schemes and rebidding, that was reviewed and approved by the Subcommittee. Motion passed.

Mr. Bass moved and Mr. Pitaniello seconded a motion to approve payment to DeStefano and Chamberlain, invoice #5225 dated September 29, 2015, for Engineering services, and committee meetings, in the amount of \$4,085.00. Motion passed.

10. Public Comment

Mr. Reber asked the Committee if they had the legal authority to go beyond the Town Appropriation for the Project.

Mr. Bellitto said that he asked for verification that those extra funds can be used.

Mr. Bradley said that he does think that the Committee has the authority to go ahead with this project without going back to the BOS, BOF and RTM.

Mr. Bass said that he does not think it is accurate that we can exceed the bonding resolution.

10. New Business

No new business

11. Old Business

No old business

12. Adjournment

Mr. Bellitto moved and Mr. Bass seconded a motion to adjourn the meeting.

Mr. Bradley adjourned the meeting at 8:50 pm.

Andrew Graceffa, Secretary

Ellen Marks, Recording Secretary