

## **SPECIAL PROJECTS STANDING BUILDING COMMITTEE MEETING**

**Monday, July 25, 2011**

**5:30 pm**

**First Floor Conference Room**

**Independence Hall**

### **FINAL MINUTES**

Members Present: Rich Speciale, Jerry Keough, Pam Iacono, Len Amato, Jane Purcell

Members Absent: Al Kelly, Mike Giaquinto

Others Present: Selectman Jim Walsh, Selectman Sherri Steeneck, Sal Morabito, Tom Cullen, Twig Holland, George Wiles, Craig Wiles, Brandt Jobst, Eileen Roxbee, Judy Ewing, First Selectman Mike Tetreau, John Convertito, Meredith McCormack, Steve Baker, Ken Lee, and two other members of the public

#### **I. Call to Order**

Chairman Rich Speciale called the meeting to order at 5:36 pm.

#### **II. Minutes**

Pam Iacono made a motion to approve the minutes. Jerry Keough seconded the motion which carried 4-0-1, Jane Purcell abstaining.

#### **III. Approval of Invoices**

Ms. Iacono made a motion to approve an invoice for Wiles Architects, dated 7/22/11, in the amount of \$9,839.52. Mr. Keough seconded the motion which carried unanimously. Ms. Iacono made a motion to approve an invoice for Attorney John Fallon, dated 6/20/11, in the amount of \$2,719.36. Mr. Keough seconded the motion which carried unanimously. Ms. Iacono made a motion to approve an invoice for Attorney John Fallon, dated 7/18/11, in the amount of \$1,014.00. Mr. Keough seconded the motion which carried unanimously.

#### **IV. Update by Purchasing Director Twig Holland**

Twig Holland, Purchasing Director, distributed bid documents and summary of bid prices. The information was presented in eight different options. Three different bidders represented the low bidder in seven of the options. The three lowest bidders are Secondino & Sons, Salce Construction, and Tomlinson Hawley Patterson (THP). Option 6 had two bidders for two different parts of the construction (add/renovation admin & kitchen) and (classroom ventilation). The total amount of funding requested was \$2,200,000. Ms. Holland said that when Part A, which includes the additions and renovations, is combined with Part B, which includes the classroom ventilation work and some add alts, the cost exceeds the project's budget. She attributed it to fuel prices have increased and when the bid plan had was put together last fall, the town didn't have the fully developed plans or bid specs. Ms. Holland reviewed each option and said the goal is to ensure the contractor has included all work in the bid amounts.

Len Amato asked if the Committee has the authority to exceed the budget for the project. Ms. Holland said no. Ms. Iacono asked if the Committee has to use the lowest bidder. Ms. Holland said the Town is required to take the lowest qualified bidder. Mr. Keough asked if Wiles Architects vetted the validity of each cost option.

Ms. Holland said those types of questions are asked during the scope review which were not performed yet. Committee members raised questions about the scope of the project and the possible unrealistic figures of the low bid for the ventilation work by one of the bidders.

Selectman Jim Walsh asked how the numbers can be driven down if DPW could do some of the work. He asked about modifying the project after getting funding approval. Mr. Walsh asked about the Town's legal obligations if the Town doesn't choose the lowest bidder. Ms. Holland said the Town can choose the next lowest bidder. If the low bidder couldn't perform the work, the Town would go with the bid bond which the Town has contracted that way many times in the past. Mr. Walsh asked if the budget would be within \$76,000 if the three add alts in Option Six were taken out Ms. Holland said that is correct.

Ms. Purcell asked about scope review and value engineering. The Committee questioned which option was the lowest bid. Ms. Holland said that if Part A is done and only the classroom ventilation work for Part B is performed, then the lowest bidder is THP and that exceeds the project funding.

Mr. Walsh asked if the town bodies would need to approve the project again if the Committee removed any items from the options to reduce cost, thus modifying the project after town bodies approved funding. He said a SPSBC member said work would begin August 1, 2011 and splitting up Parts A and B would make bids more competitive which turned out to be untrue. Mr. Walsh said he asked the First Selectman to hold a special BOS meeting to help move the project forward. Mr. Walsh suggested asking DPW work on the project. Ms. Holland said that she prefers to have only one contractor perform all the work. Mr. Walsh said it was important to involve stakeholders like the PTA before moving forward. Committee members asked questions relating to bonding restrictions, FEMA restrictions, how to phase the project, logistics, requesting additional funding from town bodies if needed, and how much time the Committee has to act on the bids, which is 90 days total.

Mr. Speciale said that he attended a meeting today regarding FEMA. Assistant P&Z Director Jim Wendt, who also attended the meeting, said he thought that code compliance issues were exempt from the FEMA cost restrictions as are soft costs. In addition, there is new information that the assessment of the building is more in the \$4 million range. Mr. Speciale said that if Part A is done and the Committee is allowed to perform Part B and stay in the 50% FEMA limit and go back to town bodies for items like lockers and other similar items. Ms. Holland said if this scenario were used, that work on the next phase wouldn't start until 2013 and there's not enough money.

George Wiles added that working under winter conditions is difficult. Selectman Walsh noted that town bodies were told this was one project. He suggested the Town Attorney and Fiscal Officer clarify this process. Ms. Purcell noted that one option that came in over budget may not be that far off to the project's budget. Some committee members were surprised options came in over budget and others were not. Mr. Walsh said that publishing an unrealistic low bid number is making this process difficult now and there's difficulty when a number drives a project. Mr. Wiles responded and said a cap was set and the school is located in a flood plain and so the Committee is stuck with the 50% FEMA rule.

Selectman Walsh asked First Selectman Tetreau how the building committee can move forward and limit the project when town bodies already approved this project. Mr. Tetreau said that a building committee has full authority to cut back but can't spend more money and he suggested the Committee go back to ask town bodies for additional funding. Mr. Walsh suggested the building committee not change the scope of the project when it is already limited. Mr. Walsh suggested putting the discussion on hold and have discussions with the PTA.

Principal Eileen Roxbee was then asked to comment. She said the Sherman Community has been waiting a long time for security and ventilation issues to be realized and so much had been cut from the project already. She does not want any more cut out and wants the project to move forward now. Mr. Tetreau asked if Mrs. Roxbee can get feedback from the PTA by next week. Tom Cullen asked if any items in the bid were taken out that don't fall under the FEMA rule. Mr. Cullen said there will be a UI rebate on the equipment.

Ms. Iacono said the SPSBC shouldn't vote tonight without all the answers. Mr. Tetreau said that in the next few days, the bonding rules can be clarified. He said he'll talk to RTM and BOF leaders to get a feel for them considering approving bonding for the project. Ms. Purcell asked that a scope review be performed. Ms. Iacono asked if the BOS will attend a special Committee meeting next week. The BOS will all attend. Since there were many unanswered questions and no action was taken, the Committee agreed to meet again on Monday, August 1, 2011 at a Special Meeting.

V. Update by Architect for Sherman Project  
The architect's comments were mentioned in section IV.

VI. Update on Accounting of Money Spent to Date  
Ms. Speciale gave an update on the accounting of the money spent to date which totaled \$138,000. It was mostly for architectural fees, land surveys, Turner estimates, and legal fees.

VII. Review of Data Provided through Committee-None

VIII. New Business-None

IX. Public Comment  
Ken Lee said the project was needed and should be started as soon as possible.

X. Adjourn  
Mr. Amato made a motion to adjourn the meeting at 7:07 pm. Ms. Iacono seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary