

SPECIAL PROJECTS STANDING BUILDING COMMITTEE

December 19, 2011

5:30 pm

First Floor Conference Room, Independence Hall

725 Old Post Road, Fairfield, CT 06824

FINAL MINUTES

Members Present: Rich Speciale, Len Amato, Jane Purcell, John Convertito, Jerry Keough

Members Absent: Al Kelly, Mike Giaquinto

Others Present: Twig Holland, Judy Ewing, Sal Morabito, Craig Wiles

I. Call to Order

Chair Rich Speciale called the meeting to order at 5:32 pm.

II. Approve Minutes

Jane Purcell made a motion to approve the minutes. Len Amato seconded the motion which carried unanimously.

III. Approval of 2012 Schedule

Mr. Amato made a motion to approve the 2012 schedule with meetings beginning at 5:30 pm, not 6 pm, and a meeting to be held on May 21, 2012. Jerry Keough seconded the motion which carried unanimously.

IV. Approval of Invoices and Review and Approval of Bid #2012-45 for Special Inspection and Material Testing

Purchasing Director Twig Holland discussed three work orders that the Committee's subcommittee had approved. A handout on the project's budget was given out to members. The Committee discussed how much time is needed for THP to give Wiles invoices for Ms. Purcell to review prior to Committee meetings. Mr. Speciale said on the 15th of each month, THP needs to submit invoices to Wiles for review and then to Ms. Purcell. Mr. Speciale asked Craig Wiles to tell THP that the Committee is making this request. Mr. Speciale said THP will be invited to future meetings when their invoices need approval. Ms. Holland said she will invite THP to such meetings. Ms. Purcell stressed that she needs approved requisitions of payments approved by the architect on the Wednesday or Thursday before SPSBC meetings.

Ms. Holland said there was no invoice for the FWMS bid/proposal which is \$1000 or less. The work for the removal of asbestos will be done during the upcoming school holiday break. In addition, Mr. Speciale said the roof was tested so it's likely that there will be some minimal abatement. Mr. Keough asked if there's a cap on the TBD bid/proposal which is for construction materials testing. Ms. Holland said there is none.

Ms. Holland reviewed Bidder A-E for bid #2012-45. She said Bidders A and C were not qualified because addendum #1 for each were not acknowledged. John Convertito asked if all references were checked. Ms. Holland said all were checked. Ms. Purcell said that Bidder B is the best choice because most of the unit prices are lower than Bidders D and E.

Ms. Purcell made a motion to approve Bidder B based on the majority of their unit prices being the lowest of the three qualified bidders. Mr. Keough seconded the motion which carried 4-0-1, Mr. Speciale abstaining. After Mr. Speciale left the room due to a conflict, Ms. Holland told the Committee the names of Bidders B, D and E.

Ms. Purcell summarized each line item in THP's invoice saying that each line through engineering looked okay, but had reservations regarding materials that were being billed, but were not on the site. Mr. Wiles submitted a letter from Steeltech to the Committee he just received today that had a certificate of insurance attached to it. The Committee would like to receive these items sooner.

Ms. Purcell said the Committee should make a conditional approval of THP's invoice meaning that the work has to be in place or stored on site or the Committee deducts from THP. Ms. Purcell made a motion for the Committee to approve invoice #2 for payment in the amount of \$123,814.45 to THP conditioned upon the equipment is in place or on the site. Mr. Keough seconded the motion which carried unanimously. Mr. Keough moved that the Chair reach out to THP and have a rep attend meetings when their invoices are to be approved. Mr. Amato seconded the motion which carried 4-0 (Ms. Purcell left the meeting at 6:15 pm).

V. Update on Project Status

Mr. Speciale said the final building permit was completed last week. A geotech engineer came out after digging went deeper with the crushed stone where bad soil was found. Sal Morabito said the abatement will occur over the holiday break inside the admin area and exterior kitchen addition. There will be no abatement in the janitor's closet or in the tunnels. That is scheduled for February break.

Mr. Wiles gave a handout to the Committee on roof top units. He said the last two pages are energy recovery systems. Mr. Speciale said if AAON is used, that would be better. He questioned IES, the mechanical engineer who agreed. Mr. Morabito said Part A costs \$13,200 and Part B costs \$64,413. Mr. Convertito made a motion to switch the manufacturer on the HVAC equipment from Trane to AAON. Mr. Keough seconded the motion which carried unanimously.

Mr. Speciale discussed the timing of the Town receiving a credit by approving both Parts. Mr. Morabito said if the credit isn't taken, the Committee can decide on Part A now and Part B later. Part A needs to be ordered tomorrow. Mr. Morabito said there's a UI rebate if the energy recovery system is used.

VI. Old Business-None

VII. New Business

Mr. Convertito made a motion to add to the agenda an item to take up the issue of energy recovery and AAON equipment. Mr. Keough seconded the motion which carried unanimously. Mr. Convertito made a motion to approve \$13,200 for the cost of alternate 1, which is the energy recovery for Part A of the building which is the admin and kitchen. Mr. Amato seconded the motion which carried 4-0.

VIII. Public Comment-None

IX. Adjourn

Mr. Keough made a motion to adjourn the meeting at 6:37 pm. Mr. Amato seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary