

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

**Monday, May 21, 2012**

**5:30 pm**

**First Floor Conference Room**

**Independence Hall**

**725 Old Post Road**

**Fairfield, CT 06824**

### **FINAL MINUTES**

Members Present: Rich Speciale, Len Amato, Gerard Keough, Jane Purcell, John Convertito (arrived 5:40 pm)

Members Absent: Al Kelly, Michael Giaquinto

Others Present: Sal Morabito, Twig Holland, Dick Jagoe, Larry Secor, George Wiles, Craig Wiles, Judy Ewing, Eileen Roxbee, Meredith McCormack, Ken Lee

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

Chairman Rich Speciale called the meeting to order at 5:30 pm.

#### **II. Approval of Minutes**

Jerry Keough made a motion to approve the minutes. Len Amato seconded the motion which carried 4-0.

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

Purchasing Director Twig Holland gave the Committee a handout on invoices and proposals. Mr. Keough made a motion to approve \$4,130 for Nafis & Young, Invoice #120-12. Mr. Amato seconded the motion which carried 4-0. Ms. Holland said there is a not-to-exceed amount of \$19,250 for Nafis & Young. Mr. Keough made a motion to approve AAIS Corp in the amount of \$2,932.70, Invoice # 09663. Mr. Amato seconded the motion which carried 4-0. Mr. Keough made a motion to approve Fairfield Testing Laboratory in the amount of \$222, Invoice # 12-03-22. Mr. Amato seconded the motion which carried 4-0. Mr. Keough made a motion to approve Wiles Architects in the amount of \$1900, Invoice #5112. Mr. Amato seconded the motion which carried 4-0. Mr. Speciale made a motion that pending review by Larry Secor and Jane Purcell, the not-to-exceed \$401,713.18 for THP, app #7, upon such approval, is to be paid by the Purchasing Department. Mr. Amato seconded the motion which carried 5-0 (Mr. Convertito had arrived).

#### **IV. Discussion of Contractor's Progress, Schedule, CO, PCO's, Credit due to project/taxpayer**

Dick Jagoe of THP presented a fast track schedule so the duct work and roof top units could be in place by the time school starts. He shortened his work schedule by 18 days but said work hours could be expanded to 10 hour days and some Saturdays. The work involves totally emptying out ten classrooms to get into the ceilings. The contract calls for furniture removal only. However, to assure lack of dust particles on the remaining materials, Mr. Jagoe asked that everything in these classrooms be removed.

The premium to accelerate Part B's schedule will cost an additional \$25,374.19. Dismantling and reassembly of two smart boards will cost \$924. WM B Meyer Moving will cost \$24,524 to move and store classroom contents.

Mr. Amato asked how much is left in contingency. Jane Purcell said nothing; that money was used for asbestos removal. Mr. Speciale asked Mr. Jagoe if the \$25,374.19 is a lump sum. Mr. Jagoe said it is, but he has not objected to treating it as a not-to-exceed amount.

The Committee was reluctant to make a decision because there had not yet been apprised of the money left from Part A. However, Architect George Wiles said that THP had checked the ceiling areas already and he thought that the work could be done as budgeted and that the chance of something going wrong was slim. The materials were already ordered or available. Mr. Speciale asked if the project is completed earlier than expected, then would THP expect incentive money. Mr. Jagoe said the letter states that all other terms remain in effect. Mr. Jagoe said he expects remuneration if the project is brought in early. Ms. Purcell noted that the Part A ran 23% over because of asbestos abatement. She asked if the Town is owed any money for Part A. Ms. Holland said she will find out and check with counsel. Ms. Purcell said that it's hard to approve funding for Part B when the Committee doesn't know how much money is coming back for Part A. Mr. Jagoe said he doesn't see any asbestos in this phase, except for one location. Ms. Purcell said if anything goes wrong, there is no money left (in Part A contingency). Mr. Jagoe gave a brief update on the Cos/PCOs. He said he submitted a credit for the steel work today and will submit credits for Phase A mid-next week.

Ms. Purcell asked to clarify if the classrooms will be completely emptied out. Mr. Jagoe said furniture should be removed. He is concerned with the multiple boxes of non-furniture which he assumed would be removed. THP will protect the walls in the classrooms. Mr. Morabito said there is no physical space to relocate all the furniture and items. Eileen Roxbee said there is no swing space for storage. Larry Secor said that PCO #22 in the amount of \$16,910.11 surprised him. He also said there is still work to be done in Part A and there are a lot of items on the punch list.

Ms. Purcell asked why September 4, 2012 was noted as the deadline for the project. Mr. Wiles said that August 27 was amended to September 4 to give THP extra time if needed because there is so much work. A drop dead date will be reviewed the first week in August.

Mr. Wiles said it was never the intent to empty all the classrooms and the contract doesn't call for all ceilings to be dropped. Ms. Purcell noted there is a statement in the general conditions to protect against debris and if not, the Town gets a credit. Sal Morabito agreed with Ms. Purcell on having protection in the contract. He noted THP's performance of dust control should be monitored closely. Mr. Wiles recommended the Committee move forward and not wait for information on the credit. He said unknowns have been reduced and the Committee will be okay to finish with the remaining money. Ms. Holland said there has to be no room for error. Mr. Jagoe said he's comfortable everything can be done, if everyone does their share. Ms. Purcell asked what would happen if ceilings are opened up and something hazardous is found. Mr. Jagoe said THP already went through every unit and took photos. He said there shouldn't be any more CO's.

Mr. Secor recommends accelerating the schedule, because he said that is the start of school is missed, then this will cost the Town more money. Mr. Speciale said he agrees with Mr. Wiles and asked Mr. Jagoe if THP would waive a bonus if work is completed early. Mr. Jagoe said if there's a penalty, then there is a bonus and to check with counsel if penalties have bonuses.

Mr. Keough made a motion to approve WM B Meyer Moving in the amount of \$24,524. Mr. Speciale seconded the motion. John Convertito made a friendly amendment to state that the Committee will accept an accelerated schedule as presented by THP to include the following CO items: WM B Meyer Moving in the amount of \$24,524; THP premium to accelerate Part B schedule in the amount of \$25,374.19; and HB Communications in the amount of \$924. Mr. Speciale seconded the amendment which carried 4-0-1, Ms. Purcell abstained.

Ms. Holland said there are other Cos that Wiles and Mr. Secor needs to review. Mr. Speciale said approval for invoices for Wiles are on hold.

V. Update by Architect  
See part IV.

VI. Update by OCR, including Punch List  
Mr. Speciale asked about the punch list. Mr. Wiles said he wants THP to do the punch list which they are contractually responsible for. There will be one punch list.

VII. Old Business  
Mr. Keough asked about membership status. Mr. Speciale said he left messages for Al Kelly, but did speak to Mike Giaquinto who is working on a new project. Mr. Keough suggests that Mr. Speciale appeal to the First Selectman about the membership.

VIII. New Business  
Mr. Morabito said bids came in for the roof projects that include Sherman and the numbers are good. That project, which will occur on the weekends, will be done after THP is done working on the roof.

IX. Public Comment  
Meredith McCormack said she is glad the Committee held off on paying THP's bill and should wait to pay THP until the punch list is complete. She said the conference room in the main office is not functional since everything can be heard. Mrs. Roxbee added that a projection screen no longer pulls down properly. She would like it fixed.

X. Adjourn  
Mr. Amato made a motion to adjourn the meeting at 7:15 pm. Mr. Keough seconded the meeting which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter  
Recording Secretary