

STRATFIELD ELEMENTARY SCHOOL
BUILDING COMMITTEE

Tuesday, January 5, 2010
1st Floor Conference Room, Independence Hall
725 Old Post Road, Fairfield, CT

RECEIVED

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TOWN CLERK'S OFFICE
FAIRFIELD, CT

FINAL MEETING MINUTES

Members Present: Linda Barlaam; Kathryn Dittrich; Michael Fazio; James Gallagher, Secretary; Al Kelly, Chairman; Larry Kochman, Vice Chairman; Millie Pollack; Michael Fazio; Thomas Lanese

Members Absent: William Harke; John Mitola, BOE liaison

Others Present: Twig Holland, Director of Purchasing; Anna Cutaia-Leonard, BOE Director of Elementary Education; Sal Morabito, BOE Manager of Construction, Security and Safety; William Silver of Silver/Petrucelli; Ken Procino, Malkin Construction; Brian McDonald, Malkin Construction; Larry Leonard, Malkin Construction; Judy Ewing, liaison to the First Selectman; Charlotte Glovin, Stratfield PTA President; Laura Shea, Stratfield PTA President-Elect, Joe Bud, Stratfield PTA liaison, Peter Ling, members of the public

I. Call to Order:

Chairman Al Kelly called the meeting to order at 7:00 pm

II. Architect's Update:

Mr. Kelly reported on the process with the TPZ, Tree Warden and that the Conservation approvals are complete. The appeal period has ended for the various town approvals, and there were no appeals or lawsuits.

Mr. Silver reported:

BSF has made the project a full ADA compliant project under rules of Office of Civil Rights. This is a non-designated facility, but BSF will require any significant modification to be fully ADA compliant. ADA requirements from BSF become unbudgeted requirements. Major requirements include an additional ADA compliant bathroom on lower level and a lift for the stage. BSF has expressed displeasure with the concept of multiple phasing in this project. Design team to meet with BSF next week to reach agreement on BSF/ADA requirements.

Phase 5 to be scheduled at a later date to go up to Hartford. Phase 4 includes mainly the 8 classroom addition. Going out to bid to get it completed and furnished by 9/1/10. Has written the specs and showed them to Mr. Morabito for Phase 5. Needs committee to vote to go forward with Phase 5. Includes: gym (stage lighting and curtain), kitchen equipment and classroom furniture, fixtures and equipment (FFE). Committee requested a final set and Central Office signing off on the FFE.

Committee discussed the classroom furniture with Mr. Silver and Mr. Morabito (purchase-the equivalent of 6 classrooms) and moving it around during construction – Phases 4, 5 & 6. Utilize the old furniture until the rooms are ready to place in the new furniture to protect it. Half of the furniture for the school will be new utilizing the good furniture currently in the building. All new furniture will be an add on alternate. Will coordinate with Central Office – Jan Byrne. She has been given a 21 page matrix of all the furniture to avoid similar problems that occurred during the construction of Burr and McKinley schools.

Central Office staff will make suggestions on furniture at a subcommittee to consist of Mrs. Barlaam, Mrs. Dittrich, Mrs. Cutaia-Leonard and Mr. Silver. Comments will be given to the Chairman prior to the subcommittee meeting.

Public Comment on FFE:

None

III. Construction Manager's update:

Mr. Procino reported:

-Trailer was delivered to the site and will be up and running by Friday. Construction staff will be out there fulltime later this week or by early next week.

-Committee discussion on DiRienzo mileage reimbursement. It should be calculated based on Federal Government guidelines and therefore needs to be adjusted going forward.

Motion was made by Mr. Kochman and seconded by Mr. Gallagher to approve payment to DiRienzo Mechanical Contractor for the following invoices:

a. Change order, RFC No. 098080-004, 11/12/2009: \$5,494.67

b. Invoice App#3, 10/31/09: \$5,082.57

c. Invoice App #4, 10/31/09: \$7,892.16

Motion passed unanimously.

- Requested direction regarding the installation of a monitoring well at the location of the soil remediation as this is a DEP guideline, not a requirement. The oil tank has not yet been replaced. Since there will be excavation at the site again they are recommending that Fuss and O'Neill retest the soil and determine if they have to remediate again and put in wells this summer. Malkin Construction will get a price from F&N.

-Construction Refuse Removal: Recommended All American Waste. He will confirm that the company dumps the waste in an appropriate location. Concern was raised that their tonage rates are significantly lower than the other bidders. Packet outlines where they will be recycling/dumping.

Motion was made by Mr. Kochman and seconded by Mrs. Dittrich to accept the bid from All American Waste for Construction Refuse Removal at the various unit prices as indicated on the spreadsheet provided by Malkin Construction Corporation.

Motion passed unanimously.

- Requested direction of the steel for the Classroom addition whether to include (Alternate) Solar Panels – Beams or Joists to incorporate a domestic water solar heating system that had been designed and is in Phase 4 packet. Per Malkin Construction - breakout cost would be approximately \$70,000. There is LEED credit – 2 points. CCE hasn't been approached yet for grants, probably not eligible since it is not a large system. Life of the panels is approximately 15 years. Mostly the pumps would require maintenance. Water heater backup. Satisfies the committees request for LEED Silver certifiable building. Structural steel bids are far lower than last year. Projected savings would occur in less than 3-4 years without grant assistance. Mr. Kelly asked Mr. Silver for the documentation that proves the 3-4 years projected savings.

Mr. Silver suggested that project scope could get \$1.5 million reimbursement. Currently there are no state requirements to get LEED certified. Will add bike rack and shower for 1 point.

Committee sense of the body is to go forward with the steel packet as is versus taking the credit.

- Amendment #1 – 4 contracts: sitework, landscaping, cast in place concrete and structural steel. Money has already been approved by committee. \$2,458,492.20 helps recreate the GMP.

Motion was made by Mr. Kochman and seconded by Mrs. Dittrich to authorize the Purchasing Authority to review and negotiate Amendment #1 with Malkin Construction Corporation and produce a contract document.

\$26,500 not to exceed CT Materials bid

Motion passed unanimously.

Public Comment:

Mrs. Glovin, Jackman Avenue: Asked who is monitoring the carting of garbage and refuse. Committee responded that the dumpsters will be behind a perimeter fence, which will be locked at night. Mr. Kelly will call the First Selectman's office and the Police Department to request frequent patrols once construction starts

-Overall Project Accounting Proposal: submitted a letter for scope of work. How they track and report these costs to the SBC. 21 months -\$53,000.00/ 9 hours per week. Discussed negotiating this price/months/hours per week.

-Ms. Holland discussed hiring a Clerk of the Works and their responsibilities: financial reporting, cost reporting, documentation, review of change orders, etc. 25-25/hrs per week. Ms. Holland supplied a draft to the Chair and Vice-Chair. This role can be filled by the Construction Manager.

Motion was made by Mr. Kochman and seconded by Mrs. Dittrich to authorize Malkin Construction Corporation to get committee up to date on reports and provide a monthly report for a three month period spending up to \$7,500.00 to fine tune scope of accounting services for soft costs.

Motion passed unanimously.

IV. Committee Discussion:

1. Ms. Holland: other committees have an individual/subcommittee review the monthly reports. Mr. Lanese and Mr. Kochman volunteered. Three copies will be provided to the committee and will be available at the trailer.

2. Summary sheets reports, bills, etc. need to be sent to the Chairman (5 working days) one week prior to the first meeting of the month so that he can disseminate the material to the rest of the committee in a timely fashion. Turn around payment cycle: 21 days

3. Emergency change order authorization: Mr. Kelly, Mr. Gallagher and Mr. Kochman volunteered. Depending upon the field conditions, the executive board and Ms. Holland will be copied with "not to exceed" amounts.

4. Will discuss at another meeting the formation of subcommittees.

5. Preconstruction Overage Costs (Time Line – RFP)

a. Size of project grew

b. Duration of design process exceeded original estimation

Mr. Kochman and Mr. Lanese will meet with Malkin Construction to get a better understanding of this item within the next two weeks.

6. Look at Phase 4&5 documents and comments from BSF. Have an update next month. Substantial completion of phase

- 7. Show removal: Mr. Morabito has met with Malkin Construction and the Department of Public Works. The DPW will take care of the school site for normal school usage, while Malkin Construction is responsible for their site.
- 8. Local and state codes:
 - a. Once the Phase 4 documents are passed the BSF, Malkin Construction needs to meet with Fairfield Building Department
 - b. Epifano Builders on file at construction trailer

V. Public Comment:

Mr. Ling, Dorothy Street: Welcome the start of construction on January 10th and is looking forward to a working relationship. Security plans for at night – fence. Construction vehicles will be entering via Dorothy. Would like assurances that no construction vehicle and/or workers vehicles use Dorothy Street as an exit. Requested that the CM keep the neighbors well informed.

Chairman to call Police Department and make sure that the neighbors are notified of any loud noises. If Dorothy Street has to be used as an exit, then Malkin Construction will utilize flagmen alerting people on the street and alert the police department.

PTA Meeting on January 14th at 8:00 pm at Stratfield Elementary school. Malkin Construction and Mr. Kelly will be discussing Safety Phasing Protocols.

VI. New Business:

1. Boiler: Mr. Morabito – section that needed to be replaced was abated over Christmas. New boiler bid package is out due date 1/21 at 11:00am . Bid walkthrough is Thursday, January 7th. The SBC will pay for the materials and boiler itself ; Central Office will pay for the labor. Central Office has provided estimates from the list that Mr. Kelly provided to them. SBC will review the numbers and award equipment only. Could be installed within 4-8 weeks after bid is awarded because of ordering the boiler and parts. Other boiler will be up and running by the end of this week. Mr. Silver: Pointed out that this is a different boiler than mentioned in the original spec. He will be checking on burner to see if it can work with new boiler.

Contingency plans:

- a. Trailer in a boiler (more expensive than repairing the boiler)
- b. Both boilers fail: no way to heat the building, will keep the pipes from failing
- c. Relocate the students to several schools: busing the children

2. Committee Requests:

- Parental input be allowed during public comment regarding: bus canopy and gym storage when the bids come in.
- How the committee can access the data on the Horizon report. Mr. Silver - Accessible with password on webinizer. Mr. Silver reported on his meeting with them. Future meeting with Malkin, Horizon and Silver/Petrucci is scheduled for Friday at 10 am. Set of drawings to be given to committee after BSF review comments next week.
- Comments on furniture be marked up by Central Office prior to the meeting sent over to their Friday meeting.

3. Wet lands: Kenny and Associates

Motion was made by Mr. Kelly and seconded by Mr. Kochman to accept the continued monitoring services of William Kenny Associates, LLC WKA Project Number:1614.1 not to exceed \$4,000.00.

- Motion passed 7:0, Mr. Fazio abstained

VII. Approval of Minutes:

Motion was made by Mr. Kochman and seconded by Mrs. Dittrich to approve the minutes of December 16, 2009.

Motion passed 6:0, Mr. Lanese and Mr. Fazio abstaining

VIII. Review of the bills and proposals

- Ms. Holland will check on:

- a. The minutes and motions to determine if the committee approved the Silver/Petrucelli change order for \$9,000
- b. Malkin Construction: will produce a list of all the invoices that have been paid to date and will meet with Malkin to generate how much has been paid to date.
- c. Yankee Electric needs to be itemized and she will contact them

Motion was made by Mr. Kelly and seconded by Mr. Lanese to approve payment to John Fallon, Esq., for two invoices in the amounts of:

- a. \$3,334.50, 11/20/09
- b. \$908.60, 12/18/09

Motion passed unanimously.

Motion was made by Mr. Gallagher and seconded by Mrs. Barlaam to approve payments to Silver/Petrucelli Architects in the amounts of \$28,186.77 and \$74,663.98.

Motion passed unanimously.

Motion was made by Mr. Kelly and seconded by Mr. Kochman to approve payments to Horizon Engineering in the amounts of:

- a. \$3,443.76, R0109Z-075-3, 7/31/09
- b. \$912.51, R0109Z-6, 11/27/09

Motion passed unanimously.

-January 19th meeting may be cancelled. Chairman will notify committee and Town Clerk in the event that it is.

IX. Adjourn

Motion was made by Mr. Gallagher and seconded by Mr. Kochman to adjourn the meeting. Motion passed unanimously at 10:00 p.m.

Respectfully Submitted,
Jim Gallagher
Secretary

Charlotte Leslie
Recording Secretary