

Riverfield School Building Committee Meeting Minutes

A regular meeting of the Riverfield School Building Committee was held on Tuesday, November 18, 2014 at 7:00pm in the 2nd floor conference room, Sullivan Independence Hall.

Members Present:

Tom Quinn, Chair	Christine Messina, Vice Chair	Lawrence Ratner, Secretary
Bill McDonald	John Shaffer	Pam Iacono, RTM Liaison
Scott Thompson		

Members Absent:

Harry Ackley	Maureen Sawyer
Dan Graziadei	Marc Patten, BOE Liaison

Also Present:

Brian Stone: Ken Boroson Architects; Peter Manning, Nick Conti: Gilbane Building Company; Marc Sklenka, Chuck Warrington: Strategic Building Solutions; Sal Morabito: FPS Manager of Construction, Security and Safety; Brenda Anziano: Riverfield School Principal; Twig Holland: Town of Fairfield Director of Purchasing; Judy Ewing: Liaison from the office of the First Selectman

1. OPENING

Mr. Quinn called the meeting to order at 7:00pm.

2. PLEDGE OF ALLEGIANCE

Mr. Quinn reviewed and distributed to committee members a document from the Town Clerk titled *Standards of Conduct*. Mr. Quinn also commented on the very nice Riverfield School Ground Breaking ceremony attended by the entire school population as well as school district, town and state representatives.

3. APPROVE MINUTES FROM 9/30 & 10/21 MEETINGS

Minutes approved as written

4. APPROVE INVOICES

Motion made by Ms. Messina

To approve the following invoices:

Payer Service	Invoice Date Invoice #	Amount
Gilbane Professional Services	11/14/2014 14	\$41,772.36
Kenneth Boroson Associates Professional Services	11/11/2014 3282	\$10,386.58
Strategic Building Solutions Professional Services	10/27/2014 12993	\$12,081.77

Motion seconded by Mr. Ratner.

In response to Mr. Quinn, Mr. Warrington advised the invoices are in conformance and he will provide a financial report before the next meeting.

Motion carried 6:0:0

5. CM CONSTRUCTION UPDATE

Mr. Warrington reviewed the project progress. The GMP has been executed and Gilbane has mobilized; fencing and a field office have been installed. Temporary egress doors to the gym on the north side are installed. Masonry in that area is complete and a minor amount of PCB abatement was successful. The egress path to the west is being reviewed and discussions will continue with Gilbane, SBS, Ms. Anziano and the fire marshal. An emergency response procedure will be developed. Heavy rain has caused slight delay but hasn't significantly affected the schedule. Mr. Quinn distributed a work plan and Mr. Conti reviewed the document titled *3 Week Look-Ahead*. The target date to start the foundations is December 17, 2014.

6. DISCUSS & VOTE ON CHANGE ORDERS

Mr. Manning distributed "ATP-0009" a change order for a credit of \$925.00 for unused gravel carried over from Phase 1. This amount is accounted for in the GMP and the vote is bookkeeping for the BPO2A Early Sitework Allowance Reconciliation.

Motion made by Mr. Thompson

To approve ATP-0009, a credit allowance of \$975.00.

Motion seconded by Ms. Messina. **Motion carried 6:0:0**

7. REVIEW SAFETY TRAINING FILM

Mr. Quinn spoke about keeping the construction site safe. Mr. Manning described the Gilbane new employee orientation and Gilbane's commitment to safety. Gilbane is proud of their safety record. Mr. Conti showed a short movie about safety and the committee was provided Gilbane reflective vests, goggles, hard hats with numbered stickers to be worn while at the construction site.

8. REVIEW ALTERNATE DECISION TIMING SCHEDULE

Mr. Quinn distributed a document titled *Bid Alternates Expiration Dates* and stated four items have approaching "Owner Decision Required by" dates. Mr. Stone reviewed the Heat Wheels.

- Deducts ALT-1 DOA Heat Wheels and ALT-3 RTU Heat Wheel provide energy efficiency and he recommends they remain.
- Add ALT-10 The Rooftop equipment screen is not required by zoning and will not be added.
- Add ALT-11 The Rooftop Stub Pipe Columns are not needed because the roof was designed to withstand the load of solar panels connected by balusters.
- Deduct ALT-2 The LED lighting in existing building will remain as an addition.

None of the alternates were accepted, therefore no vote was needed.

Mr. Quinn stated the committee needs to vote on officers and a schedule for 2015. The committee considered scheduling fewer meetings. Ms. Ewing suggested keeping two a month since it is easier to cancel rather than add meetings, possibly attempting to schedule the first and third Tuesday of each month. At Mr. Quinn's request, Mr. Warrington will work on a schedule.

9. NEW BUSINESS

None

10. PUBLIC COMMENT

None

11. ADJOURNMENT

Motion made to adjourn by Mr. Thompson and seconded by Ms. Messina.
Mr. Quinn adjourned the meeting at 7:36pm.

Respectfully Submitted,

Kathleen C. Grande
RSBC recording secretary