

Riverfield School Building Committee Meeting Minutes

A regular meeting of the Riverfield School Building Committee was held on Tuesday, February 17, 2015 at 7:30pm in the Riverfield School Library Media Center.

Members Present:

Tom Quinn, Chair	Lawrence Ratner, Secretary
Harry Ackley	John Shaffer
Bill McDonald	Scott Thompson

Members Absent:

Christine Messina, Vice Chair	Pam Iacono, RTM Liaison
Dan Graziadei	Marc Patten, BOE Liaison
Maureen Sawyer	

Also Present:

Brian Stone: Ken Boroson Architects; Peter Manning, Nick Conti: Gilbane Building Company;
Chuck Warrington: Strategic Building Solutions

1. OPENING

Mr. Quinn called the meeting to order at 7:30pm. SBS provided an Owner's Project Manager Report and a Change Order Process document. Gilbane provided three change order documents.

2. PLEDGE OF ALLEGIANCE

3. APPROVE MINUTES FROM 1-15-2015 MEETING

Minutes approved as submitted.

4. APPROVE INVOICES

Mr. Warrington stated all the invoices are within scope. In response to Mr. Thompson, Mr. Warrington confirmed Test-Con is directly contracted by the town.

Motion made by Mr. Ratner

To approve the following invoices:

Payer Service	Invoice Date Invoice #	Amount
Gilbane Professional Services	2/2/15 17	\$637,877.10
Strategic Building Solutions Professional Services	1/26/15 13420	\$12,439.03

Payer Service	Invoice Date Invoice #	Amount
Kenneth Boroson Architects Professional Services	2/12/15 3336	\$14,812.25
Van Zelm (Cx) Professional Services	1/16/15 40529	\$3,669.30
Van Zelm (CTHPB) Professional Services	1/16/15 40530	\$570.00
Test-Con Materials Testing Laboratory	2/4/15 8316	\$6,006.00

Motion seconded by Mr. Ackley.

Motion carried 6:0:0

5. CM /SBS CONSTRUCTION UPDATE

Mr. Warrington advised the project has been slowed up a bit because of the multiple recent snow events but is still on schedule. The major milestone for steel installation to start on February 23, 2015 still holds. The foundations at the west addition and gym addition are complete. Abatement in a block of existing classrooms went off without a hitch and was coordinated well by Gilbane. Under slab plumbing is being installed in the west addition. The gym heater was replaced. Between the time the old heater was being removed and the new heater installed, a mother complained the gym was cold. Mr. Quinn advised the heater was being replaced. The mother still wrote a letter in complaint to Dr. Title, Mr. Morabito, Ms. Anziano and Mr. Quinn.

In response to Mr. Quinn, Mr. Conti described a fire incident. A smoke head in the area that is now the temporary custodian and gym teacher's office activated because of steel being burned outside the building. It was thought the building was sealed so no smoke could matriculate, but in that area there was a hidden opening behind a beam. In that same area was a vacated beehive which caught fire. The worker in the area discharged the fire extinguisher and believed he had put out the fire, but the alarm sounded. The school was evacuated and the fire department responded. Mr. Quinn remarked all forms and procedures were followed. It was decided going forward no hot work will be done while school is in session. This work modification is not expected to have an impact on the budget. The alarm system is put into test mode after hours so the fire department knows not to immediately respond. Mr. Conti confirmed for Mr. Thompson the alarm still sounds in the building when the system is put into test mode.

Mr. Conti advised there are sequencing changes in the schedule since the slab work will not be complete before the steel work begins. The risk of a costly redo was too great to do the slab work in this cold weather. The impact has been mitigated by cooperation with the mechanical contractors and the new schedule will be distributed to the committee.

6. VOTE ON HAZARDOUS MATERIAL ABATEMENT MONITORING PROPOSAL

Mr. Quinn advised we are required to have a hazardous material abatement monitor and we received a bid through KBA who is coordinating this effort. The bid is already budgeted in the project and came in at \$18,601. This bid is for asbestos not PCB abatement.

Motion made by Mr. Ratner

To approve \$18,601 for asbestos abatement monitoring and reporting services by EnviroMed.

Motion seconded by Mr. Ackley.

Motion Carried 6:0:0

7. DISCUSS & VOTE ON CHANGE ORDERS

Mr. Warrington described the out-of-scope change orders that need approval.

PCI #	Description	Amount
1	Removal of existing septic tank located under west addition. Unforeseen conditions	\$4,155.00
13	Temporary office south of gym for gym teacher and custodian.	\$2,723.00
15	Relocate existing gas service to permit construction of north addition.	\$6,230.00

Mr. Thompson asked how the rate of change orders to date compare to the rate of construction. Mr. Warrington feels we're in a good position now but once we get inside the building he expects to see more change orders. In response to Mr. Quinn, Mr. Manning also expects the most exposure to contingency to be when the work inside the building is being done over the summer- when the walls are opened for the first time. Mr. Conti answered the project is about 14% complete and spending is about on tract with that. Much of the contingency spent, \$63K, was on alternates leaving about \$50K of the \$700K for change orders. The rate of contingency used for change orders is currently about half the rate of construction.

In response to Mr. Thompson's question, Mr. Warrington replied the only change order that maybe should have been caught was to relocate the gas service. In response the Mr. Thompson about the "as built" drawing, Mr. Stone added it maybe could have been better developed. He added this was a phasing sequence and the thought was some foundation and preliminary wall work would have been completed. It is part of the entire assembly and not the meter that is making work in that area difficult. In response to Mr. Ratner, Mr. Stone stated the septic tanks were on the 1970 addition diagram placing them in the courtyard but not providing specific locations or dimensions. Excavation found them to be where a courtyard wall is to be erected and the structural engineer requested they be removed.

Motion made by Mr. Thompson

To approve Change Order PCI # 1, 13 and #15 in the amount of \$13,108 as described in SBS document dated February 17, 2015.

Motion seconded by Mr. Ratner.

Motion Carried 6:0:0.

Mr. Quinn had asked Mr. Warrington to prepare a map illustrating the Change Order Process. Mr. Warrington distributed the diagram and reviewed how a Potential Change Item (PCI) progresses through the process. A PCI can be billed against the CM (In-Scope) Contingency (prior RSBC approval only required if over \$20,000) or Owner (Out-of-Scope) Contingency (prior RSBC approval required).

8. REVIEW 2015 MEETING SCHEDULE (TIMING AND LOCATION)

Mr. Quinn received confirmation there will be space available for the committee meetings in the Riverfield School during the summer months.

9. NEW BUSINESS

Mr. Ratner received confirmation there have been no significant complaints by neighbors lately.

10. PUBLIC COMMENT

None

11. ADJOURN

Motion made to adjourn by Mr. Ratner.

Mr. Quinn adjourned the meeting at 8:07pm.

Respectfully Submitted,

Kathleen C. Grande
RSBC recording secretary