

Riverfield School Building Committee Meeting Minutes

A regular meeting of the Riverfield School Building Committee was held on Tuesday, May 19, 2015 at 7:30 pm in the Riverfield School Library.

Members Present:

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

Members Absent:

Harry Ackley
Marc Patten, BOE Liaison

Also Present:

Brian Stone: Ken Boroson Architects; Nick Conti: Gilbane Building Company; Chuck Warrington: Colliers International (formerly Strategic Building Solutions); Jeff Hamel, George Franklin: Woodard & Curran; Sal Morabito: FPS Manager of Construction, Security and Safety; Judy Ewing: Liaison from the office of the First Selectman, and about 10 members of the public

1. TOUR OF CONSTRUCTION (MEET IN SCHOOL) APPROX 15 MIN

Mr. Conti and Mr. Warrington led two groups that toured the building additions. In attendance were committee members, team members and about 10 members of the public.

2. PLEDGE OF ALLEGIANCE

Mr. Quinn called the meeting to order at 8:00 pm.

3. APPROVE MINUTES FROM 4-14-2015 MEETING

Minutes approved as written.

4. APPROVE INVOICES

Motion made by Ms. Sawyer

To approve the following invoices:

Payer Service	Invoice Date Invoice #	Amount
Gilbane Professional Services	5/11/2015 20	\$1,857,399.23
Strategic Building Solutions Professional Services	5/1/2015 13844	\$12,433.60
Kenneth Boroson Architects Professional Services	3/12/2015 3346	\$21,672.64
Kenneth Boroson Architects Professional Services	5/8/2015 3370	\$11,305.48
Van Zelm Engineers Professional Services	2/13/2015 40588	\$2,038.50

Payer Service	Invoice Date Invoice #	Amount
Van Zelm Engineers Professional Services	4/10/2015 40787	\$1,223.10
Test Con Professional Services	3/30/2015 8336	\$5,596.00
Test Con Professional Services	4/30/2015 8361	\$4,436.72

Motion seconded by Ms. Messina.

In response to Mr. Quinn, Mr. Warrington stated all the invoices are within scope. Mr. Ratner received confirmation from Mr. Warrington the Test Con invoices are for materials testing and inspection.

Motion carried 8:0:0

Discussion on Meyers Estimate

Mr. Warrington reviewed the Meyers estimate. During renovation of the existing building items need to be boxed up and moved out. Included in the estimate are boxes, packing materials, six on site trailers, offsite tempered warehouse storage for electronics and labor. Work is scheduled to begin June 17 and the move back in is expected mid-August.

Mr. Quinn asked about the impact on the budget. The estimate is \$37,512 and \$25,000 is currently in the budget for this service. Funds to make up the difference are available in other budget lines. Mr. Quinn questioned the estimate of 2700 cartons. Mr. Warrington confirmed the estimate was done by Paul Kennedy of Meyers and Mr. Morabito characterized the number of boxes on the high side based on FPS experience. We are responsible only for the number of cartons we use. Meyers will pack the Library Media Center. Mr. Warrington will confirm Meyers will also unpack the LMC with direction by the Library Media Specialist.

Motion made by Ms. Sawyer

To approve the Meyers moving estimate in the amount of \$37,512.

Motion seconded by Mr. McDonald.

Continuation of Discussion of Meyers Estimate

Mr. Ratner asked about other companies providing packing services. This is a state contract and no bid was necessary and we have good experience with them. Mr. Morabito advised bidding questions should be directed to Twig Holland. Mr. Thompson received confirmation that the contract was competitively bid at the state level and we are getting those unit prices and just estimating quantities for the scope of the work.

Motion carried 8:0:0

5. CM /SBS CONSTRUCTION UPDATE (SCHEDULE)

Mr. Stone introduced Mr. Hamel and Mr. Franklin who reviewed the process of handling the PCBs. Mr. Hamel identified two materials in the gym walls as containing PCBs: caulking in the expansion joints and felt, a waterproofing material between the external brick and interior CMU block. All the gym walls are being removed therefore an external protocol will be followed with water misting used to control dust. The dust will result from cutting the cement block, not from the caulk or felt. Polyethylene sheets extending out from the gym

wall 10' and a half wall constructed of polyethylene will define the work area. The gym walls will be knocked down onto the poly and the material carted away in containers. Two dust monitoring stations will be set up: one where the wall is being knocked down and one by the fence line. A baseline reading will be obtained at upwind near the wall being demolished. If a second reading downwind near the construction is higher work stops and the condition is corrected. Periodic readings will be taken to provide for safe removal of the PCBs. Mr. Quinn confirmed work will stop if a dust reading is higher than the baseline and work will not resume until the dust condition is corrected. Work will be performed when school is not in session. Polyethylene will cover openings to prevent dust from entering the building. Mr. Franklin advised the felt also contains asbestos and regulatory process guides the abatement. Mr. Morabito also advised a site monitor will be on site. In response to Robin Jerrild, dust testing will be done at the fence location and neighbors will be advised when this work will be performed.

Mr. Warrington reviewed the significant work done during spring break and since the last meeting. It is detailed in the Owner's Project Manager Report dated May 19, 2015 and includes: Installation of a new roofing system, slabs poured in the new additions and gym expansion, exterior and interior framing, exterior brick and sheathing installation, ductwork removal and installation, and meetings with district and school staff for move management including handling of IT equipment.

6. DISCUSS & VOTE ON CHANGE ORDERS

Mr. Warrington reviewed the Change Orders a – d:

- a was extra detailing, fabrication, and coordination time to maintain schedule,
- b was addressing a field condition,
- c was for premium time labor to maintain schedule, and
- d was for an omission.

Mr. Stone explained e –f, two changes requested by Brenda Anziano, Riverfield Principal:

- e was for a new door between the main office and nurse's office, and
- f was for a new window in the conference room.

In response to Mr. Ratner's question about accountability, Mr. Warrington advised they are tracking why each change occurs: an error, an omission, a 3rd party request or wish list item. In response to Mr. Thompson the percent of change orders compared to percent of completion of the project is about 20% to 41% - A good place to be especially since about half the change orders were bid alternates.

Motion made by Ms. Messina

To approve the following Out of Scope Change Orders noted as paragraph C subsections a - f on page 2 of 3 of the Colliers report dated May 19, 2015 as adjusted with item c at new amount of \$17,659.00:

- a. PCI-OS-021: Additional Steel Detailing by United Steel: \$9,067.00
- b. PCI-OS-025: Relocation of existing wire mold to accommodate HVAC ductwork installation: \$9,618.00
- c. PCI-OS-027: Premium time to permit roofing contractor to complete installation of new roof during April break: ~~\$16,158.00~~ \$17,659.00
- d. PCI-OS-031: Provide electrical power to six (6) rooftop units: \$9,698.00
- e. PCI-OS-032: Reconfigure Nurse's Office: \$1,488.00
- f. PCI-OS-033: New window in Admin Conference Room: \$1,335.00

Motion seconded by Mr. Thompson.

Motion carried 8:0:0

Mr. Conti distributed and reviewed the Gilbane CM Contingency Report dated May 19, 2015. The uncommitted CM contingency is \$326,276. About 14% of the contingency has been committed.

7. FF&E STATUS

At Mr. Quinn's request, Mr. Stone provided status on FF&E. The request has been submitted to the state who has 30 days to complete the review. Permission to go out to bid is expected early to mid-June.

Mr. Quinn reviewed the FF&E budget. It was cut to \$50,000 when CO made the commitment to find furniture within the district during the project approval phase. At this time furniture does not appear to be available so Mr. Quinn asked for their "absolute needs" list. That came out to about \$170,000. Ms. Iacono asked how the \$50,000 got to \$170,000. Mr. Stone explained the first phase included student and teacher desks and bookcases for the new classrooms. Ms. Iacono remarked the classrooms are replacing the portables which had furniture and are not additional classrooms. No furniture was sited during the walk through and Mr. Stone advised furniture was not removed from the facility since the start of construction. In response to Ms. Iacono, Mr. Stone stated he believes the desks that were in the portables were reallocated within the school. In response to Ms. Iacono, the majority of the requested gym equipment is 500 chairs for whole school assemblies.

Mr. Stone reviewed the phasing of the \$170,000:

Phase 1 – Must have in September:	\$52,000
Phase 2 – Receive after Christmas Break:	\$50,000
Phase 3 - Receive by end of school year:	\$70,000

Mr. Morabito stated furniture estimates are frequently higher than the actual cost, noting FLHS as an example. Mr. McDonald reiterated the concern that the committee was told the furniture was there and now it's not available. Mr. Morabito explained the initial estimate was a high view early on in the process to make the project work.

8. ADD ON – LANDSCAPING

Mr. Quinn addressed a concern from a Riverfield neighboring homeowner. In response to the concern by Ms. Jerrild, the tree warden recommended modifying the landscaping plan by adding two more trees along the 23 Rifle Road boundary.

9. NEW BUSINESS

Mr. Warrington advised HB wants to start work to uninstall projectors on June 8. The next RSBC meeting is June 11. This is a critical path item and needs a vote. HB's price to take down and remount the Smartboards is \$17,710. Mr. Quinn wanted them to guarantee the Smartboards would work when they were reinstalled but they declined because (they are not) Meyers is packing and storing the equipment for the duration. Mr.

Morabito described various scenarios with a broken bulb being the most common mishap. The committee and team discussed the logistics and concerns with HB and Meyers both handling the Smartboards. Mr. Morabito read parts of an email from Nancy Byrnes, FPS IT Manager, stating “after a decade of working with them I have been most satisfied with [HB]” and a majority of the equipment is just a year old and needs to be handled properly and professionally.

Motion made by Mr. Ratner

To approve \$17,710 for HB to remove and reinstall SmartBoards.

Motion seconded by Ms. Sawyer.

Motion carried 6:1 (Quinn):1 (Graziadei)

10. PUBLIC COMMENT

None

11. ADJOURN

Motion made to adjourn by Mr. Ratner.

Motion seconded by Ms. Messina.

Mr. Quinn adjourned the meeting at 9:18 pm.

Respectfully Submitted,

Kathleen C. Grande
RSBC recording secretary