

RIVERFIELD SCHOOL BUILDING COMMITTEE MEETING

September 4, 2012
Riverfield School Library
7:00 PM

FINAL MINUTES

Present: Dorothy Domeika (7:10); Don Graziadei; Christine Messina, Vice Chairman; Tom Quinn, Chairman; Lawrence Ratner, Secretary; Maureen Sawyer (7:07); John Shaffer; Scott Thompson

Absent: Harry Ackley

Others Present: Phil Ryan, Purchasing Dept. Buyer; Judy Ewing, First Selectman Liaison; Sal Morabito, BOE Manager of Construction, Security and Safety; Brenda Anziano, Riverfield Principal; Dana Alger, PTA President; Kristen Tharrington

1) CALL TO ORDER

Mr. Quinn called the meeting to order at 7:05 pm

2) PLEDGE OF ALLEGIANCE

3) APPROVE MINUTES FROM 8-7-2012

Motion was made by Mr. Quinn and seconded by Mrs. Messina to approve the minutes of August 7th with the following change.

Change: Item No. 4 Introduce Architect and Review Tentative Timetable

Despite the late start, they intend to complete Tasks 1 and 2 by the end of this year.
to:

The new schedule extends the completion of phase I & 2 Tasks to February 7, 2013

Motion passed unanimously 6:0

4) APPROVE ADDITION TO ARCHITECT CONTRACT TO INCLUDE AS-BUILT SURVEY

Motion was made by Mr. Ratner and seconded by Mrs. Sawyer to approve payment to Kenneth Boroson Architects for Purchase Order #13000758 in the amount of \$7,385.00 for as built survey to be added on to the architect's contract.

Motion passed unanimously 7:0

5) INVOICE REVIEW AND APPROVALS

Motion was made Mrs. Messina and seconded by Mrs. Sawyer to pay Kenneth Boroson Architects for Invoice #2800 for Architectural Fees dated August 29, 2012 in the amount of \$5,200.00 .

Motion passed unanimously 7:0

6) INTERVIEWS OF PROGRAM MANAGEMENT FIRMS

Companies interviewed: Arcadis, Strategic Building Solutions, Turner Construction Company. See attached handouts from each company.

Companies discussed:

- Owner's Objectives
- Their staff
- Schedules: design team, construction managers and their subcontractors, renovation, additions, furniture, etc.
- Time lines
- Bureau of School Facilities (BSF)
- Occupied phasing
- Communicating with the school staff, BOE, community
- Cost: budget development, design costs, bid process, managing financials FF&E
- GMP development
- Quality
- Safety
- Value engineering
- Working with other town bodies: Building Department, TPZ, Conservation, Fire Marshal
- LEED/High Performance Building Standards
- Contract and document compliance
- Closing out: punch lists and BSF etc.

a. Arcadis:

Petina Killiany VP and NE Manger/ Project Executive; Norm Benjamin, Senior Program Manager; Brian Oblon, Conceptual Phase Manager

- Middletown, CT
- Start each meeting with a Health and Safety moment.
- 1/2 time representative on site
- 6 school projects in the mid 2000s as Project Managers: McKinley, RLMS, FLHS, Burr, FHWS and TMS
- Mr. Benjamin over 25 years, last 9 years with Arcadis, worked for Fairfield BOE, has done renovations, BSF
- Mr. Oblon: 10 years in construction, occupied renovations, will be involved preconstruction. Building Committee will be able to choose someone else during the construction phase.
- Has a staff that will support project: certified schedulers, commissioning agents, estimators , certified value engineering specialists (add on to fee proposal), LEED accredited, etc.

Discussed:

- Schedule:
 - a. Recommends: shortening some of the design time
 - b. Give more time to Construction Manager time line
- High performance building requirements: 6/18/12 new regulations

- Consider previous improvements: i.e. new boilers, roof replacements, windows, doors
- Change Orders: will funnel these to the committee
- Project Management Plan: example from a previous job outlining the communication flow.
- Mr. Benjamin has worked with various departments in Fairfield i.e. building dept, TPZ, Conservation, Fire Marshal
- Occupied phasing: safety of the occupants, materials, safety, data sheets, on site, construction workers separate from students and staff
- Asked about two previous Fairfield projects: asked why the Burr furnace on second story wasn't vetted – Arcadis will get back to committee. McKinley siding: asked why the building wasn't all brick as was promised to the community – said they were brought on after construction started.
- Current work load: Mr. Oblon: has one other project- 50% of his time, Mr. Benjamin: 3 other projects currently working on 25-50% of time and 1 small project they are closing out
- 10% change orders

b. Strategic Building Solutions (see attachment)

Mel Overmoyer, Principal; Marc Sklenka, Project Executive, LEED; Carmelo Cicero, Project Manager; Chris Roof, DCS BSF liaison: extensive work with BSF

- Founded in 1996
- Madison, CT
- Owners/ project managers
- Staff of 60 professionals
- Leader in Green Building
- College, K-12, government, medical laboratory research facilities, 150+ educational projects i.e. Sacred Heart University, East Greenwich RI
- Did a walk through building and the site and made notes.
- EDO49
- Current work load: principal people who would be working on project have 2 projects currently
- ASHRAE
- LEED Silver standard, CHPS (California High Performance Standard)
- Change orders: owner demands, construction manager, design plans

c. Turner Construction Company

Rusty Hirst, VP General Manager 25 years; Mike Bruskin, 25 years, Sr. Project Manager; Chaz Browne, Project Manager 12 years – 4 school projects; Ty Tregellas, Executive in Charge, 25 years (could not attend for medical reasons)

- Milford, CT
- \$350 Million per year construction company
- 150 staff
- Projects: RLMS, McKinley, FWHS TMS, Burr, FLHS – role was construction manager at risk on these projects
- Program manager projects at the state level: currently working on the 3 maximum allowed by the state
- Will be on site approximately 20 hours per week
- Scope review
- DEEP stormwater compliance
- Paperless documents: everything available on their website assignment

7) VOTE AND SELECTION OF PROGRAM MANAGEMENT FIRM

Motion was made by Mr. Ratner and seconded by Mrs. Messina to approve the appointment of Strategic Building Solutions to be the Program Management firm for the project.

Motion passed unanimously 8:0

8) NEW BUSINESS

a. DISCUSS PCB TESTING

Committee discussed what testing is their responsibility and what is the responsibility of the Board of Education. Enviomed has done some testing of the building for hazardous materials per the schedule and the committee should request the report which is available within 30 days. Once the committee knows the scope of the project any parts of the building under their purview would be tested. Mr. Morabito explained the different types of testing, when testing is required and EPA and DEEP acceptable levels.

b. Mr. Thompson provided copies of a report by the Center for Green Schools: Existing Schools Project Management Guide - <http://www.centerforgreenschools.org/guides.aspx>

c. November 13th meeting was changed to November 6th. The Recording Secretary will take care of changing the date with the Town Clerk and the Board of Education.

9) PUBLIC COMMENT

Charlotte Leslie, Hunter Road: asked if a schedule would be coming out with dates that the architect would be meeting with the school staff, PTA, neighbors. Mr. Quinn said that either the architects or Program Managers would be compiling a schedule.

10) ADJOURN

Motion was made by Mrs. Sawyer and seconded by Mrs. Domeika to adjourn the meeting at 10:10 pm.

Motion passed unanimously 8:0

Respectfully submitted,

Lawrence Ratner, Secretary

Charlotte Leslie, Recording Secretary