

FAIRFIELD WARDE HIGH SCHOOL ROOF BUILDING COMMITTEE

SPECIAL MEETING

Minutes

Monday, July 23, 2012

Meeting called to order by Sol Briks, Chairman at 7:33 pm.

1. Present: S.Briks, W.Donne, D.Jones, J.Demner, M.Money

Others present: Erin L. Aichler, Hoffman Assoc. AIA-on the phone, Judy Ewing, Sal Morabito, Mary Hogue, Jennifer Mason Kennelly

2. Chair distributed Silktown Payment Request, Hoffman invoices, Roof Replacement Project Cost Summary Sheet dated Feb. 1, 2012 and Change Order #3.

Erin explained the project estimates and bid results and award to Silktown noting that Change Orders #1 and #2 had been approved by the TFC.

General discussion and explanation by Erin related to change orders.

Chair said he was satisfied that all materials for Phase I had been delivered and were on site. Erin confirmed as of 7/23/2012 all is on schedule. Erin will request an update of the project schedule.

Motion by Jones, second by Demner to approve Silktown Payment Application #1, dated 6/30/2012 subject to approval by Twig Holland in the Purchasing Department for \$784,739.61. Passed: 5-0.

Motion by Donne, second by Jones to approve Change Order #3 for the amount-\$1,940.40. Passed: 5-0

3. Chair opened discussion for Hoffman Invoices

#212326, 212437 and 212439. He wants to be sure Twig

Holland reviewed and approves.

Motion by Jones second by Donne to approve invoice #212439 for \$2,476.71, also invoice #212326 for \$442.50, and invoice #212437 for \$3850.00 subject to review by Purchasing Department and not already approved by T.F. C. Passed" 5-0

Chair thanked Erin Aichler for her help.

4. Sal Morabito presented the Plans and Specifications and professional cost estimate

Motion by Jones, second by Briks to approve Plans and Specifications, dated March 16, 2012 and professional cost estimate dated, February 1, 2012 for the Fairfield Warde Roof Replacement Project. Passed 5-0

Chairman Briks signed the state certification form, confirming approval.

4. Meeting Schedule for 2012, 1st and 3rd Wednesday of the month.

8/1/2012

8/15/2012

9/5/2012

9/19/2012

10/3/17

10/17/2012

11/7/2012

11/21/2012

12/5/2012

12/19/2012

Motion by Jones, second by Demner to approve the 2012 meeting schedule. Passed 5-0

4. Adjournment

Motion by Sol, second by Jones to adjourn the meeting at 9:15 pm.
Passed 5-0

Respectively submitted by,

Marcia Miner

