

Osborn Hill School Building Committee

Meeting - Minutes

March 19, 2015

7:00pm

Conference Room

Old Town Hall

611 Old Post Road

Fairfield, CT 06824

Members Present: Bill Dunn, Kim Marshall (Chair), Steve White, Susie Cardona

Members Absent: Brett Bader

Others Present: Sal Morabito, Larry Secor (OCR), Dustin Lombardi, Judy Ewing

Call to Order:

Ms. Marshall called the meeting to order at 7:00 p.m.

Approval of Meeting Minutes:

Mr. Dunn made a motion to approve the February 19, 2015 Meeting minutes. Ms. Marshall seconded the motion.

The motion was approved unanimously. 4:0

Motion to revise order of agenda Items:

Mr. Dunn made a motion to revise the order of the agenda items, to allow Ms. Marshall to summarize where the project is now and what has transpired since the last committee meeting. Ms. Marshall seconded the motion.

The Motion passed unanimously 4:0

Old Business:

Ms. Marshall advised the committee that at their February 23rd meeting the RTM had voted unanimously (by voice vote) to approve the Building Committees' request for an additional \$340,633. for the completion of the project. As had been indicated at the committee's previous meeting, Ms. Marshall confirmed that the RTM, which had added "an enclosed walkway" to the bonding resolution, which Silver Petrucelli and Associates had originally estimated at a cost of \$70,000. in the conceptual study (two years previously) had in fact requested the committee reconsider the walkway's design. Prior to its meeting, Silver Petrucelli and Associates had provided RTM members with a letter explaining in greater detail the difference between the initial estimates and included a potential redesign proposal for a minimal canopy enclosure which was estimated at \$149,900. However, during its meeting several RTM members expressed a willingness to financially support only \$120,000, while other members express a feeling that the balance could be found through the reallocated of the recently approved contingency funds. The letter was shared with the members of the Committee.

Ms. Marshall informed the members of the Building Committee that she had also been asked by the First Selectman to provide the Board of Selectman with an update on the project's status, which she had done the previous evening. Ms. Marshall outlined her intention (as stated the previous evening) to recommend that the Committee: request a new plan design from Silver Petrucelli and Associates, and as soon as possible (provided with an acceptable design), make a motion that a Request For Proposal (RFP) be sent out by the Purchasing Department so that the cost of the project could be determined at a specific cost. Mr. Lombardi and Mr. Morabito discussed options on how the work on the enclosed walkway could commence during the summer and conclude during the fall (weekends or holidays), provided that the committee has bids in by early June and can decide about the summer work schedule. Mr. Dunn questioned whether the Bond Council's determination on whether the RTM had the authority to add funds to bond resolution for a school building project would impact the Committee's work? Ms. Marshall said that an opinion had not yet been communicated.

Ms. Marshall asked for a motion for the committee to accept the schematic drawing as sketched by Silver Petrucelli, to develop plans to the bidding stage. Ms. Cardona made the motion. Mr. Wright seconded the motion.

The motion passed unanimously 4:0

A group discussion on security took place with the result of a Sense of Body that the Police Department will also review the enclosed walkway plans.

Mr. Dunn made a motion to authorize the Chair to approve the design costs for plans that will be prepared by Silver Petrucelli and Associates in an amount not to exceed \$15,000. Mr. White seconded the motion.

The motion passed unanimously: 4:0

OCR Report

Mr. Secor stated his belief that it is likely the project will be pushed into May due to issues with the roof trusses, and galvanizing has been delayed and will hold up progress on the project. Mr. Lombardi suggested that if galvanizing cannot be performed quickly, painting the surfaces could substitute galvanizing in order to expedite progress. Mr. Morabito will discuss possible painting of the steel instead of waiting for galvanizing to be completed, in order to expedite moving forward with the project. Without special testing a certificate of occupancy will not be issued unless the issues are resolved. Mr. Secor stated that after many months of due diligence, and with the help of Mr. Morabito and the Town's Purchasing Department that he had been able to reconcile the project's accounting with the Finance Department. He stated with the contingency intact, PCO's/PO's (change orders) pending, that the project's accounting appears solid. It was noted that change orders have not been forthcoming on a timely basis. Ms. Marshall and Mr. Lombardi will meet with Twin Hollard (Purchasing) and then with John Gennarini to encourage him to submit outstanding documents more timely.

Approval of Invoices

1. Mr. White made a motion to approve Gennarini Application and Certification for Payment (ACP) No. 8 in the amount of \$172,618.80. Mr. Dunn Seconded the Motion. The motion passed unanimously 4:0.
2. Mr. Dunn made a motion to approve Silver Petrucelli and Associations, Inc. Invoice #15-720 for \$3,441.25. Mr. White seconded the motion. The motion passed unanimously 4:0.
3. Ms. Cardona made a motion to approve Nafis & Young Engineers, Inc. (NYE) Invoice #044-15 \$3,280.00. Mr Dunn seconded the motion. The motion passed unanimously 4:0.
4. Mr. Dunn made a motion to approve AMC invoice for #PP31509 for \$33,491.25. Ms. Marshall seconded the motion. The motion passed unanimously 4:0

Architect Update

Mr. Lombardi stated that Mr. Secor covered most current items. A brief discussion and resolution to an incident that occurred the previous Thursday just before noon: Some bricks fell from the gymnasium's wall (closest to the annex) into the gym and containment area, witnessed by students & staff.

New Business - None

Adjournment

Mr. Dunn made a motion to adjourn the meeting at 8:43 p.m. Ms. Marshall seconded the motion. The motion passed unanimously 4:0

Respectfully Submitted,
Diane McClure, Recording Secretary