

# Osborn Hill Elementary School Building Committee Meeting FINAL Minutes

April 16, 2015

Independence Hall

725 Old Post Road, Fairfield, CT 06824

Basement Conference Room

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

**Members Absent:** Brett Bader, Steve White

**Others Present:** Larry Secor (OCR), William Silver (Architect)

**Call to Order:**

Ms. Marshall called the meeting to order at 7:05 p.m.

**Approval of Meeting Minutes:**

Ms. Marshall deferred this item to the next regular meeting. Ms. Marshall next asked for a recess at 7:08 p.m. so that given the number of individuals present, the meeting could reconvene in the smaller Purchasing Department's Offices in the building's 1st Floor. The meeting resumed at 7:15 p.m..

**Motion to revise order of agenda Items**

**Ms. Marshall made a motion** to revise the order of the agenda items, to allow Mr. Secor to provide his report. Mr. Dunn seconded the motion.

**The motion passed without objection**

**OCR Report**

Mr. Secor stated that much progress had been accomplished since the latest status meeting. The air conditioning unit has been moved to its location on top of the main school building (its connection and completion are still pending installation of the roof dunnage). The electrical work is nearing completion (the lights are on). The sprinkler system and fire alarms are also installed, but will still need to be tied into the school's main system(s). Mr. Secor estimated that 75% of the gymnasium's sports equipment had been installed correctly. With the completion of the gymnasium's windows, the sports floor will be completed. The flooring materials are on-site, but await the room to be closed up and heated, which will allow the floor to pass its moisture testing. Mr. Dunn expressed the general sentiment of how frustratingly close the gymnasium's completion appears, while at the same time the school's academic year also rapidly drawing to its conclusion.

**Approval of Invoices**

1. **Mr. Dunn made a motion** to approve Gennarini Application and Certification for Payment (ACP) No. 9 in the amount of \$217,212.75. Ms. Cardona seconded the Motion. **The motion passed unanimously 3:0.**
2. **Ms. Cardona made a motion** to approve Silver Petrucelli and Associations, Inc. Invoice #15-961 for \$9,259.00. Mr. Dunn seconded the motion. **The motion passed unanimously 3:0.**
3. **Ms. Marshall made a motion** to approve Nafis & Young Engineers, Inc. (NYE) Invoice #090-15 \$5,320.00. Mr. Dunn seconded the motion. **The motion passed unanimously 3:0.**
4. **Ms. Cardona made a motion** to approve the funds required to pay the remaining balance of AMC Environmental, LLC's invoice in the amount of \$63,350.00. Mr. Dunn seconded the motion. **The motion passed unanimously 3:0**

### Approval of Change Orders

1. **Mr. Dunn made a motion** to approve PCO #10 a credit of \$6,895.63 to remove only 4" in lieu of 8" of columns in gymnasium. Ms. Cardona seconded the Motion. **The motion passed unanimously 3:0.**
2. **Mr. Dunn made a motion** to approve PCO #14 for \$11,519.76 for the removal and replacement of brickwork. Ms. Cardona seconded the motion. **The motion passed unanimously 3:0.**
3. **Ms. Marshall made a motion** to approve PCO #15 for \$8,663.95 for additional work to revise roof dunnage. Ms. Cardona seconded the motion. **The motion passed unanimously 3:0.**
4. **Mr. Dunn made a motion** to approve PCO #20 for \$907.50 for painting additional gaming lines on gymnasium floor. Ms. Cardona seconded the motion. **The motion passed unanimously 3:0.**
5. **Ms. Cardona made a motion** to approve PCO #21 for \$423.04 for exit and handicap signs. Mr. Dunn seconded the motion. **The motion passed unanimously 3:0**

### Architect Update

Mr. Silver presented his firm's revised architectural plans, which included the project's base bid and the requested alternate plan for a minimal enclosed connector. Both plans for the project are needed for the project to remain consistent with documentation on file with the Office of School Facilities. Mr. Silver was asked again about the cost and "long" lead time required for certain building materials, which would be needed to complete this portion of the project as described. In his estimation, Mr. Silver stated that (assuming the Building Committee were to approve the plans and received several competitive bids) it would still require eight weeks of lead time following the selection of a contractor, who would still need time to become familiar with the project and also perform their own due diligence prior to procuring any long lead building materials. Although the installation should be faster than its manufacture, in his opinion, an estimated completion date for this portion of the project comparable to the current contracted date for the remaining portion of the school's original windows (August 25, 2015) would be overly optimistic. However, Mr. Silver did confirm (as had been previously stipulated by Mr. Morabito and Mr. Lombardi in March) that a timeline would be structured, which would allow the majority of the work to be completed during the summer with the balance done during the school year and at a time when it would not interfere with the student's school day. The plans were discussed at length, with the members of the Building Committee expressing satisfaction with the plan's details and their belief that these plans would meet both the specifications and expectations, which the Town's Governing Bodies had stipulated for this portion of the project.

### Motion to approve architectural plans

Ms. Marshall asked for a motion from the committee to accept the architectural plans as presented, which would include the baseline project and alternate renderings and to instruct the Purchasing Department to create a request for proposal (RFP) and the authority to bid the project accordingly.

**Ms. Cardona made the motion.** Mr. Dunn seconded the motion.

**The motion passed unanimously 3:0**

**Old Business - None**

**New Business – None**

**Public Comment – None**

**Mr. Dunn made a motion** to adjourn the meeting at 8:25 p.m. Ms. Cardona seconded the motion. **The motion passed unanimously 3:0**

Respectfully Submitted,

OHS Building Committee