

OSBORN HILL SCHOOL BUILDING COMMITTEE  
Sullivan Independence Hall  
725 Old Post Road First Floor Conference Room  
Fairfield, CT 06824  
May 23, 2013 at 6:00 pm

FINAL MINUTES

Members Present: Bret Bader; Susan Cardona; William Dunn, Vice Chairman; Kim Marshall, Chairman; Steven White, Secretary

Others Present: Twig Holland, Town of Fairfield Director of Purchasing Department; Phil Ryan, Town of Fairfield Purchasing Department; Sal Morabito, BoE Manager of Construction, Security and Safety; Judy Ewing, First Selectman Liaison and Gaylord Meyer, RTM District 1

I. Call to Order

Mrs. Marshall called the meeting to order at 6:30 pm

II. Approval of April 9 and May 2 meeting minutes

Motion was made by Mr. Dunn and seconded by Mr. Bader to approve the minutes of the April 9th meeting.

Motion passed unanimously. 5:0

Motion was made by Mr. Bader and seconded by Mr. Dunn to approve the minutes of the May 2nd meeting.

Motion passed unanimously. 5:0

III. Approval of invoices

None

IV. Presentations from Potential Architects

1. Fuller D' Angelo PC, Elmsford, NY  
Power Point presentation. See handout.

Joseph Fuller, Principal

Staff of 20. 90% educational projects. Company has provided architectural and engineering services for over 42 years. They have worked with AMC Environmental (formerly AMC Technologies).

Discussed: window testing system, water infiltration, recommended roller shades, solar louvers, canopy area to attach annex to building, possible scenarios for the gym in order to refurbish the room owing to PCB contamination, HVAC, FRP doors, vestibules, swing space and Bureau of School Facilities (BSF).

Provided names of schools that his company has completed window replacement projects, gym refurbishing as well as other renovation projects in CT.

2. DeCarlo & Doll, Meriden, CT  
Storyboards. See handout.

Mr. Grzywacz, VP, Project Manager & Lead Architect; Mr. Machado, Project Architect for Construction Administration and Mr. Rabinsky, Principal for Consulting Engineering Services in Middletown, CT, MEP engineers

100% municipal work with a portion being schools.

Discussed similar project at Columbus School in Bridgeport, CT which included major PCB abatement in the windows, ceiling tiles, brick and ground. Project was expanded over the years and the PCB regulations changed.

HVAC unit placement. Window options: Sunscreen component, add color at no additional cost in window choices. Level of abatement will have to be confirmed. Provided an example of a schedule during 3 month summer time line. Prequalification Score Card process. Discussed walkway timeline: 2-3 weeks cost estimate to determine if a connector is affordable. Pre-conceptual design phase, schematic designs, construction documents.

Regarding Proposal: Wording "Fix fee not to exceed. Said it should be just Fixed Fee. Provided an extra phase

– Conceptual ideas.

3. Hoffman Architects, Inc., Hamden, CT  
Power Point presentation. See handout.

Arthur Sanders, Senior VP and Director, Architecture; Erin Aichler, Assoc AIA, Project Manager and Rory Ronan, Principal, Kohler Ronan, mechanical engineering firm

Company founded in 1977 with 42 staff spread out amongst three offices in CT, NY and MA. Building envelope rehabilitation, façade studies, roof studies experts. Ms. Aichler has extensive experience working on school projects while Mr. Sanders has 20% experience in schools. Has worked with AMC Environmental on several projects primarily on roofing and asbestos issues.

Discussed: scope of the project, schedule, PCB abatement plan for windows, door replacement, gym renovation, floor and wall, budget, schematic design, documents, walkway to the annex, safety and security, energy efficiency, aesthetic of the school, HVAC, fireproofing, energy efficiency potentials, having a Construction Manager, indoor air quality, ADA compliant. Significant history in Fairfield working on several window school projects since 2001. Has extensive experience working with the BSF and Fairfield town committees.

4. Silver Petrucelli and Associates, Hamden, CT  
Power Point presentation. See handout.

Bill Silver, AIA, Principal and Dustin Lombardi, AIA, Architect

Staff of 44 which includes architects, engineers, designers and estimators. 70% of their work is in education and all of it in CT. Over 60 school window replacement projects across CT. Has worked with AMC Environmental.

Discussed: abating windows, brick and soil, security and safety measures, change orders, swing space during school year and summer work, walkway to annex. Wants to continue dialog with the staff and students for their input. Described other school projects for window replacement, solar, gym refurbishing, window solutions and introducing color. 6 PCBs projects currently completed and under budget. Explained how the BSF review time currently takes over 60 days. Provided project schedule. Gym suggestions: budget, abatement, flooring. Design suggestions for the walkway to annex. Significant history in Fairfield having worked on several school projects. Last year they provided the report, breakdown, and the estimates for the OH project and worked with the town bodies to get the project moving forward.

#### V. Discuss and approve Project Architect

Ms. Holland:

- Explained how the State statue regarding bidding has changed over the last few years. In the past it was based on interviews and the lowest bidder was hired. Now it is based on a scoring matrix from QBS (Qualification Based Selection) and interviewing at least four companies. The score sheets must be compiled independently but she explained what can be discussed once the proposals from the architects have been compiled as there is a fee component to the deliberations.

- Reviewed the proposals from the architects (see Town of Fairfield Bid Results for breakout)

Fuller D' Angelo PC: \$164,065

DeCarlo & Doll: \$193,000

Hoffman Architects: \$152,600

Silver/Petrucelli & Associates: \$49,100

Discussion took place as to why there is such a large price difference in the proposals between Silver/Petrucelli and Associates and the other three companies. Ms. Holland and Mr. Morabito suggested that this might be explained due to the previous work Silver/ Petrucelli and Associates has done already on the Osborn Hill project.

Ms. Holland:

- Discussed previous work done for the Town of Fairfield by Silver/Petrucelli and Associates and Hoffman Architects.

- Explained how her department checks the "financial health" of the company that is chosen.

Motion was made by Mrs. Marshall and seconded by Mr. Bader to retain the services of Silver/Petrucelli and Associates for the design work and construction administration.

Motion passed: 4:0:1 Mr. White abstained

Ms. Holland will contact Silver/Petrucci and Associates to prepare the contract documents for architectural services. Mr. Morabito will start working with Silver/Petrucci and Associates. Silver/Petrucci and Associates will start attending the OH Building Committee meetings.

VI. Old Business

None

VII. New Business

None

VIII. Public Comment

None

IX. Adjournment

Motion was made by Mr. Bader and seconded by Mr. White to adjourn the meeting at 10:20 pm  
Motion passed unanimously. 5:0

Next meeting will be held June 20th. Location TBD.

Respectfully Submitted,  
Steven White  
Secretary

Charlotte Leslie  
Recording Secretary