

TRUMBULL HIGH SCHOOL BUILDING COMMITTEE
MINUTES
April 2, 2008

Call to Order: The Chairman, Mr. Nugent called the meeting to order at 7:08 p.m.

Present: Ms. Bivona, Ms. Gottlieb, Mr. Jenkins, Mr. Lemay, Ms. King, Mr. McCabe, Mr. Ronnow and Ms. Timpanelli.

Also Present: Attorney J. Donofrio, Town Attorney Daniel Schopick, and Mr. A. Barbarotta.

Approval of Minutes:

Ms. Bivona and Mr. Lemay moved and seconded to amend the March 19, 2008 meeting minutes to read as:

- Page 1, bottom paragraph starting with Representatives from O&G...
“Mr. Ashforth stated that AP began in the 1970’s and had always been a service orientated business”.
- Page 2, second to last paragraph starting with, In response...to read as, “The New Canaan Cons. litigation involves; In 1993 there had been an asbestos abatement performed. The school construction project was revalued; due to the fact asbestos abatement would need to take place.”
- Page 3, paragraph 4 to read as, “ In response to a question from Ms. Flynn, O&G/A.P. stated that generally the LEED Silver certification dollar premium is 3-5% more in cost, although that is changing as time goes on and LEED is used more and more.”
- Page 4, paragraph 1, line number 3, to read as, “A lawsuit had been filed due to a deficient report, no further action has been taken against O&G, AP and the architect by the town.

VOTE: Motion to amend was approved 6-0-3 (Ronnow, King & Gottlieb abstain).

Ms. Bivona and Mr. Lemay moved and seconded to approve the 03-19-08 meeting minutes as amended. VOTE: Motion approved 6-0-3 (Ronnow, King & Gottlieb abstain).

Construction Manager Reference Check Reports:

- Ms. Timpanelli reported that she had contacted the New Canaan High School Principle, Mr. Tony Pavio. This was Mr. Pavio’s second experience involved in a school renovation project. Mr. Pavio spoke favorably of O&G/AP. Safety was a high priority for O&G/AP. They were efficient; the project did have a time issue due to asbestos having been found. O&G/AP is customer friendly, proactive and present at all meetings. Mr. Pavio would recommend hiring O&G/AP.
- In response to a question from Mr. Lemay, Ms. Timpanelli stated that due to the abatement issues that had come up on the New Canaan School project; the renovation project did take longer than scheduled. O&G/AP absorbed some costs that the owner could have.

- Mr. Lemay reported he had contacted Alan Dentures of the Wilbur Cross project, Mr. Dentures' work on the project began after the preliminary design began. O&G was the CM at Risk for the project. The budget was close, and the schedule was not met due to the fact that the first team did not work well together. There was no blame for either part of the team. The project manager had been changed to Mr. Jefko and all went extremely well from that point forward. Mr. Dentures spoke very highly of the value engineering, and the closeout process of the project. The closeout section of the job using the 49F form (accessing State funds) was bit more difficult to get O&G engaged after they were offsite and the trailer had been removed. Mr. Dentures definitely would recommend O&G for the Trumbull project.

- Mr. Ronnow reported that Mr. Daniel Clark, Director of the Wilton HS Facilities spoke favorably of the coordination of the needs of the school personnel, parents and students. O&G was in control of the project at all times. Mr. Ronnow reported that Gail Giberko, Wilton HS Renovation Clerk of the Works, spoke favorably of how the site was kept clean and safe at all times. The Wilton HS Building Committee holding the contracts instead of the CM did complicate the RFI process. The RFI process, Budgetary/Issue Reports and Schedule Communication was very good. Their weakest point would have been speaking on behalf of the owner with regard to change-orders. The new-construction portion of the project was under budget; the renovation portion was over budget, although the overall budget was on budget. Ms. Giberko recommended O&G without question. Mr. Ronnow contacted Mr. Rich Wolf, Chairman of the Wilton High School renovation. Mr. Wolf is an architect by trade. Mr. Ronnow explained that Wilton High School is similar in size and dollar value to the Trumbull High School renovation project. Mr. Wolf stated O&G's weakness is the staff; The original project manager was not satisfactory. Mr. Wolf spoke favorably of Mr. Jefko and Mr. Holmes. The project was on time and under budget, the key to O&G's success on this project was the building committee. Mr. Wolf spoke in favor a utilizing an Owner's Rep. and would not recommend O&G. In response to a question from the Chair, Mr. Ronnow stated that architects are very strong willed; this could explain Mr. Wolf's opinions.

- Ms. Bivona contacted Peter McGaughlin, Chairman of the Darien HS project. Mr. McGaughlin stated that the CM worked well with the faculty and principle and was proactive. RFI's were handled timely, efficiently and effectively. Progress reports were provided regularly, were meaningful and accurate. Ms. Bivona stated that sub-committees were effective and the building committee met every other week. An Owner's Rep was used on the project and saved the project approximately a half a million dollars. The contingency was 2% but should have been 4-5%. The punch-list/closeout was timely. Mr. McGaughlin recommended hiring again.

- Mr. Jenkins contacted Christine Wagner. The Darien school project was an \$81 million joint venture project with John Ryan as the Owner's Rep. Herbert Newman was the architect. The joint venture was very safety conscious had good interfacing skills with the building committee and the owner. The traffic and noise issues were handled well. RFI's were handled timely, efficiently and effectively. Progress reports were provided regularly, were meaningful and accurate. There was meaningful dialogue between all parties involved. The pre-construction budget vs. the actual cost was very good and accurate. The 2% contingency was not enough to handle the design changes and should have been 4-5%. The punch-list/closeout was meticulous. The CM performed very well and managed the trades to schedule. Ms. Wagner would recommend hiring O&G/AP and had a very good experience with Mr. Tom Walsh and Mr. Jefko.

Atty. Donofrio stated that the THS Building Committee would need to determine whether O&G/AP is the lowest qualified & responsible bidder.

The THS Building Committee discussed at length that litigation had not been disclosed by O&G, (AP had disclosed their litigation) and the fact that it appeared it was an oversight by whoever filled the form out. Atty. Donofrio advised the THS Building Committee that the lack of disclosure does not automatically disqualify O&G.

The consensus of the THS Building Committee was that it would be prudent to receive a response to the litigation question and to use the time to check references on the project manager.

Ms. Timpanelli reported that Mr. Hackett, BoE Director of Technology, had sent a list requesting the approval of 5 phones for the offices currently located in the upstairs of the media center. Ms. Timpanelli clarified that 4 phones are required not 5. The Chair has circulated the information to Bismark and Silver Petruelli. Mr. Barbarotta recommended this item be put through as a change order through Bismark Construction. The phone system could also be purchased off the State of CT contract list, both of these options would allow for reimbursement. Ms. Timpanelli stated the phone systems are approximately \$4,000.00.

Ms. Timpanelli left the meeting at 8:07 p.m.

The Chair stated that the Owner's Rep Bid Document is currently with the Town Purchasing Agent; the Chair will follow up on this item with Mr. Chimini.

Mr. Barbarotta and Ms. Bivona had met to review the change orders with Bismark. The bull-nose change order will be adjusted and will be brought back to the THS Building Committee at a later date.

Ms. Timpanelli returned at 8:08 p.m.

Mr. Ronnow spoke in favor of an Owner's Rep, as it will key to the renovation project.

The Chair stated that Mr. Hackett's list for the phones expects the cost to be \$4,599.94.

Ms. Timpanelli and Mr. Ronnow moved and seconded to authorize Bismark Construction to purchase and install the required phone system not to exceed \$5,000.00; if possible the appropriate phone system substitution will be chosen from what is available through the State of CT contract list. VOTE: Motion approved unanimously.

There being no further business to discuss the Trumbull High School Building Committee adjourned by unanimous consent at 8:14 p.m.

Respectfully submitted,

Margaret D. Mastroni