

**TRUMBULL HIGH SCHOOL BUILDING COMMITTEE
MINUTES
January 9, 2008**

Call to Order: The Chairman, Mr. Nugent called the meeting to order at 7:04 p.m.

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

Also Present: Ms. Heim, Town Finance Director, Town Attorney Daniel Schopick, Atty. J. Donofrio, Mr. G. Raucci, Bismark Construction, Mr. A. Lindley, Bismark Construction, Mr. M. Reale, Bismark Construction, Mr. B. Silver, Silver Petrucelli Associates, Mr. S. Wright, BoE Chairman, Mr. Barbarotta, Mr. G. Wiles, Wiles Associates and Ms. J Wiles, Wiles Associates.

Approval of Minutes:

Mr. Chiemelewski and Mr. Lemay moved and seconded to amend the 12-18-07 meeting minutes on page 4, striking the word "of" and replacing it with "at" to read as "Mr. Lemay voiced concern of the lack of attendance of **at** the architect of the weekly job meetings.

Vote: Motion approved unanimously.

Mr. Chiemelewski and Mr. Lemay moved and seconded to approve the 12-18-07 meeting minutes as amended. Vote: Motion approved unanimously.

Architect RFP's:

The Chair stated Bismark Construction had worked with Wiles Associates on the pre-school project in town and would report on his experience with Wiles Associates. Mr. Raucci of Bismark Construction stated Wiles Associates has a website where all RFI's (requests for information) are posted, questions were answered in a timely manner, and the change orders for that project were at 2%.

Mr. Wright, Chairman of the Trumbull BoE served as chairman of the Pre-School Building Committee, later named the Trumbull Early Childhood Education Center Building Committee. Mr. Wright spoke favorably of Wiles Associates, the 25,000 sq. ft project, by necessity started in January and was completed in August of the same year. It was a team effort, the building committee met weekly. Wiles Associates was in attendance at every meeting in addition to a weekly on-site job meeting. Mr. Wright estimated the meetings combined equaled approximately 5 hours per week. During the construction phase of the project the website was available; the building committee members were able to check the website daily. The pre-school opened on time and under budget. Wiles Associate's fee came in at what it was contracted for.

Mr. Wright stated that there would be a meeting held in conjunction with the State Department of Education at the CES building located at 40 Lindeman Avenue, Trumbull, CT on January 16, 2008 at 6:00 p.m. and Bedford Middle School on January 14, 2008 at 7:00 p.m. Mr. Wright invited the Trumbull High School Building Committee to attend. In response to a question from the Chair, Mr. Wright explained the pre-school bathrooms were part of the school's program and would have needed to go through the State Department of Justice; that was the only design issue the project had but the design was necessary for the program. The entire project received SFU approval (now known as BSF) on the first time, Mr. Wright commented on how impressive that was. Mr.

Wright thanked the THS Building Committee for their service and dedication to this project.

Ms. King reported that she had contacted Dianne Miller, Principle of the RCA building located near the CES building in Trumbull. Ms. Miller stated she enjoyed working with JCJ; they listened attentively and fulfilled all their needs. The RCA building had very specific program needs.

Mr. Barbarotta stated his company served as Construction Manager Advisor on the RCA project, the JCJ project architect was on site every week and was available to the project every day, RFI's were answered quickly. Mr. Barbarotta explained that the site comprised of rock and ledge, making it a very difficult site to build on. JCJ was very responsive and professional throughout the project, Mr. Barbarotta worked with Greg Smolley and the project went very well. The change orders were 1 ½%. In response to a question from Ms. King, Mr. Barbarotta stated the RFI's were answered quickly and were available on the website, the total change orders were at 1 ½%, errors and/or omissions by the architect were approximately \$15,000.00 of the 1 ½%. JCJ worked on the owner's behalf and worked well with construction manager. The delays for this project had to do with not having enough people on the job. The design team arrived early before all meetings and stayed after the meetings to work on any issues brought up at the meeting. The only design issue that came up on this project was that step footings were necessary due to large amounts of rock on-site; once the project was past the foundation the project ran very smooth. This was not an architect issue; anyone who would have designed for that site would have had the rock/ledge footings issue. In response to a question from Ms. King, Mr. Barbarotta stated the architect's reimbursable were not monitored by his company, AFB. In response to a question from Mr. Jenkins, Mr. Barbarotta stated the total contract cost for the RCA building was \$17,000,000.00. The project is substantially complete.

Ms. King reported that Dr. Kathleen Benkowski, Superintendent of Schools of Plainville had been contacted, Dr. Benkowski stated JCJ was so well liked on the town's first project, an elementary school, that they worked with them again on the Plainville High School project. The change orders were less than 1%; the design team held their fiduciary responsibility, worked as an agent of the owner, was prepared and attended all meetings. The only issue the project had was that the town went to referendum on the conceptual design, the town wanted the building to reflect the original style of the building not a new style. JCJ was very creative with concepts and looked towards the future in all their designs; JCJ also utilized the spaces well. The project was on time and under budget.

Mr. Lemay had contacted Paul Delmonico, Chairman of the Plainfield High School building committee and served as chairman through the entire project. The high school was occupied in 2005; the project was on time and under budget. Mr. Delmonico reported they were very pleased with JCJ, and rated them a 9 out of 10; 10 being the highest favorable score. JCJ was very committed to the project and the team as a whole. There had been a number of design issues in one portion of the project, although it was later found out that the DTC project manager for that part of the building had been looking for another position with a different firm and did eventually leave DTC, which may have been the reason for the design flaws of that portion of the project. If Mr. Delmonico were to rate DTC on a scale 1-10, he would rate them a 6 or 7. Turner was the construction manager on that project Mr. Delmonico would rate Turner a 9 out of 10. Dr. Secome the Ex-Director of the Marine Magnet High School in Groton spoke favorably of JCJ's design work and the team.

Dr. Collins, Superintendent of School's spoke favorably of his experience working with JCJ (on their pre-school project) there had been no design issues and also hired JCJ for their high school project.

The Chair reported that he had contacted Mr. Herb Schwind, Director of Infrastructures & Service for Glastonbury High School. Mr. Schwind stated JCJ was very knowledgeable; had in-house expertise for the project, the architects were available at all times. The change orders were 2% including unforeseen conditions; the change orders would total 1.36% if the unforeseen conditions are deducted. JCJ was very prompt and responsive with RFI's. There had been \$125,000.00 worth of reimbursable written into the contract, JCJ had only billed for \$75,000.00 of the \$125,000.

Mr. Robert Hale, Chairman of the BoE for Madison High School had been contacted, Mr. Hale stated JCJ did an outstanding job, it was a difficult site due its size, his only concern for the project was the cost f the air exchanger.

Ms. Helen Berlind stated the Madison High School project was \$40,000,000.00, the change orders were at the minimum, the architect team was professional and responsive, FF&E was additional, the architects acted in the town's best interest. Ms. Berlind explained the cost of the air exchanger was necessary, as it had been designed to State code.

Mr. Chiemelewski and Ms. Bivona moved and seconded to recommend to the Town Council JCJ Architects as the lowest qualified responsible bidder for the Trumbull High School Like-New-Renovation. VOTE: Motion approved 8-1-1 (Jenkins against) (Gottlieb abstained).

Construction Manager Update:

Mr. Raucci recommended to the THS Building Committee to reduce three contractors' retainages, explaining that 4-5 contractors are done and have been closed out. Two of the three contractors change orders have been submitted to the state.

Mr. Raucci requested a meeting with a sub-committee to review all outstanding change orders as discussed at a previous meeting. Mr. Chiemelewski and Ms. Bivona will meet with Bismark.

Ms. Timpanelli reported that language lab has not been operational, and the Issue has not been rectified to date. Ms. Timpanelli had contacted Mr. Lindley to expedite the language lab. Mr. Raucci stated that John Verak would marry the two systems by next week; if possible it will be completed by this Friday. In response to a question from the Chair, Mr. Raucci stated the language lab would be fully operational. Mr. Lindley agreed.

Mr. Raucci reported that the roof curbs are 90% complete. Mr. Raucci stated that the temperature issue is not part of the punch list that it would be a revision/adjustment to the system, the a/c would need to be adjusted in May or June when it is operating. In response to a question from Mr. Jenkins, Mr. Raucci stated that R&B, the sub-contractor used for the smart boards, will plug the fiber into the existing system, that is all that is left for the language lab to be operational.

Ms. Gottlieb and Ms. Timpanelli moved and seconded to approve PCO #44 in the amount of a (\$915.09) credit representing the sill detail at area A & B windows.

Mr. Reale explained this detail for the brick, but had been eliminated, credit was taken back for the brick metal was used instead. The delay in the change order had been due to the fact that this PCO was intertwined with the brick selection change order.

VOTE: Motion approved unanimously.

Mr. Jenkins and Ms. Bivona moved and seconded to release the remaining retainage from 2 1/2% to 0% for the following contractors: Cherry Hill Glass, Equipment Environments and North East Fire Protection.

Mr. Reale stated that these contractors have no outstanding change orders; the O&M documents have been submitted and received. The requisition/application submitted tonight would include this reduction of retainages.

Vote: Motion approved unanimously.

Mr. Lindley explained that there had been a proposal submitted to expand the phone system to include 6 private phones for the offices built in the media center. Bismark had only learned of this yesterday. Ms. Timpanelli had not seen the proposal to date. The Building Committee agreed this item would be further discussed at the next meeting when additional information/back up had been received.

Ms. Timpanelli suggested that the 6 trees lost due to construction be replaced in the spring. The THS Building Committee agreed that the future construction planned could also destroy the new plantings and that it would be prudent to postpone re-planting.

Ms. Flynn and Mr. Chiemelewski moved and seconded to approve Bismark Application #19 not to exceed \$185,752.00 subject to detailed information having been forwarded to Ms. Flynn. Vote: Motion approved unanimously.

New Business:

Ms. Flynn and Ms. Bivona moved and seconded to approve the Ciulla & Donofrio invoice #10907 dated January 2, 2008 in the amount of \$1,950.75. Vote Motion approved unanimously.

Mr. Jenkins and Ms. Gottlieb moved and seconded to recognize Mr. Seth Shepard and Mr. Anthony Scinto as outstanding contributors of the Trumbull High School Building Committee. Vote: Motion approved unanimously.

The next Trumbull High School Building Committee meeting is scheduled for Wednesday, February 6, 2008 at 7:00 p.m. to be held at Trumbull High School - Commons Area, 72 Strobel Road.

There being no further business to discuss the Trumbull High School Building Committee upon motion made by Mr. Chiemelewski, seconded by Ms. Gottlieb adjourned by unanimous consent at 9:00 p.m.

Respectfully submitted,

Margaret D. Mastroni

