

TRUMBULL HIGH SCHOOL BUILDING COMMITTEE
MINUTES
June 11, 2008

Call to Order: The Chair called the Trumbull High School Building Committee to order at 7:03 p.m.

Present: Ms. Bivona, Mr. Chmielewski, Mr. Doyle (arrived at 7:53 p.m.), Ms. Flynn, Mr. Jenkins, Ms. King (arrived at 7:14 p.m.), Mr. Lemay, Mr. McCabe, and Ms. Timpanelli

Also Present: Town Attorney, Daniel Schopick, Town Auditor, Ms. Scully, Alfonso Barbarotta of AFB Construction Management, Attorney J. Donofrio, Jill Wiles of Wiles+Associates, Mr. J. Butkas of JCJ Architecture, Gregory Smolley of JCJ Architecture, Jeffrey Elliott of JCJ Architecture, Peter Lippman of JCJ Architecture Brian Holmes and Tom Walsh of O&G Ind..

Approval of Minutes:

Ms. Bivona and Mr. Chmielewski moved and seconded to amend page 2 of the 05-21-08 meeting minutes, page 2 to read as “agreed” as opposed to “greed”. Vote: Motion to amend was approved 6-0-2 (McCabe and Timpanelli abstain).

Ms. Bivona and Mr. Chmielewski moved and seconded to approve the 05-21-08 meeting minutes as amended. VOTE: Motion approved 6-0-2 (McCabe and Timpanelli abstain).

Construction Manager Update – Additions:

Mr. Reale reported that the A/C is 100% operational. The skylight has been repaired and has not leaked for the last 3 storms. Mr. Raucci stated it is his recommendation that the drywall cracks be corrected by installing expansion joints vs. caulk (as recommended by the Silver Petrucelli). Mr. Raucci will present a proposal to the Building Committee; the anticipated cost is approximately \$3,500.00.

Ms. King arrived at 7:14 p.m.

The Building Committee reviewed the PCO’s with Bismark Construction.

Mr. Reale reviewed PCO 106 in detail with the Building Committee.

Mr. Jenkins and Ms. Bivona moved and seconded to approve PCO #58, 103, 106, 122 & 167 listed 7 times in the amount of \$12,413.41. VOTE: Motion approved unanimously.

Ms. Flynn and Mr. McCabe moved and seconded to approve all electrical C/O’s on the project in the amount of \$18,680.98 (inclusive of the CM fee). VOTE: Motion approved unanimously.

Ms. Flynn will review the Bismark Application for the upcoming THSBC meeting.

Mr. Reale stated the “Additions” project is under budget to date; the available funds have increased by \$179,000 since the last meeting. There are \$2,433,013.59 available funds to date.

Ms. Flynn and Ms. Bivona moved and seconded to approve a credit in the amount of (\$179,245.00) representing unused allowances (\$150,000.00 Technology/Furniture; \$5,000.00 allowance for survey; \$1, 000.00 (\$8,500.00 allowance, only used \$7,500.00 of the \$8,500.00 giving back \$1,000.00) and \$27,500.00 of a \$68,000.00 allowance had only used \$40,500.00 of

the allowance giving back \$27,500.00 of the \$68,000.00 allowance). VOTE: Motion approved unanimously.

Mr. Raucci reported that THP & Silktown are still open; there are 5 subcontractors still open on the list at this meeting. 3 of the 5 will closeout after this meeting. Bismark will request to give back retainage at the next meeting.

Ms. Flynn and Ms. Timpanelli moved and seconded to approve Atty. Donofrio's Invoice # 11347 dated 06/02/2008 in the amount of \$17,347.50 representing the entire history of Donofrio invoices from 10-04-2007 through 06/02/2008. VOTE: Motion approved unanimously.

Architect's Update – Like-New-Renovation

Mr. Smolley suggested the following 4 sub-committees as listed:

Ed Spec Sub-Committee - The BoE Administration has a good handle on this at this time.

Building Sub-Committee -The whole building committee.

Furniture/FFE Sub-Committee - The whole building committee at a later date.

Technology Sub-Committee – At a later date in the project.

Mr. Doyle arrived at 7:53 p.m.

Mr. Lemay spoke in favor of sub-committees for this project.

Mr. Smolley reviewed in detail how sub-committees should be empowered explaining it would be better to challenge the professionals to explain the details of the project to the building committee and the public in a manner all can understand. Mr. Smolley explained that sub-committees could be a source of duplicate reporting, and that is a concern.

Ms. Timpanelli stated the architects have met with the Department Heads, Team-leaders & Directors yesterday at the High School. 7 meetings had taken place yesterday, 2 were scheduled for today and 6 were scheduled for tomorrow. Ms. Timpanelli sat in on each meeting. The meetings consisted of a 45-minute interview. The Department Heads were very well prepared. There is additional time slotted to come back to meet with architect as a follow up to the initial meeting/interview. Mr. Smolley agreed the meetings were very focused and the educators had very reasonable expectations and/or requests.

Mr. Butkus reviewed the letter from the Superintendent to the architect (re: requesting additional meetings with Division Heads of Plant, Technology, Special Education, Continuing Education and Food Services) with the Building Committee. Mr. Butkus stated the architect would focus on the non-12-month per year staff at this time.

Mr. Butkus reviewed the Trumbull High School Scope of Work Matrix with Building Committee. In response to a question from Ms. Flynn, Mr. Butkus stated that items listed under RNV must be done to qualify for state reimbursement; there is always a balance that has to be met to for the needs of the program as well.

Ms. Wiles and Mr. Elliott reviewed the first floor and second floor plan with Building Committee. The meetings with the Department Heads involve the existing space use inventory. The Guidance Department has given the architects new information to work with at this time – a consolidated Student Services Counseling Center. This would be coupled with the Career Center. The first meeting involved the Fine Arts/Music Department the area needs to seat 1100 with a stage (it needs to be twice as big as it is currently) The existing stage space could become the band room/practice area. The “cement pond” in the front of the building is the auditorium size. There is another day of meetings scheduled for tomorrow. A formal report on all of these meetings will be brought to the Building Committee. Ms. Timpanelli reported on how the counseling spaces are fragmented now and how that needs to be remedied.

Mr. Smolley explained the school needs to function as a school, the Building Committee will bring to the project what the townspeople need, and this will be a give and take process. Mr. Butkus explained that the ed-spec would be the overriding document. Mr. Butkus reiterated that the architect would be creative on its way of meeting the needs of all on the team of the project with great respect to the budget. The architect suggested the Building Committee meet in 4 weeks after the architects have been able to gather all the information needed for their next report. In response to a question from Mr. Jenkins, Mr. Butkus stated a list would be compiled identifying the areas that may contain asbestos and would be disturbed during the renovation. The removal of the asbestos of those areas would take place in the summer of 2009. In response to a question from Mr. Lemay, Mr. Butkus stated that the LEED Certification would be incorporated into the design. Mr. Elliott stated that the LEED list would be followed. MEP issues will be major components of where the budgeted funds will go on this project.

OCR Recommendation –

Ms. Bivona stated the Building Committee members to check AFB's Construction Management's references used the same 15 questions.

Ms. Bivona spoke with Dan Cook, District Head of Stamford High School. Mr. Cook had all positive feedback with regard to Al Barbarotta and Ken Wright of AFB. AFB did act as an agent of the owner on the project, there were no major problems to report, and only had excellent things to say of AFB. Mr. Cook spoke against sub-committees.

Mr. Lemay stated he had contacted Mr. Bill Crooks, former BoE Business Manager. Mr. Crooks spoke highly of AFB, they are very effective as a team, each can sub for the other, and they always represent the owner and are always present at meetings. AFB always works on behalf of the best interest of the town. Mr. Lemay stated it had been suggested to have an agreement in the forefront of the project for timesheet and invoicing due to the current AFB contract with the BoE. Mr. Lemay also contacted Mr. Steve Kennedy, BoE Facilities' Director. Mr. Kennedy had all positive feedback, and spoke highly of AFB's ability to bring multiple teams together.

Ms. King contacted Dianne Wheeler, Principle of the Regional Center for the Arts, (RCA). Ms. Wheeler had all positive comments for AFB. The owners were always represented well. AFB is excellent with follow up. AFB as an OCR always acted as the agent of the owner. AFB is very diplomatic in problem solving. The only issue the RCA project had was that they wanted to be in by September but were unable to be in until November, but AFB had nothing to do with the timeline of the project. AFB only offered constant attention and made them always feel as if this was their only project. As a footnote, Ms. Wheeler was impressed that JCJ came back to the project to see how the school flows upon completion and what could be improved upon.

The Chair called any further information on AFB, hearing none, upon motion made by Mr. Chmielewski and seconded by Ms. Bivona to approve to recommend AFB as the OCR (lowest, qualified & responsible bidder) to the Trumbull Town Council for the THS Renovate-As-New project. In response to a question from Mr. Lemay, Attorney Donofrio stated that the Town of Trumbull is the ultimate owner of the project, the OCR reports to the Building Committee created by the Town Council. Attorney Schopick stated that the Building Committee is the decision-maker of the project. VOTE: Motion approved unanimously.

The THS Building Committee agreed by unanimous consent the next scheduled meeting would take place on Wednesday, July 9, 2007 at 7:00 p.m. to be held at Town Hall.

The Trumbull High School Building Committee adjourned by unanimous consent at 9:12 p.m.

Respectfully submitted,

Margaret D. Mastroni