

Middlebrook Elementary School/Booth Hill Elementary School
Roof Building Committee Meeting
TUESDAY, MAY 30TH, 7:30 PM
Council Chambers, Trumbull Town Hall
In Person Meeting

Patricia Borghesan – Chairman
Joanne Glasser Orenstein
Tony Scinto, TC Representative
Joy Colon, TC Representative
Chris Bandecchi, BofE Representative

Michael Ward – Vice-Chairman
Lynne Salta
Mark Hoffman
Steve Cahill

AGENDA

Call to Order

Pledge of Allegiance/Roll Call

Approval of Minutes – February 15, 2023

Middlebrook Elementary School Roof Project

This portion of the meeting will focus solely on the Middlebrook School Roof Project

Update on finances and time line of the project

Booth Hill Elementary School Roof Project

This portion of the meeting will focus solely on the Booth Hill School Rood Project

Financial and progress report of the project; proposed timeline

Approval of the Antinozzi Associates Invoice

New Business

Next meeting Date

Adjournment

Middlebrook and Booth Hill Elementary School Roof Building Committee Meeting
February 15, 2023
7:30 pm
Long Hill Conference Room, Town Hall

Present: Chairman Patricia Borghesan, Michael Ward, Tony Scinto, Joanne Glasser Orenstein, Mark Hoffman, Lynne Salta and Joy Colon

Absent: Steven Cahill and Chris Bandecchi

Also Present: Dan Martin, Assistant Finance Director; Kevin Bova, Director of Purchasing; Cindy Katske, Chief Administrative Officer; Dave Cote, TPS Director of Operations and James Nugent, Town Attorney

The meeting was called to order at 7:31 pm by Ms. Borghesan followed by the Pledge of Allegiance and Roll Call.

Past Minutes

Motion was made by Mr. Ward to approve the minutes of December 6, 2022 as presented. Seconded by Ms. Colon. Motion was approved with an abstention from Mr. Hoffman.

Discussion and Approval of Invoice from Silktown Roofing

Mr. Cote explained this invoice is pre-payment for materials and Performance and Payment Bond. He noted materials were pre-purchased for the project to address some of the supply chain issues and the cost impact. Silktown is covering the storage costs. They are looking at the April break to bring the materials on-site. All documentation has been signed by Paul Lisi from Antinozzi as required. **Motion was made by Ms. Glasser Orenstein to approve the invoice for Silktown Roofing. Seconded by Mr. Hoffman and approved unanimously.**

Discussion and Approval of Invoice from Antinozzi Associates

Antinozzi is requesting 10% of the Construction Administration costs in the amount of \$1,400. **Motion was made by Ms. Glasser Orenstein to approve the invoice from Antinozzi Associates. Seconded by Mr. Hoffman and approved unanimously.**

Update on the Middlebrook School Roof Project and Timeline

Mr. Cote noted there was no further information on the project. Discussion was held regarding the grant application to the State for the HVAC system update. Mr. Cote noted grants will be awarded at the end of February by the State. If the grant funding is not received, there is money in the capital budget to provide for an upgrade to the system. However, this upgrade would be on a smaller scale and not up to the scope they could do with full funding.

Solar panel research was discussed. Mr. Cote and Mr. Bova have been in contact with several individuals and companies regarding this initiative. Information was given regarding RFPs for contractors and how

solar could be included in future projects. Further discussion was held regarding moving forward with this type of project as it has saved thousands in utility bills.

Ms. Borghesan closed the discussion of the Middlebrook Elementary School Roof Project at 7:45 p.m. and opened the second part of the meeting to discuss the Booth Hill Elementary School Roof Project.

Update on the Booth Hill School Roof Project and Timeline

Ms. Borghesan and Mr. Cote noted the Legislation and Administration Committee approved the resolutions required for the State application that were previously approved by the Building Committee. The Town Council approved all resolutions on February 6, 2023 and they will become active on February 28, 2023.

Financial Report for Booth Hill Roof Project

Ms. Borghesan noted the balance is \$30,565. It was noted the funding is now accessible as approved in the Capital Plan. A contract can now be established with Antinozzi Associates. Once the contract is signed, Mr. Lisi will be able to move forward with submission of the State application which will trigger a Prep meeting with the Committee members and the State.

School Building Assessment Meetings

Mr. Ward noted the next meeting is scheduled for March 22, 2023 at Madison Middle School. Booth Hill School received the lowest rating.

Next Meeting Date

A meeting date will be established when there is Committee business to address.

Adjournment

There being no further business, **motion was made by Ms. Salta to adjourn the meeting at 7:57 pm. Seconded by Mr. Hoffman and approved by unanimous consent.**

Respectfully submitted,

Barbara Crandall
Clerk

INVOICE



ANTINOZZI ASSOCIATES
ARCHITECTURE & INTERIORS

Invoice Number: **971843910**
Invoice date: **31 March 2023**

To: Trumbull Public Schools
6254 Main Street
Trumbull, CT 06611

AA project number: **23008**
Project name: **Trumbull Public Schools
Booth Hill Roof Replacement**
Project address: **545 Booth Hill Road, Trumbull, CT**
Client project number:

Attention: David Cote

PHASE	Contract Amount	Earned To Date	Prior Billings	This Invoice
Basic Services				
Schematic Design	13,600.00	2,720.00	0.00	2,720.00
Construction Documents	39,800.00	0.00	0.00	0.00
Bid/Negotiation	2,200.00	0.00	0.00	0.00
Construction Administration	11,800.00	0.00	0.00	0.00
Subtotal	67,400.00	2,720.00	0.00	2,720.00
Consultants				
MEP	0.00	0.00	0.00	0.00
Structural	0.00	0.00	0.00	0.00
Subtotal	0.00	0.00	0.00	0.00
Additional Services				
Design Development	0.00	0.00	0.00	0.00
Construction Observation	0.00	0.00	0.00	0.00
Subtotal	0.00	0.00	0.00	0.00
Total	67,400.00	2,720.00	0.00	2,720.00
Time & Expenses		Earned To Date	Prior Billings	This Invoice
Reimbursables		0.00	0.00	0.00
Additional Services				
Feasibility		0.00	0.00	0.00
FF&E		0.00	0.00	0.00
Subtotal		0.00	0.00	0.00
Total		0.00	0.00	0.00

Pay This Amount **2,720.00**

AGING SUMMARY

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
971843910	03/31/2023	2,720.00		2,720.00			
	Total	2,720.00	0.00	2,720.00	0.00	0.00	0.00

Town of Trumbull
 Booth Hill Roof Replacement
 12120100-581888 B6078

Project Budget Worksheet	Purchase Orders/ Budget	Change Orders	Total Purchase Orders/ Budget	Payments To Date 5/22/2023	Purchase Orders Balance	Balance Available 5/22/2023
B6078 Booth Hill Roof Replacement						
Antinozzi & Associates (PO 20221296)						
Conceptual Designs	6,600.00		6,600.00	6,600.00	-	-
Eagle Environmental (PO 20230447)						
Asbestos Survey	3,395.00	(746.00)	2,649.00	2,649.00	-	-
Antinozzi & Associates (PO 20231139)						
Schematic Design	13,600.00		13,600.00		13,600.00	-
Construction Documents	16,935.00		16,935.00		16,935.00	-
	40,530.00	(746.00)	39,784.00	9,249.00	30,535.00	-
Roofing Contractor						
Subtotal	40,530.00	(746.00)	39,784.00	9,249.00	30,535.00	-
Admin. Costs / Owner's Expenses	(530.00)	746.00	216.00	216.00		-
Total	40,000.00	-	40,000.00	9,465.00	30,535.00	-

Town of Trumbull
 Booth Hill Roof Replacement
 13120100-581888 B6078

Project Budget Worksheet	Purchase Orders/ Budget	Change Orders	Total Purchase Orders/ Budget	Payments To Date 5/22/2023	Purchase Orders Balance	Balance Available 5/22/2023
B6078 Booth Hill Roof Replacement						
Antinozzi & Associates (PO 20231139)						
Construction Documents	22,865.00		22,865.00		22,865.00	-
Bid Phase	2,200.00		2,200.00		2,200.00	-
Construction Administration	11,800.00		11,800.00		11,800.00	-
			-		-	-
			-		-	-
			-		-	-
			-		-	-
	36,865.00	-	36,865.00	-	36,865.00	-
Roofing Contractor			-		-	-
Subtotal	36,865.00	-	36,865.00	-	36,865.00	-
Admin. Costs / Owner's Expenses	13,135.00		13,135.00			13,135.00
Total	50,000.00	-	50,000.00	-	36,865.00	13,135.00

Town of Trumbull
 Middlebrook Roof Replacement
 11120100-581888 B6052

Project Budget Worksheet	Purchase	Change Orders	Total	Payments	Purchase	Balance Available 5/22/2023
	Orders/ Budget		Purchase Orders/ Budget	To Date 5/22/2023	Orders Balance	
B6052 Middlebrook Roof Replacement						
Antinozzi & Associates (PO 20210974)						
Schematic Design	10,900.00		10,900.00	10,900.00	-	-
Construction Documents	32,400.00		32,400.00	32,400.00	-	-
Bid/Negotiation	1,800.00		1,800.00	1,800.00	-	-
Constructon Administration	11,400.00		11,400.00	1,140.00	10,260.00	-
State of CT Construction Grant Administration	8,200.00		8,200.00	8,200.00	-	-
Total Antinozzi & Associates (PO 20210974)	64,700.00		64,700.00	54,440.00	10,260.00	-
Silktown Roofing (20230776)	2,091,500.00		2,091,500.00	51,650.03	2,039,849.97	-
Subtotal	2,156,200.00	-	2,156,200.00	106,090.03	2,050,109.97	-
Anticipated State Reimbursement	(702,116.55)		(702,116.55)		(702,116.55)	
Admin. Costs / Owner's Expenses	210,916.55		210,916.55	2,571.46		208,345.09
Total	1,665,000.00	-	1,665,000.00	108,661.49	1,347,993.42	208,345.09