

Middlebrook and Booth Hill Elementary School Roof Building Committee
Long Hill Conference Room, Trumbull Town Hall
January 28, 2025
7:30 pm

Present: Chairman Patricia Borghesan, Steven Cahill, Lynne Salta, Michael Ward and Joanne Glasser Orenstein

Absent: Joy Colon, Tony Scinto and Chris Bandecchi

Also Present: Maria Pires, Finance Director; Kevin Dion, TPS Director of Operations and Paul Lisi, AIA, Antinozzi Associates

The meeting was called to order at 7:30 pm followed by the Pledge of Allegiance and Roll Call. Ms. Borgehsan thanked Barbara Crandall for her work with the committee.

Past Minutes

Motion was made by Ms. Glasser Orenstein to approve the minutes of September 17, 2024. Seconded by Mr. Ward and approved with abstentions from Ms. Glasser Orenstein and Mr. Ward.

Middlebrook Elementary School Roof Project

Booth Hill Elementary School Roof Project

Financials

Mrs. Pires reviewed the financials noting a revised set of information was distributed prior to the meeting that includes the Change Order for Silktown which is \$19,120.74. The total budget was \$1,840,000; paid to date \$1,541,570; Purchase Orders for \$186,885.74 and \$111,544.26 not committed. Bonding costs are still to be paid. If the funds are not required, the Town will not borrow them. Ms. Borghesan noted the Purchase Order for \$19,120.74 was approved by the Committee on August 24, 2024.

Project Summary

Mr. Lisi noted all the work has been completed including the punch list items. Silktown put a barrier around the skylights for safety purposes and an overflow drain pipe that was too high was cut down to the appropriate height. There have been no leaks, warrantee is in place and everyone is happy with the work done for the new roof.

Silktown Invoice

Ms. Borghesan presented the last invoice from Silktown. In reviewing the invoice the original contract sum was \$1,569,000. There was an additional Change Order that was just referenced for \$19,120.74. The current payment due is \$122,395.74. This includes charges for labor, skylights, closing/clean up and Proposed Change Orders 1,4,5,6. **Motion was made by Ms. Glasser Orenstein to approve the invoice. Seconded by Mr. Cahill.** Ms. Salta questioned the high labor cost based on the work done relative to the other bills received. It was proposed they may have billed heavy on materials up front and this catches up the labor cost not billed earlier in the project. **Motion was approved by unanimous consent.**

Antinozzi Invoice

Ms. Borghesan presented a final invoice from Antinozzi Associates for \$1,770 for Construction Administration. **Motion was made by Ms. Glasser Orenstein to approve the invoice. Seconded by Mr. Ward and approved by unanimous consent.**

Mr. Ward noted he commended Silktown and the principal for the attention given to protecting the school secretary who was unable to be moved to another area during the project for various reasons. Mr. Dion noted the project went very smoothly and was well done.

Next Steps

Ms. Borghesan noted the final step is to report to the Town Council on the status of the project and that the project has been completed. This will be February/March depending on the Town Council schedule.

Ms. Borghesan thanked everyone on the Committee for their dedication to the project.

Mr. Lisi noted he submitted the paperwork for the Change Order to the State. Mrs. Pires will be sending a request to the State for payment. She explained the bonding costs but there is no need for the Committee to approve and it will be posted to the project when completed. Mr. Dion noted additional roofing projects are included in the Five-Year Capital Plan but are several years out. Hillcrest replacement is starting and the HVAC at Middlebrook will be completed by December 31, 2025.

Adjournment

There being no further business, motion was made by Ms. Salta to adjourn the meeting at 7:50 pm. Seconded by Mr. Ward and approved by unanimous consent.

Respectfully submitted,

Barbara Crandall
Clerk

Town of Trumbull
Booth Hill Roof Replacement
Total Project

Project Budget Worksheet

| 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 | | | | | 39,800.00 | - | 39,800.00 | 39,800.00 | - |
| Bid Phase | | | | | 2,200.00 | - | 2,200.00 | 2,200.00 | - |
| Construction Administration | | | | | 11,800.00 | - | 11,800.00 | 10,030.00 | 1,770.00 |
| A&B Mechanical RTU Replacement (PO 20250055) | | | | | 62,720.00 | - | 62,720.00 | - | 62,720.00 |
| | | | | | | | - | | - |
| | | | | | | | - | | - |

| INELEGIBLE FOR REIMBURSEMENT | | | | | | |
|---------------------------------|--------------|-------------|--------------|--------------|------------|------------|
| | 140,115.00 | (746.00) | 139,369.00 | 74,879.00 | 64,490.00 | - |
| Silktown Roofing (PO 20241295) | 1,569,000.00 | 19,120.74 | 1,588,120.74 | 1,465,725.00 | 122,395.74 | - |
| Subtotal | 1,709,115.00 | 18,374.74 | 1,727,489.74 | 1,540,604.00 | 186,885.74 | - |
| Admin. Costs / Owner's Expenses | 130,885.00 | (18,374.74) | 112,510.26 | 966.00 | | 111,544.26 |
| Total | 1,840,000.00 | - | 1,840,000.00 | 1,541,570.00 | 186,885.74 | 111,544.26 |

Town of Trumbull
Booth Hill Roof Replacement
12120100-581888 B6078

Project Budget Worksheet

| Project Budget Worksheet | | | | | | |
|--------------------------------------|----------------------------|------------------|-------------------------------------|----------------------------------|-------------------------------|-----------------------------------|
| | Purchase Orders/ Budget | Change Orders | Total Purchase Orders/ Budget | Payments To Date 1/28/2025 | Purchase Orders Balance | Balance Available 1/28/2025 |
| 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 | 39,784.00 | - | - |
| Roofing Contractor | | | - | | - | - |
| Subtotal | 40,530.00 | (746.00) | 39,784.00 | 39,784.00 | - | - |
| Admin. Costs / Owner's Expenses | (530.00) | 746.00 | 216.00 | 216.00 | - | - |
| Total | 40,000.00 | - | 40,000.00 | 40,000.00 | - | - |

Town of Trumbull
Booth Hill Roof Replacement
13120100-581888 B6078

Project Budget Worksheet

B6078 Booth Hill Roof Replacement

Antinozzi & Associates (PO 20231139)

Construction Documents

Bid Phase

Construction Administration

| | Purchase Orders/ Budget | Change Orders | Total Purchase Orders/ Budget | Payments To Date 1/28/2025 | Purchase Orders Balance | Balance Available 1/28/2025 |
|---------------------------------|-------------------------------|------------------|--|----------------------------------|-------------------------------|-----------------------------------|
| | 22,865.00 | | 22,865.00 | 22,865.00 | - | - |
| | 2,200.00 | | 2,200.00 | 2,200.00 | - | - |
| | 11,800.00 | | 11,800.00 | 10,030.00 | 1,770.00 | - |
| | | | - | | - | - |
| | | | - | | - | - |
| | | | - | | - | - |
| | 36,865.00 | - | 36,865.00 | 35,095.00 | 1,770.00 | - |
| Silktown Roofing (PO 20241295) | 12,805.00 | | 12,805.00 | 12,805.00 | - | - |
| Subtotal | 49,670.00 | - | 49,670.00 | 47,900.00 | 1,770.00 | - |
| Admin. Costs / Owner's Expenses | 330.00 | | 330.00 | 330.00 | | - |
| Total | 50,000.00 | - | 50,000.00 | 48,230.00 | 1,770.00 | - |

Town of Trumbull
Booth Hill Roof Replacement
14120100-581888 B6078

Project Budget Worksheet

B6078 Booth Hill Roof Replacement

| | Total | | | |
|-------------------------|-------------------------|----------------------------|-------------------------|-----------------------------|
| Purchase Orders/ Budget | Purchase Orders/ Budget | Payments To Date 1/28/2025 | Purchase Orders Balance | Balance Available 1/28/2025 |

Silktown Roofing (PO 20241295)

[illegible]

A&B Mechanical RTU Replacement (PO 20250055)

| | | | | | |
|--------------|-----------|--------------|--------------|------------|---|
| 1,556,195.00 | 19,120.74 | 1,575,315.74 | 1,452,920.00 | 122,395.74 | - |
| 62,720.00 | | 62,720.00 | | 62,720.00 | - |

Subtotal

| | | | | | |
|--------------|-------------|--------------|--------------|------------|------------|
| 1,618,915.00 | 19,120.74 | 1,638,035.74 | 1,452,920.00 | 185,115.74 | - |
| 131,085.00 | (19,120.74) | 111,964.26 | 420.00 | | 111,544.26 |

Admin. Costs / Owner's Expenses

| | | | | |
|--------------|-------------|--------------|--------------|------------|
| 131,085.00 | (19,120.74) | 111,964.26 | 420.00 | 111,544.26 |
| 1,750,000.00 | - | 1,750,000.00 | 1,453,340.00 | 185,115.74 |
| | | | | 111,544.26 |

Total

| | | | | | |
|--------------|---|--------------|--------------|------------|------------|
| 1,750,000.00 | - | 1,750,000.00 | 1,453,340.00 | 185,115.74 | |
| | | | | | 111,544.26 |