

CITY OF SHELTON
SHELTON INTERMEDIATE SCHOOL BUILDING COMMITTEE II
Also Committee for: Lafayette School Roof Replacement, Sunnyside School Roof and Chimney Repair,
and Elizabeth Shelton School Boiler Renovation
Minutes of Meeting held on July 17, 2006
Headmaster Gura's Office at Shelton Intermediate School

Agenda Item #1: Call of the Meeting: Chairman Sullivan convened the meeting at 7:38 p.m.

Agenda Item #2: Roll Call: Eileen Victoria took attendance. Bill Banfe, Ken LaCroix, and Chairman Sullivan were present. Michelle Kawalautzki and Anthony Savignano were excused. There was a quorum of three. Also present was Howard Gura, Headmaster of Shelton Intermediate School.

Agenda Item #3: Approval of Minutes: Ken LaCroix MOVED to approve the minutes of the Special Meeting of June 5, 2006, SECONDED by Bill Banfe. Motion carried.

Agenda Item #4: Communications: None.

Agenda Item #5: Report of Special Committees: There were three invoices for the Committee's review and payment. The first was an invoice submitted by Thornton-Tomasetti in the amount of \$9,562.50 for services rendered and 75% complete through June 23, 2006. Chairman Sullivan asked Bill Banfe if we had a copy of Thornton-Tomasetti's contract in our files. He would like to review it. Bill stated that there were no bidders for the RFP that Thornton-Tomasetti submitted to the CT Post. Ken LaCroix added that nobody showed up at the walk-through that was held on June 29th. Discussion took place regarding whose position it is to solicit bidders. The engineering firms should also solicit the contractors. Ken feels the advertising should go outside the local newspapers and should be placed in trade publications related to the type of services needed and also that service-specific companies should be mailed the bid specs or at least notified to keep an eye on the local newspapers around the time of advertisement to ensure response. The Chairman would like to contact Ed Shelomis of Thornton-Tomasetti regarding the scope of the work. Chairman Sullivan tabled payment of Thornton-Tomasetti's invoice pending discussion with Ed Shelomis and resubmission of the invoice with the correct name of the school. The boilers have to go out to bid again. Ken stated that there are steamfitters who would do that type of work. Ken is not sure if Major Boiler Repair replaces boilers as well as repairs them. Bill will call Fusco tomorrow (Tuesday) to find out what company is doing the work for the SHS Renovation Project. The concern is that the demolition work should be starting now in order to be ready for the fall heating season. It is stated in Thornton's specifications that the contractor has to provide heat to the school if the work is not finished when heating season starts.

The 2nd invoice was for M&O Corporation, Requisition #2. Bill explained that this invoice is the first requisition for payment, but Requisition #1 was generated for creation of the Schedule of Values, \$0.00 cost.

The 3rd invoice is payment to Corporation Counsel Winnick, Vine, Welch, & Teodosio for work performed on the M&O and DTC contracts.

Bill Banfe MOVED to approve M&O's Requisition for Payment #2 in the amount of \$18,671.75 with funding to come from the project account. He further moved to approve Winnick, Vine, Welch, & Teodosio's invoice in the amount of \$1,056.69, and recommended that funding come from the account set up for legal services. Ken LaCroix SECONDED the motion. Motion carried.

Agenda Item #6: Work Session:

SIS Remediation: Chairman Sullivan stated that prior to the beginning of the meeting the Committee took a walk through several of the computer rooms. M&O has been on-site for about a week and a half. The ceiling tiles are down and work is being done on site. One issue that is arising is the quality and integrity of the block near the areas where they will be making cuts for the duct work. It was agreed that when the contractor (either a mason or duct installer) is ready to make a cut, one of Ken's staff members will be present to observe exceptional conditions that may arise from those cuts. Depending upon the observation, either the contractor will be directed to fix it or the repair will be done in-house. Chairman Sullivan will bring any other problems that arise to the attention of the Mayor and the Aldermen and allow them to make decisions about further remedial work, if any is required. At Wednesday's job meeting Bill Banfe will insist that if the contractor plans on making a cut, they notify Ken LaCroix (with advance notice) so that he may have a staff member there to look at it. Howard Gura stated that the schedule is about a day behind. The contractors are working very well with the school staff. He was appreciative of the two temporary help staff sent to him by Ken. Shelving has to be moved to get where the work has to be done. The work schedule was discussed. From 7/17-7/21 the D-Wing floors and walls will be cut and roughing in of the duct will be done, with installation to take place from 7/30-8/4. The E-Wing duct rough-in is scheduled for 7/17-8/4, with installation to occur in the 8/7-8/11 time frame. Chairman Sullivan stated he spoke with John Anglace (BOA President) regarding the letter he sent to

Mr. Anglace. The letter had not yet been read. Chairman Sullivan had expressed his concerns that there was no contingency in the project budget. He stated that we will try to do the lighting if we can (\$9,500 alternate). There should still be funds available. Bill explained that it could be a little less costly if the work is done while the contractor is on site. Chairman Sullivan stated that we will wait until the project work is done, and if there are enough funds left, the lights will be the first thing done.

Bill received a proposal letter (credit memo) from M&O for the RTU-22 gas piping for the auditorium unit. The proposal indicates a \$12,420.00 savings if we choose to route the pipe on the outside of the building. Ken suggested discussing this with DTC first to see what the ramifications would be to the building. He feels there should be additional savings through this change order. Bill will try to get in touch with Steve Ciaffaglione (DTC) on Tuesday to discuss one of his concern's about why this wasn't a possible alternate before now and the role DTC has to play in engineering the change. The contract amount of \$871K calls for them to put the pipe inside the way it was designed and unless somebody has some reasons or comes up with additional savings, then Bill would suggest going with it. Discussion followed regarding the amount of savings that should be realized from this credit. Bill added that he will not respond to this proposal at Wednesday morning's job meeting until he receives more information.

Lafayette Roof: Barrett sent a proposal letter to Ken LaCroix, which was reviewed by the Committee. It includes ripping up the EPDM. It is an exact replacement of what is there, although the code would not be upgraded. The proposal failed to mention the duct work encapsulation that was supposed to be part of this work. Ken stated that Dahill (the company that has been used to service the other facilities' roofs) charges \$15,000.00 to do duct work and encapsulation in EPDM. It is an exact replacement with a new 10-year warranty. A \$27,000.00 maintenance fee proposal was discussed. The proposal does not mention pitch. It would have to be engineered, and there would be other changes and possible costs associated with the pitch requirements. There are 4 options, and these numbers are for planning purposes only: 1. A replacement of the existing EPDM roof with a new EPDM roof and 10-year warranty is approximately \$183,000 including the duct encapsulation. 2. A new built-up roof will cost the City \$377,470, but that would not be eligible for reimbursement because the pitch is not currently up to code; 3. A new built-up roof would cost \$230,257 with state reimbursement, but the roof would also need to meet the pitch code and would cost significantly more. Bill stated that it's not just a roof pitch, but roof drains also have to be put in. 4. Barrett proposed annual maintenance of the existing EPDM roof for \$27,000/year. Bill or Ken will confirm with Barrett that this is an annual maintenance charge, and an option independent from replacing the roof. Chairman Sullivan would like to present the Mayor with these options.

Sunnyside Clock: Bill stated that the installation has not yet been scheduled. The scaffold has to be set up when Ken's staff has time.

Elizabeth Shelton School Boilers: Bill will speak to Robin about discussing the (bidding) procurement process with the Mayor. Chairman Sullivan will call Ed Shelomis to let him know there were no bidders and ask for suggestions on how to proceed to solicit firms which may be interested in bidding the job. Deadlines are Tuesdays (at the latest, Wednesday early a.m.) for Friday publication in the CT Post.

Agenda Item #8: Other Items Before the Committee: The Committee agreed that meetings are needed more frequently at this juncture due to the work being performed at SIS. The next meeting is scheduled to occur on Monday, July 31, 2006 at 7:00 p.m. in the Main Office Conference Room at Shelton Intermediate School.

Agenda Item #9: Adjournment: Bill Banfe MOVED to adjourn the meeting, SECONDED by Chairman Sullivan. Motion carried. Chairman Sullivan adjourned the meeting at 8:42 p.m.