

**CITY OF SHELTON
UPPER ELEMENTARY SCHOOL BUILDING COMMITTEE
REGULAR MEETING OF JANUARY 2, 2007
BOARD OF EDUCATION ADMINISTRATIVE OFFICES
382 LONG HILL AVENUE
CONFERENCE ROOM A**

Agenda Item #1: Call To Order: Chairman Sullivan called the Regular Meeting of the Upper Elementary School Building Committee to order at 7:02 p.m.

Agenda Item #2: Pledge of Allegiance: Chairman Sullivan requested that Mr. Sheehy lead the salute to the flag.

Agenda Item #3: Roll Call: Eileen Victoria took attendance: Stephen Chuckta, John Fitzgerald, James Orazietti, Madeline Schmitt, Don Sheehy, Sean Sullivan, and Gary Will were present. Raymond Sullivan was Excused. There was a quorum of 7 present and 1 absent. Also present were: from the Board of Education: Robin Willink, Superintendent of Schools and William Banfe, Operations Manager; from Fletcher-Thompson: Jim Beaudin, Dan Casinelli and Jeff Sells; from Fusco Corporation: Seth Shepard.

Agenda Item #4: Public Session: Chairman Sullivan asked if there was anyone present from the public who wished to address the Building Committee. There being none, the Chairman closed the Public Portion of the meeting.

Agenda Item #5: Approval of Minutes: Mr. Orazietti MOVED to accept the meeting minutes of December 12, 2006; SECONDED by Mr. Will. Vote 7-0. Motion Carried.

Agenda Item #6: Communications: Chairman Sullivan stated that prior to the November election, he initiated discussion with the Judge of Probate about the fact that the Judge's office would eventually be relocated. The Chairman would like to send a letter to him to officially state that conversations need to take place with Judge Anthony concerning the timeline for moving his offices. Mrs. Willink added that she met with the Mayor last week. Fred Anthony (Judge of Probate) sent a letter to the Mayor airing his concerns about the relocation of his office. A subsequent meeting took place involving the Mayor, Mrs. Willink, and Mr. Banfe where discussion occurred regarding moving Tracey Adkins and her staff out of the Technology Center and temporarily putting that group on the second floor of the Administrative Office building until their permanent space is ready. The Mayor was concerned about the vault in the Judge of Probate's office and thought it would be prudent to move the Judge of Probate into the BOE Administrative Offices. Mrs. Willink does not feel that is a suitable option due to the differences in nature and clientele of the two business operations. The Mayor has given Judge Anthony's letter to Mrs. Willink. Chairman Sullivan noted that his call to Judge Anthony may have prompted the letter to the Mayor, and asked Mrs. Willink if the Committee should pursue speaking with the Judge of Probate directly. Mrs. Willink thought that would be a good idea. Mr. Banfe will obtain the specifications for the vault from Judge Anthony. Mrs. Willink requested that Mr. Casinelli look into the masonry wall aspect. Mrs. Willink is concerned about a delay. Mr. Orazietti inquired about a back-up plan (for the Judge of Probate's office). It was noted that there are some vacant buildings in the downtown area that could possibly be used for the Judge of Probate. Mrs. Willink added that the Mayor is looking for a facility that could also accommodate training space for the City's other departments. It was thought that the Technology Center could be used for those purposes if it receives Board of Education approval.

Chairman Sullivan stated in other communications, the Chairman and Barry Blades (of Blades and Goven Landscape Architects) met with the district's Athletic Director, John Niski, concerning the intentions for Minutes Final, Pending Committee Approval

the back field. One option discussed was instead of having hard scape paved play up on the plateau, the area could be moved down and back stops could be installed along where the buses come in, and that would be the paved play area. The concept of using field turf on that field instead of grass was also discussed. It was noted that there could be cost implications; however, an artificial surface is more durable, and to get the maximum footprint on the existing plateau might be more cost effective. Barry Blades is working on plans, including the use of different material. Mr. Chuckta questioned what the cost was to replace the sod with the artificial turf at the high school. Mr. Banfe answered that it was \$475,000. The Chairman added that it was a bargain. He had never contemplated using a different surface for the grass, but the Committee is thinking about the best configuration of the fields, and this might be worth considering. Mr. Chuckta asked Mr. Banfe if there were any drainage problems with the field. Mr. Banfe's response was that water came off the hill. There was a bigger drainage issue behind the modular building. The City had to dig a trench and backfill it with gravel to take the water down to the brook. Surface water collected on the back field, but the area did not drain well. He added that water off the hill was sporadic. The Chairman noted that if the fields will be reconstructed and moved around, there will be drainage added anyway. Mr. Chuckta noted that at this point in time, he would be opposed to the field turf because it's for an elementary school, not a high school or college. Chairman Sullivan acknowledged Mr. Chuckta's point, but added that if artificial turf could be used as a way to reduce costs, then it might be an option. A copy of the letter sent to the Chairman by Mr. Niski outlining the points of using artificial turf will be distributed to all of the building committee members.

One final communication the Chairman wanted to share was that he and Mr. Casinelli had a productive meeting with Jeff Sells and the Fletcher-Thompson staff concerning the lighting and sound in the cafeteria.

Agenda Item #7: Report of Special Committees:

- a. Finance Committee:** Upon review of the invoices submitted to the Finance Committee, Mr. Will MOVED to approve payment, SECONDED by Ms. Schmitt, of the following invoices: to Patricia Lilling for the clerical services pertaining to the meeting of December 12, 2006 in the amount of \$97.97, and to Winnick, Vine, Welch and Teodosio (Thomas Welch, Corporation Counsel) for legal services in the amount of \$209.97. Vote 7-0. Mr. Sheehy asked Mr. Banfe if he had received the invoice he forwarded this morning from Project Management Team. Neither Mr. Banfe nor Mrs. Victoria received Mr. Sheehy's e-mail. Chairman Sullivan noted that more time needs to be given for review of invoices. The Project Management Team invoice will be presented to the Building Committee at the next meeting. Motion carried. Mr. Banfe added that there will also be an invoice at the next meeting from Nafis & Young. He said that approval of payment is on hold because there are some outstanding items that Mr. Casinelli has requested of Nafis & Young.
- b. Negotiating Committee:** No report; no motions taken.
- c. Technology Committee:** No motions taken. Mr. Sheehy reported that Mr. Casinelli has been working with Mr. Chadukiewicz from Project Management Team. The data communication is all set. Mr. Chadukiewicz will proceed with moving ahead with his work. Mr. Casinelli noted that discussion occurred regarding Smart Boards and projectors. He will need to find out where the equipment will be located so that Fletcher-Thompson can plan the electrical needs. Mrs. Willink noted that she is meeting with Mr. Chadukiewicz and the technology staff regarding the educational specifications on Thursday at 1:30 p.m., and invited Mr. Casinelli to attend. Mr. Casinelli added that two basic layouts of the rooms were requested from Mr. Chadukiewicz. Mr. Sheehy stated that Mr. Chadukiewicz will attend the next Building Committee meeting in two weeks (January 16th) to give an update to the Committee.

Agenda Item #8: Work Session: Discussion was facilitated by Fletcher-Thompson.

Mr. Casinelli stated that Attorney Welch finished the Langan Engineering contract last week for the geotech services. Langan Engineering should have returned the signed contract by today, and they should be able to get started on their work soon. He stated that he did an analysis of the Hazmat RFP bids. The apparent low bidder is AMC Technology, Inc. of Stratford, in the amount of \$33,135.00. Mr. Casinelli will be contacting them tomorrow to address a few items he had in question. Once his answers are satisfied, he will send a letter to the Building Committee to recommend that the bid be awarded to that firm. A question arose as to what this company will provide. Mr. Casinelli responded that they will provide an evaluation of the building to determine where the asbestos resides, unit costs for testing, and shop drawings.

Mr. Casinelli stated that Fusco did a first pass at a cost estimate for the Schematic Design phase, and Mr. Shepard tried to accelerate an advance preview of the numbers for tonight's meeting. Mr. Shepard began by stating that the estimates are usually more detailed, but he wanted to have some data available for tonight's meeting. He stated that Fusco is working closely with Fletcher-Thompson to understand the design documents to make sure Fusco's estimate is in line with the planning of the design. A detailed booklet is being printed for submission to the Building Committee members, c/o the Office of Operations, for next Monday. Included in the booklet is a schedule of the architectural schematic designs straight through the end of construction to understand where the project is based on the schedule. Mr. Shepard created a Master Control Budget using Fletcher-Thompson's format. He discussed potential value engineering savings but cautioned that these items have not yet been discussed with Fletcher-Thompson, and they might not be viable. The Construction schedule was discussed. He noted that he is comfortable with this schedule, and added that a third party reviewer could be used in place of the State Review to accelerate the schedule. Discussion ensued regarding the Master Control Budget figures and the schedule dates. Mrs. Willink and the committee members expressed concern regarding the end date, with the concern that the process should be expedited to move the end date up. Mr. Shepard stated that this project is planned for a 24-month completion. He noted that the schedule shows abatement starting before State approval is given. He added the schedule is very tight. The approvals take the longest, but he believes there is a reasonable approach to this schedule. This is a first look. There are no construction documents or contractors yet, and it is not known how the State will be for approval time. There is also the option of going to local review, which eliminates the 90-day process with State and moves the schedule up three months. He feels it's a doable schedule right now, but noted there is a lot of criteria involved, including the architect and construction manager staying on schedule. Mr. Casinelli added that things can be done simultaneously to facilitate staying on schedule. Mr. Oraziotti stated that he is not comfortable with the schedule. He wants everything possible from Fusco to expedite the process. There are factors such as redistricting the entire town, which is a huge undertaking, that have to be considered. Mr. Sheehy inquired whether third party reviews have been done on all projects or just the high school renovation project. It was noted that third party reviews were done on both the Booth Hill School addition project and the high school renovation project. Mr. Fitzgerald noted that there is a cost involved with hiring a third party reviewer, and felt that only 30 days was saved on the Booth Hill project. Mr. Shepard stated that 2 months should be saved by going with the third party reviewer. Mr. Sheehy questioned the 4-month timeframe for the remediation and abatement and is concerned that there will be a shell for that period of time. Mr. Shepard stated that construction cannot begin until approval is received from the Bureau of School Facilities (BSF). Mr. Sheehy wanted to know if the abatement could be shortened. Mr. Shepard responded that one month won't affect the schedule, and he added that local (third party) review will take two months off the schedule. The demolition phase is based on BSF approval. Even if the remediation was taken off the schedule, there would be no effect on the end date. Mr. Beaudin added that there will be two submissions to the State – a separate abatement schedule, and then the construction schedule at a later date. Mr. Shepard reiterated that the demolition can be phased by putting the documents out, and if third party review can be done, the substantial completion can be moved up two

months. Mr. Casinelli will call (Joe) Pierz for a price on local review. Mr. Sheehy wanted to know if the plan was to fast track the demolition. Mr. Shepard confirmed that plan. Mr. Sheehy then inquired whether the roof structure would be ripped off if the demolition was fast tracked. Mr. Shepard responded that the windows and the roof would stay intact, and he noted that the roof is in pretty good shape. There would be no effect on the schedule. The windows would stay in place. There is no winter protection, so the current windows would be kept in place until the new windows arrive. Replacement time was scheduled based on certain divisions of work. Mr. Sheehy wanted to know if there could be additional abatement. Mr. Casinelli stated that it is part of the Hazmat survey. Mr. Shepard added that abatement of the roof should not be done as part of the abatement process. It stays with the roofing contractor, as they are licensed to do abatement. Mr. Fitzgerald asked about abatement. Mr. Shepard stated that it would only be necessary to go into the brick wall where the repair will be done. They will have to go into the wall part of the brick, but it may not have to be taken out. Mr. Fitzgerald said there is an issue of not being able to match the brick and the color scheme would be changed. Mr. Casinelli responded that something different would be done in the new areas of addition because they realize the brick can't be matched. Mr. Fitzgerald wanted to know if the schedule would be affected. Mr. Shepard replied that the fact we are not closing openings and making new openings makes a difference. He also does not believe there will be major abatement issues. Mr. Shepard added that based on the original drawings, it appears the brick is structural. Mr. Chuckta wanted to know whether the project would have to be shut down if asbestos is found. Mr. Shepard answered that it would not because the roofers are trained in hazmat, and he added that the roof work will not affect the on-going work inside the building. Mr. Chuckta asked about the furnace rooms. Mr. Shepard stated that those areas would be cordoned off and all of the asbestos found will be removed. Mr. Chuckta wanted to know why we can't go out to bid sooner. Mr. Shepard stated the plan is to prepare a separate set of documents for the abatement prior to the start of construction. Mr. Casinelli stated that the hazmat report will identify the areas where the asbestos are expected to be found. Mr. Shepard stated that the only reason the abatement is starting late is to be sure there will be a Construction Document budget in place. It is not recommended that the abatement be bid out until the budget is established. He added that there is plenty of time on the schedule to do the abatement. Mr. Oraziotti wanted to know why we would wait as we know we are going ahead. Mr. Beaudin answered that the estimates have to be reviewed. Mr. Beaudin stated that you don't want to spend money on abatement until you have a budget. Chairman Sullivan noted that Fusco's numbers exceed our existing budget. Mr. Shepard stated that the original RFP presentation was based on not seeing the drawings or knowing that there would be an addition. Mr. Chuckta asked how accurate Fusco is on the estimates with escalation. Mr. Shepard responded that they are historically within 3%, and the costs they have provided should be in line at the time the construction goes out to bid. He added they have been successful maintaining the cost data. Mr. Shepard stated that Fusco believes this is a very good design figure. He cautioned everyone to not go by the Value Engineering numbers. Fletcher-Thompson will be working with Fusco on the cost estimating in the next few weeks. Mr. Chuckta asked if Fusco is recommending removing the floors in both gyms. Mr. Shepard responded that only the floor in the oldest gym will be removed because there is a problem with the roof deck. He believes the roof deck on the second gym is substantial enough with protections put in to leave it in place. Chairman Sullivan requested that Mr. Casinelli or Mr. Beaudin comment on the discussion. Mr. Beaudin stated that there is a real challenge ahead of us. We are fixed with the amount of square footage. The addition that is planned can't be lessened. There is an extra gym which is not feasible to tear down. The less renovation there is, the lower the costs. According to Fusco's estimate, the mechanical, electrical, and plumbing prices are tremendously higher than was ever expected. Similar projects in Bridgeport and New Haven were used as comparisons. Mr. Shepard noted that hourly fees for certain trades are high, and the costs of materials are way up. Mr. Shepard stated that he feels comfortable with the budget, adding that there would be a disservice if a lower number is given. He noted that the building is very basic and that Fletcher-Thompson has not put fluff into it. Mr. Fitzgerald questioned that the square footage numbers have doubled in five years. Mr. Shepard responded that it was the case. Mr. Sheehy stated that value

engineering is not appropriate at this time. Mr. Casinelli stated that Fletcher-Thompson met with Fusco and did a cursory review of the numbers. Fletcher-Thompson will have an independent estimate done. Mr. Shepard stated that the budget breakdown estimates will be sent out. Mr. Casinelli added that based on their cursory review, nothing appeared to be glaring. The numbers are up across the board, and he added that Mr. Shepard hit on it that the costs are getting high. Mr. Shepard feels that a lot of money is being saved by doing new construction, and every schedule is unique. Mr. Fitzgerald questioned the rock excavation and site prep, wanting to know how realistic that number is. Mr. Shepard responded that it is a good price on rock excavation. The numbers are reasonable. Mr. Fitzgerald wanted to make sure they are not excessive. Mr. Shepard stated that extra money is not factored in. Historical data was used. He added that he spoke with Fletcher-Thompson's site engineers and asked questions about items that didn't appear in the drawings. Mr. Fitzgerald asked about processing rock on site. Mr. Shepard stated that it may not be cost effective. The north addition is where the most mass rock may be seen. He is hoping that the hole next to the athletic field will not contain too much rock. All options will be explored with Fletcher-Thompson to come up with something the Committee can live with. Mr. Sells added that true value engineering means figuring out what you need or want, rather than eliminating things. The baseline is that we know the building needs to be renovated completely, and those minimal additions need to be done. Mr. Shepard stated that allowances are made in the estimate for items that are not yet known. He added that some areas need to be finalized. Mr. Casinelli stated that we will continue to work with Fusco on the numbers and added that no projects are identical. Chairman Sullivan stated that he would not want to go with a reduction in scope; he wants true value engineering. Mr. Chuckta asked what can be done to move this project along faster. Mr. Shepard answered that local review should be looked into in place of State review. Mr. Casinelli added that a third party consultant is hired to review the documents. Mr. Chuckta wondered why the building inspector wouldn't do it. Mr. Casinelli answered that their schedule prohibits this work, and they are not accustomed to projects of this magnitude. He added that a little time was saved by using Joe Pierz for the high school project. Mr. Shepard stated that the demolition can be scheduled a little earlier to save time. Chairman Sullivan wanted to verify that once the Hazmat contractor comes in, the scope of abatement will be known. Mr. Casinelli affirmed, and added that he will check with the low bidder to make sure they have included the oil tanks in their proposal.

Mr. Chuckta MOVED, SECONDED by Mr. Sheehy, that the Building Committee authorize Fletcher-Thompson to proceed with the lowest qualified bidder – AMC Technology, Inc. – the apparent lowest qualified bidder in the amount of \$33,135.00, for the Hazmat RFP Re-bid (#27-88), pending verification that all of the conditions of the RFP are met. Vote 7-0. Motion carried. Mr. Chuckta further MOVED, SECONDED by Mr. Sheehy, that once Fletcher-Thompson notifies the Office of Operations to proceed with the low bidder, the Office of Operations is authorized to prepare correspondence to the Board of Apportionment and Taxation to award the bid to AMC Technology, Inc. and to the Board of Aldermen requesting that the Mayor be authorized to enter into contract with AMC Technology, Inc. Vote 7-0. Motion carried.

Mr. Shepard stated that some information could be finalized with the geotech information. Mr. Casinelli stated that it will take two weeks to set up for drilling, four days for the actual drilling, and two weeks to do their report. Mr. Shepard noted that Langan Engineering is in their building, so he would be able to easily stay on top of their schedule. He added that in the meantime, he will send the revised schedule and detailed estimate to Mr. Banfe's office next Monday for distribution to the Committee members. Mr. Casinelli stated that a meeting will be scheduled with Mrs. Willink to discuss the floor plan. It was suggested that Mr. Casinelli remain on Thursday after the 1:30 meeting with Project Management Team. Mr. Sells stated that Barry Blades is looking at the site and noted that some of the grades are easier than he thought they would be. He met with Laidlaw and had a bus go through some of the turns. Mr. Casinelli added that one of the complaints is that the buses don't know where to stop at SIS. Mr. Banfe added that the new buses are larger. Mr. Casinelli stated that the Schematic Design is being reviewed.

Progress on Design Development is slowing down. He added that Fletcher-Thompson will try to stick with Fusco's schedule, noting that the two firms will be meeting quite frequently over the next week. Mr. Banfe commented on Mr. Shepard's comment regarding furniture, stating that it took 2 ½ months to load the furniture in the building while construction was on-going. The building was occupied in September, and the gym and auditorium went online two months later. He added that a company like School Specialty will work around the construction schedule. He noted that the staff was moving in at the 11th hour of substantial completion of construction. It will be easier with this project because they will not be coming in so close to the end and it will not interfere with the construction. Mr. Shepard added that the staff won't be packing up their materials until the end of June, so it can be coordinated. The only concern is the completion date. One option to move up the schedule is the third party review. Mr. Shepard believes two months will be saved. The Chairman thought that if names of third party reviewers are available as soon as possible, when the time comes they can start right away. The Chairman asked if there were additional comments at this time. Mr. Banfe stated that at the last meeting, he mentioned that the Shipman and Goodwin attorney could spend time with the Committee to discuss ways to save money on the project. There are six dates she is available. Mrs. Willink would like to extend the invitation to others to attend. The Chairman prefers to have her come down at a Special Meeting. Mrs. Victoria will send the available dates to the Committee and coordinate a date with the Chairman.

Agenda Item #9: Adjournment: Ms. Schmitt MOVED to adjourn, SECONDED by Mr. Oraziotti. Vote 7-0. Motion carried. Chairman Sullivan adjourned the meeting at 8:50 p.m.

Respectfully Submitted,

Eileen Victoria
Clerk, Upper Elementary School Building Committee