

# WHS & HANMER SCHOOL BUILDING COMMITTEE REGULAR MEETING MINUTES Monday March 14, 2016

Present:

Committee Member	Name	Present	Absent	Excused
	Christine Fortunato, Chairman	x		
	J. Edward Brymer Jr., Vice Chairman			x
	Daniel Camilliere, Clerk	x		
	Frank Dellaripa	x		
	Peter Gardow	x		
	David Drake	x		
	Charles Carey			x
<b>Liaison Present</b>	Steven Barry, Council Liaison	x		
	Mike Turner, Staff Liaison	x		
<b>Staff Present</b>	Jeff Bridges, Town Manager	x		
	Mike Emmett, Supt. Schools	x		
	Tom Moore, WHS Principal	x		
	Fred Bushey, Dir of Maintenance	x		
	Lori Schroll, Admin. Analyst - Engineering	x		
	Sally Katz, Dir. Of Physical Services	x		
<b>Guests Present</b>	Rusty Malik, Quisenberry Arcari	x		
	Gus Kotait, O&G Construction	x		
	Mark Jeffko, O&G	x		
	Lee Donaldson, O&G	x		

**Call to Order:** Chairman called the meeting to order the order at 7:16 p.m. in the Media Center of WHS.

**Public Comments – none**

**1. Approval of Minutes:**

**a. Minutes of the February 22, 2016 regular meeting.**

Motion was made by Dan Camilliere to accept the minutes, seconded by Frank Dellaripa;  
Discussion – Christine asked that the minutes be corrected on page 4, regarding the metal ceilings - change the sentence to say “some members go look at the ceilings, we would then make the decision by email and ratify it on 3/14/16”

**All present voted in favor**

**2A. Expenditures:**

**a. Quisenberry Arcari - Inv. #8656 1/31/16 - \$19,531.11**

Motion was made by Peter Gardow to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**b. Quisenberry Arcari - Inv. #8657 - 2/5/16 - \$338.58**

Motion was made by Peter Gardow to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**c. Quisenberry Arcari - Inv. #8742 - 2/29/16 - 25,883.61**

Motion was made by Peter Gardow to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**d. Quisenberry Arcari - Inv. #8743 - 2/29/16 \$270.00**

Motion was made by Peter Gardow to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**e. Special Testing Labs - Inv. #29977 - 1/29/16 - 190.00**

Motion was made by Peter Gardow to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**f. Halloran & Sage - Inv. #11200712 - 2/15/16 - \$297.50**

Motion was made by Frank Dellaripa to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**g. HB Communications - Inv. #111703ce1 - 2/24/16 - \$37,192.00**

Motion was made by Peter Gardow to pay this invoice, seconded by Frank Dellaripa;  
Discussion – Rusty stated that the sound system is partially installed, waiting for the equipment that is being used by the Drama Club at the middle school for the spring play. It should be completed on 3/21/16.

**All present voted in favor**

**h. HB Communications - Inv. #111703ce2 - 2/24/16 - \$4,335.00**

Motion was made by Peter Gardow to pay this invoice, seconded by Frank Dellaripa;  
Discussion – none

**All present voted in favor**

**i. BVH - Inv. #02112129.00-30 - 2/22/16 - \$7,676.35**

Motion was made by Peter Gardow to pay this invoice, seconded by Dan Camilliere;  
Discussion – Peter said the bill is stating this is 42% complete, how much of this has been commissioned. Christine asked Mark if he is adding more money to this budget.

**All present voted in favor**

**j. Fuss & O'Neill - Inv. #0014084 - 3/1/16- \$9,623.10**

Motion was made by Frank Dellaripa to pay this invoice, seconded by Dan Camilliere;  
Discussion – none

**All present voted in favor**

**k. Wm. B. Meyer - Inv. #2135 - 3/3/16 - \$1,100.00**

Motion was made by Dan Camilliere to pay this invoice, seconded by Frank Dellaripa;  
Discussion – none

**All present voted in favor**

## **2B. Contractor Requisitions**

### **a. MJ Daly - Req. #00020 - 1/30/16 - \$222,708.35**

Motion was made by Frank Dellaripa to pay this invoice, seconded by Dan Camilliere; Discussion - David asked if we are getting close to the end of their contract, depending on how much is left we may want to hold back more than the retainage.

**All present voted in favor**

### **b. Spazzarini - Req. #00028 - 1/31/16 - \$56,145.2**

Motion was made by Peter Gardow to pay this invoice, seconded by Frank Dellaripa; Discussion - none

**All present voted in favor**

### **c. L&P Gate - Req. #00023 - 1/30/16 - \$51,530.43**

Motion was made by Frank Dellaripa to pay this invoice, seconded by Dan Camilliere; Discussion - Christine said she is not happy with their workmanship, especially the railings in the auditorium, she wants them to swap out the hardware and O&G is to supervise them to make sure they don't damage the walls in doing so.

**All present voted in favor**

## **2C. Proposed Change Orders**

### **a. PCO #574 - NT Oliva - Metal Ceiling changes to ACP - 2/17/16 - (\$38,209.00) - TABLED**

Motion was made by Peter Gardow to take this PCO off the Table, seconded by Frank Dellaripa;

Discussion - none

All present voted in favor.

Motion was made by Frank Dellaripa to reject PCO #574 in the amount of \$(38,209.00), seconded by Dan Camilliere; Discussion - none

All Present voted in favor

### **b. PCO #574\* - NT Oliva - Metal Ceiling Change to Decorative ACP - 2/29/16 - (\$19,650.24)**

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere;

Discussion - none

All present voted in favor.

### **c. PCO #577 - NT Oliva - Metal Ceiling Change to Decorative ACP - 2/29/16 - (\$17,661.28)**

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere;

Discussion - none

All present voted in favor.

### **d. PCO #584 - SMI - Remove PCB Floor in Café - 3/4/16 - \$3,759.46**

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere;

Discussion - Peter asked if we have to take the floor up, Rusty said when they tiled it originally, they didn't put the tile in the correct pattern so they are responsible for the cost of replacing it. We will receive an invoice for them cutting it out and this will be done during the summer.

All present voted in favor.

### **e. PCO #585 - SMI - Set up containment Aud. Corridor for PCB - 3/4/16 - \$3,616.00**

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere;

Discussion -Christine asked why this wasn't done earlier, Gus said it was due to phasing limits, he continued on to say that SMI owns the cleaning part.  
All present voted in favor.

**f. PCO #587 - NT Oliva - PH4 ACP Ceiling Changes - 3/7/16 - (\$4,569.00)**

Motion was made by Dan Camilliere to accept this PCO, seconded by Frank Dellaripa; Discussion - Gus explained this is in Area F classroom cluster, the ceilings had to be lowered and the soffits were eliminated.

All present voted in favor

**g. PCO #588\* - GDS - Wall Extensions F500 - 3/9/16 - \$2,081.00**

Motion was made by Frank Dellaripa to accept this PCO, seconded by Peter Gardow; Discussion - Gus stated these are time and material jobs.

All present voted in favor

**h. PCO #589\* - GDS - Credit AV conduits in classrooms - 3/10/16 - (\$581.00)**

Motion was made by Frank Dellaripa to accept this PCO, seconded by Dan Camilliere; Discussion - none

All present voted in favor

**i. PCO #590 - Ferguson - CO Work (\$4780 and \$200); Back charge to MJD (\$4780) and Urban (\$200) - 3/10/16 - \$0**

Motion was made by Peter Gardow to accept this PCO, seconded by Frank Dellaripa; Discussion - Rusty explained that Ferguson is responsible for this cost due to the fact that they substituted the specified VRV units with a comparable one.

All present voted in favor

**j. CO #23 - O&G - CM Fees Feb 2016 - 3/2/16 - \$926.00**

Motion was made by Peter Gardow to accept this PCO, seconded by Frank Dellaripa; Discussion - none

All present voted in favor

**3. New Proposals -**

**a. Girls Softball equipment purchase-**

Mike Turner stated that the Town was informed last fall by the BOE and Mr. Maltese that certain equipment was needed on the proposed girls softball field in order to make play safe, specifically asking for a new backstop with a caged top, player benches and protective fencing for the first and third baseline. In addition these items need to be portable so they can be moved off the field when it is used for other activities. Spazzarini offered a proposal for the above equipment in the amount of \$8,157.00.

Frank asked why we went to Spazzarini, would we save money going out ourselves, Christine asked what budget would these items come from, Mike said probably the FFE contingency account.

Christine asked if this proposal is the recommendation of the Board, Mr. Moore responded he hasn't seen a mockup of what they are going to do so he couldn't answer this. Christine also asked if these items would complete this field, Mr. Moore responded yes and confirmed that the addition of this equipment will be in accordance with the CIAC guidelines.

**Motion was made by Peter Gardow to Table this proposal, seconded by Frank Dellaripa;**

**Discussion - none**

**All present voted in favor**

#### **b. Virco Phase 4 & 5 Furniture Purchases -**

Fred Bushey stated that these purchases came in at \$370,000, which leaves us approximately \$113,000 over if the budget is \$1.2 million which he was carrying, but under budget by \$387,000 if you go by the \$1.7 million O&G is carrying in their FFE & Tech budget. This \$387,000 would be a surplus. Mark said as of now he is projecting that there will be a shortage on the overall budget of \$198,708, so this surplus would cover the shortage. Jeff stated that the Committee needs to come up with a figure to give to Council to cover any unforeseen expenses. The contracts with the contractors end in September, so there will be costs after that. Mark said the \$200,000 should get us to November, but he doesn't have a handle on the general conditions number. Christine asked Fred what is the lead time for the August delivery, Fred said 8 to 12 weeks.

**Motion was made by** Frank Dellaripa to accept the Virco Phase 4 Furniture Proposal, seconded by Dan Camilliere; Discussion - none

**All present voted in favor**

**Motion was made by** Frank Dellaripa to accept the Virco Phase 5 Furniture Proposal, seconded by Dan Camilliere; Discussion - none

**All present voted in favor.**

Mike said he will put these on the next Town Council Agenda for their approval.

#### **4. Architect/CM**

##### **a. O&G Report**

Gus stated they had the first project competition meeting with the contractors, it was 3 ½ hours long. They have started to update the project phasing:

Phase 4 should be completed in June.

Phase 5a - Completion dated moved from August to October based on the meeting

Phase 5b - Old Gym should be completed in August, existing wall pads will remain. Mr. Moore and Mr. Emmett stated the pads have gotten damaged during the renovation and need to be replaced. They suggested putting the pads from the new gym in there and purchasing the correct color pads for the new gym.

Phase 5c - Completion should be in October

Phase 5d - Completion should be September, Christine asked if this was a priority or can it wait and complete one of the other phases first.

Phase 5e - This is 3 small classrooms on the 3rd level should be completed in August

Phase 5f - This is in 2 separate areas; they are working on the southern area now, and the northern part later.

Student entrance phase - this needs to get done this summer due to egress from auditorium and café, this is going to start in June, and will need to be completed by the end of August.

Next meeting with contractors will be on Wednesday 3/23/16.

The site work phases are as follows:

The courtyard should be completed this April

The student entrance will be done by August

The tennis courts should be done by August

The northwest parking lot should be starting around September 1<sup>st</sup> and should be done around October 28<sup>th</sup>

The northeast parking lot should start mid-May and be completed by July/August.

Christine asked if the contractors stepped up and added more people could we shave off some time.

Mark said they could possibly shave some time off, but you will see some overlapping.

Christine said that 5c is more of a priority than 5b; Gus said that 5c is a complete gut on 3 floors and it will take about 5 months. They will be turning over more classrooms in September.

Christine asked when the schedule will be finalized, Mark said they will give the contractors another pass at this and should have this done and given to the committee within a month.

Christine informed the Committee that Gus will be taking some FML time and will be back on 4/25/16.

#### **b. Auditorium Status**

The Committee agreed that they liked the auditorium and it looked good. They discussed the items that need to be corrected:

The railings need to be fixed by L&P Gate, and they need to make sure that they don't damage the walls.

There is more than one crack in the concrete; the recommendation is to fill it, they nonstructural cracks that need to be fixed. Jeff asked if they can put the sealer on it, but whatever they do they need to make it look good.

The other issue is the site lines from the mezzanine to the stage;

Some suggestions are to put monitors up or to lift up the seats, cost will be involved, and Gus said he hasn't gotten a price on the monitors yet. Rusty is working on what can be done and he is doing a mockup of a solution.

Peter said site lines need to be fixed, did someone make a mistake, or was it not designed correctly. He continued on to say he doesn't think they should see a change order is was not built right and has to be fixed, Peter stated to figure it out.

Frank asked if the slope on the main floor is the same as the mezzanine, Rusty replied yes.

Mr. Moore stated there will be a soft opening 3/28 for the 8<sup>th</sup> grade parents orientation.

#### **c. Safety & Security Update –**

Christine asked if there where are we with the items the Fire Marshal requested and why weren't the (Knox box) pad locks not ordered since it was part of the recommendation from Planning & Zoning, Rusty said it may be that Too Design didn't pick up on it.

Gus said that on Friday they will be testing the Auditorium.

#### **d. Architects Report**

Rusty stated he is starting the punch list in auditorium.

He is also looking at a modification in art gallery and the entrance to the graphics and cad room. Use a slightly different approach, keeping a couple of column so they don't have to make new ones.

## 5. Correspondence - none

## 6. Committee Reports:

**Site-work / Construction** Dave reported that they went over the schedule and the Fire Marshal testing.

**Communications** - Mr. Emmett said they haven't met, but they did put the latest photos on FB today. Christine said she has heard that the elected officials want a walkthrough of the building, as do residents.

**Technology and Furniture** – Fred said he had a couple of furniture pieces that had been broken; Virco replaced the items at no cost.

**Energy/Commissioning** – Peter said the list has grown. There is a tentative meeting, a follow up to first meeting to see where they are at. Gus said he did issue meeting minutes, Peter said he will go through them.

**Finance** – meeting at next meeting

## Rooftop HVAC Screening

Christine asked if we have a figure we should be carrying for these items; Gus said he is still waiting for L&P Gate for an amount, Mike said we had VE'd out \$84,000. Christine stated that Sally will take over as project manager when Mike retires, and asked Mike to schedule a meeting to discuss this before he leaves.

## 7. Old Business

### a. Punch List (no attachment)

Christine would like to schedule walk through with key people to look for items that may have been overlooked, go through with critical eyes and make a list. The items may not be part of the project budget, but may be included in the Board of Ed budget.

One of the items is the masonry on the other side of auditorium, there is no plan to clean it, and it is only getting a new baseboard. Another is the ceiling painting in the pool area, this is on the wish list, but should be done. Rusty said the punch lists are done for the phases that have been completed; he hasn't done a second review of yet. Christine asked that at the next meeting she would like a report on the phases and where we are with the punch lists. Gus said he has a spreadsheet and they are 60% complete to date. Jeff said that all the punch list items for all the phases except the new incomplete phases should be completed by August.

## 8. New Business – Wish List

1. Fencing around all fields and perimeter - **The Committee agrees it needs to be done, but will not recommend at this time. Suggested this be put in to the specs when the turf on Cottone field is replaced.**
2. Shot clock gym - **TAKE OFF LIST**
3. Clock tower chimney - **TAKE OFF LIST**
4. Pave area east concession bldg. to gate (\$13,900 cost spazzarini) - **ALREADY DONE**
5. ~~Sound system Cottone~~ - **ALREADY DONE**

6. Irrigation system throughout - **ALREADY DONE**
7. Brick pavers at entrance ways -**TAKE OFF LIST**
8. BDA for radio system - **TAKE OFF LIST**
9. Added food service (yogurt, soup, snow cones)- **TAKE OFF LIST**
10. Bronze plaques - **TAKE ONE OFF LIST - ONE IS INCLUDED IN THE BUDGET - Christine said the Committee needs to decide whose names will go on the plaque.**
11. Fencing/fall protection atop retaining wall, west side gym - **Keep on list and get price.**
12. Rooftop screens for HVAC - **Will be done - checking on what will work best and cost.**
13. Replace floors boys and girls lockers to cover cracks - **The Committee thinks the contractor should make good on this and fix it. Is there a cost for this yet, Gus said no. Christine asked if the lockers were fixed, Gus said not yet.**
14. Added landscaping - **Need to look at what the Planning & Zoning Commission agreed to.**
- ~~15. Door 52D removable mullion-~~
16. Pool scuppers/drains - **This should be done as maintenance.**
17. CLP rebate - **TAKE OFF LIST**
18. LEED costs to register - **Rusty said that this was in the proposal that was made to the State, if we don't pay for LEED, we will need to look at the cost of changing this to a High Performance Building. Rusty said he will get a cost for the LEED fees.**
19. Painting pool area - **This is a priority, would cost approximately \$40,000.**
20. Gym B revisions and furnishings per Maltese request - **Mr. Maltese asked to change the bleachers to be all on one side, the Committee agreed if there is no cost to move them than it is fine. Rusty will look into this. Also, new pads for the walls they were damaged while painting, Mark will survey them.**
21. Tint or Blinds for Band Room - **Keep on list and get pricing.**
22. Tech Ed Equipment - **TAKE OFF LIST - IN TECHNOLOGY BUDGET**
23. Athletic Wash & Dryer Plumbing/etc. - **The Committee agreed this needs to be moved to the top of the list, will cost approximately \$15,000 to take care of putting in the utilities for this item. Gus said they are still waiting for MJ Daly to give them an exact price. Mr. Moore stated this isn't a wish list item; it is part of the project.**

Christine said that the Girls athletic equipment was added and approved this evening for \$8,100 which will come from the FF&E budget.

**Motion was made by Peter Gardow to direct the town manager to ask for \$500,000 from the Town Council to cover any unforeseen conditions that may arise between now and the end of the project, seconded by Frank Dellaripa; Discussion - none  
All present voted in favor.**

## **9. Upcoming Dates**

- a. March 21, 2016 next Town Council Meeting
- b. March 28, 2016 next Building Committee Meeting (Back at BOE HQ)

**10. Adjourn** - Motion was made by Frank Dellaripa, seconded by Dan Camilliere; Discussion - none  
**All Present Voted in Favor**

Meeting adjourned at 10:30 p.m.

*I hereby certify that the above is a true copy of the minutes approved by the High School & Hanmer Building Committee.*

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**Dan Camilliere, Clerk**