



**Town of New Fairfield
Permanent Building Committee
4 Brush Hill Road
New Fairfield, CT 06812**

**SPECIAL MEETING MINUTES
Tuesday, April 6, 2021 at 7:30 p.m.**

Virtual Venue/Meeting Access:

Web: <http://zoom.us/j/92242456864>

Dial-In: 312-626-6799 Meeting ID: 922 4245 6864

Members present: Mike DelMonaco (Vice Chair), Paul Boniello, Ann Brown, Don Kellogg, Ed Sbordone (Alternate), Anthony Yorio (Alternate)

Members not present: George Martignetti (Chair)

Others Present:

New Fairfield Public Schools Administrators: Dr. Pat Cosentino, Dr. Richard Sanzo

BOE: Rick Regan

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare

O&G Industries: Lorel Purcell, Mark Sedensky, Jason Travelstead

Langan: Katy Gagnon

Call to order:

Director of Business Operations Dr. Richard Sanzo explained the rules and procedures for virtual meetings. Vice Chairman Mike DelMonaco called the special meeting to order at 7:32 p.m.

Pledge of Allegiance

Opening Public Comment: None

Bus Lot updated design presentation by the design team

- Updated HS bus concept review and update on site due diligence – The JCJ team stated some geo tech and survey work was done on the HS bus lot site last week. The Langan team continued showing an updated concept plan for the bus lot at the HS. The geometry of the lot was adjusted to accommodate parking spots for the bus drivers. The plan shows 24 bus spaces, 10 van spaces, and the bus building. Shallow rock was found in all the test pits from 1ft to 8ft down and two of the test pits had ground water. Preliminary thoughts were to fill the site with material from the HS to avoid removing rock. Langan noted an SD set would be provided to O&G by Friday. O&G confirmed they would start estimating by Wednesday of next week.
 - Paul Boniello asked Colliers if there was a reason to strive to get it done quicker. Colliers stated they would need clear direction by the time phase 1 CELA bids are due. O&G stated they would have an estimate by the end of next week.

- Rich Sanzo stated it would be helpful to have direction on the bus lot before the meeting with OSCGR on April 22nd. The team briefly discussed schedule and possibility of having a special meeting.

Architects Update

- Update on CELA State Meeting – JCJ stated that the MHHS portion of the CELA project was brought to the State last week. The meeting went well, and they have a list of about 15 items to follow up on. JCJ expects to submit a package with most responses by the end of the week.
- JCJ noted that they received the 3rd party review comments for the HS site. They will be reaching out to local officials to review with them. Additionally, they are working to incorporate all the comments they have received in revised documents and post them for review.

OPM Update

- High School Subsurface Utility Engineering (SUE) mark out discussions – Colliers stated that SUE was not included in the architect RFP and they would like the PBC to consider the proposal for the SUE mark out. This will help identify existing utilities in the area of concern and will avoid surprises that may impact budget once under construction.
 - Mike DelMonaco asked if the work was already done. Colliers confirmed the work has not been done because it was not approved by the committee.
- HS Construction Estimate – Reconciliation discussions – Colliers reviewed the reconciled HS estimate and confirmed its within .52% of budget. They recommended putting the project on the street as soon as all the approvals go through.
 - Mike DelMonaco stated the contingency should not be touched now or when bids come back. He requested a unit price for every 100yards of dirt that does not get moved off site.
 - Paul Boniello asked what percentage construction contingency was being carried in the budget? Colliers confirmed 5% construction contingency and an additional owner's soft cost contingency.
- Testing lab procurement – Colliers stated would like direction to use the state bid list or go to open bid for the materials testing lab.
 - Mike DelMonaco stated his preference would be to stick with the state bid list and Colliers agreed.
 - Don Kellogg asked if Colliers had identified a premium for going with the state bid list? Colliers confirmed the state bid list is competitive.
 - PBC members briefly discussed and agreed to go with the state bid list for materials testing lab.

CM Update

- Cut to Waste reconciliation for the HS project – O&G summarized that in February the PBC was provided with pricing on three options based on 22k yards of material to keep on site. O&G clarified that the 22k yards of material only accounted for the mass

excavation inside the footprint for the new HS building. It did not include all non-building footprint types of excavations. The estimated amount of material to be removed from the site is 34k yards which represents a cost of approximately \$900,000.00. O&G stated ways to accommodate some excess fill such as berms, raising the overall site by a foot, raise the grade on possible bus lot site at the HS to avoid rock, but there is no conclusive resolution to the excess materials. O&G continued that the budget includes handling 34k yards of excess material.

- Mike DelMonaco asked if the material was suitable to be used under a bus parking lot? O&G responded that it is unclear what the material would be suited for.
- Don Kellogg asked Langan if they had an idea if the soil would be usable? Langan responded they did not think the material would be ok as-is for structural fill, but it would depend on when it was used.
- Don Kellogg stated the PBC is expected to make decisions but is not being provided with the information needed to do so.
- Mike DelMonaco asked if the PBC could expect the soil information in the next two weeks. O&G stated they would work to get the soil information by then.
- Site logistics plans and coordination – O&G shared the updated site logistics plan for the CELA site. The plan was revised to incorporate a total of 50ft from the play field to the construction zone, which reduced the size of the play field. There is a meeting with the administration on Thursday to review the plan.
 - Paul Boniello requested the site logistics plan include a note about the timing of bus drop off, parent drop off, worker arrival, construction vehicles, and deliveries. O&G stated that information is in the temporary facilities and specification section and he will add it to the drawings.
- Early Steel Detailing updated for CELA – O&G stated the steel detailer is in good shape expected to provide his work product for CELA by April 15th. The HS is scheduled to be complete by the end of April.
- Current bidding market – O&G shared a detailed matrix comprised of data obtained from their various vendors. They shared there are significant price increases with structural steel, major rough carpentry, doors and frames, and metal studs. In addition to cost increases they are experiencing delays with product availability. To protect pricing O&G suggested reducing the amount of time they hold their bid pricing from 90 days to 45 days.
 - Mike DelMonaco asked if any of the estimating reflected the price increases? O&G stated that the estimates do include price increases. O&G noted that the price of steel is being reset every week, instead of every month.

Creation of a Financial Working Group of Committee Chair threshold for Approvals

- Potential action to authorize a Finance Working Group or Committee chair to approve expenditures up to an agreed limit – Colliers stated that since this is a cost plus and time sensitive project, they are recommending one or two committee members be given the ability to approve up to \$10,000.00 without having to be voted on by the entire committee. This will enable immediate needs and quick hits to move forward without

waiting for a PBC meeting. Mike DelMonaco stated the PBC is in agreement but would like to table the motion until George Martignetti is in attendance.

- Rich Sanzo commented that during the last school construction project the threshold was \$10,000.00.

Approvals

Mike DelMonaco made a motion that the Permanent Building Committee approve the proposal for Underground Surveying submitted on March 31, 2021 in the amount of \$3,200 for location of existing underground utilities for the High School project. Paul Boniello seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve JCJ Amendment 02 dated March 31, 2021 in the amount not to exceed \$26,500.00, to be billed on an hourly basis for Bus Lot Concept Design and Phase I site exploration work at the HS and further developed concept design. Don Kellogg seconded the motion.

Vote 4-0-0 (Motion approved)

Purchase Order Increases

Mike DelMonaco made a motion that the Permanent Building Committee increase the Architect's PO 2000 0034 for Bus Lot Concept Design and Phase I site exploration work and further developed concept design in the amount of \$26,500.00 for the Consolidated Early Learning Academy project. Don Kellogg seconded the motion.

Vote 4-0-0 (Motion approved)

Mike DelMonaco made a motion that the Permanent Building Committee approve an increase to Cohen & Wolf PO2000 0044 in the amount of \$400 for legal services associated with the High School project. Ann Brown seconded the motion.

Vote 4-0-0 (Motion approved)

Mike DelMonaco made a motion that the Permanent Building Committee increase Underground Surveying PO2100 0567 in the amount of \$3,200 for location of existing underground utilities for the High School project. Paul Boniello seconded the motion.

Vote 4-0-0 (Motion approved)

Requisitions & Invoices

Mike DelMonaco made a motion that the Permanent Building Committee approve a requisition for PKF O'Connor Davies dated 3/29/21 in the amount of \$450.45 for required audit work associated with the Consolidated Early Learning Academy project. Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve a requisition for PKF O'Connor Davies dated 3/29/21 in the amount of \$1,299.55 for required audit work associated with the High School project. Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve a requisition for CT DEEP Septic Permit application fee dated 4/6/21 in the amount of \$2,487.50 required to be submitted with the permit application for the Consolidated Early Learning Academy. Ann Brown seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve payment for CT DEEP Septic Permit application fee in the amount of \$2,487.50 required to be submitted with the permit application for the Consolidated Early Learning Academy Project. Paul Boniello seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve the Invoice packet for the Consolidated Early Learning Academy project dated 4/6/21 in the amount of \$51,469.25. Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Mike DelMonaco made a motion that the Permanent Building Committee approve the Invoice packet for the High School project dated 4/06/21 in the amount of \$187,662.43. Don Kellogg seconded the motion. **Vote 4-0-0 (Motion approved)**

Closing Public Comment

A member from the Town Tribune asked if the parking lot would still exist but without reinforcement or if the parking lot would lose spots? Colliers noted this time was for comments not questions and continued that the overflow parking is currently in the project budget and has not been eliminated.

A resident from Ball Pond Rd thanked the committee for their hard work and asked if the bus lot would be part of the zoning meeting on Tuesday? Colliers shared that the zoning meeting would not include information on the bus lot.

Adjournment

Members discussed the need for a special meeting and the possibility of canceling the regular meeting. It was agreed the regular meeting would be canceled and a special meeting would be scheduled tentatively for April 19th.

Mike DelMonaco made a motion to adjourn at 9:27pm. Paul Boniello seconded the motion. **Vote 4-0-0 (Motion approved)**

Received by Email on 5/4/2021 @ 9:55 am
by Pamela J. Dohan, Town Clerk, New Fairfield