



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

MEETING MINUTES

**Tuesday, October 26, 2021, at 7:30 p.m.
Virtual meeting via Zoom**

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

Members absent: Anthony Yorio (Alternate)

Others Present:

New Fairfield Public Schools Administrators: James D'Amico

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Scott Pellman, Mark Schweitzer

JCJ Architecture: Christine O'Hare

O&G Industries: Zach Rowley, Joe Vetro, Jason Travelstead

Call to order:

Network administrator Paul Gouveia explained the rules and procedures for virtual meetings. Chairman George Martignetti called the meeting to order at 7:33p.m.

Pledge of Allegiance

Opening Public Comment

Approval of Minutes –

Mike DelMonaco made a motion to approve the minutes from October 12, 2021. Don Kellogg seconded the motion.

Vote 3-0-0 (Motion approved. Paul Boniello, Ann Brown, and George Martignetti abstained due to absence)

George Martignetti made a motion to approve the minutes from the special meeting on October 19, 2021. Ann Brown seconded the motion.

Vote 4-0-1 (Motion approved, Don Kellogg abstained)

OPM Update

- Colliers advised they would provide comments during the CM update.

CM Update

- CELA Construction update – O&G shared photos of progress made at the CELA site. They reported perimeter foundations are in and F slab was poured. They are working on

under slab utilities in E. The next slab pour will be on November 9th or 10th in area D. Steel is scheduled to be on site November 8th.

- Paul Boniello asked how the project was tracking with respect to the schedule updates shared last month. O&G stated they are on track with the schedule updates provided.
- Paul Boniello asked what date the roof would be started. O&G stated the roof is scheduled to show up January 14th.
- Discussion of CELA PCOs –
 - PCO 10 – Need to switch to a solvent based adhesive and additional cold weather measures to roof in January and February, total \$64,771.00.
 - Mike DelMonaco questioned being charged for late materials and stated the roofer assumed the risk when they bid on the project. O&G noted that the supply chain is problematic and there is more schedule analysis needed before entitlement can be decided. Jason Travelstead noted that there is pandemic language in the contracts with the town.
 - Paul Boniello referenced the CPM schedule that showed the roof was scheduled for mid-November. That date included delays incurred for ground conditions and remedies that impacted the foundations.
 - O&G noted the schedule did not include the recent unsuitable materials discovered over the last month in area E and D, which will be included on the next schedule update. The roof date of mid-November got pushed out to January with these recent delays.
 - Paul Boniello stated the PBC was unaware of additional delays due to unsuitable materials and asked Colliers to confirm they vetted the additional delay.
 - O&G suggested analyzing the nature of the delay to confirm if ground conditions or supply chain was the root cause for schedule impact.
 - George Martignetti confirmed he was unaware of any recent schedule delays. He suggested passing on PCO 10 and advised the contractor will need to proceed under protest. The materials should be ordered to not impact the project any further.
 - O&G reviewed the additional schedule delays due to unsuitable materials that needed to be replaced with lean concrete or structural fill. George Martignetti asked if a delay notification was sent out. O&G stated an official notice was not sent out.
 - George Martignetti asked Colliers if they could explain the impact to the critical path. Colliers responded that they have been on schedule with the three week look ahead, but they have run in to unsuitable soils for interior footings in E building in October.
 - PBC asked for Colliers to thoroughly review the schedule delay. PBC members were not aware of any additional delays. PBC requested that Colliers provide a detailed review of the past and current schedules for accuracy along with recommendations. PBC also requested that O&G provide monthly CPM updates with narrative indicating changes of

significance. George Martignetti asked O&G to provide a recovery schedule that will allow the project to get back on track and meet the necessary milestones.

- PCO 22 – This pco is for an existing condition where the bus building used to be. During the demolition they ran in to conduits that ran in the tunnels, underneath the slab, and up the wall. This PCO is to relocate those conduits for \$8,580.00. The work is complete. The group discussed the amount of wire and hours needed for the relocation.
 - Derrek Guertin suggested the PBC follow up with the building official to get a better understanding of the issue. George Martignetti stated this item will be tabled until PBC members have a chance to review it in more detail.
- PCO 23 – Two columns need to be installed in the bus building to support a beam and the roof.
 - PBC if this was something that could not been seen during the design phase. O&G stated it was found during demolition.
 - PBC stated that going forward when PCOs are presented Colliers should have done a thorough review and made a preliminary judgement on how they should be classified.
 - Colliers stated there is a PCO log that tracks all pending and approved change orders. PBC asked that the log be sent out once a month.
 - George Martignetti suggested forming a subcommittee to review change orders ahead of time to make the meetings more efficient.
- High School Construction update – O&G provided an update on the High School construction. Foundations will be starting next week. Eversource has moved the wires and has one shutdown left.

Architects Update

- JCJ stated they are continuing the FF&E process. Technology equipment meetings with school staff will begin next week.

Mike DelMonaco asked that the right consultants for the PCOs be at the next meeting. Don Kellogg suggested the subcommittee meet the Friday before the regular PBC meetings. The group discussed the process for change orders noting that the PCO goes through a workflow where JCJ and Colliers review it prior to the PBC meetings.

Proposals

George Martignetti made a motion to accept the proposal and approve a requisition from Knox Company dated 8/29/21 in the amount of \$490.00 to provide Knox locks for the High School Project. *The locks are to be turned over to the FD upon completion of project.* Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

Change Orders

PBC members agreed to table PCOs 10 and 23.

George Martignetti made a motion to approve Motion to approve PCO 023 for the CELA project dated 10/11/21, to provide support for an existing roof beam, the beam is currently supported by masonry that will be demolished, in the amount of \$5,862.00. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

Requisitions and Invoices

George Martignetti made a motion that the Permanent Building Committee approve the Invoice packet for the Consolidated Early Learning Academy project dated 10/26/21 in the amount of \$67,894.80. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion that the Permanent Building Committee approve the Invoice packet for the High School project dated 10/26/21 in the amount of \$1,515,981.34. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

Closing public comment

Adjournment

George Martignetti made a motion to adjourn at 8:36pm. Mike DelMonaco seconded the motion. **Vote 5-0-0 (Motion approved)**

Received by Email on 12/15/2021 @ 10:26 am
by Pamela J. Dohan, Town Clerk, New Fairfield