



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

MEETING MINUTES

**Tuesday, November 23, 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: Dr. Richard Sanzo

New Fairfield Fire Marshal: Derrek Guertin

Colliers Project Leaders: Mark Schweitzer

JCJ Architecture: Christine O'Hare, Allison DiVenere, Bill Ayles

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

Langan: Katy Gagnon

Call to order:

Director of Business Operations Dr. Richard Sanzo explained the rules and procedures for virtual meetings. Chairman George Martignetti called the meeting to order at 7:31p.m.

Pledge of Allegiance

Opening Public Comment

Approval of Minutes –

Approval of the minutes from 10/26/21 was postponed for revisions from the PBC.

OPM Update – Mark Schweitzer from Colliers advised the schedule for the PCO subcommittee was sent to PBC members. The PCO review schedule will be as follows:

- All PCOs will be provided to subcommittee by end of business Thursday.
- Subcommittee meets on Fridays for PCO review. PCOs that pass will be presented at the regular PBC meeting on Tuesday.
- Team will have Friday and Monday to gather any additional information needed for PCOs that subcommittee questioned.
- All PCOs that passed subcommittee review will be sent by end of business Monday and presented at the regular Tuesday PBC meeting.
- Subcommittee meeting time will by 12:00pm on Fridays
 - Mike DelMonaco asked if the reason for change orders was being tracked somewhere? Colliers stated the source field on the document would capture the reason for the change order.

- Mike DelMonaco asked how the source field was determined? Christine O'Hare from JCJ stated she had not seen that document and would like to see it before it's provided to the PBC. The team agreed that there would be discussion needed to determine the source and that Colliers would make the final decision.
- Don Kellogg stated that JCJ should not get a preview of the list. JCJ agreed but noted they should be copied on the list to know how the PCOs are tracking.
- Jason Travelstead from O&G stated that the entire team should be copied on the PCO document.
- Chair George Martignetti requested to speak with Colliers about how to structure the review and finalization of the PCO document.

CM Update

- CELA Construction update – Zach Rowley from O&G stated they have been erecting steel for the past few weeks. Area F & E are complete. Area D will be completed tomorrow. Decking is complete in area F.
 - Paul Boniello asked for an update on the other trades like MEPs and riser work. O&G stated that all the coordination is complete, and the electrician is on site working on getting risers up. Zach continued that exterior framing is underway. All underground utility work is complete.
 - Paul Boniello asked when the decking would be poured with concrete infill? O&G clarified its rigid insulation with a pvc membrane not concrete infill. Zach continued he is working with the roofers on obtaining materials that may save a couple of weeks.
 - Jason Travelstead asked Zach when they would be picking up the middle slab on grade? Zach stated it was tentatively scheduled for December 9th or 10th.
 - Paul Boniello asked when framing would start with areas that have decking above it? Zach stated it would likely start at the end of December if they can get some roof insulation on site. Zach continued that the focus right now is to be ready for the roof when the materials come in.
 - Mike DelMonaco asked if the under-slab piping was done and inspected? Zach confirmed it is inspected and complete.
 - Don Kellogg asked if there had been any show and tells or demonstrations for the children? He noted the unique opportunity to demonstrate an active construction site to young learners. Zach confirmed that members of the team were interviewed by some of the kids and one member did a presentation on Veterans Day. He also noted there would be a beam painted white for the children to sign. Don stated that including the kids may inspire future engineers, tradesmen, and architects. Christine O'Hare stated that she, along with Scott from Colliers, spoke to some of the middle school children about sustainable features incorporated in the High School design. She continued they would look for learning opportunities for the High School kids. Joe Vetro added that about sixty students were able to observe one of the concrete pours at the High School and the different aspects of pouring the concrete were explained to them.

- Rich Sanzo asked Zach to confirm that the substantial completion date for CELA is August 26th? Zach confirmed August 26th is the estimated substantial completion date. Rich continued that the BOE is looking at an extended holiday break around the new year to move in to CELA.
 - Paul Boniello stated that the administration is receiving updates are that not being provided to the PBC or vetted by the PBC. He continued that the PBC is trying to keep the project on schedule and within budget but have not received all the information to do so. He further noted that Chairman George Martignetti had asked for a recovery schedule that has not been provided yet.
 - George Martignetti confirmed he did not receive a recovery schedule. George asked Jason Travelstead how this would be handled going forward? Mark Schweitzer from Colliers added he received the CPM schedule last week and he is in the process of reviewing it. Jason Travelstead from O&G stated that they provide their schedule updates for the preceding month by the 10th of the current month. He continued that the CELA project incurred many weeks of delays due to unsuitable soils. Any schedule recovery would likely be a cost to project for things like adding a double shift. Paul Boniello disagreed referencing a schedule update provided by Zach that showed a September 8th date which included the unsuitable soil delays. He continued that a month and a half has been lost which correlates to O&G's ability to get roofing materials in January.
 - Mark Schweitzer stated he was reviewing the CPM schedule. George Martignetti asked that the schedule along with recovery analysis be provided to the PBC as soon as possible.
- High School Construction update – Joe Vetro from O&G provided an update on the High School construction. All the site excavation and grading work is underway. The existing parking lot was milled. Foundation excavation work for areas C & D are now complete. Slabs will be poured in area C the week of December 6th. Underground roughing work is happening in area C & D. The site contractor is pulling out about 1k yards of material a day in area A. Joe highlighted the biggest issue for the High School is with the steel. He's been speaking to the steel contractor daily to see how they will recover and meet the schedule.
 - Paul Boniello asked where the excavated soils are going to? Joe stated several places in town are receiving them including the local landfill and the DOT facility. Paul stated it was his understanding that the soils would be utilized on site for cost savings and possibly stockpiled on the multipurpose field. Joe Vetro stated there was an area by the dog park that was looking at but keeping the soils on site would have cost more money. Jason Travelstead confirmed that the bid documents did not include instructions for keeping the material on site.
 - Chairman Martignetti acknowledged the lengthy discussions about reusing the soils for field use. George asked Joe if he had a log of what was removed and what is remaining? Joe confirmed that the site is 40 to 50% complete with soil removal with approximately 20k to 30k yards to be hauled off.

- Christine O'Hare from JCJ stated several things were done to raise elevation and berms added to used as much soil as possible. Those efforts did not eliminate the need to move soil off site completely.
 - Don Kellogg noted his recollection is the material would be stockpiled behind the playground, but the final plan was not presented to the PBC.
 - George Martignetti stated the site contractor owns the site and should have accounted for any soils needed on site.
 - Paul Boniello stated the project was expecting 200k to 300k in savings for reusing soils.
 - Jason Travelstead reminded everyone that a robust value engineering effort was done for this project. He continued that Richards will be utilizing as much on site material as they can.
 - Members continued the discussion and noted some soils had remained in town at the drop off center for reuse if needed.
- Discussion of remaining VE items –
 - Paul Boniello noted that line item for soils was no longer on the VE list and questioned what other items might no longer be on the list. Colliers clarified the soils item was on the list during estimate DD and CD phase. The new list is a post bid list generated from subcontractors, O&G, JCJ, Colliers as items that were in the contract documents that had potential project savings. O&G clarified this list was generated after bids came in and the project was over budget and has nothing to do with any pre-bid value engineering list.

The team reviewed items on the NFHS Post-Bid Cost Savings Ideas Master list:

- 4a – Change acoustic panel manufacturer and type – Design team is not recommending since it would not meet requirements for state statutes.
- 8b – Change ceiling tile from 1x4 to 2x4. Mike DelMonaco noted a 2x4 tile was his original recommendation. PBC members voiced support for this item.
- 15 – Provide MC Multi Circuit Steel Cable instead of Conduit above ceiling only – PBC pushed back on the credit being only \$15,000.00. Joe Vetro stated he would renegotiate the credit if the PBC wanted to proceed with this item. JCJ noted this would come through as a PCO. PBC members agreed to move forward with the item and O&G agreed to negotiate the credit.
- 16 – Lighting fixture package – no action was needed or taken on this item.
- 17 – Aluminum winding for all transformers instead of copper – group briefly discussed this item. No action taken.
- 20b – The design team not recommending this item. Item rejected.
- 23 – 1x1 tile revised to 2x2 tile. PBC members agreed to approve.
- 25 – Hardware change – PBC agreed to accept.
 - Don Kellogg asked how this tied in with the hardware item that was rejected? Lorel Purcell clarified this item is for hardware on the cabinetry.
- 27 – Handles on millwork cabinets –

- Paul Boniello asked how many sets in total? JCJ acknowledged it wouldn't be a big savings per handle but spread through the school would add up. JCJ stated they would work with O&G to confirm the number.
 - 31 – Color change in countertop – PBC members agreed to move forward.
 - 34a – Change in roof detail like CELA – PBC agreed to this item, O&G will go back for additional credit.
 - 38 – Motorized Projector lifts – PBC agreed to remove lifts, JCJ will research if any sight lines are impacted.
 - 40 – Locker material – JCJ will review this change with New Fairfield Fire Marshal and will revisit next month with cost.
- Staffing Discussions – Jason Travelstead announced Joe Vetro would be moving to the role of Senior Project Manager for the school projects. Hristo Miljovski will be taking over the Project Manager for the High School. He continued that he will now be leading the Building Division at O&G.
 - Don Kellogg asked what role Hristo Miljovski has held with previous projects? Jason Travelstead stated he has held either the Project Manager or Assistant project manager on previous jobs.
 - Paul Boniello asked Colliers and JCJ if they have ever worked with Hristo Miljovski before? O&G and JCJ stated they have not worked with him.
 - George Martignetti requested to meet Hristo Miljovski in person on site. Jason Travelstead stated he would coordinate a meeting with PBC members.

Architects Update

- JCJ stated they are continuing the FF&E process. Technology equipment meetings have begun. Traveling classrooms have started at the High School and received positive feedback from students and staff.

Change Orders

Mike DelMonaco noted that he would be voting on the approval of PCO's but not the reason behind them. Christine O'Hare noted his comment.

George Martignetti made a motion to approve PCO 022 for the CELA project dated 10/11/21, to relocate an existing conduit chase in E103 vestibule discovered during the demolition, in the amount of \$8,217.00. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion to approve PCO 026 for the CELA project dated 10/25/21, for October 2021 structural fill per CCD001, in the amount of \$12,617.00. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion to approve PCO 027 for the CELA project dated 10/26/21, for October 2021 lean concrete per CCD001, in the amount of \$18,258.00. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion to approve PCO 029 for the CELA project dated 10/29/21, for kitchen appliance #21 change, in the amount of \$3,633.00. Don Kellogg seconded the motion.

Vote: 5-0-0 (Motion Approved)

George Martignetti made a motion to approve PCO 006 for the High School project dated 11/04/21, for traffic signs, in the amount of \$5,740.00. Mike DelMonaco seconded the motion.

Vote: 5-0-0 (Motion Approved)

George Martignetti made a motion to approve PCO 007 for the High School project dated 11/04/21, for 4" PVC schedule 80 conduit under roadways, in the amount of \$3,649.00. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion to approve PCO 008 for the High School project dated 11/04/21, for bus company trailer lights, in the amount of \$774.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion to PCO 009 for the High School project dated 11/04/21, for bus and teacher lot lights, in the amount of \$14,834.00. Don Kellogg seconded the motion.

Vote: 5-0-0 (Motion Approved)

George Martignetti made a motion to approve PCO 010 for the High School project dated 11/11/21, for the excavation of the bus and teacher lot lights, in the amount of \$6,556.00. Mike DelMonaco seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion that the Permanent Building Committee agree to accept the recommendations on the "Action Required" items on the document NFHS Post-Bid Cost Savings Ideas 11.23.21 and as modified during the discussion tonight for the High School. Ann Brown seconded the motion. **Vote: 5-0-0 (Motion Approved)**

Purchase Order Increases

George Martignetti made a motion that the Permanent Building Committee approve to increase to JCJ Architecture PO 2000 0034 for the CELA project in the amount of \$25,837.50 for Geotechnical inspections. Paul Boniello seconded the motion. **Vote: 5-0-0 (Motion Approved)**

Requisitions and Invoices

George Martignetti made a motion that the Permanent Building Committee approve the requisition November 1, 2021, for Tom Quigley to perform environmental inspection for the High School Project in the amount of \$5,000 and the payment of the 10/31/21 invoice for 10/26 through 10/29 in the amount of \$100.00. Mike DelMonaco seconded the motion.

PBC members discussed the need for this item. It was clarified that the \$5,000.00 is a not to exceed amount. The NF Fire Marshal asked if Tom Quigley's reports varied from the project's regular inspectors? Colliers stated they had not seen a report from Mr. Quigley. NF Fire Marshal suggested Colliers follow up with the Health Department to determine the need for these inspections. **Vote: 0-4-1 (Motion Denied)**

George Martignetti made a motion that the Permanent Building Committee approve the requisition dated November 4, 2021, for Tristate Industrial Maintenance for the striping of the dog park parking lot for the High School Project in the amount of \$2,225.00, and the payment of invoice #8895 dated 10/23/21 for \$2,225.00. Paul Boniello seconded the motion.

Vote: 5-0-0 (Motion Approved)

George Martignetti made a motion that the Permanent Building Committee approve the requisition dated November 16, 2021, for Tristate Industrial Maintenance for the striping of the east entrance roadway to the campus for the High School Project in the amount of \$2,155.00 and the payment of invoice #8960 dated 11/7/21 for \$2,155.00. Don Kellogg 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 Consolidated Early Learning Academy project dated 11/9/21 in the amount of \$1,335,702.29. Paul Boniello 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 11/9/21 in the amount of \$46,628.61. 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 Consolidated Early Learning Academy project dated 11/23/21 in the amount of \$24,456.34. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

George Martignetti made a motion that the Permanent Building approve the invoice packet for the High School project dated 11/23/21 in the amount of \$988,877.62. Don Kellogg seconded the motion. **Vote: 5-0-0 (Motion Approved)**

Closing public comment

Lorel Purcell from O&G thanked the PBC team for their partnership and stated it was a pleasure to work with everyone. George Martignetti thanked Lorel for her guidance and work on the project.

Dr. Sanzo spoke about rumors that the school projects were over budget. He noted that both projects are within the established project budgets under the leadership of the PBC. He added he will be filing the first reimbursement request for the projects with the State directly after the

meeting. Dr. Sanzo concluded by thanking the PBC and project team for their continued effort and leadership on the school projects.

George Martignetti, on behalf of the PBC, thanked all the teams for their work on the projects.

Adjournment

George Martignetti made a motion to adjourn at 9:45pm. Don Kellogg 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