

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

**MINUTES  
Regular Meeting  
Tuesday, April 28, 2020**

**Virtual Venue/Meeting Access:**

**Web: <https://zoom.us/j/91184199392>**

**Dial-In: 929-205-6099 Meeting ID: 911 8419 9392#**

**Members Present:** George Martignetti (Chair), Paul Boniello, Ann Brown, Mike Del Monaco, Donald Kellogg, Ed Sbordone (Alternate), Anthony Yorio (Alternate)

**Members Absent:** None

**Others Present:**

**Selectmen:** First Selectman Pat Del Monaco (ex-officio)

**New Fairfield Public Schools Administrators:** James D'Amico, Dr. Pat Cosentino, Phil Ross, Dr. Richard Sanzo

**Town of New Fairfield Staff:** Patty Mota

**BOF Members:** Wes Marsh

**BOE Members:** Rich Regan

**Colliers Project Leaders:** Scott Pellman, Mark Schweitzer, Chuck Warrington

**JCJ Architecture:** Peter Bachmann, Christine O'Hare

**Call to order**

A quorum being present, Chairperson Martignetti called the meeting to order at 7:33 p.m.

**Pledge of Allegiance**

**Opening Public Comment** – None

**Correspondence and Announcements**

**Approval of Minutes:**

- **Special Meeting April 14 2020**

Mr. Martignetti moved that the minutes of the special meeting of April 14 be approved as circulated; Mr. Kellogg seconded. The motion was approved unanimously (5-0-0).

**High School and CELA/MHHS Building Projects**

- **Update on 78 Gillotti Road**

Dr. Sanzo reported that the BOS had approved the Town's acquisition of the property known as 78 Gillotti Road, and that the BOF had approved the appropriation of funds for the purchase. In addition, the Planning Commission had rendered a positive 8-24 referral. Consequently, JCJ Architecture is proceeding with a design for site option C.

- **Architect Update**

Ms. O'Hare presented a report for both projects:

CELA – JCJ has been preparing the SD estimate package, and to that end has been meeting with administrators from both Consolidated and MHHS on a weekly basis to discuss site circulation, play fields, interior layout, and space adjacencies. The CELA SD package is scheduled to go to the estimator (and probably the construction manager) on May 1<sup>st</sup>, launching a six-week negotiation process. The package will include black and white working drawings and a comprehensive narrative, both intended to give the estimator as much information as necessary to estimate project costs, and laying the basis for a full SD presentation package for the PBC and the public (which should include color renditions/plans/elevations and full cost estimates). Ms. O'Hare confirmed that the estimation process will be fully consultative, continually updated for an evolving design. The target date for CELA SD presentation to the Committee is June 9<sup>th</sup>, with meetings with neighbors and the general public scheduled shortly thereafter. JCJ will seek PBC approval to proceed to design development on June 23<sup>rd</sup>.

High School – JCJ has been meeting regularly with Mr. Ross and Dr. Sanzo regarding site development, and a meeting with High School administrators is scheduled for April 29<sup>th</sup>. Meetings regarding the design of the auditorium have included theater, acoustic and audio-visual consultants, to discuss the development of the performance spaces. The High School SD package is scheduled to go to the estimator (and possibly the construction manager) on May 22<sup>nd</sup>. The target date for HS SD presentation to the Committee is June 30<sup>th</sup>, with a public presentation scheduled shortly thereafter. JCJ will seek PBC approval to proceed to design development on July 14<sup>th</sup>.

JCJ has will continue to meet with the Safety and Security Committee on a monthly basis for both projects. They have also had a kick-off meeting with Cx IES to start the commissioning process.

Ms. O'Hare also spoke about meetings of the projects' working group, consisting of a core group of architects, OPM representatives, Director of Buildings and Operations, and others depending on the topic of the week (e.g. MEP consultants, school administrators, Director of Buildings and Grounds, members of the PBC, etc.) She encouraged PBC members to join any or all of the working group meetings that particularly interest them. Working group meetings will occur in "off-weeks" relative to PBC meetings. Mr. Martignetti said that he would coordinate which PBC members would attend specific meetings of the working group, based upon their focus/interest.

A check-in meeting with the OSCG&R is targeted for mid-July (not required, but suggested as a helpful informational meeting).

- **OPM Update**

Mr. Pellman commented that Cx IES has been wholeheartedly participating, notwithstanding lack of an approved contract to date.

He stated that the macro-schedule for the High School is three weeks behind schedule, due to the delay imposed by the purchase of 78 Gillotti Road. In addition, Mr. Pellman reported that there has been a backward "slide" in the relative macro schedule for the High School relative to CELA, attributable to the scale and nature of the High School project, resulting in a design duration increase of 2.5 months. He observed that Colliers is not recommending a respondent

acceleration of the design process for the High School, to bring that project parallel to the CELA project. He anticipates that construction bidding for the two projects would not now occur in tandem, but believes that compliance with the original planned occupancy target of Fall 2023 for the High School is achievable.

Committee members expressed concern that the current High School schedule postpones construction from July 2021 to September 2021. They also broached the subject of awarding foundation (engineer control, site work, concrete, steel) contracts prior to obtaining a totality of construction bids. Ms. O'Hare and Mr. Warrington both commented that they believe the State of CT (OSCG&R) would not permit advance foundation contracting prior to the submission of a total construction bid package. The entire Committee pushed back against the proposal that construction durations should be extended beyond original projections. Mr. Bachmann acceded to the Committee's requirement to adhere to Colliers' original schedule. In accord, the Committee committed to supporting JCJ and Colliers to adhere to the original project schedule.

- **Construction Manager Selection**

Mr. Martignetti moved that the Committee enter executive session to discuss the selection of a Construction Manager, and that the following guests be invited to attend the session: Ms. Del Monaco, Mr. Ross, Dr. Sanzo, Mr. Warrington, Mr. Pellman, Mr. Schweitzer, Mr. Bachmann, and Ms. O'Hare. Mr. Boniello seconded the motion. The motion was approved unanimously (5-0-0). The Committee entered executive session at 8:22 p.m.

Mr. Martignetti moved that the Committee exit executive session at 8:29 p.m. Ms. Brown seconded the motion. The motion was approved unanimously (5-0-0).

Mr. Martignetti moved that the Committee re-enter executive session to discuss the selection of a Construction Manager, and that the following guests be invited to attend the session: Ms. Del Monaco, Mr. Ross, Dr. Sanzo, Mr. Warrington, Mr. Pellman, Mr. Schweitzer, Mr. Bachmann, Ms. O'Hare, Dr. Cosentino and Ms. Mota. Mr. Del Monaco seconded the motion. The motion was approved unanimously (5-0-0). The Committee re-entered executive session at 8:30 p.m.

Mr. Martignetti moved that the Committee exit executive session at 9:12 p.m. Mr. Del Monaco seconded the motion. The motion was approved unanimously (5-0-0).

Mr. Martignetti moved that, based on the Town attorney's review of Gilbane Corporation's RFP submission for construction management services, Gilbane Corporation be disqualified from consideration. Mr. Kellogg seconded the motion. The motion was approved unanimously (5-0-0).

Mr. Martignetti moved that the PBC invite Downes Construction Company and O&G Industries to be interviewed a second time for construction management services. Mr. Del Monaco seconded the motion. The motion was approved unanimously (5-0-0).

- **Commissioning Agent (IES) Contracts**

Mr. Martignetti moved that, as there had been no adverse comment from the Town's attorney regarding the contracts with IES for commissioning agent services for the High School and CELA projects, the contracts be approved. Ms. Brown seconded the motion. The motion was approved unanimously (5-0-0).



INVOICES					
Accnt #	Company	Invoice No.	Date	Amount	Amount approved
750.05	Colliers Project Leaders - base Fee	5853	3/31/2020	\$ 11,384.46	\$ 11,331.50
	Colliers Project Leaders - Reimb	5853	3/31/2020	\$ 11,384.46	\$ 52.96
750.09	Phoenix Advisors		4/14/2020	\$ 19,250.00	\$ 12,031.25
750.09	CT Med Group		2/29/2020	\$ 662.60	\$ 331.30

Total: \$ 23,747.01


Mr. Martignetti moved that the High School invoice packet totaling \$23,747.01 be approved; Mr. Del Monaco seconded. The motion was approved unanimously. (5-0-0).

**Closing Public Comment**

Dr. Cosentino expressed thanks to the PBC and town leaders and staff, on behalf of students in the District and the entire community, for their dedicated work on the school projects.

**Adjournment**

Mr. Martignetti moved to adjourn the meeting at 9:35 p.m. Mr. Kellogg seconded. The motion was approved unanimously (5-0-0).

Respectfully submitted,  
  
 Eileen M. Shaw  
 Recording Secretary