



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

**MINUTES**

**Tuesday, September 22<sup>nd</sup>, 2020**

**Virtual Venue/Meeting Access:**

**Web:** <https://zoom.us/j/98740546146>

**Dial-In: 929-205-6099 Meeting ID: 987 4054 6146**

**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 Selectman:** Khris Hall

**BOE Members:** Rick Regan

**Colliers Project Leaders:** Charles Warrington, Mark Schweitzer

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

**Langan:** Katy Gagnon

**O&G Industries:** Jason Travelstead, Lorel Purcell,

**Call to order**

Director of Business Operations Dr. Richard Sanzo explained the rules and procedures for virtual meetings.

Chairperson George Martignetti called the meeting to order at 7:33 p.m.

**Pledge of Allegiance**

**Opening Public Comment:** None

**Correspondence and Announcements:** None

**Approval of Minutes – Special Meeting September 15<sup>th</sup>, 2020** – George Martignetti made a motion to approve the minutes from the special meeting on September 15<sup>th</sup>, 2020. Mike DelMonaco seconded the motion. **Vote 5-0-0 (Motion approved)**

## High School and CELA/MHHS Building Projects

- **OPM update**

Project Schedule - Mark Schweitzer from Colliers Project Leaders provided the following project schedule update.

- High School 50% DD set sent out Friday September 18<sup>th</sup>
- High School DD documents are due October 30<sup>th</sup>
- CELA has been out to O&G, the estimators, and committee since September 14<sup>th</sup>
- Comments from PBC members are due October 2<sup>nd</sup>
- Reconciliation meeting is scheduled for Wednesday, October 7<sup>th</sup>
- Revised estimates are due October 13<sup>th</sup>
- Finalized estimates to be ready for the October 27<sup>th</sup> PBC meeting
- CELA construction documents will begin at the beginning of November
- High School construction documents will begin at the beginning of December

Charles Warrington from Colliers Project Leaders reviewed the project macro schedule.

- CELA DD estimate and reviews through the end of October
- High School DD will be delivered at the end of October, design and estimate review begins in November, proceed to CD set at the end of December
- Macro schedule has not changed from August

Jason Travelstead clarified that O&G received the CELA documents on September 16<sup>th</sup>, not the 14<sup>th</sup> as previously stated.

Environmental Consultant RFP – Mark Schweitzer stated ten environmental hygienists were received.

- The three lowest bids were Hygenix, EnviroMed, and Eagle Environmental
- Mr. Schweitzer stated they recommend bringing the three lowest bids in for interviews.
  - o Don Kellog asked why the Hygenix estimate was so low? Charles Warrington stated Hygenix currently works with the district on environmental mitigation plans, so they have an in-depth knowledge of the buildings.
  - o Lorel Purcell from O&G added that the companies should be asked if they are familiar with the state's school grant process.
  - o Don Kellog asked if there are certifications that the PBC should be asking for of the field staff? Charles Warrington stated state law requires certain licenses for monitoring of the services.

CM Contract delivery method – Jason Travelstead provided a high-level summary of GMP and Cost plus contract delivery methods.

- Mr Travelstead stated O&G will work with either arrangement. Their fee would not change. What ultimately changes would be how the contingency is accounted for, what the contingency is, and how it gets approved and utilized. If GMP contingency is fully allocated by O&G, then O&G is at risk. If the contingency on a cost plus scenario gets fully allocated, then the owner has to fund it. Mr. Travelstead summarized that O&G would need to negotiate the level of contingency on a GMP

and how it will get depicted through development of the documents and what uses it gets put to once a GMP is established. O&G typically wants to establish the GMP after bids have been taken.

- George Martignetti stated the PBC will vote on this during the next PBC meeting.

- **Architect Update**

- Christine O'Hare shared that JCJ had a meeting with the security committee where they provided an overview of the High School plans. They had a follow up meeting with the school security consultant to discuss hardware, cameras, and security. JCJ also met with the fire marshal, building official, local health inspector, sanitary representative, and zoning.
- Katy Gagnon from Langan presented the latest site development set for CELA and the High School.
  - o They have final confirmation on the drop off layout at CELA. Buses will be on the inside lane; parent drop off will be on the outside lane.
  - o Parking lot has been reconfigured to maximize onsite parking. The number of spaces is 199 and is sufficient for zoning purposes, but short from a programming perspective. They continue to review to identify more parking spaces.
- Paul Boniello asked what material was used for the walking trail in the back of the building? Katy responded that it will be bituminous asphalt and the whole play area is fully accessible from an ADA standpoint.
- Katy Gagnon continued with the High School site development.
  - o Significant reduction in concrete in the plaza area between the two schools.
  - o The loading drive has been shifted closer to the middle school, so the fire department has better access to the middle school.
  - o Overflow parking of an additional 125 spaces using reinforced turf.
  - o Since school is back in session, they will be working on traffic counts next week.
- Jeff Elliott stated that outdoor program areas have been identified that can be implemented if the budget allows or for future projects.
- Ann Brown asked how large those areas are? Jeff and Katy agreed it was approximately 40 to 50 feet.
- Mike DelMonaco asked if people that park in the northern most parking lot will be able to enter the building on the north side? Jeff Elliott responded that primarily it would be a middle school staff. Rich Sanzo added that discussion about this continues but if the lot were used for an event people would walk around and enter in front by the security vestibule.
- Mike DelMonaco asked if there are any above ground retention basins? Katy stated that bioretention is in the regulations and they are looking at as they finalize the detention and drainage system.

- Mike DelMonaco asked if there is a basin close to the road with water in it if a fence would be needed? Katy responded that they have done a split rail fence with some mesh behind it, and it would depend on what size it ended up being.
  - Paul Boniello stated it was difficult keep track of all the VE items and wanted to ensure that PBC chair or vice chair were being included on the decisions. George Martignetti responded that Scott Pellman was going to make a tracking matrix to reference for VE items and decisions made about them. Mark Schweitzer stated that the current VE log contains tracking information about items and decisions made.
- **CM Update**
    - Jason Travelstead introduced the members of his team that will be aligned to the CELA and High School projects. He stated they are still working internally to identify a PM for the CELA project.
    - George Martignetti noted that several members aligned to the projects were on the original staffing plan.
    - Paul Boniello asked JCJ when a model would be available to O&G so they could start to do clash detection? Christine O'Hare stated that she thinks the end of November would be a good time for clash detection.
  - **Action Items**
    - George Martignetti made a motion to short list the environmental consultants to Hygenix, Eagle, and EnviroMed. Mike DelMonaco seconded the motion.  
**Vote 5-0-0 (Motion approved)**

**Other Business:** Mike DelMonaco stated he was waiting for a response on the load calculations from CES. Christine O'Hare stated she would follow up and ensure a response is provided.

**Closing Public Comment:** None

### **Adjournment**

George Martignetti made a motion to adjourn at 8:54pm. Paul Boniello seconded the motion.

**Vote 5-0-0 (Motion approved)**