

**PERMANENT SCHOOL FACILITIES BUILDING COMMITTEE  
SPECIAL MEETING  
MARCH 19, 2015**

The Permanent School Facilities Building Committee held a special meeting on Thursday, March 19, 2015 at City Hall (west conference room). Chairman Woods called the meeting to order at 7:00 p.m.

**Committee Members Present**

M. Woods, Chairman  
J. Federico (BOE)  
M. DeGrego (BOE)  
B. Nunno  
M. Ahrens  
R. Vitali (BOA)

**Also Present**

B. Silver, Silver Petrucelli Assoc., A/E  
J. Richetelli (MPS)  
D. Funaro, Bismark Construction (7:12 p.m.)  
P. Bradbury, (MPS)

**Absent:** M. Hardiman (BOA)

**Consideration of the Minutes of February 19, 2015 Meeting**

Mr. Ahrens and Ald. Vitali made and seconded a motion to approve the minutes of the February 19, 2015 as presented. Motion carried unanimously.

**Status Report – East Shore Middle School Additions/Replacements – Phases I, II**

Mr. Silver reported several emails had gone back and forth between Bismark Construction and sub-contractors, R & R and Johnson Controls (JCI). He stated Mr. Funaro has expressed frustration with the work not being completed.

Chairman Woods asked what still hadn't been done.

Mr. Silver explained JCI is not giving the school the time it needs and because of the number of changes in JCI managers, there has been a lack of continuity in concluding the work. He also stated it has become a problem for the Building Committee's commissioning agent.

Mr. Funaro arrived 7:12 p.m.

Mr. Bradbury stated there is no one person at fault. He stated neither sub-contractor has performed to their best. A brief discussion ensued.

Mr. Funaro interjected stating the commissioning agent on Monday and Tuesday would start going through the equipment that Johnson & Controls has claimed to have finished.

Ald. Vitali asked if the commissioning agent was assessing the work that had been done and that it was to the proper standards.

Mr. Funaro replied yes, he stated Van Zelm is the commissioning agent hired by this Committee. He continued with an explanation of the work being completed. He pointed out the equipment does work but is not operating in the sequence that it was designed to do. He stated the question is which trade is responsible for what portion of the work. Discussion resumed.

Mr. Silver spoke of the mandates for high performing buildings per State Statute that are prompting such complex systems.

Mr. Bradbury addressed the complexity of each of the units. He stated they are just not run of the mill. Discussion resumed.

Chairman Woods asked about the punch-list.

Mr. Funaro stated there are about 50 items, a lot of which is exterior such as landscaping, some outside painting, etc. He stated they are very close.

Chairman Woods suggested sending a letter to the president of Johnson Controls. Discussion resumed.

Mrs. Federico asked the bottom line goal of the system, i.e. lower utility bills, etc.

Mr. Bradbury stated the system would be efficient, but it was not likely they would see any cost reduction due to improved air changes, etc.

Mr. Silver stated the window shades have been completed in the media center.

Mr. Ahrens inquired if the long winter had impacted doing the outdoor site work.

Mr. Funaro stated it was a typical winter with no real impact to the fields. He stated the ball field was done last year and also that they re-seeded last spring.

Mr. Silver distributed a handout regarding the front plaza. He continued with an explanation of each of the photographs.

Chairman Woods asked if the administrator of the school had any preference.

Mr. Silver replied no.

Chairman Woods stated there are four choices for the Committee to consider. Discussion ensued.

The Committee came to the consensus they liked either photograph 1 or 2, but would leave the final decision to the building administrator.

Mr. Funaro asked if Bismark's retainage could be reduced to 1% from 2 1/2% for next month's requisition.

### **Status Report – East Shore Middle School Additions/Replacements – Phase III**

Mr. Silver reported regarding the security and IT package. He stated they were recommending a substantial completion date for Omni Data, LLC as December 29, 2014.

Mrs. Federico and Mr. DeGrego made and seconded a motion to approve the substantial completion date for Omni Data, LLC as December 29, 2014.

Chairman Woods asked why this was only being voted on now.

Mr. Silver explained, and reminded the Committee that the acceptance of the completion date starts the warranties and that the systems were operating when the school gained use.

Ald. Vitali stated he would recommend February 1, 2015 instead of the December date.

Mr. Silver stated that the dates are set when beneficial use of the building is delivered, which was back in December 2014. He explained it is customary.

Motion carried unanimously.

### **Status Report Re: Hazardous material Abatement/Tile Replacement Project.**

#### **A) Joseph A. Foran High School**

Mr. Silver explained the plans referring the Committee to p. 3-6. He explained the general planning process, in which the A/Es are required to finish the construction plans and then have the educators and Board of Education approve it, and then it goes to the building committee. He explained it would not be eligible for reimbursement if they didn't complete this process.

Mr. Nunno and Mrs. Federico made and seconded a motion to approve the plans and specifications including estimates for Foran - Phase V dated March 9, 2015.

Chairman Woods asked the date of the PCT meeting.

Mr. Richetelli stated it is scheduled for April 21, 2015.

Ald. Vitali asked about the Camp Happiness component and the work at the school.

Mr. Silver explained when doing an abatement project in any building, you notify the CT Dept of Health that people will be in the building and seek permission to abate using hard barriers.

Mr. Richetelli stated they will be working on the third floor/green hallway.

Mr. Bradbury asked if the Committee had given any thought to working around the clock.

Mr. Silver stated the estimates in the package were based on a normal construction schedule.

Motion carried unanimously.

Mr. Ahrens asked what happens with any extra monies that are not spent.

Mr. Silver explained the finance department just set up the accounts for each of the projects. He stated they recommended they pare it down from the initial \$1 million. If the estimates come in higher or lower they can be transferred to/from another project that was bonded at the same time. A brief discussion ensued.

Mr. Bradbury wanted to confirm the project was going forward this summer because he had to notify staff.

Mr. Silver explained the process of getting the plans to the health, fire and DPLU departments for approval. He stated these are the same plans that were approved last year, but it would likely take the full 30 days because historical review protocols.

Chairman Woods suggested the DPLU Director be reminded these were approved last year.

Ald. Vitali stated these are projects that need to get done and that it was important the Chairman speak with the mayor and DPLU to get the plans approved as quickly as possible.

Mr. Nunno and Mr. DeGrego made and seconded a motion to re-order the agenda and bring forward item 8. Motion carried unanimously.

### **Consideration of Payment Requisitions**

Chairman Woods asked Mr. Silver if he could represent to the Committee that all the requisitions have been reviewed and were found to be in order and if payment was recommended at this time.

Mr. Silver stated yes.

Mr. Nunno and Mr. DeGrego made and seconded a motion to approve payment to Van Zelm Engineers Commission (add services) (30) in the amount of \$2,308.51 for East Shore Middle School Expansion and Alterations and Abatement projects. Motion carried unanimously.

Mr. Nunno and Mr. DeGrego made and seconded a motion to approve payment to Van Zelm Engineers Commission (add services) (31) in the amount of \$2,633.06 for East Shore Middle School Expansion and Alterations and Abatement projects. Motion carried unanimously.

Mr. Nunno and Mr. DeGrego made and seconded a motion to approve payment to Silver Petrucelli Ph 2 CA+Env CA (#15-765) in the amount of \$3,715.50 for East Shore Middle School Expansion and Alterations and Abatement projects. Motion carried unanimously.

Mr. Nunno and Mr. DeGrego made and seconded a motion to approve payment to Silver Petrucelli Design and CA (#15-754) in the amount of \$5,500.00 for Joseph A. Foran High School Phase V Hazardous Material Abatement. Motion carried unanimously

Chairman Woods stated at the next meeting the Committee would consider reducing Bismark's retainage to 1.5%.

Mr. Silver left the meeting at this point, at 8:00 pm.

Chairman Woods stated the remaining items on the agenda were 4B, 5, 6 and 7.

B) Jonathan Law High School – Selection of Architect

**Status Report Re: West Shore Middle School Addition/Renovations/Code Compliance – Selection of Architect.**

**Status Report Re: Harborside Middle School Roof and Window Replacement Project – Selection of Architect.**

**Status Report Re: Elementary School Roof Replacement Projects**

- A) Calf Pen Meadow Elementary School – Selection of Architect
- B) John F. Kennedy Elementary School – Selection of Architect
- C) Live Oaks Elementary School – Selection of Architect
- D) Mathewson Elementary School – Selection of Architect
- E) Meadowside Elementary School – Selection of Architect
- F) Orange Avenue Elementary School – Selection of Architect
- G) Orchard Hills Elementary School – Selection of Architect
- H. Pumpkin Delight Elementary School – Selection of Architect

Chairman Woods distributed the Request for Qualifications package. He stated the RFQ is standard. He explained the City Attorney's Office, Mr. Richetelli and Mr. Bialka from the Purchasing Department had reviewed the document. He stated submittals would open April 22<sup>nd</sup>. He stated they limited the submittals to 100 pages, plus the appendix. Chairman Woods suggested the Committee consider no more than two firms for all of the projects. Discussion ensued.

Chairman Woods stated the Committee would then have to come up with a list of architects to interview.

Mr. Nunno asked how many they would likely interview.

Chairman Woods stated possibly four.

Mr. Nunno stated he would like to see the Committee interview more than four architects. Discussion resumed.

Chairman Woods stated when they schedule the interviews; they should schedule two interviews a night, approximately 45 minutes to 1 hour.

Ald. Vitali suggested 45 minutes with 15 minutes of questions.

Mr. Richetelli suggested a standard set of questions to ask each architect. Discussion resumed.

Mr. Ahrens asked if they would address the items found on p. 8-9 of the RFQ.

Chairman Woods suggested a score sheet with the criteria. He also discussed a preliminary screening that could be conducted of the initial applicants. Discussion resumed.

Ald. Vitali and Mr. Nunno made and seconded a motion that the Committee comes up with a system to weed out the applicants to approximately twelve (12).

Mr. DeGrego commented about the process he went through with scholarship applications, adding it was very tedious.

Mrs. Federico questioned the language on p. 8. Discussion resumed.

Motion carried 5 yes 1 no (Ahrens).

Discussion regarding Selection Criteria Ranking Sheet. Chairman Woods also commented it was likely CREC would be contacting this Committee to act in an advisory capacity.

Mr. Nunno and Ald. Vitali made and seconded a motion to narrow the range of potential architects to six (6) to invite for interviews.

Chairman Woods stated that would essentially be three nights of interviews.

Motion carried unanimously.

Ald. Vitali expressed his personal reservations with the projects because the Board of Education still had not made any final decisions as to what schools may or may not close. Although they have not voted to close any schools at this point, he stated it was bothersome to him to expend large amounts of monies on schools that could potentially close.

Mrs. Federico stated as a member of the Board of Education they would not be closing any schools at this point.

Ald. Vitali stated they don't know what the school population will be in 2-3 years. He stated as to re-districting, no matter how much work you put into it, you still will never even out all the schools.

Mrs. Federico stated the projects show the elementary enrollment will decline a little more and then level off. Discussion ensued.

Chairman Woods stated the Committee needs to decide on how to arrive first on the twelve (12) architects, then the six (6) finalists.

Mr. Nunno stated it was important each of the references of the architects be checked.

Mrs. Federico asked if the Committee would do that with the twelve (12) selected or when it is whittled down to six (6).

Mr. Bradbury commented the process was a huge undertaking and asked what the Committee was looking to gain. He questioned what was broke and what exactly the Committee was looking for, i.e. more energy efficiency, design, etc.

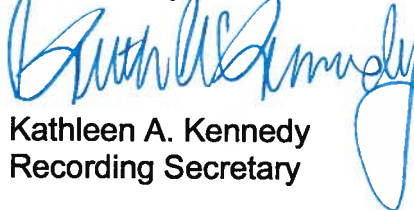
Ald. Vitali stated the Committee needed to see what is out there.

Mr. Ahrens stated comments have been made by this Committee of transparency and being stewards of the taxpayers' money.

Mrs. Federico spoke of the benefits of working with more than one architect. Discussion resumed.

There being no further business to discuss, Mr. DeGrego and Mrs. Federico made and seconded a motion to adjourn at 9:07 p.m. Motion carried unanimously.

Respectfully submitted,

  
Kathleen A. Kennedy  
Recording Secretary