New Middle School Building Committee
October 10, 2019
Minutes

Present: Mary Bartolotta, Chris Drake, Kristy Byrd, Phil Pessina, John Giuliano, Gene Nocera, Rich Pelletier, Sheila Daniels and Steve Zarger.

Absent: Ted Raczka and John Phillips

Also Present: TSKP, Dr. Conner, TRC Representative, and Dan Hetzler and ?, O & G

Call to order
The Chair called the meeting to order at 6:02 p.m.

Public Comment Opened and Closed
The Chair opened and closed PUblic comment at 6:02 p.m. There were no members of the public present at the meeting.

Minutes approved
Chair Bartolotta asks for a motion to approve the Minutes Of September 29; Phil Pessina moves to approve and Rich Pelletier seconds. There is no discussion. The vote is called and it is unanimous to approve.

Payment of Bills
The Chair asks for motion to approve payment of TSKP Bill Inv. 16; any questions or concerns. Phil Pessina moves to approve payment; Kristy Byrd seconds. The Vote is unanimous to pay the bill.

O & G Inv. 2 Dan Hetzler

Elise McDermott worked closely with Marie and after approval, the invoices they come to me; I make sure amounts and retainage are correct and reflect the PO amounts and after receiving first payment she got a red flag. If you look, it was approved, there was a crossed out number because of the retainage on the movers fees and it was correct, but it just got crossed out to reflect the figure, but when we go to pay it it is not a legitimate way to do it. You can reflect the amount, and we get a corrected bill. I started reviewing number one and Dan and I have talked back and forth for the past week and there were some other discrepancies that have been cleared up but I want to show you them. Chair states We need the bills correct in order not to jeopardize our reimbursements from the State.

Noted for the record
Sheila Daniels takes a seat at 6:08 p.m.
In another bill, any changes need to be reflected in the minutes. The State will look at this and cross the numbers out if not approved by the committee. Elise explains you have two PO’s with O & G and if you look at the pay application numbers, there is a preconstruction, Phase I area and Phase II area and a grand total of over $6,900,xxx and all amounts in time our po’s should reflect the scheduled value and if not, we will have problems with the State and the auditors. Our PO’s right now, one is for $3.6 million and one is for 1,900,000 and this does not add up to 6 million. After discussing with Dan, there is a Phase II construction cost on your scheduled value that equals $1.7 million and all three numbers add up to $6.9 million. I need to lower the $3.6 million because some is for Phase II construction and we will need to issue a new one for the $1.7 and will equal what we owe O & G to date and I will ask for a motion to approve a change order to the $3.6 million PO to lower it to reflect the amounts on the schedule value and to add in another PO for $1.7 so our documents will equal Dan’s document. Staff Norwood explains that the cost is for the total demolition of the school that will be placed in an additional PO.

Chair new business approval of bills; we have a financial motion and Elise will ask to have the bills sent to her before the meeting to let her review, but if I see errors or something that draws a red flag, we can handle it beforehand. If I can get them before the meeting and review them, I can tell Marie and Mary, we can avoid some of these problems. Dan states once we pulled in the contract numbers, he had to set up the schedule value to have it visible for someone to come in and know what is happening. Mary it is reorganizing what we are doing. Phil Pessina as Chair of Mattabassett Force Main and Treatment Building, Elise has been my right hand man; no one is more honest when it comes to the expenditures. Phil Pessina asks where are we with the change orders in this project. Elise states we have not processed the first four yet. Phil Pessina states we want to know where we are with change orders and asks for a report on those. Chair Bartolotta states that is what we are doing. There were many craters we have been working through to get to this relationship; now we have that on board and this is where good communication occurs. Sheila Daniels it is important for the committee to have that checks and balances and when you come to the meetings and I want to know it is a formality and glad you are doing that. Dan to Phil’s point, this project is bumpy because it is a Phase I Phase II project. Going forward we have monthly reports and everything is an estimated, pending or approved change and he shows the report so you can get a worse case scenario. We didn’t implement it right now because we don’t have all our contracts and guaranteed maximum price, but we are getting close. Mary states we have had to work forward and backward and we have had to go backwards to fast track things and we are now in a good place. Elise states Dan and I talked about balancing every month and it happens on the AIA and I know you keep a detailed spreadsheet and what you project what will happen, but our actual expenditures should track. Dan states you discussed putting in a Phase II contract and we need to and that PO will grow as the project moves forward. Elise will ask Chair Bartolotta to sign the Invoices so payments can move forward.

Gene Nocera states in terms of question, he is a little confused; I am assuming the finance is worked out prior to the meeting and it was a subcommittee before hand.

Noted for the Record
Steve Zarger takes a seat at 6:25 p.m.
Phil moves to change the $3.6 million Purchase order to the actual costs of Phase I; Gene Nocera seconds the motion. The vote is called and it is unanimous to approve.

Phil Pessina moves to approve $1,777,757.00 for Stamford Wrecking for demolition to a new PO. Gene Nocera seconds. No discussion; the vote is called and it is unanimous.

O & G Invoice 2 for Phase I is in the amount of $1,428,223.20. Phil Pessina moves to approve Invoice 2 in the amount of $1,428,223.20 and Gene Nocera seconds the motion. No discussion. The Chair calls for the vote and it is unanimous to approve.

Budget Review
Elise McDermott asks if anyone is interested in the figures on the spreadsheet on the City side. Chair Bartolotta asks for a quick overview. This is an easy way to understand what is happening from reports she runs on the cityside. One is the actual bills paid and the other is an expenditure and shows how much money is left and one component she has is the proposed expenditures these are things we anticipate that will happen but haven’t occurred yet but we know they will. She discusses the Macchi Engineers; another is bonding costs, we know we they will happen but we don’t know how much they will cost. It will show us how much money we have left for the project and keeps you aware of where the project stands.

Dan Hetzler has change orders 5 through 9. He states usually a subcommittee is established to review the change orders before it comes to the entire committee to see if they are fair costs and they will come to this committee for final review. Chair has asked the committee in the past to put your name forward to be on the subcommittee to review change orders. John Giuliano, Phil Pessina, and Rich Pelletier volunteer to work as the Subcommittee on Change Orders. Dan handled it and set up a time table, after they were vetted by O & G, we share with TSKP and then share with the group. TSKP would have to have comments by Saturday and the O & G needed to know by Wednesday if it was to go to the entire committee. Most change orders are unforeseens or options or opportunities for savings and they want to bring them forward. The subcommittee doesn’t have to meet, but it can be done through emails from Saturday through Tuesday. The subcommittee reviews them for the committee. Phil Pessina asks if Chair is part. Chair states she will not be because this is her last meeting. Dan states we can go over the details and upon the general committee’s meeting they will take your recommendation for approval. It is to move the process of the meeting. Chair it is to get it vetted before the meeting.

Dan states Change orders 5 - 9 are listed. There are two types of changes; some will apply to the CM contingency draws and then there are GNC increases and by contract cannot be applied to the CM at risk. These have all been vetted by TSKP. I brought with me Hiristo; he is the PM that oversaw the summer work on this project. He has the intimate knowledge of them. The CM contingency cost is if we accelerate the work, we have to take it from the contingency. The switch gear is an acceleration cost that we had to complete this summer; we worked the team on a Sunday; Saturdays’ were in the
contract. Dinto Electric added personnel to get the work done. One more clarification on contingency
draws up to $10,000 don’t require approval because they go against our costs but an exception is
excelleration and that does come to this group. The change order cost has -0- but it shows a cost to the
trade and a CM contingency. Elise McDermott states this will not affect the PO cost. Dan responds
yes because it is in the CM contingency and it is at risk and if we spend more than this, it comes from
our fee. We don’t want to spend this. We have $37,000 against our contingency so far. Chair states
both 6 and 9 are zeroed out because it comes from CM. Peter Staye states the contingency not spent
is returned to the project. Dan Hetzler states there are 3 drawn from contingency are 5, 6, and 9 and
the cost is -0- to the project. He reviews what they are. Seven is to remove locker bases; they are
masonry bases below them and were not part of the demolition. They had to build new bases in the
existing school; they took a shower room and made it a locker room.

Gene asked if there was a problem with glue or other materials; response was no. Dan states TRC
was there and if it was a suspicious item, they would flag it and look at it.

Dan states eight is the infamous steel column; to resolve the problem, options were vetted. They
moved a steel column that was supporting a minimum amount on the roof. There was no steel shown
there. Chair asks what the total cost overrun is. Dan states within that statement was $97,000
contingency so we are $30,000 on that but we are up $213,000 on the other side, but we haven’t
closed out the big change order. They are still negotiating from Stamford Wrecking and we didn’t get
there pricing until two weeks ago.

Chair states do the first to accept the change orders Proposed change orders 5 through 9 as presented
to the committee. Gene moved to approve the change orders from O & G 5 through 9; Phil Pessina
seconded the motion. Five, 6, and 9 have a zero impact on the project and only affects the CM
contingency and 7 and 8 are $14,359 and $10,275 for a total of $24,634. The Vote is called and it is
unanimous to approve.

Chair states the second motion is to transfer the funds for the change orders. Rich Pelletier moves to
transfer 2$4,634 from fund balance into the Phse I of the O & G Purchase Order. Phil Pessina seconds
the motion.

Dan you are authorizing O & G to make changes to the subcontractors and it is for us as well to
increase our contract.

Dan there is a change order from the City to O & G and needs the Mayor’s approval. They were
approved in a prior meeting, but are now ready for the Mayor’s signature. Phil states the Mayor has
them; chair states it is the final number. Phil Pessina moves the change orders go to the mayor for his
signature. Steve Zarger seconds the motion. The vote is called and it is unanimous to approve.

Noted for the record
Gene Nocera leaves the meeting at 7:08 p.m.
O & G states they would like the committee to approve the bid package and advertising for testing and inspection. Dan states the testing agents and special services, we don’t provide but are done by a third party and as your owner’s agent, we put the package together with Donna and this committee should make a motion to approve the RFP to solicit for the work. They will write the package and it is to authorize the RFP to go out on the street. Peter asks who the bidder will be under. Dan states it will be TSKP and the way the contract is written, they have a clause to add professional services that it was agreed that this scope of services is large will be a change order to TSKP. Dan states this will be $100,000 and $10,000 to TSKP and they will be part of the overview. mThe Date will be back on Oct 29; John states looking at document under project description and he reads about the building and questions the square footage as listed in the ad. Dan will check with TSKP

Chair asks for motion to approve the bid package and checking the square footage of the building and advertising and the date change with Oct. 29. Rich Pelletier so moves and Phil Pessina seconds the motion. Phil asks it will be at the next month’s meeting to approve it. The Chair calls the vote and the Vote is unanimous to approve.

TSKP Milone and MacBroom hiring for the consolidation and easement plan and approving transfer $3,400. Phil approves tskp hiring milone & macbroomf or the consolation plan and easement mapping in the amount of $3,400 from the fund balance and approving the trasnfer of 3,400 to the admin line item. Kristy seconds. Dan states there are two components; there is a llot line through the property and it is for an easement for eversource. Chair calls for vote it is unanimous to approve.

Chair asks where are we at.

Dan states he passed out the bid schedule. He developed it with Donna. We went out to the street and we have had good responses to date and we gauge it on the questions we get and the number we get and hope for a good turnout. There are so many questions, we pulled back the first bid to Steel, Concrete and Site and they can scope review the trades and then bring to the committee on the 31st on these results. The bids come in on the 17th. We have a bid opening on the 24th. He takes them from here to the Council chamber and will open them on Thursdays for the next three weeks. It will be 70 -80% of the bid packaging in house and the question is are we meeting on the 31st and is there a chance that the meeting will move. Dan if you move the date, we can’t move it that far. He will ask the committee to move forward with Site Steel and concrete on the date of that meeing. Chair can do it, but she needs to know there will be a quorum

Chair Monday 28th at 5:30 pm; Peter Staye states it will be a special meeting. Dan states he has two change orders at the same meeting. Agenda will be bid and change orders.

TRC Air monitoring; Dan states a local resident raised concerns about air pollution. We contacted Greg from TRC and are under TSKP and now remediation monitoring. Dan spoke to Greg about this and he can offer some suggestins. Greg states the potential air monitoring options if you want to go
that route but to address the concerns at the last meeting is I will discuss instituting best practices to minimize these and it would be dust and diesel exhaust. Some people will incorporate things into their specs and there are some things you can do. You can require the machinery on the site to be Tier 3 or 4 compliant or a percentage at the site and that would mean the newer machinery has a higher standard of emissions from diesel. Older machinery would have higher emissions; newer would be lower. Another option is cleaner fuels; you can enforce anti idling regs. Slower speeds approaching and driving off site it would mitigate emissions and dust from the site. You can post signs to limit speed; trucks have to have up to date emission stickers. Dan states we have incorporated a lot of these into our standard practices and they are included in the signs on the street. These are not intrinsic in the documents the tier 3 and 4 and the cleaner fuels. They are not being implemented by 99% of people; the rest are implemented for a school site. Phil Pessina asks when they did the FEDEX project there were a lot of homes and they had to wet down the site to keep the dust down. He states dust will have to be addressed. Greg states his next one is watering down the site. Phil it is a paramount concern and they need to be addressed immediately. Dan states the only items Greg mentioned is the tier 3 and 4 and the fuel. Greg states you can have a percentage of those. Dan what he took away is there a desire for the committee to monitor the air quality - to spend money to have it monitored. Chair states we should know the cost. Greg states there is no requirement to do air sampling and if you had issues this is what you would do and if you do it ahead of time, the air quality would already be better. Sheila Daniels asks if there is a cost to monitor the air. Greg states the diesel exhaust and dust are the pollutants and to monitor it, he would recommend for nitrogen dioxide NO2 and particulate matter, 2.5 micronometer and could cause more health issues. Particulate 10 is to measure the dust. You would compare to ambient national air standards. Phil asks the bottom line to do this. Greg states there is periodic sampling and you might want to consider to confirm your controls are working and it would give a snapshot and the cost would be around $2,000 a day. Greg states the frequency can be determined when you do it. Phil asks Dan if they have done it. Dan states no. Greg that is an option and you don't put up one monitor; you put it up wind or downwind to see where it is coming from. That is renting the equipment and putting it out and monitoring it for the day. Rich states he discussed a different project that was running a diesel 24/7 and this is a different matter and having the controls in place is good but the monitoring is expensive. Phil asks if it is the removal of the debris. Dan it is through masonry that you have controls. Sheila Daniels states we had a prior pond on the farm and they couldn't dredge it until the snake was out of hibernation. We are thinking of the students and teachers and elderly and I think we should do something periodically. Phil states from the next meeting can you put together a proposal to cover a period of time and we may find out that it is not detrimental. Peter Staye states what does that mean; it means $50,000 at $2,000 a day gives you the days

Noted for the record
Gene Nocera returns to the meeting at 7:58 p.m.

Sheila Daniels states we would want a baseline to know what is happening on the site. Steve Zarger get a baseline and asks if this a reimbursable expense. Chair states she doesn't think it is reimbursable. John Giuliano asks when Dan anticipates digging; once the digging is done, it will snow for the next three months. It is contingent on what they are doing on the site because there may be
weeks during winter when they are not doing anything. Dan the highest exposure is the demo in 2021. John doesn’t want to get to that time and not have money to monitor. We need to do it when the construction is occurring. Chair states we addressed the diesel fuel; Dan those kinds of things are in the document. Chair states we should look at periodic checking based on your schedule. Phil we can encumber the dollars and the number of days to monitor. Chair states kids will be out in the fields and the other concerns that people living around the site having significant breathing comments. Chair states once a month spot checking. John states once a week is $200,000 and that is not good. Gene states he looked up Dept. of Health interpretation and they have a big fact sheet that lack of standards it’s hard to measure air standards. Dan there are EPA limits and if we found that we would do something and the project wouldn’t get to that point. It is looking at results that are not good for the kids. Gene if it is not at a point of concern, is it enforceable. Peter Staye asks if we do a test now to see what it is they are potentially looking at as baseline. Greg the air changes all the time and you would still be doing various locations. Chair states you want the busses in there as well. Dan states beyond the periodic sampling, you can put up equipment how does that look compare to the $2,000 a day. Greg states one day a week for six months is $48,000; if you did monitoring for six months with stations set up, it would be more than 3 it would be 5 monitoring locations and I looked at the cost and the gentleman suggested the instument and just for renting euqipment 6 months is $93,000 but doesn’t include setting them up and the electricity. If you would do it longer, you would consider buying them, the labor would be less becuase less and you are over $100,000. Phil states lets do a baseline and we may find the levels are. Steve Zarger states to put it in place to start construction, how do we look to have the baseline done. Chair is it true the colder weather, the heavier the air, the more pollution. Gene doesn’t want to delay this have we consulted with the Health Department? We are jumping into an expense. Chair can pose that question. Gene they can make a proposal. Marie email the Health Department about evaluating the quality of air and can they assist us.

Motion to adjourn
Gene Nocera moves to adjourn the meeting;Phil Pessina seconds. The Chair calls the vote and it unanimous to adjourn. The Char declares the meeting ajourned at 8:15 p.m.