

Approved Minutes  
TOWN OF GUILFORD  
Guilford High School Building Committee  
Minutes – October 28, 2014

**1. Call Meeting to order** A workshop meeting of the Guilford High School Building Committee was held on Tuesday, October 28, 2014 and called to order at 7:00 p.m. at the GHS Library with Chairman Scott Pinckney presiding.

Present: Scott Pinckney, Larry Marcik, Margaret Molnar-Ryan, Bob Jacob (7:10 pm)  
Bill Mulligan, Guido Petra, Barbara Casey, Mary Beeman, Scott Orenstein

Also Present: Richard Szczypek, TSKP  
Dan Hetzler, Brian Calvert FOG  
Lawrence Rosati, Morganti  
Dr. Paul Freeman  
Mike Ayles

**2. Approval of 9/9/2014, 9/23/2014 & 10/14/2014 Minutes:** 9/9/2014 minutes - Mr. Pinckney made a motion to approve the minutes of 9/9/2014, seconded by Mr. Mulligan. The minutes were approved 6-0-2 Casey, Marcik abstained. 9/23/2014 minutes Mr. Pinckney made a motion to approve, seconded by Mr. Mulligan. The minutes were approved 6-0-2 Pinckney, Marcik abstained. 10/14/2014 - Mr. Mulligan made a motion to approve, seconded by Ms. Molnar-Ryan. The minutes were approved unanimously.

**3. Revisions to the agenda** none

**4. Project Managers Report**

**Hot List** - Lawrence Rosati distributed the report to the committee. He reported that the committee met concerning the industrial hygienist. They worked through the spreadsheet and worked through the scope. They will continue to meet to finalize the RFP. The second item the FF& E will be discussed under the architects report tonight.

**5. School Administration Report** Dr. Freeman reported that they having pricing back on the repeater project. For discussion purposes it is broken into three phases, installation of wire throughout the building and wiring the antennae which total \$91,000. The final phase would be combining the wiring for \$160,000. It is his understanding that the wiring and internal antennae need to be installed as soon as possible so that they can be coordinated with Dan's work in the building. The other work can be completed over the summer. He further stated that none of this will effect a CO even if some of this is not installed until after the building is occupied. That is their understanding at this time. Mrs. Casey stated that they met with the Fire Marshal today and she does not feel that he believes that is the case. Dr. Freeman stated they would be able to have funds available on July 1 and will be able to begin the internal antennae and wiring. He further asked the committee to reconsider the funding for the wiring part of this project, the \$91,000 and asked for a combined shared interest from BOE and the GHSBC in funding the project. Mrs. Casey asked the length of time for this work to be completed. Dan Hetzler stated he has not seen the scope of work and cannot answer that. Dr. Freeman would like to see the internal wiring begin as soon as possible. Mr. Mulligan asked the source of the funding, is it Tactical? Dr. Freeman stated it was. Mr. Mulligan further asked if the installation costs are for the wire itself? Dr. Freeman stated he could send more detail. Mr. Pinckney stated that before they can move on any of this, they need a scope on this project. Right now they only have loose drawings on this. Dr. Freeman stated that he can have it before the end of the week. Mr. Pinckney stated that there needs to be a plan in place before this becomes something that Dan Hetzler should be involved in. Mr. Pinckney further suggested having Tactical come to the next meeting if they could answer some of the

questions the committee has. Mr. Calvert stated that there may be other aspects effected since it is being engineered outside. Mr. Rosati asked about a timeline. Mr. Petra stated that there are some areas that need clarification on the proposal. The prevailing wage needs to be clarified. Dr. Freeman stated he would get clarification and report back to the committee.

**Lobby Medallion** – Dr. Freeman stated that he thought the concept was ready, but nothing to present right now. They want to make sure it is not too elaborate for the area. He also needs to clarify the costs associated with this. Mr. Hetzler stated that right now he only knows the size of the depression. Mrs. Casey asked about the Sibley mural. Dr. Freeman asked if there were any architectural firms that could move the Sibley painting? Mr. Rosati is looking for someone, but does not have any answers now. Mr. Pinckney asked where it would be moved to? Dr. Freeman stated they do not have a plan where they will put it.

## **6. CM Report:**

**a. Monthly Report** Dan Hetzler distributed the monthly progress report and the schedule to the committee. He has managed to put some float back into the schedule. He stated that the primary concern at this point is the auditorium. Mrs. Casey asked if it's the fire protection shown on page 11. No, Mr. Hetzler stated it is on page 3a of the report, the auditorium. The concrete work is moving along, they are moving along the stairwell. He has been working on that for two weeks. The sheetrock dates are critical to overall picture of the job. Mr. Pinckney asked if we are making up time on Saturdays when the concrete workers take a few days off? Mr. Hetzler stated that they are open and working every Saturday. This is the best crew that they could have working on the cement and the drywall. The schedule has improved slightly from two weeks ago. He has also distributed all the remaining tasks to the schedule. He would like the committee to look at the tasks and check off the ones that they would like to see put into the baseline. They don't want to put everything into that, but the ones the committee wants to see. Mr. Rosati stated the critical path activities are ten day and less so those are easier to track. Mr. Hetzler stated that the task list is updated every Tuesday. The update generates the next couple of weeks in the schedule. Mr. Szczypek asked if its possible to pull out of the schedule just the drywall. The drywall work critical to the schedule. It is a major milestone that the committee can look at. Mr. Pinckney stated that he would like to look at the whole list and see what they want to track before making that decision. He further asked how the commissioning is addressed in the schedule? Mr. Hetzler stated that the Commissioning report begins in March. He has ten days scheduled for that and it begins on June 29, 2015.

**b. Change Management Log** Mr. Hetzler stated there are some large items he would like the committee to be aware of. There was a large scope item, water distribution piping, they have worked with TSKP and it has been changed and vetted. The scope of work has changed after discussion with TSKP. The second item, baseball field items, owner security changes with pricing back on the ECI package. The proposal has come in at \$280,000 for the electrical portion. TSKP is coming back with updated costs. Kohler Ronan is coming back with other VE items. There have been over 100 man hours on that. Mr. Calvert stated that they would like to avoid these ala carte items. Mr. Hetzler stated it is on the report as PR85. He stated that the other item is the emergency communication which they worked on today. He reviewed the other items on the schedule. Costs have not come in on some of the items, they are continuing to work on those. He reviewed the procurement log, he highlighted items that have been approved.

He further stated the burn rate is 256 this month, 240 of that is related to the changes in security. The work is up to about 58%. Mr. Szczypek asked if the completion of demolition in December of 2015, is that correct? He stated that they discussed an RFP on abatement monitoring and they need to know the date. Mr. Hetzler has shared that information and it is in their schedule.

Mr. Hetzler stated that the electrical room is nearing completion, they have run water and gas to the building. We have the electrical service, the put the primaries in. They are continuing to work on

drywall, there will be electricity in the building on Friday. Mr. Mulligan asked about the ECI security costs and why they were different from the original proposal? Mr. Hetzler stated that he underestimated the scope of work. Mr. Pinckney asked what the committee could do to help going forward? Mr. Calvert asked that they work with the design team so these items don't come through pricing ala carte. Mr. Pinckney stated they have already done that. Mr. Pinckney asked if there were outstanding change requests not sent out for pricing and work that has not begun yet or are not approved? Mr. Hetzler stated that the scope/nonscope items that don't have dollar amounts are listed. Lawrence & Dan can look through the list and discuss these items. He further stated that Curtain wall testing begins tomorrow.

### **7 Architect's Report**

**a. FF&E cost update** Mr. Szczypek stated that Jeanette and Susan are at the meeting to give a report on FF&E. He further stated that the State has postponed their meeting until Monday, the 3<sup>rd</sup> at 2:00. There were 24 FF&E bidders. The bids came in well, \$1,844,497.89 which is a significant difference from what they anticipated. In the alternate category there was a no bid item for the hydraulic sheer. It is a \$25,000 item, there are other ways to solicit proposals. Mr. Szczypek will have to talk to Pam Millman about this. In the alternate chart there is task seating in the administrative category and the language cart. They will do a scope review. They will also ask for a financial report. They have one bidder that did not send a financial review and was given 48 hours to resubmit. It has been left up to the committee to disqualify any of the bidders because they did not submit their financial information.

Attorney Jeff D'Onofrio stated there were several that signed a nondisclosure agreement. Only one vendor did not submit their financial information. Mr. Pinckney stated that if the town has an approved vendor the committee has no issue with them. Mr. Pinckney made a motion to accept Perkins, seconded by Mrs. Beeman. The risk is about \$8000 and a different machine. Mr. Pinckney amended his motion to state that based on reports of a proven track record and long relationship with the town, we are not opposed to accepting Perkins as a qualified bidder. Mrs. Beeman seconded the amended motion. The motion failed 4-5 Petra, Marcik, Mulligan, Molnar-Ryan, Casey opposed. Mrs. Beeman stated that they should go out to bid again to try and purchase the Windsor chariot. Mr. Mulligan stated that it would not be necessary to go out to bid again for that one item. The options would be to go out to bid again with the qualification that they do not need to provide their financial, or just go out and purchase the chariot from the state.

**The deadline** – Mrs. Pinckney hoped to get all of this approved at the next meeting GHSBC meeting on the 10<sup>th</sup> so that it can be submitted to the board of selectmen. Mr. Pinckney asked about the notes on the bidders, the as spec and low bidder. Mrs. Pinckney stated the mesh back chair samples can be brought to the school.

Mr. Pinckney stated that TSKP has been hired to do a project with his company that he has asked not to participate in the project.

### **8. Subcommittee/Liaisons reports**

**a. Communications** Mrs. Beeman had nothing to report.

**b. Budget & Bills** The following bills were presented for payment:

Secretarial services - \$280.50 Mr. Pinckney made a motion to approve, seconded by Mr

GPS \$24,029.50 electric meter

GPS \$11, 834.91 electric meter

Testcon 8141 \$7,462.00 August 2014

Fusco/OG \$4,682,588.67 up to 9.30.14

Mr. Mulligan based on 2.75 mil estimate for FF&E, he made a motion to drop down to \$2 mil for FF&E, seconded by Ms. Molnar-Ryan The motion carried unanimously.

Mrs. Casey made a motion to approve the bills, seconded by Mr. Petra. The motion carried unanimously. The burn rate and budget were discussed. Mrs. Casey asked if the burn rate is going to remain the same or will it drop. Mr. Mulligan stated that it should stay the same, and actually has. The committee has not approved a large fee from Fusco. Mr. Petra asked Dan & Richard if there were other items in addition to what is currently on the table. Mr. Hetzler stated he did not know of anything. The outstanding change orders are 1.8. The committee discussed options that can be further reconsidered.

**b. Change order** Mr. Marcik presented the following change orders:

CM #37 6 light fixtures \$5,772.00

CM #38 precast pergola \$4,778

COR #143 baseball field items safety issue \$3,540 Mr. Pinckney made a motion to approve, seconded by Mrs. Beeman. The motion was approved unanimously. Mr. Orenstein recused himself on the COR vote.

### **9. Old Business**

**10. Executive Session** Mr. Pinckney made a motion to move into executive session at 9:20 p.m. to discuss contract negotiations. Mrs. Beeman seconded the motion. The committee moved into executive session with Lawrence Rosati, Jeff D'Onofrio and Dr. Freeman present. A motion was made and seconded to move out of executive session and resume the regular meeting at 10:08. No action was taken in executive session.

**11. Next Meeting Agenda Review** The GHSBC will meet Monday, November 10 at 7:00 p.m. in the Community Center.

**12. Adjournment** There being no further business to discuss, Mrs. Beeman made a motion to adjourn the meeting at 10:08 p.m. Mr. Jacob seconded the motion and it was carried unanimously.

Respectfully submitted,

Laurie Kelley

Recording Secretary