

**ENFIELD HIGH SCHOOL BUILDING COMMITTEE
MEETING MINUTES
April 28, 2016**

A meeting of the Enfield High School Building Committee was held at Enfield High School located at 1264 Enfield Street, Enfield, Connecticut on April 28, 2016.

1. **CALL TO ORDER** The meeting was called to order at 6:41 pm by Wendy Osada
2. **MOMENT OF SILENCE**
3. **PLEDGE OF ALLEGIANCE**
4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

MEMBERS PRESENT

Wendy Osada, Virginia Austin, Walter Kruzel, Joe Muller, Jim Nasuta, George Rypysc, Greg Strich, Gina Sullivan, Donna Szewczak, Laura Vella

MEMBERS ABSENT

Randy Daigle, Gina Cekala, Doug Maxellon, Tim Neville, Lynn Scull

ALSO PRESENT

Jim Giuliano, Dean Petrucelli, Amar Shamas

6. **APPROVAL OF MINUTES:**

Motion made by Joe Muller to Approve the Regular Minutes dated April 14, 2016

Seconded by Ginny Austin

Motion passes by a show of hands

Abstained by Jim Nasuta, Gina Sullivan

7. **COMMITTEE GUESTS**

Motion made by Joe Muller to Remove from the Agenda item 7a – Traffic Light

Seconded by Ginny Austin

Motion passes by a show of hands

8. **ARCHITECTS REPORT**

Dean states we received the CO for the gym. As of tonight we have 4 RFI's and 2 shop drawings outstanding. We continue to have the Wednesday meetings of the BIM coordination, Thursday is the owner/architect/CM meeting and Amar and I will start on next Wednesday having building/code confirmation meetings to deal with issues that continue to come up with the building and fire marshal. There is not a lot of correspondence coming out of building and fire, it's mostly verbal and hard to keep track of, document it all and understand what is outstanding, what is resolved. Amar and I decided starting next Wednesday we are going to re-start the meeting once a week to review the outstanding building official and fire marshal comments. Amar and I will keep it documented and make sure everyone is in the loop. We get a lot of verbal requests coming out of building and fire. Nothing comes to our office in writing and by State Statute they are supposed to give us a document in writing for the CO, but we never received that.

Ginny asks should anyone else from this committee attend those meetings?

Amar states previously Jim has been invited, Peter Brayton from the Town, Lee attended the meeting. My on-going invite is to this group.

Dean states Tom, Ed and Jenise were at these meetings.

Dean states we are going to start them back on Wednesday.

Amar states as we inch closer to the CO on the big building, we want to make sure there are no surprises. It's to address their concerns. We want to track the items.

Donna states if you do have a physical list, could you keep Lee informed. There is a new Town Manager starting on the 9th.

Amar states he is on the distribution list.

Donna asks you are keeping a list of what they're asking?

Dean states correct. We document it.

Wendy asks have you asked for this from them in writing?

Dean states yes we have.

Wendy asks do they give you a response? Or do they just don't do it?

Amar states the fire marshals have given us a list of their inspections and some of the issues they have seen or encountered, or they want us to correct or address. The building official has sent us emails on some of the issues. From the CO walk-through was at night and it didn't allow for the building official or inspector to be able to produce the list. I sat down with them and reconstructed the list to have something that we can track to. They agreed to that list.

Wendy asks does the statute have how long they have to provide you something in writing? If there is a statute out there that says they are supposed to be giving you these things in writing, that's a problem.

Donna states drawing review has 30 days by statute.

Amar states until you correct the items, that's when you are clear for CO. We continue to support them.

9. PROGRAM MANAGERS REPORT

Jim states he met with Finance department for the amendments that they had for Silver Petrucelli. There was a little confusion on Silver Petrucelli's application for payment. I got information from Silver Petrucelli as well as the Town and matched everything up and everything reconciled to the penny. I continue working with the Town, I met with Deb McCarthy and we are coming up with a system to make sure she has invoices, purchase orders and to make sure I am aware of them because I am keeping track of the master/overall project budget. Ed Arum completed the next draw down for the State, the ED046, payment number 11. The total on the requisition was \$7.1 million after the town's share and 5% holdback the town will receive \$4.86 million and that's comes in June. I visited the School Construction

Grants office to follow up on the status of the change orders, specifically change orders 1 through 3. I was told the individual reviewing the change orders was at lunch. The next items up for me to review are to investigate the limited eligible costs. Also I am reviewing the status of the high performance building standards. The DAS issued a memo to all Superintendents regarding the review of change orders. What they are getting at is they are reinterpreting the Connecticut Statue for change orders being delivered to SCG within a 6 month time period. In the SCG it states 6 months after the issuance of the change order and the issuance is usually between the contractor and the owner. However, they are stating that the issuance of the change order are signed tickets which create a problem. I don't know how it affects this project. We don't know what the affect will be to this project. Other districts are scrambling to get special legislation. We don't have any change orders reviewed. We don't know what's going to come back as ineligible. We are going to have to wait and get those change orders back from the State, reviewed and deemed ineligible.

Jim Nasuta asks are you saying ineligible for reimbursement?

Jim Giuliano states ineligible for reimbursement, that's correct.

Dean states the State is looking everywhere to save money, and holding everybody to this six month rule. A change order is issued to the architect, and if the architect doesn't agree with it and pushes it back and that process of reconciling that change order exceeds the six months and then it gets filed to the State and the State says because it's six months and a day they are not going to reimburse it.

Jim Nasuta asks when did that come out?

Dean states this week.

Amar states it's retroactive.

Dean states the State is trying to clamp down on a process that has been in place for 20 years.

Jim Nasuta asks if it is on their website?

Jim states I believe it should be. It is something that I did want the building committee to be aware of. Depending on what we get back on those first 3 change orders it may take legislative action. I will keep following up on it.

Amar states we typically submit our change orders every three months. We keep an eye on the six month rule. We were never made aware that we have to go back to the tickets.

Donna states it makes no sense.

Jim states it doesn't give you time to negotiate.

Dean states it's not an approved change order until everyone signs off.

Amar states it has to get priced, presented. We are starting to accelerate the State change order process on our end. We are doing it every month now.

10. PROGRAM CONSULTANT REPORT

George states he was at Fermi on Wednesday for their first packing meeting. I instructed them if they have questions to direct them to me.

11. CMR REPORT

Amar states we received the CO on the gymnasium, enjoy your new space. We are at 572 safe work days. We are progressing with building A. We are hanging ceilings and painting on the 1st floor. We are working on the lower level installing some MEP systems. On the D wing, we have about 2 to 3 weeks worth of steel. Everything is on track.

Wendy states I was asked if we could have temporary signs made on how to get down to the fields.

Amar states it will involve coordination with the Town Public Works department to put signs out on the street.

Donna states the Town should put a sandwich sign on the top of the hill.

Walter suggests bringing it up to the DPW sub-committee.

12. WORKFORCE DEVELOPMENT REPORT

None

13. COMMUNICATION SUB-COMMITTEE REPORT

None

14. OLD BUSINESS:

Motion made by Joe Muller to Table Review and Approval of HAKS Engineers, P.C., Invoice CT0283-032, dated December 22, 2015, in the amount of \$9,046.54 (Tabled on January 7, 2016)

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Table Review and Approval of HAKS Engineers, P.C., Invoice CT0283-031, dated December 16, 2015, in the amount of \$262.24 (Tabled on January 21, 2016)

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Table HAKS Engineers, P.C., Invoice CT0283-035, dated March 31, 2016 in the amount of \$6,298.59 (Tabled on April 14, 2016)

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Move 14 d to New Business– Review and Approval of Penn Equipment and Tool Corporation Invoice Application 1, dated January 1, 2016, in the amount of \$52,378.02

Seconded by Jim Nasuta

Motion passes by a show of hands

15. NEW BUSINESS:

Wendy states the following were discussed, reviewed and approved at the budget sub-committee meeting.

Motion made by Joe Muller to Approve ECS Invoice 272161, dated March 11, 2016, in the amount of \$1,050.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda – ATP0182 WB Meyer Bid Package 99C Phase 2 Move Services, in the amount of \$251,319.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0182 – WB Meyer Bid Package 99C Phase 2 Move Services, in the amount of \$251,319.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0073 – Final: AV Revisions in Collaboration Spaces, in the amount of \$12,738.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to ATP0102 – Final: Fire Alarm Revision per Enfield Fire Marshal, in the amount of \$21,220.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0137 – Final: EF 26 and EF 27 on Area A Roof, in the amount of \$10,681.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0140 – Final: Fire Dampers at Ticket Booth Room, in the amount of \$4,676.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0155 – Final: Detail through Gym Vestibule at Door B-025, in the amount of \$8,552.05

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0148 – Final: Piping and Relocations of CUH's in A, in the amount of \$49,110.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0159 – Final: Fire Department Standpipe at E-A and C-ST1, in the amount of \$29,176.00
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0161 – Final: PR99 and RFI 894 – IT Coordination, in the amount of \$30,891.00
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0176 – Final: Decoupler Line and Sump Capacity, in the amount of \$48,848.00
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Remove from the Agenda ATP0179 – Final: Budget Transfer from Final Cleaning OA to Tele/Data Raceway, in the amount of \$17,461.00
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0180 – Final: Modification to ductwork, louver and steel, in the amount of \$8,800.00
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Approve ATP0181 – Final: Credit for unused flow switches per PR 72, in the amount of \$3,313.00
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda Silver Petrucelli's Application Number 16-703, dated May 1, 2016, in the amount of \$50,430.24
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Approve Silver Petrucelli's Application Number 16-703, dated May 1, 2016, in the amount of \$50,430.24
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda Unify for Telephone and Intercom System, in the amount of \$99,871.29
Seconded by Gina Sullivan
Motion passes by a show of hands

Motion made by Joe Muller to Approve Unify for Telephone and Intercom System, in the amount of \$99,871.29

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda Interscape, in the amount of \$36,923.70

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Interscape, in the amount of \$36,923.70

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Add to the Agenda Red Thread, for teacher desks, in the amount of \$52,013.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Red Thread, for teacher desks, in the amount of \$52,013.00

Seconded by Gina Sullivan

Motion passes by a show of hands

Motion made by Joe Muller to Approve Penn Equipment and Tool Corporation, Invoice Application 1, dated January 1, 2016, in the amount of \$52,378.02

Seconded by Gina Sullivan

Motion passes by a show of hands

16. EXECUTIVE SESSION - None

17. SCHEDULE NEXT MEETING

Motion made by Greg Strich to Cancel the Regular Meeting Scheduled for May 5, 2016

Seconded by Gina Sullivan

Motion passes by a show of hands

18. COMMITTEE COMMENTS

a. Liaison Comments

Donna states it is good to be back.

b. Committee Member Comments

Walter states it is good that we have the gym.

c. Good to the Order

i. Any Happy News

19. ADJOURNMENT

Motion to Adjourn the meeting made by Jim Nasuta

Seconded by Joe Muller

Motion passes by a show of hands

Adjourned: 7:18