



Upcoming Meeting Dates

FLHS Final Building Committee Minutes, 4/8/2015

FLHS Final Building Committee Minutes, 3/11/2015



UPCOMING MEETING DATES

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| <b>May 19</b> | <b>6:30 PM – Board of Education Meeting</b><br>Special Meeting<br>Fairfield Woods Middle School<br>Room B113                                   |
| <b>May 19</b> | <b>7:00 PM – Board of Education Meeting</b><br>Student Awards<br>Regular Meeting<br><b>Fairfield Woods Middle School<br/>Auditorium</b>        |
| <b>June 1</b> | <b>4:15 PM – Board of Education Meeting</b><br>Policy Committee<br>501 Kings Hwy East, Suite 210<br>Superintendent's Conference Room           |
| <b>June 9</b> | <b>7:30 PM – Board of Education Meeting</b><br>Regular Meeting<br>501 Kings Hwy East, Suite 210<br>2 <sup>nd</sup> Floor Board Conference Room |

# FAIRFIELD LUDLOWE HIGHSCHOOL BUILDING COMMITTEE

Wednesday, April 8<sup>th</sup>, 2015

7:30 p.m.

Black Box Theatre

Fairfield Ludlowe High School

785 Unquowa

Fairfield, CT 06824

## FINAL MINUTES

Members present: Marc Donald, Chair; Donna Ertel, Vice –Chair (arrived 7:40) Joseph Pagnozzi, Secretary; Marc Andre; Terri Leopold; Robert Sickeler;

Member Absent: David Weber

Others Present: Twig Holland, Town of Fairfield Director of Purchasing Department; Judy Ewin; Joseph Costa (Perkins Eastman); Tom Beebe (Arcadis); Maureen Funke (Gilbane); Gregory Hatzis, Headmaster, Fairfield Ludlowe High School; Jim Accomando, PTA president elect

### I. Pledge of Allegiance

### II. Call to Order

Mr. Donald called the meeting to order at 7:34 p.m.

### III -Approval of Minutes of the March 11th meeting:

Motion was made to approve minutes by Mr. Pagnozzi and seconded by Ms. Leopold. Motion passed 6:0

### IV. Architect's Update

A presentation was made by Mr. Costa regarding the FF&E bids. He discussed the process analysis and substitutions regarding product quality as well as programming needs. An alternate package was developed in case the bids were high. A motion was made to accept bidding in the amount of \$138,466.18 for the FF&E by Ms. Leopold and seconded by Ms. Ertel  
Motion passed 6:0.

### V. Construction Manager's Update

A presentation was made by Ms. Funke. Construction is proceeding well and on time. The foundation is almost complete. Steel delivery will be on April 22<sup>nd</sup>. A section of the roof will begin over the school's Spring Break.

### VI. Project Manager's Update

A presentation was made by Mr. Beebe reviewing current budget including expenditures to date. Line item 16 has been added to track change orders in real time and will be adjusted per the appropriate contingency line. Mr. Beebe stressed that future change orders will be carefully monitored. These orders cannot exceed what is budgeted.

### VII. Approval of Invoices

A total amount of \$640,828.51 for invoices from the following: Gilbane, Perkin Eastman, Arcadis, Harley&Aldrick, Wilton Villager Stamford Times, Donovan , and Special Testing Labs. Motion was made to approve payment in the amount for these invoices, by Ms. Ertel and seconded by Mr. Andre.

VIII. Approval of change Orders

IX. Approval of Authorization to Proceed

Amounts presented from budget for approval:

- a. OS-00010 (finalized and previously approved) \$20,017.00
- b. OS-00019 (Added Drainage mentioned above)\$17,688.00
- c. OS-00020(credit for change in roof edge metal)\$19,684.00
- d. OS-00021(finalized and previously approved)\$ 4,369.00
- e. OS-00023(credit for AV mounting brackets not required) \$3,431.00
- f. OS-00024(credit for cover board not required on roof)\$19,913.00

Result from these Authorizations is a credit amount of \$288.00.Motion was made to approve these change orders, by Ms. Ertel and seconded by Ms. Leopold. Motion was approved 6:0.

X. Old Business

Pending alternates discussed: The Refrigerator for the cafeteria in the amount \$76,088.00 was declined. Use of Absorptive Panels for the cafeteria at a cost of \$42,558.00 will be placed tabled for next month's meeting.

XI. New Business

Mr. Beebe and Mr. Donald discussed the meeting of the FLHS building Committee with the First Selectman, Mr. Tetreau. Mr. Donald will reach out to Mr. Tetreau for a follow-up meeting prior to presentation at the Selectmen's meeting.

XII. Public Comment

None

XIII. Adjourn

Motion was made to adjourn meeting at 9:04 by Mr. Pagnozzi and seconded by Mr. Donald. Motion passed 6:0.

Respectfully Submitted,

Joseph Pagnozzi

Secretary, Recording on this date: April 8, 2015

Marc Donald

Committee Chairmen, April 16, 2015

FAIRFIELD LUDLOWE HIGH SCHOOL BUILDING COMMITTEE

Wednesday, March 11, 2015 7:30 p.m.

Fairfield Ludlowe High School

Lecture Hall 277

785 Unquowa Rd.

Fairfield, CT 06824

FINAL MINUTES

Members Present: Marc Donald, Chair; Joseph Pagnozzi, Secretary; Marc Andre, Donna Ertel, David Weber, Marc Andre, Terri Leopold

Others Present: Sal Morabito, BOE; Judy Ewing; Joseph Costa (Perkins Eastman); Peter Manning (Gilbane); Thomas Beebe (Arcadis); Maureen Funke (Gilbane); Greg Hatzis, FLHS Headmaster; Jessica Gerber (BOE liason)

Absent: Robert Sickeler

I. Call to Order/Pledge of Allegiance

Mr. Donald called the meeting to order at 7:36pm, followed by the Pledge of Allegiance by all present.

II. Approval of Minutes

Motion was made by Ms. Ertel to approve the February 11, 2015 Minutes, seconded by Mr. Pagnozzi. 6:0 in favor.

III. Architect's Update

Mr. Costa reported on the FF&E (Furniture, Furnishings & Equipment) bid, which will be ready for distribution on March 16, 2015, and bids are due on April 2, 2015. He spoke with Mr. Hatzis regarding delivery, which will be over a seven day period starting on August 19 through August 26, which is right before the new school year begins as not to conflict with any student activity.

IV. Construction Manager's Update

Ms. Funke reported that safety on the construction site has been a success, the electrical "cut-over" has taken place in the Webster Wing, and foundations for the cafeteria expansion are starting to take shape. Coordination has been tricky but going well. Work on Webster Wing is on track; the first pour of concrete will be taking place at the end of this week or beginning of next week, with the steel going up in April.

Mr. Manning added that while the roof project is not scheduled to be starting this summer, the roof portion on the existing Webster Wing will be taking place next month during spring break. Next month there will be a demo and building of walls of the cafeteria expansion (which will be coordinated with Mr. Morabito and Mr. Hatzis). There will be ample time to get concrete slabs in place before the steel.

V. Project Manager's Update/Budget

Mr. Beebe gave a handout to all Committee members present of the updated budget regarding Phase 1 and 2 of the project.

VI. Approval of Invoices

Mr. Beebe gave a handout to all Committee members present of invoices that needed to be reviewed and approved.

Motion was made by Ms. Leopold to approve invoices from Gilbane, Arcadis, and Perkins Eastman totaling \$557,050.80, seconded by Ms. Ertel. 6:0 in favor.

#### VII. Vote on Authorization to Proceed and Amendments

Ms. Funke gave a handout to all Committee members present, a OCO Summary listing of items that need "Authorization to Proceed" (ATP).

Motion was made by Mr. Weber to approve ATP-0001(Site: VE-delete wood form in asphalt sidewalk), ATP-0002 (cafeteria: credit back GMP ALW 02A-4), ATP-0004 (classroom: abatement stair tower at Webster), & ATP-0005 (cafeteria: BP09A Alt-3 for cafeteria bench) totaling \$16,528, and seconded by Ms. Ertel. 6:0 in favor.

Motion was made by Ms. Leopold to approve ATP-0006 (exploratory electrical work at classroom wing) and ATP-0009 (RFI-017 site lighting at cafeteria addition) totaling \$17,213, and seconded by Ms. Ertel. 6:0 in favor.

Motion was made by Ms. Leopold to approve the work to proceed regarding ATP-0007 (classroom: 1200amp service relocation), ATP-0011 (cafeteria: SK-S2, RFI-025 lower footing at CG & C8-C9), ATP-0012 (cafeteria: RFI no. 18 existing footings), ATP-0013 (classroom: demo existing footing at A line for grade beam), and ATP-0014 (classroom: SKC-01, RFI-023 existing drainage routing) totaling an estimate of \$69,675, and seconded by Mr. Pagnozzi. 6:0 in favor.

#### VIII. Old Business

Mr. Donald reported that him, Mr. Costa, Mr. Beebe, Mr. Manning, Mr. Morabito, and Mr. Hatzis were at the Board of Selectmen meeting giving an update on the project; First Selectman Tetreau still had questions, notably what and why the budget change from the concept phase to the design phase, and wanted more details. The team will be going back to the Board of Finance to give an update at some point, and Mr. Donald did speak with RTM Moderator Pam Iacono regarding coming before the RTM to give an update on the project.

#### IX. New Business --NONE

#### X. Public Comment --NONE

#### XI. Adjourn

The meeting was adjourned at 9:30pm by Ms. Ertel and seconded by Mr. Pagnozzi. 6:0 in favor.

Respectfully Submitted,

Jennifer Hochberg  
Recording Secretary