

PERMANENT PROJECT BUILDING COMMITTEE

**Town Council Chambers
North Branford Town Hall
Monday, March 14, 2011**

AMENDED MINUTES OF REGULAR MEETING

Vice Chairman Steve Whalen called the meeting to order at 7:05 p.m.

Roll Call: Steve Whalen, Jack Krasko, Tony Sidera, Kirk Engstrom, Tom Bailey, David McMahon, Chris Manna

Absent: Al DeRosa, Carol Davidson, Carolyn Candelora

Others Present: Michelle Knockwood, Purchasing Assistant; Bill Choti, BOE; Larry Secor, Nafis & Young Engineers; Richard Branigan, Town Manager; Anthony Esposito, Finance Director; Anthony Caldelora, Mayor; Bruce Hoff, Turner Construction Co.; Michael Scott, Newman Architects; Jason Bagley, North Branford Patch

Citizens Statements: None.

Atwater Library Renovation and Expansion Project

a). Approval of Minutes for Atwater Library:

December 13, 2010 meeting: Motion made by Tony, seconded by Tom, approved unanimously.

January 10, 2011 meeting: Motion made by Tony, seconded by Kirk, approved unanimously

February 22, 2011 meeting: Motion made by Jack, seconded by Kirk, approved unanimously.

b). Report and Action

c). Discussion of release of performance bonds

There is a list of contractors in our packet for review.

Kirk makes a motion to approve the release of the performance bonds for the following contractors:

Action Air	Mechanicals
Cosgrove Construction	Sitework
Desco	Millwork
Eagle Elevator	Elevator
Munger Construction	General Trades
Omega Painting	Painting
Oscar Abatement	Abatement
Quality Roofing	Roofing
R & L Acoustics	Drywall
Spectrum Floors	Flooring
Statewide Electrical	Electrical
Topper & Griggs	Steel
United Glass	Windows

Seconded by Tom.

Tony asks about the site work, since they will be finishing the work in the spring should we release the bond at this time, or hold it? Jack asks if they have any retention left, no. Motion amended to approve all but Cosgrove Construction. Jack discusses that we have a one year warranty, which started in July or August. General consensus is Cosgrove Construction has a good track record, so motion amended to include Cosgrove Construction, it goes back to the original motion, seconded by Tom, approved unanimously.

Richard explains to the Committee that with Atwater Library, Smith Library, and Stanley T. Williams Conversion a final report has to be submitted to the Town Council. When Anthony can certify the final figures we can place them on the final report and send it to the Town Council. This needs to be carried as an agenda item.

Financial Report

Anthony Esposito explains that we have wrapped up the Smith Library Project, \$4,775,456 this number was certified and sent to the State. The library projects require a letter from the architect to the State advising the project is 100% completed, he received the letter from Mark Hopper for Smith Library, which was submitted last week, and we will be wrapping up Atwater soon. Anthony will talk to Mark to get a similar letter for

the Atwater Library. For the Smith Library we asked for a \$500,000. grant, we received \$450,000, and we should be receiving the remaining \$50,000. soon. On Atwater we requested \$1 million grant, we have asked for half of that, and we should be receiving that shortly.

Anthony discusses the NBIS Project, and the issue of the cost at the State level. He is not comfortable that it is being handled in our best interests at the State level. The area of ineligible costs is his concern. He will meet with Phil Mazzotti from Turner Construction tomorrow to discuss this further. Originally the State carried \$7.9 million of ineligible costs, which seems very high. In December of 2008 there was a revised report that brought the figure down to 5.3 million of ineligible costs. However the State's website is still showing the \$7.9 million figure. We are trying to find out how the number changed.

It seems there are a lot of ineligible costs. We need to find out what the true ineligible costs are. We are talking about 2 – 3 million on the table. Since we bond every November, Anthony had wanted to complete this in August or September, now it looks like it will be going on for another year. This will be bonded November 2012.

Jack discusses that we had multiple meetings for Jerome Harrison, went over line item by line item. We documented every item disputed. We did this early on in the project. But Anthony advises he was not involved early on in the project. Jack advises that as a Committee we have never seen what is eligible and what is not eligible in detail for NBIS. Anthony does have a list from Phil on this for the \$7.9 million. Jack advises that after a preliminary meeting you have a second or third meeting to work that number down.

There is a State Statute explaining renovation, which Anthony has read. Problem is renovate as new. There is a six page report that must be reviewed item by item to find out what are the ineligible costs.

Richard comments that there is one person at the BSF in Hartford that this keeps coming back to, George. He is following what he believes the protocol to be, but we have Turner Construction and Newman Architects who have been through this numerous times, Richard feels that we should have a meeting to discuss this, and then have a trip to Hartford to discuss what is eligible and what is not.

Michael advises that the Turner document is not a final document. You have to put a number forward, but then this is tweaked. Michael will talk to the people in his office that are dealing with BSF to see what their recent experiences have been with BSF to see how they validate their actual costs. Michael also feels that a field trip to Hartford would help.

NBIS Renovation and Expansion Project

a). Approval of Minutes for NBIS

January 10, 2011 meeting: Motion made by Dave, seconded by Kirk, approved unanimously.

February 22, 2011 meeting: Motion made by Dave, seconded by Chris, approved unanimously.

b). Report and Action

Items to discuss:

1). Greenwood – 9” drip edge – per Jeff they do not owe this to the project. Committee reviews an email on this. Mark Caputo feels the 9” drip edge would not do anything to the roof. Larry mentions that someone asked that we extend the warranty from Firestone for another 5 years. It would be 5 years in addition to the 20 years. Mr. Caputo suggested we ask for a price from Greenwood to do the additional drip edge, and they came back with a price of \$19,000.+, which is an absorbent price for this. Mark stated that this still would not do anything to the roof. According to our expert the 5” roof edge does not appear to be a problem. The consensus of the Committee is to write to Greenwood to get an extension of the warranty. On behalf of the Committee, Richard and Michelle will draft a letter to Greenwood to extend the warranty for 5 years.

2). Ferguson – teledata stub up – see email for counter offer. We offered \$26,915. for materials, no labor. Their counter offer is for \$46,857, which represents \$26,915. for materials and \$19,942., which is 25% of the proposed labor. The Committee is comfortable with the \$26,915. Jack states that it was in their contract, why would we have to pay for it twice. The consensus of the Committee is hold on the material costs, write a letter giving them ten days to accept, or the offer is off the table. Jack makes a motion that to send a letter to Ferguson telling them that our original offer stands. Richard asks if they want this sent by Attorney Donofrio, Committee does want him to send it. The motion is seconded by Tom, approved unanimously.

3). Return of Performance Bonds. There are three contractors that are still open, Greenwood, HVAC-Ferguson, and Electrical Ferguson. We are still holding half of the retention on APG and CT Mason.

Jack asks when Mark Caputo is going to give us a report on the windows. Larry replies that they went out on the roof in the last week and there is mechanical damage on the roof. Someone took the screws off the HVAC, and put them down on the roof with the screw points down, this may have caused some of the punctures to the roof. There are also screws that are backing out.

The A117 hallway is still bad. Greenwood was supposed to do the final flashing. Larry advises that it is on their punchlist.

Richard advises that when Mark’s report comes out, reminder letters should be sent out with carbon copies of the letter in case anyone wants to dispute this.

Seven fasteners have been found that have backed out. Larry advises that a patch is the normal fix for this.

Richard asks Mr. Choti if there are any new leaks since the snow has been shoveled off the roof. The leak in the cafeteria has been persistent. There is a new leak in the kitchen area, this could be caused by a screw popping up or snow shoveling.

There is a consistent problem with people going on the roof to change the filters. Larry advises there are walk-way mats for people that go up there. Commercial Air changes the filters on the roof. There is going to be consistent problems with the roof membrane. You need extra care when working on a membrane roof.

Jack mentions that there is an antenna on the roof. The bus company put the antenna on the roof for communication, Dattco had a dead area. There is one at TVES and NIBS. It went through the administration. This was okayed by Don Winnicki.

Jack advises that we cannot let people go up there. If we hire subcontractors to go up on the roof they need to know in writing what is protocol ahead of time. If they don't there are other contractors that we can hire. Tony asks is the walkway sufficient as of today? There are some areas without walkways. He suggests we should get the right walkways and establish protocols.

Larry advises that Greenwood has to come back. The mechanical damage may have to be paid for by the Town. The Town will contact Greenwood on coming out, let Larry know when this is so he can go out. We are first going to wait until we have the final report from Mark Caputo. We should have this report by the end of the week.

Performance bond lists from Larry is reviewed by the Committee. Most of the contractors finished April 2010, you usually hold for one year from date of completion. Items #1 through #14 should be released. There are 5 listed that the Committee should wait on listed under Pending Closeout.

Richard asks if there are any punch list items for these contractors with performance bonds. Bruce advises that there are still open items, and he will be willing to take care of them.

In the front of the building there was a frost heave, Connecticut Coring and Drilling was brought in to grind down the sidewalk section, and the back doors by the music room could not be opened due to the frost heave. This will have to be addressed at some point. This is a zero grade building, which is subject to frost heave.

Richard asks Mr. Choti if the principal is satisfied with where the punch list is now. It is his understanding that the punch list was put together by Allan Davis together with the custodians, the maintenance man, and himself. At some point they will have to check off that the work is done. There is some work that is not part of the original contract. Richard wants to get this defined. Mr. Choti is waiting for Turner's reply from the punch list.

Bruce will probably go there this Saturday, will check Erik's comments, and he will do some of the work himself to get it done.

Tony would like to table the release of the performance bonds until the Committee can review the punch list, wants it tabled to next meeting. By consensus of the Committee this will be tabled.

4). Quotes (3) for additional IT items per BOE. Scott thought we approved the full \$200,000. to spend for IT for BOE. Tony advises that we are reserving some of the money for the sign. Actually the remainder is for the sign. Michelle advises that the sign amount was not taken off the technology account. This is tabled as well.

Bills to pay:

Kirk makes a motion to pay the following invoices:

Ciulla & Donofrio	Invoice #14383	\$1,167.75
Nafis & Young	Invoice #035-11	\$1,550.00
Newman Architects*	Invoice #18444	\$5,473.37

*hold – Jeff Donofrio wants to get together with Newman Architect, the Town, PBCC Committee and Larry to go over the invoices and the E&O issues

Motion seconded by Tom, approved unanimously.

Bruce has an invoice from Greenwood Industries that dates back to January 2010, Application #2 for \$17,885. He wants to know if the building committee can approve this? Michelle advises that she has never received this, she has no open applications of payment for Greenwood Industries. It is part of the basic contract. Richard advises that we need to verify this that it was never paid. Bruce will scan the application and send it to Michelle tomorrow.

Discussion – Referral – Stanley T. Williams Elementary School Interior Renovation Project

Richard advises that the Town Council has not appointed the additional members that are to serve on the Committee. At that point Richard suggests that the full Committee do a walk thru at STW and get a scope of what is necessary. The parameters we have and they can chart a plan of action. A target date of April 5th has been established by the Council. There are three seats to fill, an alternate and 2 permanent positions. Our April meeting is for April 11th. Richard will get a copy of the floor plan to the Committee for the next meeting. Is there a project manager for this project? Richard advises no project manager per se. So we have to hire an architect. We asked for a \$500,000. grant, we received \$200,000.

Jack asks what happens with the kitchen. Does the equipment belong to the BOE?
Richard heard that it belongs to the cafeteria fund. His argument would be clearly that the cafeteria fund is a public fund. The question who maintains it, and uses it, will have to be discussed.

Our next meeting will be on 4/11/11 at Stanley T. Williams. It will begin at 6:15 PM for a walk thru. The regular meeting will begin at 7:00 PM.

Adjournment: On a motion made by Tony, seconded by Kirk, approved unanimously, the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Janet Canning, Clerk