

**Trumbull High School Building Committee**  
**March 11, 2009**  
**MINUTES**

**Call to Order:** The Chair, Mr. Nugent called the meeting to order at 7:01 p.m.

**Present:** Ms. K. Bivona, Mr. Chmielewski, Mr. D. Doyle, Ms. S. Flynn, Ms. Gottlieb, Mr. J. Jenkins, Mr. J. Nugent, Mr. M. Ronnow, and Ms. Timpanelli.

**Absent:** Ms. King, Mr. R. McCabe, Mr. A. Lemay.

**Also Present:** Atty. Daniel Schopick, Mr. Al Barbarotta of AFB, Mr. John Barbarotta of AFB, Mr. Brian Holmes of O&G Construction, Mr. Tom Walsh, AP Construction, Mr. George Wiles of Wiles Associates, Mr. S. Burgess of JCJ and Mr. J. Elliott of JCJ Architects.

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**Approval of Minutes:** Mr. Doyle and Ms. Timpanelli moved and seconded to amend the February 25, 2009 meeting minutes on page 2, paragraph 4 to read as; “Mr. Lemay questioned the contingency allocated for the project. He indicated that he has seen contingencies of 10-15% for renovation projects in hospitals and questioned our contingency of 2%. Mr. Holmes pointed out that his budget includes a 5% construction contingency. Mr. Lemay suggested that the user’s contingency be a minimum of 10%, in addition to the construction contingency of 5%. Mr. Ronnow and Mr. Doyle agreed with the suggestion that the owner’s contingency be increased so as to allow funding for unanticipated expenses as the project proceeds. Mr. Holmes and Mr. Barbarotta indicated that they would follow up on this request”. In addition to the previous amendment to include Tom Walsh of AP Construction on the **Also Present** list.

VOTE: Motion approved unanimously.

Mr. Doyle and Ms. Timpanelli moved and seconded to approve the February 25, 2009 meeting minutes as amended. VOTE: Motion approved unanimously.

Ms. Timpanelli and Mr. Doyle moved and seconded to approve JCJ Inv. # 4 in the amount of \$302,569.24 as recommended by AFB. VOTE: Motion approved unanimously.

Ms. Timpanelli and Ms. Flynn moved and seconded to approve JCJ Inv. # 5 in the amount of \$350,085.36 as recommended by AFB. VOTE: Motion approved unanimously.

Mr. Jenkins and Ms. Bivona moved and seconded to approve AFB Inv. #6 (Jan.) in the amount of \$2,900.00. VOTE: Motion approved unanimously.

Mr. Jenkins and Ms. Bivona moved and seconded to approve AFB Inv. #7 (Feb.) in the amount of \$2,900.00. VOTE: Motion approved unanimously.

**Owner's Rep Update:**

Mr. A. Barbarotta reported that the PCT date had been changed by the State to March 16, 2009. A copy of the EDO 42 has been given to the chairman this evening and has been approved by the BoE and the Town Council. The next ad-hock meeting is scheduled for 03-23-09.

**Architect's Update:**

Mr. Smolley reported that the project had not been chosen for the wind turbine grant; apparently THS is just on the fringe of the good wind. The energy model report came in yesterday, the building envelope is 21% over the threshold for LEED accreditation. This is very positive, the project has gone over the threshold based on the scope, therefore the project will not need to spend funds to meet the LEED accreditation threshold it is included in the scope of the project. The entire professional team will sign off for Monday's meeting (03-16-09). The Fire Marshal and the Building Official will get the drawings, changes have been made to date based upon their suggestions. At Monday's meeting with the State they will tell the professionals how long they anticipate the review process to take, if it is more than 30 days local review could be used instead, although JCY would not recommend that on a project of this scope. A third party review may or may not be required, that will be identified/defined by the State at Monday's meeting. Due to the firewalls of this building this may not be necessary. If the State uses the full 30 days for review that would bring them to approximately April 16<sup>th</sup>. That would make it possible to go out to bid in May, the bids would be back by mid-June; this is a very comfortable time-frame for the project.

Ms. Flynn extended her gratitude to Mr. Holmes for changing his schedule at such short notice to be able to attend the meetings of last week; his attendance was instrumental in the approval process.

Ms. Timpanelli reported that there is an ad-hock committee working with colors and patterns, Ms. Timpanelli has samples to bring to the next building committee meeting.

Mr. Doyle stated that the owner's contingency is currently at 2% and is uncomfortable with that percentage, suggesting that when the bids come in the numbers may be actually lower than anticipated and would like to suggest buyout savings as opposed to add alternates to fund the contingency to approximately 8%. Mr. Smolley explained that when the GMP, (guaranteed maximum price) comes in there would be no contingency in the GMP. The design and escalation contingencies roll into the bid costs. The 2% owner's contingency is based upon and is relative to the owner's risk as it is now. If the contingency is set too early in the process it could cripple the project, everyone rolls funds into their portion of the project and it should follow along as Mr. Holmes keeps the lines fluid. It is currently working as it should; the contingency is appropriate and relative to all by everyone's percentage of risk. As the project is defined more and more the funds will roll down and it all rolls to the owner's contingency.

Mr. A. Barbarotta reported that there is a \$1.2 million contingency for asbestos. There has been significant abatement done at THS. Abatement had begun in 1991 and throughout the subsequent years. Approximately \$2million in asbestos abatement has

taken place to date. Until walls and ceilings have been opened one can never know every bit of asbestos in a building.

Mr. Holmes stated that the project has a 15% overall construction contingency account on the \$64 million of this project. That is not considered a lean amount it is a very adequate amount. Mr. Nugent noted that amount of a contingency is more than the building committee had with the portion of the project at the high school.

Mr. Ronnow and Ms. Flynn moved and seconded to approve Donofrio Inv. 12179 in the amount of \$1,518.55 VOTE: Motion approved unanimously.

Mr. Ronnow and Ms. Flynn moved and seconded to approve Donofrio Inv. 12262 in the amount of \$283.50 VOTE: Motion approved unanimously.

Mr. Nugent stated that Atty. Donofrio has suggested that he could be of service to the building committee overseeing change orders under contract. Atty. Shopick stated that AFB also handles that portion of the project. AFB will report at the next meeting on the publication of the RFP for the commissioning agent. Mr. Doyle requested ½ size plans for himself, Mr. Ronnow and any other building committee member who would want them. The architects agreed.

Ms. Timpanelli reported that they had found an office space at the high school for AFB. Mr. Barbarotta noted that it is a very nice space for them to work out of. Mr. Jenkins requested the bid documents be made available for his review.

Mr. Rosenberg, a Trumbull resident present at this meeting, requested how he might be made a part of the THS project and be part of the drawings review process. Mr. Rosenberg explained that he was part of the JCJ team early on in the process but had been pulled out due to cost constraints. It was suggested that he become part of the ad-hock meetings. Ms. Timpanelli suggested Mr. Rosenberg speak with Mr. Horton of the Trumbull High School. Mr. Nugent will follow up on this item of business after this meeting.

The THSBC agreed by unanimous consent that the next scheduled meeting would be on Wednesday, April 22, 2009 at 7:00 p.m. at the Helen Plumb building.

There being no further business to discuss the THS Building Committee adjourned by unanimous consent at 8:08 p.m.

Respectfully Submitted,

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Margaret D. Mastroni