

Trumbull High School Building Committee

MINUTES

June 22, 2011

- Called to Order: The Chairman, Mr. Nugent called the meeting to order at 7:05 p.m.
- Present: Ms. Bivona, Mr. Doyle, Ms. Flynn, Mr. Lemay, Mr. McCabe, Mr. Nugent, Mr. Preusch, Mr. Ronnow, (arrived at 7:49 p.m.) and Ms. Timpanelli.
- Absent: Mr. Chmielewski, Mr. Jenkins and Mr. Meisner.
- Also Present: Mr. John Barbarotta of AFB Construction Management, Greg Smolley of JCJ, Brian Holmes of O&G, Joe Vetro of O&G, and Tom Walsh of AP Construction

Approval of Minutes:

Moved by Ms. Flynn, seconded by Ms. Bivona to amend the June 8, 2011 meeting minutes on page 6 paragraph 4 to read as, "The Building Committee discussed the \$4 million reduction approved by the Town Council, a lengthy discussion ensued, the committee agreed to complete a comprehensive review of the work completed to date, an evaluation of the items which have been excluded from the plans without the knowledge of the teachers by launching a design review team, plus an assessment of findings from the work this summer and generate a forecast of expenditures for the balance of the project. This report is likely to be completed in September 2011. As a result the Building Committee and professionals agreed a design review meeting is necessary, if there is a concern with the budget numbers the Building Committee could then formally bring the issue to the Town Council."

VOTE: Motion carried 7-0-1 (McCabe abstained).

VOTE Motion to approve as amended carried 7-0-1 (McCabe abstained).

Owner's Representative Update:

Mr. Barbarotta reported that the THS graduation had taken place on June 21st the bleachers had been installed and were filled with people. All were pleased with the progress. The construction team and the professionals have officially taken control of the school for the summer.

Construction Manager Update:

Mr. Vetro reviewed the Monthly Progress Report with the Building Committee. The Summary Data Report is as follows: Phase I is 99% complete representing no change since the last report dated June 8, 2011; Phase II is 43% complete.

Mr. Vetro reviewed the Summary of Items for Approval as follows:

Fire/Smoke Rating Existing Walls - \$203,470 representing a total price, not T&M (time and & materials). The walls do not reach the ceiling deck area and need to be filled in to meet the fire safety code requirement. The high school was brought to code in 1991; the walls did not have to be brought to ceiling deck at that time. This is considered an unforeseen condition. The work is a requirement based upon the fire rating code. They have been proceeding with the work on a T&M basis. The line item's balance for this work specified in the budget was \$20,000 they have already gone beyond that amount.

In response to a question from Ms. Flynn, Mr. Vetro confirmed if the quote was to come in at a lesser cost, the work could be done as a subcontractor and would not need to be put out to bid. This is an all inclusive estimated number.

Mr. Smolley explained post 1991 there had been a code change; the project is now opening areas of the building that could not be seen before.

The Building Committee will be assured that the work performed is code compliant based on the inspections performed and the Fire Marshal's approval.

Mr. Barbarotta stated that this item had just come to their attention and would like the architects and the owner's rep to review it, the work needs to continue in order not to off set the schedule. Mr. Barbarotta suggested that the work continue on a T&M basis for two weeks to allow further review of the all inclusive quote.

Auxiliary Gym Folding Partition - \$4,935 representing the cost to remove the folding partition. Mr. Kennedy would like to see the partition stay. Mr. J. Barbarotta explained that the partition has not been used for 15 years and will be disconnected through the construction process.

There Building Committee agreed it was not necessary to remove the partition.

Approval of Change-Orders:

Ms. Flynn moved, seconded by Ms. Bivona to approve the change order representing the Water heater room doors in the amount not to exceed \$4,550.

This amount represents the cost of new doors and frame; originally other relocated doors had been planned to be used in this area, but has since been determined that they would not be suitable for this area. Until there are doors installed they can not turn on the water heater(s).

(Ms. Timpanelli left the meeting at 7:31 p.m.)

Mr. J. Barbarotta stated that he would like to review this item to see if there will be credit issued and suggested that this be approved as a "Not to exceed" number.

VOTE: Motion carried unanimously.

Ms. Flynn moved, seconded by Ms. Bivona to approve the change order representing the RFI #223 – Sidelight changes in the amount of \$1,950.00.

One House office has the sidelights and two House offices do not. The sidelights allow light to come in without having to turn the electric on. This is a net price and represents a credit built in.

(Ms. Timpanelli returned to the meeting at 7:35 p.m.)

VOTE: Motion carried 7-0-1 (Timpanelli abstained).

PR #27 – New Transformer Room - \$4,700.

This represents a new transformer room, presently there is a person working in the transformer room and there is concern over the EMF (electro magnetic field), it had been a data room and the transformers had been moved into the room. All agreed the office occupancy needs to be separated.

The architect will review this item.

The building committee agreed as a whole to put this item on hold until further review by the architect.

Mr. Doyle moved, seconded by Ms Bivona to authorize O&G to proceed to remove the gas line by raising and reusing the line on a T&M (time and material) basis.

The gas line runs along the roof to replace the line the estimated cost is \$20,000. The professionals proposed to raise the line in lieu of replacing it. The line needs to be moved to accommodate construction; they can raise the line to move it out of the way and then will be able to reuse the line afterward. Mr. Vetro stated that the only problem would be to bury the line

VOTE: Motion carried unanimously,

Ms. Flynn moved, seconded by Ms. Bivona to approve the science room sprinklers in the amount of not exceed \$13,310.00 subject to a conversation between the architect and the fire marshal.

Mr. Vetro stated that the fire marshal's interpretation of the code for the science rooms. Mr. Smolley indicated that the science rooms are not college-research level labs.

(Mr. Ronnow arrived at the meeting at 7:49 p.m.)

Mr. Smolley will review and revisit this issue with fire marshal.

Mr. Vetro explained would need direction before the next meeting which is two weeks away. The professionals have been working with the fire marshal for two months on this whether he labs or ordinary hazard or light hazard. The fire marshal has interpreted the use of these science rooms as ordinary hazard. Mr. J. Barbarotta further explained that the rooms were designed as light hazard; the sprinkler contractor is responsible for the installation and he believes it should be ordinary hazard.

DTC says it is light hazard. This item represents 26 heads in eight classrooms with branches and drops.

VOTE: Motion carried unanimously.

In response to Mr. Ronnow, Mr. Smolley and Mr. A. Barbarotta stated that the science rooms had been designed as light hazard, explaining that local jurisdiction always prevails.

Mr. Smolley explained that the sprinkler installers are erring on the side of caution and safety, based upon how the science room may be used, not as it was designed or its intended use, they can not guarantee how the school may use the science rooms after they leave.

Mr. Vetro reviewed the Monthly Progress Report Project Commentary with the Building Committee Phase I is complete except the punch list the area has been turned over to the owner.

Phase II Construction:

Vestibule A113 – final cleaning and misc. clean up (i.e. front sidewalk area clean-up)

Back of stage/old admin area - MEP rough in work is on-going Ceiling grid is starting. Painting has started. Will be finished mid-July.

Kitchen – Architectural demo and MEP is on-going.

Sprinkler modification on going. MEP underground complete. Masonry wall installation has started. Kitchen hood, walk-in freezer/coolers and UDS installation has started. The slab is poured and the cooler is on site.

Mr. Vetro stated that the kitchen user has the plans; AFB has communicated with her very well and she understands what is being installed in the kitchen.

Mr. A. Barbarotta noted that he had not been in one department to date where the user has said they have everything and would need nothing else.

Ms. Flynn stated that there had been many surprises at the last meeting such as patch and paint, cabinetry had been removed, not every single teacher could be consulted with how their room would look like. Ms.

Timpanelli stated that she herself who understands the project did not understand how her office would be in its final stage and needed to sit down and remedy it with the professionals.

Ms. Flynn cautioned that the kitchen is a large piece of the project with a substantial cost attached to it. Mr. Barbarotta explained that there have been multiple meetings with the kitchen director and are well aware of the design and how that translates to its final product. Mr. Lemay spoke to the importance of user sign-off noting that he has worked on a \$500 million project and knows that it is possible to have all of the end users sign off on the plans. Mr. Preusch spoke to the importance of reviewing the design at this point of the project with the user.

Areas H&G First Floor, 8 West Classrooms – The area is complete except for punch list. The window insulation is complete, the area has been turned over to the owner.

Area E, F, G, & H - Classrooms on each side of Media Center – Architectural demo and MEP demo is on going. Masonry wall installation is on-going. Metal stud wall and sheetrock is ongoing. MEP rough-in has started.

Auxiliary Gym- Window installation is complete. Roof removal and replacement has started. Roof drain installation has started. Interior light replacement and electrical rough ins have started.

Girl's Locker Room Area- Demo has started. MEP under slab excavation started.

Mr. A. Barbarotta stated that he would bring a spreadsheet to the committee, which will show where the areas will be at the start of school, explaining not everything will be done and complete. The goal is to be safe and occupiable in all areas at the start of school. The in-service days will very important to the project's schedule, those four days are crucial to the schedule.

The Chair stated that the First Selectman had sent a letter to the Building Committee and the letter would be attached to these meeting minutes. (See Attached)

Mr. Doyle noted that the letter was worthy of a few comments. Mr. Doyle had prepared a letter and read his letter into the record. (See Attached).

Mr. Lemay also prepared a letter and had requested that his letter be attached to these meeting minutes. (See Attached).

Mr. A. Barbarotta offered a point of clarification to the Building Committee that there had been no pressure by the administration to AFB to reduce the budget. Mr. Barbarotta had met and worked closely with the Director of Finance with regard to the renovate as new status and to be able to receive the reimbursements. There had been many conversations with regard to the project being under budget and the bond amounts. There had been discussion with regard to a budget reduction. The understanding was and still is that bond resolution was correct and would still have the funds necessary for the project to be completed. All along the process AFB had represented what the committee wanted and what was right for the project. It was his intention to reduce the bond authorization and all were aware it would be him that would be the one to have to go back and request additional funds if necessary. The town was able to get a very favorable rate. AFB is here to support the committee and to do what is in the best interest of the Town.

Mr. Holmes reviewed the Cost Summary sheet and the possible additional scope items was reviewed with the Committee. Many of the items on the list are wish list items. #1-9 represents the FF&E items and the additional smartboards. The first sixteen items represent construction and case work items. There are many cracks in the terrazzo floors, grinding will make them dissipate. The signage at the front of the school needs to give the entrance presence. They are looking into LED lighting

Ms. Timpanelli explained that the downstairs language lab is 25 years old and would like to convert it to a lab for IPADS and computers, this will not be the cost of a new lab it will be substantially less than \$100,000 (the cost of a new lab).

(Mr. Doyle left the meeting at 9:03 p.m.)

The cost to pull everything and to restore it exactly as it is \$3-4,000. The cost of potential additional scope items are \$\$3,965,418.

Mr. Lemay spoke to users reviewing the plans at this point in the project.

The committee discussed the users reviewing the room data sheets. Mr. Barbarotta noted that had been done with a department head recently. There are 12 department heads in the building. The committee agreed that it would be the prudent thing to do to review the room data sheets with the users now, so there would be less surprises along the way and would be a cost savings attached to reviewing them now and making any changes prior to installation.

(Mr. Doyle returned to the meeting at 9:07 p.m.)

Mr. Vetro explained that A & C- House is being done currently.

The committee discussed the possibility of putting into writing what the project will need to finish.

The Chair clarified that the committee does not have enough information at this juncture to know if the project will need more. The project may still be in a position to give back more; it is unknown at this point.

Mr. Smolley explained that the professionals had agreed to reduction of the bonded amount, not to the reduction of the budget further explaining at this point of the project it is a perfectly practical point to sell the bond based on the amounts under contract and was comfortable with selling \$64 million in bonds. It was not understood that the budget would be reduced.

Mr. Barbarotta clarified that if the project needed a special appropriation in the future than they will go through the appropriate process, all are and have been strict to the budget, if there is a real issue the town will support it.

Approval of Invoices:

Ms. Flynn moved, seconded by Ms. Timpanelli to approve the AMC Inv. #A-051155 dated May 18, 2011 in the amount of \$10,101.88, Inv. #A051156 dated May 18, 2011 in the amount of \$3,595.00, Inv. #A061120 dated June 15, 2011 in the amount of \$5,280.25 a total amount of \$18,997.13 representing asbestos abatement.

VOTE: Motion carried unanimously.

Moved by Ms. Flynn, seconded by Ms. Bivona to approve Atlantic Leasing Invoice 2870 dated 06-01-11 in the amount of \$155.00 (Inv#18285).

VOTE: Motion carried unanimously.

Moved by Ms. Flynn, seconded by Mr. Doyle to approve the CT Materials Testing Lab Invoice # 2011-3800 dated 05-25-11 in the amount of \$695.00 representing testing rebar/concrete, structural steel inspection and concrete test cylinders.

VOTE: Motion carried unanimously.

Moved by Ms. Flynn, seconded by Ms. Bivona to approve the Merchandise Mart LLC PO # 20111011-00 dated June 7, 2011 representing the Grand Piano-Yamaha in the amount of \$37,800 (\$6,560) had been paid by the music department previously).

VOTE: Motion carried unanimously.

Moved by Ms. Flynn, seconded by Ms. Timpanelli to approve the RIS Invoice 4346 dated 04-11-2011 in the amount of \$1,081.00 representing boxes, storage of existing BoE equipment.

VOTE: Motion carried unanimously.

Moved by Ms. Flynn, seconded by Ms. Bivona to approve the William B. Meyer Inc. Inv. #COM 391-1/2 dated 06-06-11 in the amount of \$250 representing legal totes.

VOTE: Motion carried unanimously.

Moved by Ms. Flynn, seconded by Mr. Lemay to approve Invoice #14674 dated June 02, 2011 in the amount of \$843.75 representing attendance at building committee meeting and review & reply to correspondence from client.

VOTE: Motion carried unanimously.

The next scheduled Trumbull High School Building Committee meeting is July 13, 2011 at the Helen Plumb Building.

There being no further business to discuss the THSBC adjourned by unanimous consent at 9:38 p.m.

Respectfully submitted,


Margaret D. Mastroni, Clerk

Timothy M. Herbst
First Selectman



Office of the First Selectman
Town Hall
5866 Main Street
Trumbull, Connecticut 06611
203-452-5005

TOWN OF TRUMBULL CONNECTICUT

June 18, 2011

Chairman James Nugent
121 Sterling Road
Trumbull, CT 06611

Dear Chairman Nugent:

I recently had the opportunity to watch the deliberations of the June 8, 2011 high school building committee meeting. I am asking that this letter be read into the record at your next scheduled meeting of the high school building committee. I am also requesting that a copy of this letter be attached to the minutes of your meeting, which in turn will be recorded in the Town Clerk's office.

The purpose of this letter is to address the building committee's comments concerning the Town Council's recent action to reduce the bond authorization for the Trumbull High School "renovate as new" project by four million dollars. First, I would like to voice my concern with the behavior of some building committee members who used terms like "half assed" and "turning ice cream into crap" to describe their sentiments regarding the bond authorization being reduced. Certainly, on a project of this magnitude, I would hope that building committee members could be more professional in communicating their sentiments on any issues associated with the project without the use of these phrases.

Some building committee members have stated that the Town Council has "played politics with this project" and that the decision to reduce the bond authorization was "ill conceived." One member of the building committee, Councilman James Meisner, went so far as to suggest that AFB Construction Management, the owner's representative on this project, "felt pressure from the Town administration," to reduce the bond authorization for this project. Such comments are not only inflammatory, but patently ridiculous and false.

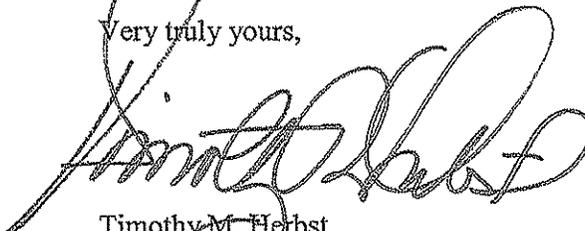
The recommendation to reduce this bond authorization by four million dollars originated with the owner's representative on this project. The owner's representative has been retained on behalf of and for the benefit of the high school building committee. If the committee is not pleased with a recommendation made by professionals, the committee should address this with the owner's representative. Whenever the owner's representative has communicated any issue concerning this project to my office, it has been with the tacit understanding that the owner's representative has been retained for the benefit of the high school building committee.

When this recommendation was made to my office, the Board of Finance and the Town Council, several members were under the impression that since the recommendation emanated from professionals that have been retained for the committee's benefit that the High School Building

Committee concurred with the recommendation. In the future, I hope the committee will keep these facts in mind before casting dispersions upon others which have no basis in fact.

I appreciate the amount of time, diligence and hard work conducted by the Building Committee throughout the course of construction of the high school renovation. There is always room for debate, but I believe disagreement should always be civil. I believe the Building Committee, the Board of Finance, and the Town Council all seek the same goal: a completed, renovated high school that is a state of the art facility, more conducive to learning and safety compliant at a reasonable cost.

Very truly yours,

A handwritten signature in black ink, appearing to read "Timothy M. Herbst". The signature is fluid and cursive, with a large initial "T" and "H".

Timothy M. Herbst
First Selectman

CC: Daniel Nelson, Chief of Staff
Maria Pires, Director of Finance
Elaine Hammers, Chairwoman, Trumbull Board of Finance
Carl Massaro, Chairman, Trumbull Town Council
Robert J. Nicola, Town Attorney
Joseph Fasi, Bond Counsel

**Town of Trumbull
Connecticut**

Douglas C. Doyle, Member
Trumbull High School

“Renovations Like New” Building Committee

(To be read at the THSBC Meeting, June 22, 2011)

I recently had the opportunity to read Mr. Herbst’s letter of June 18, 2011 which was sent to our Chairman, Mr. Nugent. In part, the purpose of my comments is address Mr. Herbst’s referenced correspondence. In addition, I would like to share my insight regarding the budget reduction. I am asking that my comments this evening be included into the record of this meeting and also that a copy of these remarks be attached to the meeting minutes, which in turn, will be recorded in the Town Clerk’s Office.

First, I would like to voice my concern with Mr. Herbst’s characterization of comments made by THS Building Committee members as “behavior.” Is it his suggestion that members of this Committee “misbehaved?” Misbehaved by what measure? The historic success of this Committee is, in large part, the result of candid, straight-forward expression of little in the way of sentiment and much in the way of thought supported by extensive experience. Mr. Herbst’s statement that, “on projects of this magnitude, I would hope that building committee members could be more professional...” strikes me as coming from someone who may have limited experience with building projects of this magnitude.

It is indeed unfortunate that there was a presumption by so many individuals that the recommendation by the owner’s representative to reduce the project’s budget by \$4,000,000 must certainly have been endorsed by the building committee. Even though that presumption flies in the face of logic, it does provide cover for what remains an ill-conceived and poorly timed action by the Town Council.

At the point in the project when this untoward action was taken, the project still had approximately 17+ months of construction activity left on the schedule. The suggestion that the historical course and

progress of the project with regard to the discovery of unknowns, the need for design changes, the inclusion of architectural systems, casework, finishes, furniture, fixtures and equipment is able to be extrapolated to the project's close is questionable at best. Phase one of the project was mostly new construction. The discovery of unknowns, particularly in the mechanical, electrical and plumbing (MEP) divisions of work, were very few and limited in impact. As the project now is progressing with Phase Two work in the academic cube of the building, the only experience gained to date has been limited to the relatively simple demands of the "C-House." "C-House" has comparatively little of the MEP present in the "A and B Houses."

The committee has also been recently made aware of some design decisions made very early on in the project when there was tremendous uncertainty about limiting project scope to fit within established budgets. While these decisions are euphemistically referred to as "value engineering," they should be more correctly characterized as simple cost reductions achieved by taking value out. For example, it was decided that only one, large, root top air conditioning unit be installed to support the whole of the new auditorium rather than install two units to address the unique temperature requirements of the expansive seating area compared to that of the energy intensive, heat source-loaded stage area. It is my judgment that this systemic inadequacy needs to be addressed or allow what is to remain until we renovate the building again in forty years.

There are other issues as well. For example, the original stripped-down specification did not include a suspended, acoustical ceiling in the commons. Can the commons exist without the suspended ceiling? Yes. Is the Commons code-compliant without the ceiling? Yes. Is there any noise attenuation in the Commons without the suspended ceiling? Basically, no. Are there surfaces that will gather dust and require continued, periodic cleaning to prevent raining down of unsavory garnish into students' food? Yes. The Committee has already moved to install a ceiling in the Commons. That is a contingency expenditure. Simple counter space and limited storage was found to be missing for the new completed classrooms in C-House. That would be typical throughout the building. It must be added as a change. It was determined that the existing terrazzo floors

throughout the corridors will not be re-polished to look like new. Not a huge deal, certainly. But is it indicative of corners being cut that will result in a project that is not as complete and as new as we would have expected and hoped it would be. How about a totally renewed stadium...new bleachers, new concessions, restrooms, etc...but leaving the press box untouched??

At this juncture, I believe that it is an obligation of the Committee to conduct a detailed review of all previous decisions that have added value and enhanced the outcomes to be delivered by this project. In addition, there needs to be a detailed study done to identify all potential “potholes” and “pitfalls” that may be ahead. We need to review the historic spend rate from contingency allowances and identify an alternative to the envisioned deliverables and outcomes of this project.

What is the largest, single capital investment in the Town’s history is in jeopardy of just being another municipal project that suffers as a result of short-term decisions that have enduring consequences. Which is it that the Town wants as an outcome...A project that evokes expressions of amazement like, “Wow, this is fantastic. It really does look like new. The Town did a great job on this project.” I call that “ice cream.” Or does the Town want to hear, “You call this “new? It doesn’t look “new” to me. Just what did you spend so much on?” (I call that “crap.”)

Was the Town Council actually in fear of the evaporation of a rolling \$4,000,000 project surplus? If the answer to that is yes, what evidence is there that this Committee has ever opted to spend funds without consideration and care....and most importantly, the delivery of an outstanding work product? If the answer is, “no,” what then explains this decision? I hope, in all sincerity, that people are not attempting to stand on the illogical foundation that the building committee thought it was a good idea.



June 23, 2011

Chairman James Nugent
Trumbull High School Building Committee

Dear Chairman Nugent,

Thank you for forwarding the letter from the First Selectman. As I opened the letter, I expected to read that he is committed to this project and wants to know how he can help us; after all, this IS the largest capital project the Town has ever funded. Hearing the concerns expressed by the Committee about cutting our budget by nearly 6% with 16 months remaining, he should be stepping up to ensure the success of this project, first and foremost, to achieve the goals set forth years ago to build an optimal environment for our high school students for the next 20 years. Instead, I read a condescending letter which I regard as an attempt to deflect attention and accountability from this untimely decision.

Our committee has every right, and in fact should be expected, to be vocal about such a poorly timed and uninformed budget reduction. Moreover, we have every right to be upset that after more than 7 years of work on this project, the committee was not asked or even informed in advance about these pending resolutions to cut the project budget.

To blame our Owners Representative is inappropriate at best. This individual presented his own views but DID NOT represent the will and the position of the Building Committee. I hope that the Committee will deal with that matter internally and also make our position on the budget reduction perfectly clear to the Town Council in the hope that they will reconsider their decision.

I am surprised by the First Selectman's comments that "*several members were under the impression that since the recommendation emanated from professionals that have been retained for the Committee's benefit that the High School Building Committee concurred with the recommendation*". I expect that with a project of this magnitude, the Town Council will ASSUME NOTHING and rather make decisions with all of the facts.

Let's be clear about the facts:

- We have completed only 50% of the work.
- We have 16 months of construction remaining in the project.
- We have made decisions with the budget that we were given which may now need to be put on hold, or at worse, reversed.
- There has been no comprehensive forecast for the spending needed for this project at this time by the Committee which considers our contingency spend rate, issues outstanding, and findings in the field to date.
- The elements of this project that most likely will be affected include the finishes – what students, teachers and the public will see and experience when they enter the school.

One final point about the First Selectman's letter; our concerns are not about the "bond authorization", which is repeatedly referenced in his letter. It is all about reducing the budget.

If the First Selectman really wants to ensure that “there is always room for debate”, then he should ensure that we are properly invited with fair notice to be included in “the debate”. He should also take advantage of our open policy to attend any of our meetings.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Arthur Lemay", with a long, sweeping horizontal stroke extending to the right.

Arthur Lemay