

Stratford High School Building Renovations Subcommittee

Regular Meeting Minutes

March 21, 2016

1. Call to Order

The Regular meeting of the Stratford High School Building Renovations Subcommittee was called to order at 5:34 p.m. on March 21, 2016 by Chairman Alan Llewelyn.

❖ Presiding

Alan Llewelyn, Chairman

❖ Building Subcommittee Members Present

- Jack Dellapiano, Principal, SHS
- Eric Lazaro, BOE
- Alan Llewelyn, CM. BSC/TC/BNC/PWC
- Len Petrucelli, VCM. BOE
- Ken Poisson, Teacher, SHS
- Dan Senft
- Clarence Zachery BOE COO

❖ Building Subcommittee Members Absent

- Bob Chaloux
- Stephanie Philips, Zoning
- Jason Santi

❖ Others in Attendance

- John Casey, Town Engineer
- Janet Robinson, Superintendent
- Rich Ruggerio, Director of Facilities, BOE
- Terri Sheehy, BOE
- Vince Chase, T.C.
- Beth Daponte, T.C. Chair
- George Perham, Antinozzi Assoc.
- Lisa Yates Antinozzi Assoc.
- Rich Snedeker, CREC
- Peter Vollmer, GAF Commercial Roofing, East Coast V.P.
- Chris Metcalf, GAF Solar, East Regional Sales Mgr.

2. Approval of Agenda

- ❖ Alan Llewelyn: Requested a motion to approve the agenda
- ❖ Len Petrucelli: Motioned to approve the agenda
- ❖ Ken Poissen: Seconded approval of the agenda
- ❖ Alan Llewelyn: Requested a vote to approve the agenda, all were in favor.

3. Approval of Meeting Minutes

- ❖ Alan Llewelyn: Requested a motion to approve the February 18, 2016 meeting minutes
- ❖ Dan Senft: Motioned to approve the minutes
- ❖ Len Petrucelli: Seconded approval of the minutes
- ❖ Alan Llewelyn: Requested a vote to approve the minutes, all were in favor.

9. Energy and Environmental Protection (Taken out of Order by Way of Vote)

- ❖ Alan Llewelyn: Requested a motion to take Item # 9: Energy and Environmental Protection – Solar P/V Panels Cost-Benefit Analysis out of order for discussion
- ❖ Len Petrucelli: Motioned to approve discussion of the item out of order
- ❖ Clarence Zachery: Seconded approval of discussion of the item out of order
- ❖ Alan Llewelyn: Requested a vote to approve the discussion of the item out of order, all were in favor and discussion as well as the presentation ensued.
 - Dan Senft took over to introduce the GAF roofing systems and the use of solar. He is the Regional Sales Manager for GAF Steep Slope Roofing Products. Pete Vollmer, VP of Commercial Division and Chris Metcalf, Regional Development Manager for Renewal Energy were the presenters. The program highlighted GAF's initiatives to provide roofing and solar at a cost savings, but GAF owns the P/V panels and the associated tax credits. The facility is required to purchase their electricity at market rate or a discount rate through a GAF power purchase agreement contract for 20 - 25 years.

4. Town Council Update (Llewelyn)

- ❖ Town Council approved the updated/current total project value for the job and Rich is getting the paperwork together and going to the Office of School Facilities to keep the reimbursement at 60%.
- ❖ Rich said that Carol gave him the minutes this evening so that he could bring them tomorrow.
- ❖ Beth Daponte asked if the language in the ordinances is accurate? Her concern is that no one on the Town Council was involved in crafting those ordinances. Alan said that as far as he knows none of the language has changed except the overall amount; Rich will check as well.

5. Invoices and Bills (CREC)

- ❖ CREC: \$901.33 – Hartford Courant Bill for Advertising Haz-Mat Consultant RFP
 - Used Hartford Courant to reach entire state, will not use weekends to save money in the future, it will be Stratford's decision to use weekends or only weekdays
- ❖ Antinozzi Associates Invoice # 8: \$570,748.82
George Perham explained the AA bill:
 - Breakdown passed out,
 - Each phase has a fee,
 - Consultants weave in and out of a project,
 - Reimbursable invoices are usually for printing and are sent to Rich
- Alan Llewelyn: Requested a motion to approve the CREC Hartford Courant Bill (\$901.33) and Antinozzi Invoice # 8
- Dan Senft: Motioned to approve the bills
- Len Petrucelli: Seconded approval of the bills
- Alan Llewelyn: Requested a vote to approve the bills, all were in favor.
- ❖ Antinozzi Amendment # 9: \$5,000.00 (No AA Mark-Up) Additional Traffic Study Work
 - Antinozzi waived markup on additional traffic study to stay within budget – STV scope had increased
- ❖ Antinozzi Amendment # 10: \$4,887.50, ZBA Work
 - Would like to get everyone in a room to formalize, invite 2 current BZA members as well
 - Alan Llewelyn: Requested a motion to approve Antinozzi Amendment Numbers 9 and 10
 - Len Petrucelli: Motioned to approve the Amendments

- Eric Lazaro: Seconded approval of the Amendments
- Alan Llewelyn: Requested a vote to approve AA Amendments No's. 9 and 10, all were in favor.
- ❖ Antinozzi Amendment # 11: \$34,500.00 Auditorium (changed from Theater) Consultant
 - Would like to use this consultant because this job is similar to 2 other projects;
 - This is similar to Platt, this is an amendment because the consultant had to be kept out of the original bid (at the Town's request);
 - The consultant helps with the infrastructure, acoustics, lighting, curtains, staging, etc.
 - Alan Llewelyn: Requested a motion to approve Antinozzi Amendment # 11 to the Town Council as well as name change on agenda from "Theater" to "Auditorium" Consultant
 - Eric Lazaro: Motioned to approve the Amendment
 - Clarence Zachery: Seconded approval of the Amendment
 - Alan Llewelyn: Requested a vote to approve the Amendment, all were in favor.

6. Commissioning Update (CREC or SES)

- ❖ Owner's Project Requirements (OPR): Complete to Date
 - Rich said almost everything done for commissioning agent, needs to know whether "operable" or "non-operable" window answer. Dan Senft reminded everyone that this committee discussed at last meeting and decided on "non-operable" windows due to energy management, temperature control, security, etc. Dr. Robinson provided some of her experience with this issue on other school projects, noting problems with the windows/climate control if they are opened at the wrong times. Dr. Robinson also noted that when the buildings that were designed without operable windows were occupied, that everyone was able to maintain a comfortable climate, and therefore didn't miss not having operable windows. Alan noted that the decision is made to use the "non-operable" windows. Alan requested Rich to advise the commissioning agent accordingly.
- ❖ Basis of Design (BOD): Design Team in Process of Completing, a Few Items Require BSC Action (e.g. Committee opted for non-operable windows)
 - Beth Daponte asked what is the expected temperature fluctuation between rooms when the project is done? Alan stated that it won't be much more than a degree or two, and the facility direct digital controls are designed to respond accordingly to balance everything.

7. Review of Current Building Plans, Schedule, and Budget

- ❖ BOE Sign-off of Design 3/14/16 (Antinozzi)
 - There was a BOE sign-off of the design on March 14th, George said that they are working on the sign off now; meeting again with the science department today; design team working on revisions today; perhaps one more quick meeting will be needed but in pretty good shape.
 - Layout of actual cafeteria will be determined; culinary will be determined.
- ❖ Operable windows as an Add Alternate?
This item was already addressed in Agenda Item 6.

8. Next Steps: Design Decisions, Design Schedule, & Sub-Committee Deliverables

- ❖ Inventory List of Existing Historical/Valuable/Sentimental Items (Stratford Heritage) (Non-Action Item)
 - Jack Dellapiano reported that they met with Brittany from Antinozzi, toured the building and identified what we believe to be a comprehensive list of historical items as well as photographed and measured everything.
- ❖ Interior Design Theme(s) Progress Report
 - February 2016 BSC Meeting established the following members as the Interior Design Theme(s) Committee:
 - Dr. J. Robinson

- J. Dellapiano
- C. Zachery
- BOE Member
 - Established committee at the last meeting, responsibilities include any preconceived notions or thoughts, colors, etc. A BOE member is needed then architects will coordinate a meeting. Alan requested Rich to please carry as agenda item.
- ❖ Time-Lapsed Photography/Progress Photography/Drone Photography/Webcam?
 - Alan requested Rich to keep as agenda item, due to lack of time
- ❖ Independent Reviewer for OSCG Review, Draft RFP Distributed with Agenda via Email, Advertising Approximately March 2016.
 - Rich did not distribute via email because it wasn't ready, carry item on agenda.
- ❖ Independent Structural Reviewer per CGS Section §29-276b (Exceeds Threshold Limits). Draft RFP Distributed with Agenda via Email. Advertising Approximately March 2016.
 - Rich indicates: 99% done on structural reviewer, 95% done on the OSCG independent reviewer, and 25% on technology consultant RFP
- ❖ Site Logistics – Additional Property? (See Town Council Agenda for 2/8/16 Item 5.3.2)
 - No update or new news, Alan will check with Town Attorney for new news
- ❖ Technology Consultant Scope of Work
- ❖ DFs or EWCs?
 - Rich inquired with Lisa Yates and she said that far less people tend to use the drinking fountains versus the electric water coolers. George Perham said that electric water coolers were better but drinking fountains will satisfy the building code. George also noted that he has being tremendous success where they have specified the coolers with a built-in bottle-filler. Rich noted that there is a cost to this decision, EWC's are more expensive than DF's. Committee, without vote, decided on electric water coolers.
- ❖ Toilet Room Ceilings
 - Discussion was do we have a drop ceiling or a sheetrock ceiling; this is a security issue due to hiding areas and no security cameras.
 - Clarence Zachery made a strong case for a solid ceiling like drywall, noting security concerns with easily removable/replaceable ceiling tiles
 - Eric Lazaro, the "In-House/Safety/Police Office/Security Expert": Likes the tiles, because he knows the work involved in repair of sheetrock – but sheetrock eliminates the hazard of anything being hidden in the ceiling. If we are thinking about this, then the students have already thought about this.
 - Alan, noting everyone's agreement with the security concerns, told Rich to inform the CxA about the decision to use a hard-barrier ceiling in the toilet rooms.

9. Energy and Environmental Protection

- ❖ Solar P/V Panels Cost-Benefit Analysis (Discussed in Item # 4 by out of order vote)
 - Had presentation earlier in the meeting, keep on agenda as rolling item
- ❖ STV FEMA Remapping Update (Antinozzi and/or STV)
 - Haven't heard any news
- ❖ We Still Owe the LOMR Results to the State, Followed by a State Inspection by Jeff Bolton (Non-Action Item; CREC is Coordinating the Site Inspection).
 - Non-action item

10. Hazardous Materials Consultant Update

- ❖ Eagle Environmental Initial Assessment is Essentially Complete (Asbestos Lab Testing is Nearly Complete). Will Wait for Residents to Vacate 25 North Parade Before Assessing.
- ❖ PCB Caulk Sampling Interrupted by Weather on Two Occasions

- Rich contacted Eagle Environmental – couldn't do caulk last week due to weather issues, able to complete PCB caulk testing sampling this week and waiting for results this week, still need to complete roofs, tunnels, and need to cut outside walls.

11. Security Decisions

- ❖ School Guard Glass
 - Meeting Summary
 - Classroom Doors?
 - Lisa: School Guard Glass came to visit the office; they are from MA and are being used in Sandy Hook. They take inner pane of glass and replace with their product which is 98% clear and is meant to be a deterrent to an intruder.
 - Discussion ensued, all agreed that interior classroom doors needed windows
 - Clarence would like to see pricing for SG4 with add-ons for larger panes of glass in the classroom doors, base bid would be 3" strip of glazing on classroom doors.
 - Eric asked if we want doors tinted so that no one can look into school? Further consideration is required after seeing how it looks at Wilcoxson.
Alan, For now the decision is that we want the pricing on alternate larger window for classroom doors.
- ❖ Sonitrol Security Initial Consultation, It's Time!
 - Rich: note coordinate the contact with the BOE, send email to Alan, Clarence will assist.

12. Adjournment

- ❖ Alan Llewelyn: Requested a motion to adjourn the meeting
- ❖ Dan Senft: Motioned to adjourn the meeting
- ❖ Ken Poisson: Seconded the adjourning of the meeting
- ❖ Alan Llewelyn: Requested a vote to adjourn the meeting, all were in favor and the meeting adjourned at 7:01 p.m.

Attachments:

Antinozzi Schedule of Values Distributed During Meeting

Antinozzi Invoice Tracking Sheet Distributed During Meeting

INVOICE TRACKING - STRATFORD HIGH SCHOOL ADDITION & RENOVATIONS

	DATE	AMOUNT SD, DD, CD	ADDITIONAL SERVICES	AMENDMENTS	TOTAL	Schematic	DD	CD	
INVOICE #1	22-Jan-13	\$44,014.00		#1	\$3,250.00	\$47,264.00	\$13,996.00	\$30,018.00	
INVOICE #2	21-Jan-15			#2	\$55,983.00	\$55,983.00			
INVOICE #3	12-Feb-15			#3	\$17,031.83	\$17,031.83			
INVOICE #4	18-May-15			#3	\$9,418.17	\$9,418.17			
INVOICE #5	16-Jun-15	\$100,000.00				\$100,000.00			
INVOICE #6	15-Sep-15			#4 #5 #6	\$29,900.00 \$2,827.50 \$2,367.50	\$35,095.00			
INVOICE #7	11-Sep-15	\$483,504.00				\$483,504.00			
INVOICE #8 reimbursable	1-Mar-16	\$520,023.64	traffic	\$10,000.00	#8	\$39,560.00	\$569,583.64	\$34,803.06	
						reimb.	\$1,165.18	\$485,220.58	
						TOTAL	\$570,748.82		
							\$0.00		
							\$0.00		
Reimbursable not to exceed		\$44,487.50							
		\$1,165.18							
Total remaining		\$43,322.32							
TOTAL Paid to date						\$1,317,879.64	\$632,303.06	\$485,220.58	\$30,018.00

