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TOWN HALL
238 Danbury Road
Wilton, CT 06897

HIGH SCHOOL RENOVATION BUILDING COMMITTEE

TUESDAY, MAY 18, 2010
6:30 pm
WHS PROFESSIONAL LIBRARY
AGENDA

Present: Karen Birck, Bruce Hampson, Jim Saxe, Gil Bray, Jim Lucey, Tim Canty, Sean O'Toole, Mark Esposito, Gary Richards David Vallerie (SBS), Alan Aldag, (BVH) Mike Douyard, Phil Mazzatti, Ty Tregellas, (Turner Construction), Glenn Gollenberg (S/L/A/M)

1. **Call to order**– Bruce called the meeting to order at 6:31 PM.
2. **Approval of minutes of meeting of March 2, 2010**
3. Bruce began by stating that it was time to talk about the success of the project. He also emphasized the importance of the commissioning process and introduced David Valerie, SBS.
4. **Report of Commissioning Agent , David Valerie SBS**
 - David spoke of his company's preparation for the commissioning work beginning with an extensive review of the project specifications. He explained that SBS reports directly to the district staff. The major role of the commissioning agent is to ensure that the Town gets what we paid for in the project.
 - David gave a detailed reported on the scope of the commissioning work.
 - Current Performance Testing – He reported that his company found a small number of minor problems and that these findings are not unusual for renovation work.
 - Future Seasonal testing process – The commissioning work will be completed once we have gone through four separate weather seasons.
4. **Turner Construction Report – Mike Douyard**

Ferguson has been closed- out. Everything but final lien waivers has been submitted. The lien waivers from Trane, Control Wizards and Duct and Vent

will be given to us as well as Ferguson's before we issue the final check. Warranty for the HVAC system ends on December 31, 2010.

- A motion to issue final payment to Ferguson was made by Karen, seconded by Sean and approved unanimously.
- Mechanical systems are complete
- Warranty period
 - Claim process – Mike suggested that we will work through Ferguson if we have any warranty claims.
- Punch list is complete
- Budget update – Mike also reported on the status of the project budget
- Mike commented on the excellent working relationship that Turner, BVH, Bruce, Karen, Sean, Mark, John enjoyed and emphasized the work done by all in making sure all change orders were appropriate and reasonably priced. .

5. Owners Representative's Report (Sean O'Toole)

- Sean presented a three-year summary of electrical usage of the Wilton Public Schools 2008-2010 that showed a remarkable record of reduced consumption. He pointed out that we are learning how to control the system to maximize efficiency.
- Work to be completed by Staff or by direct contract during the summer includes: replacing deteriorated duct lining, installing high efficiency lighting fixtures, a maintenance catwalk in the field house, repair of carpeting in the Little Theatre, replacement of damaged ceiling tiles and minor painting.
- Bruce praised Sean for his group's ability to handle some of this work internally, thereby saving considerable money.

6. A&E Team wrap up – Glenn (SLAM) praised the work of Amy Samuelson throughout the project. He felt it was a very well-run project and appreciated the teamwork between the staff, committee and design/construction consultants.

Alan Aldag (BVH) echoed Glen's words. Bruce praised Alan for his determinedly proactive performance, especially during the construction and commissioning phase. It went well above and beyond any contractual obligations.

7. User Wrap-up. Gary, Tim, Jim – Tim reported the fact that staff concerns have been addressed. We are working with staff to keep windows closed to make sure that the system is allowed to work properly. Jim reported on how pleased he was with the project and the fact that several teachers were involved in the planning/visioning.

8. Building Committee Closure – Karen explained that although this was the final meeting with our A&E Team, the committee will stay in existence for several reasons: 1. There will be some summer work 2. SBS will continue its commissioning work and; 3. She felt that we need to have the committee in existence throughout the warranty period. Finally she

reminded us that we need to proceed through the last “gate” in the town’s process for major construction projects. We will meet with the CPF to discuss lessons learned and will request the acceptance of the project by the Council on Public Facilities.

Bruce talked about how much he appreciated working with the committee and professional consultants over the last 30 months.

9. Adjournment – The meeting was adjourned at 7:19 PM

Respectfully submitted,

Gary G. Richards

7:20 PM BUILDING AUTOMATION DEMONSTRATION – Following the meeting, Mark Esposito, Bruce and Sean gave a presentation on the building automation system. Several members of the Wilton Energy Commission were in attendance along with Richard Creeth (Board of Selectmen), and Malcolm Whyte and Mary Kehoe (Former WHS Building Project Co-Chairs)