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TOWN HALL
238 Danbury Road
Wilton, CT 06897

HIGH SCHOOL RENOVATION BUILDING COMMITTEE

WEDNESDAY, APRIL 8, 2009
6:30 pm
High School Professional Library
Minutes

Present: Bruce Hampson, Karen Birck, Tim Canty, Mike Douyard, Alan Aldag, Amy Samuelson, Phil Mazzatti, John Perna, Sean O'Toole, Christian Planton, Marc Esposito, Jim Saxe, John Guth, Chip Gawle.

1. **Call to order – Bruce called the meeting to order at 6:37 PM**
2. **Introduction of Mike Douyard – Turner Project Manager**
3. **Approval of minutes of meeting of February 11, 2009** – Karen moved to approve the minutes of February 11th. Jim Saxe seconded and the minutes were unanimously approved.
4. **Turner Construction Report – Mike Douyard**
 - **Progress**
 - *Little Theater* – Seats have been removed and scaffolding set up for high work. During the April Break demolition will be done and abatement in the Little Theater and as needed in classroom areas. A temporary wall will be built on the Art Room side of the LT and some mechanical rough in work. Christian asked Amy to make sure the “traveler” curtain is moved up. This will be modified in shop drawings.
 - *Contract schedule* – 10 of 15 contracts have been executed. Town is to execute 4 of 15 and 1 of 15 has not been executed (millwork contractor.)
 - Mike reported that the goal is to try and do as much work as we can during the spring so that there will be less to accomplish in the fall. Turner would very much like to complete the ductwork in the classrooms before school is out. This is a change in the original phasing plan. Bruce stated “If we can get this done this would be a huge step!”

- **Review Potential Change Orders (PCO)**
 - Potential Change Order log – a log of things that may have an impact. Estimates will be made for each item. Some items will turn into actual change orders. This will be updated each month.
- **Budget Report** – Mike reviewed the project budget as of 4/8/09 (attached). The total budget at this time is \$16,601,540.
- **Action Item** - We need to hire a material tester (structural steel, masonry, underground) Turner asked for pricing from three firms that do this kind of work. (See attached listing of Inspector Charges and Testing Rates.) Special Testing Company was the lowest qualified contractor for this work. A motion was made to contract with Special Testing. Sean moved and Marc seconded. Unanimously approved.

5. **Owner's Representative Report (Sean)**

- Introduced John Perna, his “eyes and ears” on this project. John has an extensive background with Honeywell and was the Honeywell Project Mgr. for a WHS project in 2003-04.
- Discussed the logistics of setting up the electrical, and communications connections for two trailers (Turner and Ferguson.) He also spoke about the storage containers for contractors' equipment.
- CL&P walkthrough scheduled for next week. Sean brought up possibility of replacing 20 year old lights with newer, energy-efficient lighting. This would be a \$20,000 item but with rebates, it would be approximately \$12,000. This will be a future change order. He also talked about some small changes that will be made to accommodate the remodel of the district technology offices that is being handled in-house by Sean's staff. CL&P will also help us determine whether any of our new equipment will be eligible for rebates e.g. lighting, occupancy sensors, motors on new air handlers, etc. This rebate would go directly to the Town.
- IAQ during construction protocol (attached)- Sean outlined the IAQ protocol that has been developed for the project. Baseline data was gathered prior to the start of the project. The report from Enviromed concluded that all IAQ was within ASHRAE/OSHA standards. A reading will be taken at the end of the April Break to see if there is a discrepancy. This will occur again at the end of August. We will conduct further testing only if complaints are filed. Copies of testing reports are available in Sean's and Tim's offices.
- Construction preparation concerns
 - Science classrooms – Sean noted that unusable material/equipment was removed from the classrooms during the February Break. Chemicals will be moved to new D Wing.
 - **Bruce praised Sean and John for the work they have done!**

6. **A&E Team Concerns and input** – Alan reported on his coordination with Ferguson on the shop drawings. Phil Mazzatti reported that Lee Ferguson has been impressed with Alan’s work thus far.
7. **User Concerns and input** - Tim, reported that we will not allow (with a few exceptions) staff in the building next week. Support staff will move into the Central Admin area.
8. **Miscellaneous** –Jim Saxe asked about the status of the rooftop screening. We were told that this issue has not been resolved at this time and that Alan is exploring color options. A firm named “City Scapes” specializes in this kind of work and they will be contacted.
9. **Adjournment** – At 7:58 PM a motion to adjourn was made by Karen and seconded by Jim.

Respectfully submitted,

Gary G. Richards

NEXT MEETING: MAY 13TH – 6:30 pm – PROFESSIONAL LIBRARY