

## **Bonded Capital Projects Meeting Minutes – October 17, 2012 Revised**

Present: Karen Birck, Malcolm Whyte, Bruce Hampson, John Murphy, Ty Tregellas, Dick Dubow, and Erin Aichler (Hoffman Architects)

### **Agenda Items**

1. Miller Driscoll – Forensic Evaluation: Turner issued a revised “Appendix 1 – Building Perimeter Comments” to the evaluation report and believes this represents the final draft of the report. No additional comments were submitted by committee members.
2. Middlebrook & Comstock Roof Projects: Erin Aichler from Hoffman architects presented her schematic evaluation of the two roof projects. She presented the existing conditions at each building as captured by the photos in her report. Comstock has an EPDM rubber roof on top of an earlier built up roof. Middlebrook has EPDM roofs at most locations, except for the Auditorium, which has asphalt shingle, and areas B and C appear to be the original “built-up roofs”. Erin reviewed the three options for replacement roofs and some of the pros and cons for each: EPDM, TPO, and Modified Bitumen. The committee asked about the implications of adding roof top equipment of solar panels at Comstock, the maintenance consideration of each roof, and can some of the committee visit Hoffman’s recent school project in Fairfield. Hoffman to prepared budgets for each project for review by Turner. Target Nov 5 for the final report.
3. Middlebrook & HS Toilet Renovations: A walkthrough was held October 10 with the short listed firms, some of the firms questioned the alignment of the budget to the project scope, Proposals were received on 10/16 from the following short listed firms: KGD, SLAM, Perkins Eastman, AM Design, and Silver Petrocelli. K. Birck, J. Murphy, and T Tregellas will meet on 10/22 to review the proposals and determine whether to request presentations from proposers or just proceed to an award to a specific firm. There was an inquiry from the board of selectmen, whether the Comstock Toilet rooms should be included with this project, it was the unanimous decision of the steering committee that the Comstock Toilet rooms should remain as part of the Comstock Renovation project so that the work is coordinated with the scope of the rest of the project.
4. Middlebrook School – Auditorium Seating: John Murphy updated the committee on the status of the project, all the work is complete except for some minor punch list work on the seats. K. Birck asked about the status of the HVAC tracking report for the auditorium during the fall season, J. Murphy said that it should be ready quite soon.
5. Comstock Building Evaluation: Turner will meet with KGD on 10/22 to review their scope and unit pricing for the budgeted work. Committee members request Turner to determine if soft costs are included in the KGD estimates, evaluate the quality of the materials, the scope of the HVAC solution, and the scope of the life safety and code upgrades.
6. Other:
  - a. B Brennan has names for consideration to form building committees. Current Building Committees for Comstock and MD to be disbanded.
  - b. A meeting for November 15<sup>th</sup> was added to the schedule.