

SCHOOL BUILDING & BUILDING COMMITTEE MEETING MINUTES –February 6, 2008

| Attendance/Distribution: | Firm/Company: | Present: |
|---|--------------------------------|----------|
| <u>Weston School Building Committee & TOW Building Committee:</u> | | |
| Joe Fitzpatrick (JF) | Committee Chair (SBC/BC) | yes |
| Richard Wolf (RW) | Vice Committee Chair (SBC/BC) | yes |
| David Coprio (DC) | (SBC/BC) | yes |
| Steven Ezzes (SE) | (BC) | yes |
| Don Gary (DG) | (SBC/BC) | yes |
| Allen Swerdlowe (AS) | (SBC/BC) | yes |
| Ellen Uzenoff (EU) | (SBC) | no |
| <u>Others:</u> | | |
| Carl R. Goedecke (CRG) | TOW, Owner's Representative | yes |
| Tom Landry | TOW Administrator | no |
| Dan Clarke | Dir, Facilities for BOE | no |
| John Reed | Superintendent of Schools, TOW | no |
| Dr. Margaret Wirtenberg | Public | yes |
| Donna Bauman | Weston Arts | yes |
| Joanna Pfund | Weston Arts | yes |
| Kathy Meighan | Weston Arts | yes |
| Claudia Hahn | Weston Arts | yes |
| Mark Petrin | IES | no |
| David Maurer | IES | no |
| Jill Collins | TPC | no |
| William Warfel | WW, LLC | no |

| <u>Item #:</u> | <u>Description/Discussion:</u> | <u>Action/Follow up:</u> |
|----------------|--|---|
| 1) | Attendance: | CRG as above |
| 2) | Meeting Called to Order: @ 7:36 PM | JF |
| 3) | Approve Minutes of Previous Meetings: | |
| a) | Approve Minutes 1/23/08 | DG motioned, AS 2 nd to approve min. of 1/23/08 as written; approval unanimous |
| 4) | HS Auditorium: | |
| a) | JF reported that at the special meeting with the HS staff the concept of 2 control rooms was approved with the addition of a remote LCD projector mounted in the center of the Aud. with operation provided from both control rooms. | IES will proceed with two control rooms |
| b) | The proposed budget with enhancements was discussed; the SBC agreed to petition the TOW for additional funding; funds available \$1,516,131; anticipated requirement \$2,249,887; additional funds required \$733,756 ±; due to the tight schedule for construction over the summer school recess the SBC agreed to proceed with the Design Development for the enhanced project scope | JF to follow with TOW Administration for the request of additional funding |
| c) | The lighting consultant, W. Warfel's, contract still needs TOW execution | CRG to request TOW approval |
| 5) | HS Roof Replacement: | |
| a) | HB Fishman has requested and is waiting for the final paperwork from Silktown to close out the HS Roof contract. | Silktown is to issue close out papers per contract |
| 6) | TOW Roof Replacement: | |
| a) | The SBC recommended that the TOW contract with HBF for Bidding and Construction Administration (CA) for the roof installation; | CRG to TL issue the contract. |
| b) | Minor adjustments were requested to the HBF drawings and specifications by the SBC; water run off from the roof and building trim repair must be addressed for the bidding process | CRG to contact HBF with comments |
| 7) | O&G Schedule / Progress: | |
| a) | HS: | |

SBC/BC MEETING MINUTES – 02/06/08– Cont.

| <u>Item</u> | <u>Description/Discussion</u> | <u>Action/Follow up</u> |
|---|--|---|
| | (1) Close-out status: Final close-out paper form Shawn's Lawns is promised by O&G for the next meeting; | CRG to follow w/ RM/O&G |
| | ii) Claims outstanding: FT& C&H Elec. (1) FT has not provided the rebuttal to the TOW report and the mediation for 2/1/08 will have to be rescheduled; Expert review now promised for 2/15/08 (2) Direction for C&H needs to be submitted by KB.C&W | KB/C&W to review the claim KB/C&W to prepare a response BOE/Dan C & John V to follow with report & corrective work |
| | iii) Commissioning: Review complete; report to be submitted early in '08; | |
| b) 3-5 Close: | | |
| | i) Close-out status: (1) Pipe & Power (Bond Co); KB / C&W & CRG have reviewed the Bond Co. report cost report; MS/O&G analysis is required for further analysis by KB | CRG to request MS/O&G to provide comments on the Bond Co. analysis; KB/C&W with CRG to follow after O&G report is received Dan C/BOE to follow with the final report in early 2008 |
| | ii) Commissioning: Review complete; report to be submitted early in '08; | |
| c) Hurlbutt Close out status: | | |
| | i) Close-out: Shawn's Lawns: Final close-out paper form Shawn's Lawns is promised by O&G for the next meeting; | CRG to follow w/ RM/O&G; |
| 8) Alternate Energy Committee (AEC): | | |
| | a) AS discussed the AEC meeting held 2/2/08 with the TOW legal consultant, Shipman & Goodman; an outline of the discussion is at follows: i) There is money available form the state and other sources for alternate energy installations; ii) Photo voltaic is not considered a good system for use in the CT area; iii) Pay back for a system installation can be returned in as little as 1 year or less depending on installed systems and rebates iv) The committee will schedule interview with 3 Architectural / Engineering consultants and make recommendations to the SBC v) Shipman & Goodman will present a budget to the AEC for review and recommendations to the SBC & TOW | AS/AEC to follow |
| 9) New Business as may properly come before the SBC: | | |
| | a) None | |
| 10) Executive Session: | | |
| | a) None | |
| 11) Change Order & Invoice Approval: | | |
| | a) HS: Applications for Payment / Close-outs; presented for review & approval; | None |
| | b) HS: Proposed CO were presented for approval; | None |
| | c) 3-5 School: Applications for Payment were presented for approval; | None |
| | d) 3-5 School: Proposed CO were presented for approval; | None |
| | e) Invoices: Soft cost invoices were presented for approval; | Selected invoices were approved for payment |
| 12) Next Meeting Regularly Scheduled SBC & BC Meeting: Wednesday, <u>2/27/08</u> @ 7:30; PM, location to be determined | | CRG to investigate location |
| 13) SBC & BC Adjournment: Meeting adjourned @ 10:07 PM | | DJ motioned, AS 2 nd to adjourn; approval unanimous |

This is a summary of the items discussed at the above noted meeting and is a record of the proceedings; should any participating party note discrepancies please make them known, in writing, to all parties within 2 working days of distribution.

SBC MINUTES NOTED for REVIEW; MINUTES APPROVED ____ / ____ / 08 by SBC
Carl R Goedecke, Owner's Rep. cc: All