



Town of Groton - Public Works

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Public Works
Administration
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Meeting Minutes

Permanent School Building Committee

Chairman Rick DeMatto, Vice-Chairman W. Gordon Lange, Robert J. Austin-LaFrance, Richard Monteiro, Robert Morrison, David Russell, and John Webster.

Thursday, September 7, 2006

7:00 PM

Town Hall Annex - Community Room 1

1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Gordon Lange, Richard Monteiro, Robert Morrison, David Russell and John Webster

Staff: Rick Norris, Project Manager - School Construction, Wes Greenleaf, Director of School Buildings & Grounds, and Colleen Quattromani, Recorder.

Gilbane Building Company: Steven Kononchik, Vice President, Peter Manning, Project Executive and Peter Scalora, Senior Project Manager.

JCJ Architecture: Gregory Smolley, Associate Principal and Jeffrey Beatrice, Associate.

Also present Catherine Kolnaski, Town Councilor and Beverly Washington, Board of Education Liaison.

The meeting started at 7:10 PM.

Mr. Russell arrived at 7:15 PM.

2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

None.

3. APPROVAL OF MINUTES

(a) August 24, 2006

A motion was made by Chairman DeMatto and seconded by Mr. Webster to approve the meeting minutes of August 24th as written. The motion passed unanimously.

4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

None.

(b) Catherine Kolnaski and Northeast Academy Elementary School

(1) Gilbane Building Company

Mr. Scalora, Senior Project Manager, provided the PSBC with an update on activities for the two elementary school projects. Both of Gilbane's elementary project teams are currently working out of the Northeast Academy site while waiting for approval to set up a construction trailer for the Catherine Kolnaski site. The plan for Kolnaski now is to set up in the Electric Boat parking lot across from the opening of the school site as the electrical costs of setting up on site are prohibitive. Scott Machinski is the M/E/P coordinator for all three schools until Dan Smith begins work in mid-September and assumes supervisory duties at Northeast Academy.

At Northeast Academy sitework began in mid August and continues with rough grading and preparation for rock blasting. On September 7th a bulletin was distributed as part of the outreach

process to inform the neighborhood of the upcoming blasting work. A preblast survey of six houses will be conducted Monday, September 11th. The permit for the blasting is also expected by the 11th. Both elementary school sites will require a lot of sitework before concrete work may begin. A project wide scheduling session (card trick) is planned for September 14th and will produce a project plan and schedule based on input and commitments from all of the trade contractors.

A scheduling session was held for the Catherine Kolnaski project today, September 7th. The project plan and schedule goal is completion by August 31, 2007 for the new school year.

Gilbane has conducted scope reviews for all the bid packages except the Gymnasium Flooring, Toilet Partitions and Kitchen Equipment for both schools and these will be completed by September 15th.

(2) JCJ Architecture

No report.

(3) Board of Education Staff

No report.

(4) Department of Public Works Staff

Mr. Norris, spoke with the PSBC about the results of the water samples taken at the Northeast Academy site. A sample taken at the front of the property from the location of the old Freeman Hathaway building contained small traces of lead. Mr. Norris is working on obtaining a permit to dewater into the sanitary sewer system so that any groundwater encountered during excavation of that part of the site will be disposed of properly. A sample taken further in on the property near the site of the new school construction was clean.

There was a discussion on the dry hydrant and the PSBC was told that a meeting is planned with the Town Manager at the end of the month to discuss permanent water solutions.

Mr. Norris has received the proposal from Groton Utilities for the electrical service at Kolanski and has questions about the materials and costs to address.

(c) Fitch High School

(1) Gilbane Building Company

Mr. Manning, Project Executive, distributed a summary report to the PSBC that included a list of bid packages opened, a sixty day look ahead schedule and a list of bid alternates. Mr. Manning reviewed Gilbanes estimating procedure and explained the spreadsheet which outlines the project budget. In the process of performing scope reviews for the Fitch High School Addition and Renovations Project errors were found in the bid from the apparent low bidder for the electrical contract. The electrical contractor had not included the entire scope of work in their estimate and subsequently asked to withdraw their bid. The withdrawal brought the project closer to the estimate but still under budget. Mr. Norris told the PSBC that some additional funds may come from a CIP project for the current year for air conditioning for the Fitch Auditorium, Media Center and Cafeteria. The CIP project was allotted \$120,000 and is now projected to cost \$103,000.

Mr. Manning then reviewed in detail the value engineering summary of alternates for the project. The list included items which have been accepted or rejected as well as items currently on hold. The PSBC was asked to make a decision on the material for doors. The PSBC by consensus chose to purchase wood doors instead of steel as the savings for steel was minimal when maintenance issues were considered. They concurred by consensus with the selection of the remainder of the alternates submitted.

(2) JCJ Architecture

No report.

(3) Board of Education Staff

Mr. Greenleaf, who joined the meeting late after attending a Board of Education meeting spoke with the Committee about the Fitch High School project. The Committee was told that the temporary lights will be on all night to aid in security for the site. The PSBC was told that parking is still of major concern for the Board of Education who feel the empty 100 spaces will be needed before the year end.

Mr. Greenleaf also told the Committee that Mr. Hewitt has resigned from the Board of Education and Beverly Washington will now act as the BOE Liaison for the PSBC.

(4) Department of Public Works Staff

Mr. Norris told the Committee about the first day of school at the High School. He said a lot of positive response had been received from the staff. A good working relationship has been established with the principal and vice-principals. The Department of Public Works will provide some additional signage needed for site traffic flow. A quick survey of the parking spaces that first week revealed 100 unused spaces. The survey will be repeated next week to get a better handle on the parking issue.

In other updates on the project the PSBC was told that demolition work in the boiler room will be performed at night, a site plan modification will be submitted to the Planning staff for some temporary lighting added to the Merritt lot plan and Mr. Norris is working with the church on a drainage easement. The building permits will be filed with the Town. State fees are expected to be between \$4,000 and \$5,000. The E049R's are to be updated on Monday, September 11th. The Town Finance Department will offer a bond in November.

5. UNFINISHED BUSINESS

The PSBC will host an update on the Fitch High School Addition and Renovations project for the Town Council on September 21st.

6. NEW BUSINESS

None.

7. OTHER BUSINESS

None.

8. ADJOURNMENT

The meeting adjourned at 8:40 PM.