

**GRISWOLD SCHOOL BUILDING COMMITTEE  
TOWN OF GRISWOLD**

**DATE:** Wednesday, February 4, 2009

**I. CALL TO ORDER**

A regular meeting of the Griswold School Building Committee (GSBC) was held in the Griswold High School Board room. Frank Everett, Chairman, called the meeting to order at 7:05 pm.

**PRESENT:** Frank Everett, Chairman                      Sharon Hvizdak  
                 Elizabeth Longacre, Secretary              Heather Edge  
                 Peter Dorff    Stuart Norman  
                 Erik Kudlis

**ABSENT:** John Taylor, Vice Chairman              Philip Anthony  
                 Russell Hanes    John Faulise

**ALSO PRESENT:** Charles Boos, architect, Kaestle Boos Associates (KBA)  
                 Kevin Boyle, project executive, FIP Construction Inc. (FIP)  
                 Alan McLellan, senior project manager, FIP

**PUBLIC:** Lexi Edge

**II. APPROVAL OF 1-21-09 REGULAR MEETING MINUTES**

**Motion:** By Peter Dorff  
                 Secinded by Sharon Hvizdak  
                 All in favor

To approve the January 21, 2008 GSBC regular meeting minutes.

**III. STANDING ACTION ITEMS - Report from Change Order Subcommittee**

There was no report from the Change Order Subcommittee because there were no emergency change order situations. Mr. Boyle reiterated that the change order subcommittee was set up to deal with time sensitive change orders; regular change orders will be presented to the committee.

**IV. NEW BUSINESS**

**A. Action on Change Orders**

- Al McLellan reviewed the change orders for the committee. Mr. Boyle noted that the savings generated by the first change order, which allows MC cable between fire alarm devices and cabinets, was due to a savings in labor. Mr. Boyle explained that the cost of the liability insurance and performance bond on a change order is generally deferred until the end of the project because that is how the state prefers to see the accounting.

- **Motion:** By Peter Dorff  
                 Secinded by Stuart Norman  
                 All in favor

To approve Change Order Proposal No. 001 to the Griswold Middle School (GMS) project. This change order results in a credit of \$21976 to the owner contingency budget.

- **Motion:** By Heather Edge  
 Seconded by Peter Dorff  
 All in favor  
 To approve Change Order Proposal No. 002 to the GMS project in the amount of \$947.10.  
 This change order is to provide a new fire damper.
- **Motion:** By Stuart Norman  
 Seconded by Heather Edge  
 All in favor  
 To approve Change Order Proposal No. 003 to the GMS project in the amount of \$2227.05.  
 This change order is to provide balance valves on hot water branch piping.
- **Motion:** By Peter Dorff  
 Seconded by Sharon Hvizdak  
 All in favor  
 To approve Change Order Proposal No. 004 to the GMS project in the amount of \$5090.40.  
 This change is to provide modifications to structural steel.
- Mr. Boos noted that the project is almost out of the ground and no major increases in expense have occurred; major cost increases usually occur when something unforeseen is found underground.

**B. Meeting with FIP**

- FIP noted that the four change orders resulted in a net credit of \$13711 to the owner contingency budget.
- FIP also noted that the project has been 15% billed out and only 1.5% of the construction manager contingency budget has been spent.
- Mr. Boyle stated that present conditions indicate that most of the money in the summary of allowances will be spent.
- Mr. Everett is planning to have a public hearing in late March or early April to let the community know about the building schedule.
- Mr. McLellan said that the project was still behind schedule because of unexpected abatement work. Mr. McLellan hopes to make up the time through extended hours and Saturday labor.
- The foundations should be 100% complete by the middle of the second week in February. The steel has been started in Building C. The demolition is mostly complete.
- Mr. Kudlis asked about increased cost due to overtime. Mr. Boyle said there would be not increased cost for the crane since it's owned. The half time premium will come out of the construction manager contingency and will not result in an increase to the guaranteed maximum price (GMP). It is hoped that time can be made up during steel erection and masonry.
- Destructive testing has begun at Griswold Elementary School (GES) and FIP hopes to get the documents from Enviromed in late February and share them with KBA.

- Ms Hvizdak noted that a time capsule, which is about 45 years old, is located in the grass strip in front of GES. The intention is to dig up the capsule and ask the superintendent to determine what will happen to the capsule.
- FIP is preparing early bid packages for GES. These packages include demolition, hazardous materials, temporary utilities, steel, and concrete.
- Mr. Boyle noted that there is a fiber optic cable, which services the Griswold campus, that is located in the footprint of the new GES building. Discussion was held on how to fund the moving of the cable in a timely manner. The GSBC asked FIP to provide a cost estimate and to find out if the cost of moving the cable would be reimbursable by the state as part of the building project.
- Mr. Everett noted that the next owner's meeting is on February 10<sup>th</sup> at 2:30 pm.

### **C. Meeting with KBA**

- KBA is preparing the GES plans for submission to the state on March 3<sup>rd</sup>. The state requires approval from the GSBC and the Griswold Board of Education (BOE) in the ten-day window that precedes the submission. It was decided that this approval would be obtained at a joint GSBC/BOE meeting on February 23<sup>rd</sup> at 6 pm.
- KBA met with FIP to analyze the preliminary budget. Mr. Boos noted that the GES construction budget is tracking similarly to the GMS construction budget. At the next meeting KBA and Mr. Shopis from FIP will present a list of suggested alternates.
- There is a Planning and Zoning hearing for the GES building project on Monday, February 9<sup>th</sup>. Mr. Norman suggested that FIP be prepared to talk about noise issues and temporary classroom issues.
- Mr. Boos noted that the plan is to go to Planning and Zoning with the GES plan that includes eight pre-kindergarten/kindergarten classrooms.
- Discussion was held on having an emergency generator as an add alternate. Mr. Boyle noted that an emergency generator is required in a geothermal system.

### **D. Action on outstanding invoices**

- **Motion:** By Stuart Norman  
Seconded by Sharon Hvizdak  
All in favor  
To pay the FIP invoice #09-101.01 in the amount of \$3680.00 for pre-construction services associated with evaluating a geothermal mechanical system.
- **Motion:** By Stuart Norman  
Seconded by Peter Dorff  
All in favor  
To approve the application and certificate for payment for FIP (application # 08-003.10 which KBA has reviewed) in the amount of \$794,683.00.

### **V. OLD BUSINESS- Discussion concerning energy grant consultants**

- Discussion was held on hiring Shipman and Goodwin to research energy grants. Hourly rates were reviewed.

- **Motion:** By Peter Dorff  
Seconded by Heather Edge  
All in favor

To have Mr. Everett and Mr. Norman go to the selectman and present the Shipman and Goodwin contract for approval.

## **VI. OTHER BUSINESS**

- Mr. Everett will be going to the next GES-PTO meeting to address concerns about moving the playground and meeting the new state codes that require handicap accessibility. It was noted that the company that provided the playground equipment is on the state bid list. Mr. Norman suggested that Mr. Everett address concerns about energy saving measures and clarify the fact that the GMS building project does include photovoltaic panels.
- Discussion was held on education bonds. Governor Rell has delayed higher education projects by one year, however, school construction projects by towns are not affected. Also, the GMS and GES school construction project was approved in the last budget cycle.

## **VII. PUBLIC FORUM**

Lexi Edge made note of the noise caused by the GMS construction project.

## **VIII. ADJOURNMENT**

**Motion:** By Heather Edge  
Seconded by Stuart Norman  
All in favor

To adjourn the meeting at 8:15 p.m.

Minutes recorded by Elizabeth Longacre