

**TOWN OF GRANBY
SCHOOL PROJECTS BUILDING COMMITTEE
SPECIAL MEETING
OCTOBER 11, 2023
MINUTES**

PRESENT: Toby Proctor, Eric Brown, Mark Migliaccio and Donna Nolan (arrived at 5:05 p.m.)

ALSO PRESENT: Anna Robbins, BOE Business Manager and Mike Dunn, GMHS Principal;
Shannon Sullivan, BOE Director of Facilities and Cheri Burke, Superintendent of
Schools

Chairman Proctor confirmed a quorum and called the meeting to order at 5:01 p.m.

Public Comment: None.

Review Agenda: No changes were made.

Approval of Minutes

On a MOTION by M. Migliaccio, seconded by E. Brown, the Committee voted (2-0-1) to approve the Minutes of August 14, 2023. E. Brown abstained.

Business

- A. Update on High School Roof Project, to include Estimate for Potential Over Run of Clerk of the Works Hours

Seven Change Orders have been submitted. Copies were provided to Committee members. Chairman Proctor voiced his concern, whereas he hasn't seen (and wasn't aware of) several of these. Paul Jorgensen from Silver Petrucelli was in attendance and stated he too was unaware of several of these Change Orders. Apparently, even the Clerk of the Works was unaware of some of these changes. Silver Petrucelli has reviewed all the Change Orders in hand at this time. Mr. Jorgensen reviewed each Change Order with the Committee.

Numbers 1 and 2 (\$5,086.62) have been approved and were for a skylight and curb work. The rest have not yet been approved.

Number 3 (\$7,945.30) is for additional curb flashing around fans (three fans each, on two separate roofs). This work wasn't shown on the original plans. There was discussion on the costs associated with this item and if this is a reimbursable expense (it appears to be).

Silver Petrucelli finds the explanation and cost acceptable and recommends approval to pay.

Number 4 (\$38,854.07) is for a section of roof over the auditorium, roof H. Flat roof decking was there but when the roof in this area was removed it was found this area has a slope to it. Therefore, tapered insulation needed to be installed to drain the water properly. There was discussion and a line item was identified for a membrane, which Silver Petrucelli disagrees with (there will be further discussion with the contractor about this). E. Brown questioned some of the items and feels some should be challenged because they look to be additional charges.

Number 5 (\$13,062.16) is for additional drain installation. There was ponding identified on a roof section. It was watched during the many rainstorms this summer. A leak was identified in an area as well. It appears adding a drain in this area is the right thing to do. E. Brown noted the cost seems high for this work.

Number 6 (\$7,282.90) is due to existing roof drain lines were not in line. These are overflow drains and were found to have been piped incorrectly, before any of the current work was started. This needs to be corrected in four or five locations (clarification is being sought).

Number 7 (\$31,202.08) is to install new steel or wood blocking in cavity wall to reattach existing ladder. Both sides of the wall will need to be opened and reinforced. S. Sullivan reported the ladder is loose and can't be tightened. New framing is needed. There is concern about the unknowns, once the walls are opened. There was discussion about time and materials for this project being documented in detail. This job might be approved with a "not to exceed amount" clause. S. Sullivan stated he felt the proposed cost is quite high for this work. It was noted, this too is a reimbursable expense. Silver Petrucelli will discuss the proposed cost with the contractor. It's thought the Clerk of the Works or possibly S. Sullivan should oversee this work. S. Sullivan stated he, unfortunately, does not have the time to take this on. It was decided to not go with time and material so the requirement to have someone count hours was gone. Therefore, the Committee decided to cut the clerk of the works off at what they have already done.

Clerk of the Works – The "not to exceed" amount of \$50,000 for this position has almost been met. The Clerk of the Works has submitted 388 hours @ \$124.90/hour for a total of \$48,461.20 for the timeframe of July 10, 2023 thru October 10, 2023. He was told to stop work last week due to the financial constraints. There was discussion about the need for someone overseeing the last section of roof work to be done, the installation of drains and the installation of the ladder. Questions like: Should the Clerk of the Works be let go now? Should more funding for this position be asked for? What might the consequences be if a Clerk of the Works isn't overseeing work? were all talked about, but the Committee decided to not use the Clerk of the Works going forward.

It was noted there is a credit of \$41,000 for the deck allowance. This helps take the sting out of the cost of all the Change Orders.

Chairman Proctor left the meeting at 6:02 p.m.

B. Update on Phase 1 – Closeout

Ms. Robbins reported the original contract was for \$3,717,107. The Change Orders totaled \$607,049. Construction Administration cost was \$37,500. The Architect cost was \$154,811. Total: \$4,530,016 She estimates the reimbursement may be \$1,351,214 – this number does not include the Change Order numbers. The Bond amount for this project was \$3,178,802. BOE Administration recommends to pay the final bill and close the Phase 1 Project. Once this is done and approved by the BOE, the reimbursement process can be started.

On a MOTION by D. Nolan, seconded by E. Brown, the Committee voted unanimously (3-0-0) to pay the outstanding bill and officially close the Phase 1 Project. This information should be forwarded to the BOE for their vote noting the Phase 1 Project is complete.

C. Update on Project Plan and Timeline for Culinary Arts Room

S. Sullivan said there isn't any new information at this time. John Scheib, NCA is working on a defined scope of work and a timeline. This project was originally designated to be done with Small Capital Funds, but now is part of this overall high school project.

D. Review Estimate of Remaining Funds on the Bond

This topic was briefly discussed. The Culinary Arts Room is expected to cost about \$210,000. \$5.4M is the projected use of Bond Funds. It looks like there will be an excess of \$580,000 once all the work is done. These funds are hoped to be used on a “not yet designated” school project.

E. Discussion on Reporting Committee’s Progress to BOS/Public

This item was tabled to the next meeting.

Next Meeting Date

The next meeting will be Wednesday, November 8, 2023 at 5 p.m. This will be an IN-PERSON meeting (and Zoom) at the BOE building.

Adjournment

On a MOTION by D. Nolan, seconded by E. Brown, the committee voted unanimously (3-0-0) to adjourn the meeting at 6:28 p.m.

Respectfully submitted,

Susan Christian
Recording Secretary