

Colliers
135 New Road
Madison, CT 06443
MAIN +1 860 395 0055
FAX +1 203 779 5661

Regional School District No. 14
Woodbury/Bethlehem
Nonnewaug High School – Renovations Project
July 25, 2018

PBC Attendees:

John Chapman
Brian Peterson
JP Fernandes – arrived late
Patrick DiSarro
Robert Piazza
Andie Greene
Don Fiftal
Matthew Cleary

Absent:

Janet Morgan
George Bauer
Tom Hecht

Also Present:

Scott Pellman	Colliers
Amy Samuelson	SLAM
Nelson Reis	O&G
Ian lacey	TIA – on the phone

From / Notes Prepared by: **Scott Pellman** – Project Manager
Colliers International

Attachments:

A special meeting of the Public Building Committee was held on Wednesday July 25, 2018 in the Relocated Central Offices at Woodbury Middle School 67 Washington Avenue Woodbury, Connecticut.

The following notes are to record the most significant issues discussed at the above referenced meeting. If anyone attending the meeting feels these notes are inaccurate, additional items need recording, or further detail is required, please forward your written comments to Scott Pellman for inclusion.

1. Call to Order – The meeting was called to order at 7:04pm.

2. Site and Athletic facility Discussions

- a. Scott Pellman introduced the meeting noting the task that was assigned to the construction team after the last meeting was to further clarify the field renovation scope and to achieve a not to exceed cost of \$75,000 for the football field renovation.

John Chapman stated that there were three issues that required attention, revised top soil, turning down the sprinkler heads and the survey.

- b. PCO 057 Option A and Option B - Nelson Reis reviewed the updated proposals incorporating the review comments received from the design team. Nelson stated that Ian's Lacey's review was helpful and that Ian along with O&G had also spoken with Kevin Foley from Liberty to confirm the scope.
 - I. Top Soil - The top soils cut fill analysis is frustrating from a material management standpoint. The base bid without the artificial turf field has an import of topsoil but with the top soil material that will be removed with the turf field installation you have a balanced site. Managing the material is the key issue. Richards proposal now excludes all top soil, liberty will add sand which will fluff up the fields and there should not be any need for additional top soil. The approach for the addition of sand and the elimination of the need for any additional top soil was also confirmed by Ian Lacey.
 - II. Surveying – Richards believed that they would have to re-stake the field. Per the discussions with Kevin the added survey has been struck from the proposal and Liberty will provide all required GPS grading.
 - III. Sprinkler heads - Turning down the heads is still required by the subcontractor however the price came down per head and there are two proposed approaches for the work. The first option is to perform the work as a lump sum Fee and the second would approach the work as an allowance billed for time and materials. If it went over the allowance the contractor would require additional fee. The two options are close in cost.

John Chapman reviewed the two PCO's noting that the amount provided included all insurance and management costs.

Option A – Overall cost with an allowance for sprinkler head work - \$73, 189

Option B – overall costs with a fixed fee for sprinkler head work - \$75,332

John Chapman stated that Ian's commentary was helpful and believes that we are in agreement for the field work.

Andie Greene commented that he understood the rationale for doing the lump sum approach on the sprinkler head work however if it does not take as long as anticipated we will pay too high a price for future head relocations.

Nelson Reis stated that O&G would oversee the irrigation head work to verify how long each head takes to turn down and turn back up each head to confirm the assumed time.

John Chapman stated that the grading is important because we do not have an excess of material on site. Field #1 gives Richards and Liberty a chance to perform.

John Chapman made a motion to approve PCO 057B in the amount of \$75,332 lump sum to strip and re-seed field #1 Seconded by Robert Piazza – Discussion – All in favor - Unanimous (JP fernandes was not in attendance for this vote)

Scott Pellman noted that the other athletic field proposals that will be reviewed and acted on in the future have similar reductions as those presented for the football field renovation.

3. Other Business Coming before the Committee

- a. Review of the Amendment #10 – Amendment #10 to SLAMS contract will cover costs for Ian Lacey's support and construction oversight of the field renovations. The proposal includes 20 ½ day field visits and corresponding reports along with a \$4,000 allowance for additional hourly support.

Amy Samuelson noted that there is a three page back up that describes the scope of services including the site visits and report.

Ian Lacey expanded on the scope discussions describing how they look at the critical points of the work and that they don't have to be on site each day. They are typically only on site a half day at a time looking to see that the contractor is following the process and then will draft reports that will be provided to the committee. If meeting attendance is required to present progress they can do that as well. Ian noted that Kevin from Liberty believes that one or two of the grading points might need to change slightly which is typical. They would review stripping, addition of the sand and soil amendments, grading, re-seeding and re-positioning of the sprinkler heads. Turning the heads down is not a concern but watching them go back up is critical and they would offer input to make sure no heads are exposed and damaged.

Scott Pellman inquired about the 20 site visits in the proposal and if that number of visits would cover all the potential field renovations.

Amy Samuelson believed once a week over this and the next summer and every other week in the spring and fall amounted to the 20 visits.

Ian stated that Amy is correct and that number of visits should be plenty. Included would be one or two visits post reconstruction to observe the seed growth. We will try and work diligently to that number.

Amy stated that the proposal should not need to be voted on again, if the other fields were not used the amount invoiced against the proposal would be less because it is based on unit costs.

John Chapman believes that it will be important to document the progress and if Ian sees something there should be a process to notify the contractor and have the authority to get the issues correct.

Ian stated that they have worked with Liberty in the past and if they see something out of the ordinary they would stop the job and raise the issue with O&G.

John Chapman made a motion to approve Amendment #10 rev3 to the professional service agreement between Region 14 and SLAM for professional services for oversight of the field renovations not to exceed \$30,400 Seconded by Don Fital – Discussions – All in Favor – Unanimous.

4. Public Comment

None.

Meeting Adjourn

Motion to adjourn by John Chapman seconded by Andie Greene.

- Meeting ended at 7:32