

SPECIAL MEETING MINUTES

SCHOOL CAREER TECHNICAL PROGRAM RENOVATION PROJECT BUILDING COMMITTEE

June 27, 2016

Town Hall Lower Level Conference Room L100

- I. Call to Order – The meeting was called to order at 3:32 PM by Chairperson Tofeldt.
- II. Roll Call - Members present: Bob Tofeldt, Chairperson; and Carol Anest. Others present Jim Healy, Quisenberry Arcari Architects; William Collins, PhD, Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operations Officer (arrived at 3:35 PM); and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Approval of prior meeting minutes – Ms. Anest made a motion to approve the minutes of the June 13, 2016 meeting as presented. A second to the motion was made by Mr. Tofeldt. The motion passed by a vote of 2 YES to 0 NO.
- V. Review and Take Action on Newington High School Project Plans, Specifications, Budget and Cost Estimate – Presented by Mr. Healy. The architectural drawings had been reviewed at the previous meeting and were unchanged. Mr. Healy reviewed the plumbing, fire protection, mechanical and electrical drawings with the Committee. The Chairman felt that the Committee should provide some background for the project when they appear before the Town Council the next evening. It was suggested that they use the Newington Public Schools Academy Construction Summary that was distributed at the previous meeting. The Architect will have a thumb drive for use on the Town's equipment to allow for a visual presentation of the drawings. The Project Architect estimated the cost to be within the project budget. Mr. Baron presented a project budget, noting that the architect's fees were corrected to cover the \$2.4 million total project cost and that the roughly 5.24% contingency amount was an arbitrary number. Due to the pre-project demolition activity, the contingency required is expected to be small. Ms. Anest made a motion that the School Career Technical Program Renovations Project Building Committee approve the final plans, specifications, construction cost estimate and project budget for the Newington High School renovations project, as presented, and refer them to the Town Council for its approval and authorization to proceed to bid. A second to the motion was made by Mr. Tofeldt. The motion passed unanimously by a vote of 2 YES to 0 NO.

- VI. Other Business Pertinent to the Committee – The Final Plans will be presented to the Building Department for local official code review. The Town Council will be briefed by the Committee and the Project Architect on June 28th and is expected to take action at their July 12th meeting. Once acceptance is given by the Building Department it will be provided to the State for authorization to proceed to bid. A brief turnaround time from the State is expected. Bid documents are expected to be out for about three weeks after the date of the legal ad in the newspaper. The Committee will then meet to review the bid results and make a recommendation to the Town Council regarding award.
- VII. Public Participation – None.
- VIII. Response to Public Participation – None.
- IX. Adjournment – the meeting adjourned at 3:50 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services