New Middle School Building Committee
Special Meeting
July 2, 2019

Present: John Guiliano, Mary Bartolotta, Chris Drake, Gene Nocera, Ted Razka, John Phillips, Richard Pelletier, Shelia Daniels, Kristy Byrd, Steve Zarger
Others: Peter Staye, Dan Hetzler, Randall Luther, Cheryl Wolcott

Called to order at 6:09PM

Public Comments: Brian Kronenberger
Conflict with invitation to bid and what was presented on the state website
Concern with comments at June 13 meeting regarding the demolition contract. No discussion on whether Phase I subcontractors comply with state requirements on minority owned businesses.

Motion to approve minutes of May 30 meeting made by Ted and second by Rich. Unanimous passage. Gene Nocera abstained.


Motion to approve TSKP Invoice #13 (Item 4.A.1.) Made by Ted, second by John Philips. Unanimous passage.

Motion to approve O&G Invoice #2 (Item 4.A.2.) Made by John Philips, second by Ted. Unanimous passage.

Item 4.B.1. - Dan Heltzer
Estimates that exact cost for Phase I will be $3,554,978 (see corresponding document "Woodrow Wilson Middle School Phase 1 Enabling Work").
Recommends PO in the amount of $3.6 million.
Sheila: Do we need the backup from all the bids?
Dan: Not feasible on subcontract, but that is the role O&G plays in the process
Sheila: Question on differences between the handwritten and typed portions of the document.
Dan—Result of under allocating the amount for demolition on Phase I, all the rest is based on the percentage of the top number, so the under allocation impacted everything downstream. Dan further explained how each subcontractor needs to demonstrate how they will comply with state requirements on minority contracting. O&G ensures that each subcontractor has a plan to use subs on the contract that will satisfy all the requirements.

Sheila: Who is overseeing the state compliance?

Dan: That is O&G’s responsibility. Encouraged committee to think about establishing a sub committee later in the process to review change orders.

Motion to approve a purchase order in the amount of $3.6 million to O&G for Construction of Phase I. Made by Rich, seconded by Steve. Unanimous passage.

Item 4.B.2

A Motion approving a PO to WB Meyer to cover moving expenses in the amount of Phase I, $17,000 and Phase II, $36,000 and approving a transfer of funds of $53,000 into the Administration Line Item #4471-330000-52110 was made by John Philips and seconded by Steve Zarger. Dan Hertzler suggested amending the amounts to $20,000 in Phase I and $33,000 in Phase II. John Philips moved to so amend the motion and it was seconded by Steve Zarger. The motion on the amendment passes unanimously. The Motion, as amended passed unanimously. The Chair declares the matter approved.

Item 4.D.1.

Discussion on parking lot expansion options. Dan Hertzler: The plan is to install a gravel lot for temporary Phase II for parking during construction. Ted Raczka: Do we take into account parking at the Pat Kidney fields? Mary Bartolotta: It's for the Superintendent to decide whether staff can be asked to park there at certain times.


Discussion on furniture pilot. Three documents were presented by TSKP. FF&E Images for Pilot Classrooms: Interactive Board on Mobile Stand and Hovercam Pilot X; Pilot/Test Classrooms Cost Summary. Randall Luther, TSKP: explained concept to pilot some furniture in existing school, did it in Guilford High School. This pilot would cover 3 classrooms. Reached out to vendors, some reduced to cost and one offered a donation. John Phillips: Why is this not a Board of Education decision, coming out of their operating expenses? What if they don't like it? Gene: Concern about sequence, risk of no reimbursement. No action taken on this item.

Item 4.D.3.

Incorporation of bricks from old school. Document passed out to incorporate into the floor. (schematic of lobby). Discussion about whether the bricks could be incorporated elsewhere in the building.
Item 4.4.A.

Randall Luther, TSKP: Part of the normal process is that TSKP submits their plans to local code officer for code approval, then the state will evaluate for approval. Some communities outsource code review to independent consultants. Randall has reached out to Middletown Building Department who doesn't think they have the resources to do the code review in the time we need it. They are interested in the independent review option. If the committee is interested, this independent reviewer can be subcontracted to TSKP. Dan said that the code review needs to begin by 7/22 and should take 5 weeks.

Sheila Daniels: Is this within the scope of the original cost estimate?
Dan Hertzler, O & G: Usually this is outsourced, but this is not in the original cost estimate.

Mary Bartolotta: We need a letter from the building department specifically stating that they do not have resources to do the work in a timely fashion.

Randall Luther, TSKP: I will follow up and make that request.

Further, Randall mentioned that this building is a "threshold" building under the code because of occupancy of the building so we need an independent structural peer review.

Dan Hertzler, O & G: This was contemplated in the original estimate at $30,000.

Committee agreed that Randall Luther should solicit 2-3 quotes and bring them back to the committee.

Motion to Adjourn

A Motion to Adjourn was made by Ted Raczka and seconded by John Phillips. There is no discussion and the vote is Unanimous to adjourn. The Chair adjourns the meeting at 7:52 P.M.

Submitted by C. Drake and edited by:

Marie Norwood
Staff