

Booth Hill/Jane Ryan Building Committee Meeting

Minutes

October 29, 2018

6:00 p.m.

Long Hill Administration Building

6254 Main Street

Trumbull, CT

Members Present:

Richard Deecken, Chairman

Jeffrey M. Donofrio, Board Member

Mike Ward, Board Member

Kevin Shively, Town Council

J.C. Cinelli, Town Council

Stephen Rescsanski

Jeffry Jenkins

Also in attendance:

Mark Deming, Director, Facilities

Kevin Bova, Purchasing Agent

David Stein, Silver/Petrucci & Associates

R.F. Jagoe, RFJ Associates

Richard Deecken called the meeting to order at 6:02 p.m. It was moved (Shively) seconded (Rescsanski) to approve the Minutes from the May 24, 2018 meeting. Vote: unanimous in favor.

By unanimous consent, it was voted to move Agenda items 2 and 3 out of order. Mr. Deecken motioned to convene in Executive Session at 6:20 p.m., pursuant to C.G.S. section 1-200(6)(E) to review and discuss bids in response to the Town's Invitations to Bid for both projects, inviting Messrs. Stein, Bova and Deming to join the Committee in executive session. All voted in favor.

Executive Session adjourned at 6:35 and the Committee resumed the public session of its meeting.

Mr. Deming stated that Fire Marshall Megan Murphy, and Director of Public Works John Marsilio will be providing the Board of Education with the Impact Statement. He also noted that these renovations are not anticipated to cause increased usage, so therefore any improvements or modifications to these existing public facilities would not be necessary.

Mr. Deecken requested an update on the Scope Review process with the apparent low bidder, RFJ Associates. Mr. Bova stated that RFJ Associates submitted bids for both the Booth Hill and Jane Ryan Window Projects, as well as a combined bid number (i.e., price if awarded both projects). Discussion ensued. Mr. Stein stated that Silver/Petrucci & Associates has reviewed RFJ's bids, found that the scope required in the contract documents is covered by the bids and previously worked with RFJ and believes RFJ to be qualified. It was discussed that the bid clarification states that the Board of Education will provide all electrical work as well as landscaping.

Kevin Bova notified the Committee that there will be a letter of award for each project and letter of award for each subcontractor. Discussion ensued.

In order for the project to be completed on time, Mr. Jagoe said he would need the award letter by November so that measurements could be taken and materials could be ordered. Materials would be on site in May so project can begin at the end of the school year. Both projects will be done with two crews working simultaneously. Discussion ensued.

It was moved (Shively) seconded (Rescsanski) to award (subject to Town Council approval) a contract for Bid #6300 Jane Ryan School Window and Entrance Replacement (based on the combination bid price per the bid alternate but as an individual project) to RFJ Associates in the fixed price amount of \$1,119,469.00 and make the recommendation to the Town Council for approval of the foregoing award to RFJ. Vote: unanimous in favor.

It was moved (Shively) seconded (Rescsanski) to award (subject to Town Council approval) a contract for Bid #6301 Booth Hill School Window and Entrance Replacement (based on the combination bid price per the bid alternate but as an individual project) to RFJ Associates in the fixed price amount of \$1,146,562.00 and make the recommendation to the Town Council for approval of the foregoing award to RFJ. Vote: unanimous in favor.

Jeff Donofrio clarified that each project is a separate project, requires a separate contract and that the State OSCG will treat each project as a stand alone project. However, the Town's procurement method included soliciting a combination bid and the determination that RFJ Associates is the lowest qualified and responsible bidder is based, from a price perspective, on its price for the combination bid. Individual contracts are being awarded by the sum of the two individual contracts which matches the amount of the combination bid that includes the alternate.

It was moved (Donofrio) seconded (Shively) to recommend approval of the Final Plans and Specifications of both window projects to the Town Council. Vote: unanimous in favor.

It was moved (Shively), seconded (Rescsanski), to adjourn this meeting 6:50 p.m. Motion approved.