

**Booth Hill/Jane Ryan Building Committee Meeting
Minutes**

October 30, 2019

6:00 p.m.

Long Hill Administration Building
6254 Main Street
Trumbull, CT

Members Present:

Richard Deecken, Chairman
Kevin Shively, Town Council
J.C. Cinelli, Town Council
Jeffrey Donofrio, Board Member
Mike Ward, Board Member
Stephen Rescsanski

Members Absent:

Jeffry Jenkins

Also in attendance:

Cindy Katske, Chief Administrative Officer
Dan Martin, Assistant Finance Director
Mark Deming, Director, Facilities
David Stein, Silver/Petrucci & Associates

Mr. Deecken called the meeting to order at 6:05 p.m. It was moved (Ward) seconded (Shively) to approve Minutes from the October 8, 2019 meeting. Vote: unanimous in favor.

Mr. Deecken requested an update on the Booth Hill and Jane Ryan Window Projects. Dan Martin, Assistant Finance Director, distributed a Project Budget Worksheet. The projects, including submitted invoices from Fuss & O'Neill for the Committee's approval in the amount of \$34,317, are within budget.

Booth Hill is over budget and Jane Ryan is under budget; however, they are two separate projects and monies cannot be allocated between them. Mr. Stein stated that the State reimburses up to 5% for items that are eligible and Environmental costs falls within that category. The project oversight was with sample costs, and inspectors coming out on weekends, to keep the project moving. The State has special inspections required for such projects (attachment). Discussion ensued.

Mr. Deming updated the committee stating that minor punch list items are being addressed with an expected completion date of November 5 for both projects. Discussion ensued.

It was moved (Rescsanski) seconded (Shively) to approve the change order for Jane Ryan PCO #3 in the amount of \$982.80. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Shively) to approve the change order for Jane Ryan PCO #2 in the amount of \$10,454.66. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Shively) to approve the credit for Jane Ryan PCO #11 in the amount of \$1,135.00. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Cinelli) to approve the change order for Booth Hill PCO #3 in the amount of \$702.00. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Shively) to approve the change order for Booth Hill PCO #11 in the amount of \$9,110.30. Vote: unanimous in favor.

It was moved (Cinelli) seconded (Rescsanski) to approve the change order for Booth Hill PCO #2 in the amount of \$10,266.71. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Cinelli) to approve the change order for Booth Hill PCO #13 in the amount of \$3,314.13. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Cinelli) to approve the credit for Booth Hill PCO #12 in the amount of \$1,619.00.

It was moved (Shively) seconded (Rescsanski) to approve the Jane Ryan Application #7 invoice #6377 for payment in the amount of \$33,017.17. Vote: unanimous in favor.

It was moved (Rescsanski) seconded (Shively) to approve the Booth Hill Application #7 invoice #6378 for payment in the amount of \$37,993.72.

It was moved (Ward) seconded (Cinelli) to approve the Jane Ryan Fuss & O'Neill, Inc. invoice #0215857 for payment in the amount of \$20,581.50. Vote: unanimous in favor.

It was moved (Ward) seconded (Shively) to approve the Booth Hill Fuss & O'Neill, Inc. invoice #0215868 for payment in the amount of \$13,734.50. Vote: unanimous in favor.

By unanimous consent, the meeting adjourned at 6:40 p.m.

Town of Trumbull BOE Windows Projects		Purchase Orders/ Budget	Change Orders	Total Purchase Orders/ Budget	Payments To Date PROJECTED	Purchase Orders Balance	Balance Available PROJECTED
Project Budget Worksheet							
B6026 Jane Ryan Windows Replacement							
RFJ Associates (PO# 20190621)	\$ 1,119,469	\$ 8,264	\$ 1,127,733	\$ 1,025,113	\$ 102,620	\$ -	
Silver Petrucelli (PO# 20180825)	30,950		30,950	30,091	859	-	
Fuss And O'Neill (PO# 20181062)	3,102		3,102	3,102	-	-	
Fuss and O'Neill Invoice # 0215857		20,582	20,582		20,582	-	
Subtotal	\$ 1,153,521	\$ 28,846	\$ 1,182,367	\$ 1,058,306	\$ 124,061	\$ -	
Admin. Costs / Owner's Expenses	46,479	(28,846)	17,633	827		16,806	
Total	\$ 1,200,000		\$ 1,200,000	\$ 1,059,133	\$ 124,061	\$ 16,806	
B6027 Booth Hill Windows Replacement							
RFJ Associates (PO# 20190620)	1,146,562	15,134	1,161,696	1,054,561	107,136	\$ -	
Silver Petrucelli (PO# 20180824)	30,950		30,950	29,668	1,282	-	
Fuss And O'Neill (PO# 20181062)	2,963		2,963	2,963	-	-	
Fuss and O'Neill Invoice # 0215868		13,735	13,735		13,735	-	
Subtotal	\$ 1,180,475	\$ 28,869	\$ 1,209,344	\$ 1,087,191	\$ 122,152	\$ -	
Admin. Costs / Owner's Expenses	19,525	(28,869)	(9,344)	875		(10,219)	
Total	\$ 1,200,000		\$ 1,200,000	\$ 1,088,067	\$ 122,152	\$ (10,219)	
RFJ Associates	\$ 2,266,031	\$ 23,399	\$ 2,289,430	\$ 2,079,674	\$ 209,756	\$ -	
Silver Petrucelli	61,900	-	61,900	59,759	2,141	-	
Fuss And O'Neill	6,065	-	6,065	6,065	-	-	
Admin. Costs / Owner's Expenses	66,004	34,316 (57,715)	8,289	1,702	-	6,587	
Projects Total	\$ 2,400,000	\$ -	\$ 2,365,684	\$ 2,147,200	\$ 211,897	\$ 6,587	