

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE PUBLIC BUILDING AND SITE COMMISSION.

Minutes of the special meeting of the Public Building and Site Commission held on Tuesday, December 3, 2013. Chairman Robert Mitchell called the meeting to order at 7:00 p.m.

Present: Robert Mitchell, Anthony D'Angelo, Joseph Borst, James Juliano, Rick Matschke, Thomas Catalina, Roger Letso (7:10). **Absent:** Robert Edwards, Peter Samoskevich. **Also Present:** Clerk of the Works William Knight, GERALYN HOERAUF from Diversified Project Management, Kaestle Boos Principal Charles Boos and engineer Ron Bathrick from CES.

Public Participation. None noted.

Minutes. Upon motion of Mr. Matschke, the minutes of the regular meeting of October 22, 2013 were unanimously accepted as presented.

Review of Town Initiated Projects - ESCO Status and role of PB&S. Mr. Matschke reported that the audit is ongoing. Mr. Juliano reported that Public Works Director Hurley attended a meeting with the Edmond Town Hall Board of Managers to discuss possible projects for the energy audit for the Edmond Town Hall. The Board of Managers also did their own energy audit and have obtained grants for work in that building.

High School Project is still ongoing and will be discussed in Executive Session.

Hawley School Project. Mr. Bathrick reported that the final punch list has been verified. Storage tank is not active yet. Five punch list items are open. PPO switch was incorrectly wired and is being rewired by Friday. Fan in the cavity heater would not shut off and will be corrected under warranty. Temp gauges on the boiler have to be relocated for easier access. Fire Marshal will do their final review when everything is completed. At that time the final Certificate of Occupancy will be issued.

Invoices for Payment

Mr. D'Angelo moved to recommend approval of CES invoice #3 in the amount of \$6,600.00 and invoice #4 in the amount of \$2,640.00. Second by Mr. Catalina and unanimously carried.

Sandy Hook Elementary School. Ms. Hoerauf presented and discussed "Bi-Monthly Report to the Public Building and Site Commission November 25, 2013" (Attachment A to original minutes). The site will be clear and level by this weekend. The inner fence is being taken down and given to DPW for future use. The site will receive hydro-seeding for dust and erosion control. The demolition contractor is removing their equipment from the site.

Location of the new entry drive has not yet been determined. Site utilities need to be coordinated.

An initial joint meeting with the Public Building and Site Commission and the Board of Education has been tentatively scheduled for December 17. This needs to be confirmed with the architect to determine the progress on the planning to be presented.

Invoices for Payment

Mr. D'Angelo moved to recommend approval of Consigli invoice #1 in the amount of \$46,356.00. Second by Mr. Catalina and unanimously carried.

Mr. D'Angelo recommended approval of Frankson Fence invoice #9365 in the amount \$77,188.00. Second by Mr. Borst and unanimously carried.

Mr. Borst moved to recommend approval of R.W. Bartley & Associates invoice #OT1018.WA29 in the amount of \$22,951.94. Second by Mr. D'Angelo and unanimously carried.

Mr. Borst moved to recommend approval of Bestech invoice #6684 in the amount of \$577,467.00 for abatement and invoice #6685 in the amount of \$214,191.14 for demolition. Second by Mr. D'Angelo and unanimously carried.

Mr. Matschke moved to recommend approval of Diversified Management Project invoice #2013355 in the amount of \$30,357.81. Second by Mr. D'Angelo and unanimously carried.

Mr. D'Angelo moved to approve Svigals and Partners invoice #1360-02 in the amount of \$57,529.89. Second by Mr. Borst and unanimously carried.

New Business.

2014 Meeting Schedule. Upon motion of Mr. Catalina, the meeting schedule was unanimously approved as presented.

Mr. Mitchell reported that the new Community Center will be on Fairfield Hills property. No determination has been made whether the project will be implemented through PB&S.

The next regular PB&S meeting is scheduled for December 17, 2013. This will precede the joint meeting with the Board of Education.

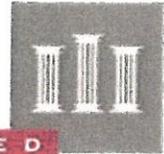
Executive Session. Mr. Borst moved to enter executive session at 8:00 p.m. to discuss legal issues.

At this time the clerk left the meeting.

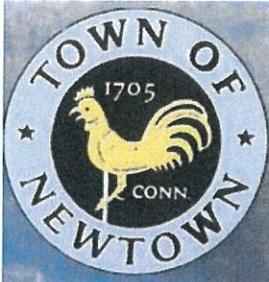
At 8:17 Mr. Borst moved to end the executive session. This was seconded by Mr. D'Angelo and unanimously carried.

Mr. Catalina moved for adjournment. This was seconded by Mr. Borst and unanimously carried. The meeting was adjourned at 8:18.

Ann M. Mazur, Clerk

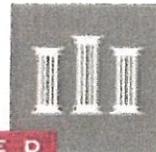


DIVERSIFIED
PROJECT MANAGEMENT



**Sandy Hook Elementary School
Newtown, CT**

**Bi-Monthly Report
to the Public Building and Site Commission
November 25, 2013**

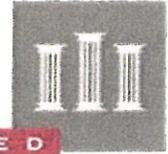


**Sandy Hook Elementary School
Newtown, CT**

Bi-Monthly Report – November 25, 2013

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**Sandy Hook Elementary School
Newtown, CT**

Bi-Monthly Report – November 25, 2013

1) Executive Summary

The project team continued to coordinate and manage the abatement and demolition of the existing building during this period. Regular, mandated testing of building materials continued to detect the presence of additional hazardous materials below grade and in materials hidden from view in the original assessment. During this period, the presence of contaminated mastic on the concrete below grade required a change in the plan to retain crushed concrete onsite as fill. The hazardous materials were added to the bulk disposals and additional clean fill was provided to the site by the Town DPW to make up the difference. Site clearing and backfilling continued on schedule, and as of November 22nd, building removal and site restoration was complete at areas 1 through 3. In area 4 demolition is 86% complete with only the tunnel demolition still underway.

The project remains on schedule for the building to be demolished and site clearing to be completed with all materials removed from the site by Dec. 14th. The abatement and demolition contractor, along with all consultants and the construction manager, have done exceptional work in keeping the project on schedule in light of these developments.

During this same period, the design team has completed the process of compiling project requirements (programming phase) and has begun detailed site investigations in anticipation of the schematic design phase of the project.

2) Opportunities

The design of a new access drive to the site is dependent on the completion of adjacent property acquisition negotiations by the Town Attorney and the First Selectman. As of this date, the negotiations for adjacent property are ongoing with no progress reported by the Town Attorney. The design team has reached a point in the design process where the decision as to a new site entrance must be determined before proceeding with schematic site design. The Town has directed the design team not to proceed with schematic design pending the outcome of property acquisition negotiations. Delay on this issue has the possibility of delaying the completion of the schematic design phase, as building placement on the site is highly dependent on this new drive.

The design team's security consultant continues to work with the School District on coordinating security planning for all schools in the district. The security consultant is also working closely with staff at the State Office of School Facilities to assist with the development of statewide school security standards. Members of the design team



recently met in Washington D.C. with representatives of the Department of Homeland Security to further advance their knowledge of the future of school facilities.

3) Activities this period (Nov. 11 – Nov. 22, 2013)

a) Preconstruction Phase

i. Hazardous Materials Assessment

Foundations – Sulfer and CMU blocks with asbestos mastic continued to be identified below grade in A4.

ii. Site Security

Media helicopters continue to fly over the site periodically. No media or public attempts to access the site have been noted this period. Security guards continue to monitor the site 24hrs/day.

Site security cameras were installed on the job trailer, covering views in three directions. Feed from the cameras will be monitored at the Town Dispatch Center.

iii. Time Capsule Recovery

Efforts to recover time capsules has been suspended.

b) Construction Phase

i. Hazardous Materials Abatement

Abatement of mastic and concrete below grade in A4 continued through the period.

ii. Waste Management

Sulfer block and PCB contaminated materials continue to be transported by truck to an authorized facility in Hartford, then transported by rail car to an authorized hazardous materials landfill in Ohio. All manifests are collected and reviewed onsite by Town personnel.

The presence of contaminated mastic on concrete at the utility tunnels required additional concrete to be removed from the site as hazardous waste. The increase in tonnage transported to the Ohio landfill caused an increase in abatement costs to the project.

iii. Demolition

Area 3 -- Building demolition, including below grade tunnel and foundations has been completed. A3 has been completely backfilled, leveled and is ready for fencing to be installed around the incident area.

Area 4 – Building demolition is complete and demolition work is continuing on the utility tunnels through next week.

c) Design Phases

i. Programming

School Based Building Advisory Committee – The advisory group met with the design team for a final workshop on 11/13.

User-Group Interviews – The design team continues to consult with faculty groups, staff, the new principal and also BOE and district staff to gather curriculum and building requirements for the project. The Education Specification has been revised based on these meetings and preliminarily reviewed with the Superintendent; review and approval by the BOE is scheduled for 12/3.

Programming Phase – the initial phase of the design process is considered to be complete.

ii. Site Design

Site design continues to be on hold pending the Town’s negotiations with adjacent property owners. The design and location of the promised new entry drive can only proceed once the acquisition of additional properties is confirmed.

The design team has begun site investigation work, including the completion of a site survey. Additional work underway includes the traffic study, zoning regulations review, geotechnical investigations for geothermal design, and soil testing.

iii. Schematic Design

Schematic Design is on hold pending confirmation of adjacent property acquisition.

iv. Reviews and Approvals

State Office of School Facilities – The design team is scheduled to meet with OSF for the required PREP meeting on November 25th.

Newtown Board of Education – No meeting with the BOE was held this period.

PB&SC – No meeting with the PB&SC was held this period.

- 4) **Programmed activities next period (Nov. 25 – Dec. 6, 2013)**
- a) **Preconstruction Phase**

The preconstruction phase is complete.
 - b) **Construction Phase**
 - i. **Hazardous Materials Abatement**

A4 -- Complete removal of ACM concrete foundations.
 - ii. **Waste Management**

Construction waste will continue to be removed and disposed as specified.

Non-contaminated concrete will continue to be crushed on site and mixed with soil as fill material.
 - iii. **Demolition**

A4 – Demolition of tunnel and foundations will be completed.

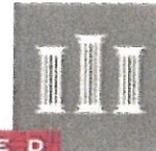
Perimeter asphalt will be removed and disposed.
 - iv. **Site Restoration**

Areas 4 will continue to be backfilled and leveled thereby completing site restoration. The issue of soil stabilization/dust control on the post-demolition site will be investigated and a price proposal for hydroseeding the site has been requested from a current Parks & Rec vendor.
 - c) **Design Phases**
 - i. **Programming**

The design team will meet with Town staff and the Newtown Sustainability Commission to discuss potential mechanical systems and sustainability goals for the project during the week of Dec. 9th.
 - ii. **Site Design**

Site design is on hold pending adjacent property acquisition.
 - iii. **Schematic Design**

Schematic Design will begin once the Ed Spec and Conceptual Budgets have been approved (and after adjacent property acquisition has been confirmed). Schematic Design activities will continue into February. It is anticipated that initial building design alternatives will be presented to the BOE and PB&SC at a joint meeting to be scheduled.



iv. Reviews and Approvals

State Office of School Facilities – A mandatory PREP meeting has been scheduled with the OSF and the project team for Nov. 25th. At this meeting the OSF will confirm all review and approval requirements for the remainder of the project.

Newtown BOE – The revised Ed Spec will be reviewed and approved at the 12/3 regular meeting.

PB&SC – Status of the project will be discussed with the PB&SC at the regularly scheduled meeting on Nov. 26th. No approvals are anticipated to be required this period.

5) Forecast and Cash Flow Analysis

Cash Flow Analysis will be developed for future reports, as contractual amounts become available.

The request for grant disbursement for the first quarter of 2014 has been compiled by the Town and forwarded to OPM and OSF by the First Selectman.

The overall project budget will be developed by DPM in the next two weeks and provided to the PB&SC for review at the next meeting.

6) Quality and Safety

Quality is reinforced by the onsite supervision of Consigli Construction. Consigli has established an onsite construction trailer and has a full time superintendent on site. Bill Knight, Town Clerk-of-the-Works is also available onsite to monitor T&M activity of the abatement and demolition contractor and also to review and sign disposal manifests. To date, the work of the abatement and demolition contractor, BesTech Inc. of CT, has been exceptional, with high levels of cooperation and initiative. They have committed to a deadline of Dec. 6 for building demolition and are on-track to meet the deadline despite significant additional abatement work required by the discovery of additional contaminants during the past 4 weeks.

Consigli continues to enforce OSHA requirements and the use of hardhats and safety glasses. There have been no safety incidents since the commencement of the work.

7) Nondisclosure Agreements

Nondisclosure agreements have been signed and submitted by all site personnel, including truck drivers and the completed forms have been provided to the Town Attorney.

A Spanish-language version of the NDA has been developed for the project and is in use.

The NDA has been modified for use by the professional consultant firms and will be distributed.

8) Approvals Anticipated by PB&SC

Preconstruction Cost Estimate – once the Education Specification is finalized and approved by the BOE, the CM will update the current conceptual estimate based on the final square footage projections, industry standards for school construction and forecast escalation for CT. The conceptual estimate should be available for PB&SC review and approval at the December 2013 meeting.

A complete project budget will also be presented for review with the construction estimate.

9) Attachments

- a) **Current Project Schedule** – a revised project timeline is under development by Svigals + Partners to address the impact on the project schedule of the delay in acquiring adjacent property for the new access drive.
- b) **Cash Flow Analysis** – not provided this period
- c) **Budget Review** – not provided this period