

Moeller Home Building Committee Minutes - Wednesday, August 25, 2004

Members present were Chairperson Perry Cornwall, Melvin McOmber, Peter Kalousdian, Brian O'Connor, Building Official and Kathleen Bagley, Director, Recreation and Parks Department. Also present were Jim Bell, Architect; Salvatore Cucia, Assistant Director, Recreation and Parks and Anthony Maisano, Project Engineer.

The purpose of this meeting was to meet with the two low bid contractors to discuss value engineering for the Moeller Home project. Since the project came in over budget, the architect suggested meeting with the two low bidders to determine if work could be cut from the construction project and bring this project in within budget. The committee spoke with Mr. Bob Dwyer from Cutter Enterprises, the low bidder. Mr. Dwyer distributed a report on suggestions to reduce the scope of the project. He talked about possible cuts that could total approximately \$140,000.

The Architect, Jim Bell, explained to him that the committee would be evaluating the suggested cuts and sending out a final Addendum on the bid to the two lowest bidders. This Addendum will include cuts to the scope of the project and will ask each bidder to provide a final bid cost for this project.

The second firm was LTC Enterprises. They were represented by Joe Virgadula, Jeff Leone and Leo Camosci. Mr. Virgadula presented the committee with a report on suggested cuts in the scope of the project. They discussed the heating and air conditioning system and went through each of their line item cuts for this project. The architect reminded them that he will be preparing an Addendum based on the committee's selection for cuts to the project scope and it will be sent to the two low bidders for a final bid on this project.

Committee members interviewed each of the firms separately for about 30 minutes and discussed their possibilities for project cuts. Attached to the minutes are the reports from each vendor. After this interview process, committee members evaluated the options for reductions in the project scope. Options that will be considered for elimination from the project scope are:

1. Gutters.
2. The back porch.
3. Entrance ramp-simplify.
4. Check withholding retainage.
5. Liquidated damages.
6. HVAC system.
7. Generator.
8. Track lighting.
9. Stone dust/path.
10. Birch doors instead of oak doors.
11. Masonry re-pointing.
12. VCT instead of linoleum for the flooring.
13. Painting.
14. Eliminate windows in program room.

Committee members asked Ms. Bagley to check with the Town Manager to determine if a 5% retainage needs to be held for one year for the project. They requested she check if the project needs to go back to Planning and Zoning if the entrance ramp is changed on the site plan. They also asked Ms. Bagley to check with the Maintenance Department to see if they had the skills necessary to re-point the brick on the exterior of the building and to put in the windows in the program room by cutting through the brick. The architect will put together an Addendum regarding the reduction in the scope of the project based on the above options.

Meeting adjourned at 3:15 p.m.