

## **Athletic Fields Renovation Committee 6/12/2018 Meeting Minutes**

Attendees: Mary Cay Nilsen (BoE), Glenn Niles (BoE), Victor Karlsson, Denise Harrington-Cohen, Andrew Bates, Dean Berardo, Robin Greene, Lisa McPartland, MattCunningham

Guests: John Watson (Insite Engineering) & Joe Reilly (KG&D Architects)

Absent: Gabriella Anfuso, Cathy Chiudina, Pete Lamoreaux, Ann Marie Chalmers, Lisa Delzio, Chrissy King, Pete Fragiaco, Adam Beal, Kenny Winch, Kathleen Snyder (Insite Engineering), Amy Winberg (KG&D Architects)

Meeting began at 5:02pm.

John Watson provided an update on the DEP approval process, which was split into three applications: 1) Athletic Fields; 2) JFK Paving; 3) Retro-active Building Additions (CVS & JFK). In John's estimation, the District should receive DEP approval for the Fields Project by late June. Approval for the JFK Paving Project is expected in early July.

Joe Reilly provided updates on the bid results for both projects, which were first bid on May 3rd and again on May 31st. The first bids were rejected by the Board of Education upon the recommendation of KG&D and our attorneys due to the fact that the apparent low-bidder made a clerical error on their proposal. The projects were subsequently re-bid with mixed results. The JFK Paving Project contract is being recommended for BoE approval at their June 12th meeting. The bid results for the Fields Project were higher than budgeted and KG&D is recommending that the BoE reject the bids and rebid the contract for award in early July.

Lisa McPartland questioned whether any of the contractors who responded were qualified to do both projects (paving & fields) to which Joe Reilly responded that the work is very similar, but in some instances a contractor will subcontract certain portions of work for various reasons. Victor Karlsson added that the initial plan was to bid the two projects collectively in order to achieve economies of scale in costs. Joe also stressed the importance of choreographing the work so that no more than five acres are disturbed at any one point in time, as required by DEP. He lamented that the bid results may not allow for a single contractor to perform both projects, which would be challenging to coordinate.

Dean Berardo reminded the committee that the same strategy to combine the projects into one bid was employed after the bids for the Concession Stand came back substantially higher than budgeted. The initial bids were rejected and rebid in conjunction with the JFK Renovation Project, which resulted in a significantly lower cost to the District.

Robin Green asked about the District's ability to negotiate with all of the contractors to which Joe explained that there are specific requirements involved in the competitive bidding process both on the part of the owner (District) and the contractor. Some of these requirements unfortunately inflate the cost of the contract, such as NYS Department of Labor prevailing wage, performance bond requirements, and insurance requirements. John added that it is extremely difficult to exclude the lowest bidder under NYS General Municipal Law, unless there is a significant and substantial reason which would stand up in court.

Joe reviewed the revised bid schedule:

- Public Notice: June 19th
- Walkthrough: June 22nd
- Opening: July 3rd (10am)
- BoE Award: July 12th (through a Special Meeting)

Joe added that work could begin on Monday, July 16th, provided DEP approval is received and the contractor is prepared to mobilize. The construction would continue through Friday, September 21st based on a 10-week schedule. Andy Bates voiced concern that it was essential to hit that target date in order for the grass to begin to germinate during the fall growing season. John agreed that the weather is always the greatest challenge. He added that the more time allotted in the following spring for the grass to mature, the more durable the fields will be when they begin to be used. Matt Cunningham affirmed that everyone would do whatever is necessary to protect the new fields in their infancy.

Robin asked if the contractor would provide a guarantee that the life of the renovation would last and no “sinking” issues would occur in the future. Joe responded that there is a one-year guarantee included in the contract and that most deficiencies are identified within the first six months of a completed project. John added that the fields should last decades with proper maintenance, but it is most important to not immediately overuse the fields in the first year. He stressed that immediate overuse is the biggest obstacle because the grass is not fully mature early in the spring. And it is difficult for a new field to recover from overuse.

Lisa asked if there were any specific or additional maintenance requirements needed to preserve the fields in the future, to which Joe responded that nothing is required above and beyond normal maintenance.

Matt then asked how confident KG&D and Insite were that the District will receive reasonable bids to award a contract under the new timeline. Joe responded that he was fairly confident that a qualified contractor would be willing to perform the work. John informed the committee that he and Joe would actively solicit contractors to encourage them to respond to the bid request.

Victor shared the bid results from May 31st, which were significantly higher than budgeted. Joe recommended removing all amenities from the scope in order to keep the costs down. Joe reminded the committee that the Board’s authorization covered emergency repairs only, and that any amenities upgrades would need to be paid from other sources. John added that another reason for the higher bid results was because of the stormwater requirements imposed by the DEP.

The committee discussed alternative funding for field amenities, to which Dean reminded the group of the application deadline for the Baseball Tomorrow Fund grant, which is July 1st. Part of the application requires proof of securing grant funds from other sources, such as the grant received last fall from Senator Murphy and any plans for donations from the Brewster Sports Foundation (BSF). Robin informed the committee that the BSF was meeting next week, and they would be able to provide an estimated donation amount to be used in the grant application. Victor pointed out that the list of amenities likely exceeds the alternative funding sources, so the District would have to look into refurbishing certain existing amenities, rather than replacing them.

Robin stressed the importance of repositioning the bleachers at softball field to improve sitelines and Dean agreed. John added that if the District contemplates a replacement of the bleachers,

this should be done after the project so it does not add to land disturbance during the project.

Meeting ended at 6:14pm.

Respectfully submitted,

Victor Karlsson