

1 **PUBLIC BUILDING COMMITTEE**

2 **TOWN OF SIMSBURY**

3 Regular Meeting Minutes

4 January 11, 2023

5 *Subject to Approval*

6
7
8 Chairman Ostop called the Regular Meeting of the Public Building Committee to
9 order at 7:00 p.m. on Wednesday, January 11, 2023, conducted via Zoom.

10
11 Present – Chairman Ostop, Messrs. Salvatore, Egan, Dragulski, Derr, and Burns.

12 Excused – Messrs. Kelly, Soskin, and Clegg.

13 Guests – for Simsbury Engineering Department – Thomas J. Roy, PE, Director of
14 Public Works/Town Engineer; for Simsbury Public Schools – Jason Casey,
15 Director of Infrastructure and Technology, Neil Sullivan, Assistant Superintendent
16 for Administration, and Andy O’Brien, Director of Operations; for Tecton - Jeffrey
17 Wyszynski and Alison Frost; for Arcadis – Jack Butkus, Senior Program Manager
18 and Zach Machold, Onsite Project Manager; for O&G – Dave Cravanzola, Mark
19 Sedensky, Pre-Construction Manager, and Jay Lucarelli, Project Manager; and for
20 Jacunski Humes Architects – Al Jacunski; all via Zoom.

21
22 **1. Public Audience**

23 There were no public audience comments.

24
25 **2. Minutes of the December 5, 2022, Regular Meeting**

26 The following corrections were made to the December 5, 2022 Regular Meeting
27 Minutes:

- 28 • On page 4 in the first paragraph, the value for the water proofing contract
29 was corrected from \$45K to \$145K.
- 30 • On page 5 under item 4. Approval of Meeting Dates, the year was changed
31 from *September and January 2024* to *September and January 2023*.

- 32 • On page 5 under item 4. Approval of Meeting Dates, *January 6th* was
33 corrected to *January 4th*.

34 *Mr. Salvatore made a motion to approve the Meeting Minutes, as corrected. Mr.*
35 *Dragulski seconded the motion, and it passed unanimously with Mr. Burns*
36 *abstaining.*

37 **3. Tariffville School Roof Project**

38 Mr. Jacunski of Jacunski Humes Architects spoke about an error that was made in
39 the November 29, 2022 project budget cost estimate for the Tariffville Elementary
40 School Partial Reroofing and Related Work Project. He explained that the square
41 footage was erroneously calculated at 50% more than the actual value. He noted
42 that while it was estimated to be 31,844 sq. ft. of existing roofing previously, the
43 actual figure is 21,888 square feet, reducing the costs for the total project from
44 \$1,611,940 to \$1,166,913.

45 Mr. Jacunski stated that they are working on the State grant filing forms and are
46 20-30% complete with contract documents currently.

47

48 **4. Central School Roof Project**

49 Mr. Jacunski stated that the Central School Roof Project budget numbers were
50 accurate. They are at the same pace on work and drawing for this project.

51 **a. Jacunski Humes Invoice #23001 for \$3,420**

52 *Mr. Derr made a motion to approve payment of Jacunski Humes Invoice #23001*
53 *for roofing at Central School in the amount of \$3,420.00. Mr. Burns seconded*
54 *the motion, and it passed unanimously.*

55 **b. Jacunski Humes Invoice #23002 for \$1,980**

56 *Mr. Salvatore made a motion to approve payment of Jacunski Humes Invoice*
57 *#23002 for roofing at Central School in the amount of \$1,980.00. Mr. Burns*
58 *seconded the motion, and it passed unanimously.*

59

60 **5. Latimer Lane Renovation**

61 **a. Arcadis Report**

62 Mr. Machold reported that construction continued, with the site work contractor
63 working to get ready for the concrete sub-contractor to mobilize in January 2023,
64 with the mason and steel sub-contractors following in the next few months. He
65 noted that Tri State Materials Testing Lab was awarded the contract for inspection
66 and testing services.

67 Now that the referendum has passed on January 7, 2023, Mr. Machold stated that
68 Arcadis will be working to revise the budget and submit the grant increase request
69 to the State of Connecticut. There were no major changes. As of December 31,
70 2022, they have expended 4.5% of the overall project budget.

71 Mr. Butkus explained that there were three proposals received for materials testing
72 and they are now seeking a PO for \$55,000, which matches the budget line item for
73 Testing and Inspection.

74 ***Mr. Derr made a motion to approve the PO for Tri State Materials Testing Lab***
75 ***in the amount of \$55,000.00. Mr. Salvatore seconded the motion, and it passed***
76 ***unanimously.***

77 Mr. Butkus explained that they were also seeking PCO 002 for \$7,236 for O&G
78 for handling the trench rock that was impeding the project.

79 ***Mr. Egan made a motion to approve PCO 002 for O&G in the amount of***
80 ***\$7,236.00. Mr. Burns seconded the motion, and it passed unanimously.***

81 A discussion followed on the procedure for seeking committee approval of change
82 orders, especially in circumstances where approval is needed between meetings.

83 Mr. Cravanzola of O&G Industries explained that their contract with the Town of
84 Simsbury requires they be authorized and receive approval on changes from the
85 Public Building Committee before moving forward with them. Mr. Butkus added
86 that, unless the transaction is in the Public Building Committee Minutes, the
87 auditors will say they are ineligible for reimbursement. He suggested that when a
88 change is not time-critical, they will bring them before the Public Building
89 Committee before proceeding, but emphasized that there needs to be a process for
90 time-critical items to allow for decisions to be made between meetings.

91 There was a discussion held on potential methods and thresholds. Mr. Burns
92 wanted to be sure that whatever group approving below the threshold included the
93 Chairman.

94 ***Mr. Ryan made a motion for time-sensitive work change orders with a value***
95 ***below \$10,000 will require preliminary approval by the Chairman before the***

96 *official full Public Building Committee approval. During that period, no more*
97 *than \$30,000 total will accumulate without full Public Building Committee*
98 *approval. The contractors and construction manager may proceed on that work*
99 *based upon the preliminary approval. Mr. Derr seconded the motion, and it*
100 *passed unanimously.*

101

102 **b. Tecton Report**

103

104 Mr. Wyszynski noted that all documents are completed. Work in progress includes
105 construction administration at this point, with regular OAC meetings and
106 construction progress meetings.

107

108 Chairman Ostop asked that Tecton's report be entered into the minutes (see
109 Addendum A).

110

111 **c. O&G Report**

112 Mr. Sedensky provided a quick update, referring to the memo from him on
113 preconstruction in prep for the referendum. At this time,
114 approval/acknowledgement letters have been prepared for the remaining
115 contractors for Miscellaneous Metals, Architectural Woodwork, Acoustical
116 Ceilings, Flooring, Painting, Final Cleaning, and Fire Alarm.

117 Chairman Ostop read the following into the record:

- 118 **1. Bid Package 2.05b – Miscellaneous Metals, awarded to General**
119 **Welding & Fabrication, Inc., with a base bid of \$134,000**
- 120 **2. Bid Package 2.06 – Architectural Woodwork, awarded to Nova Wood**
121 **Products Limited, with a base bid of \$668,500**
- 122 **3. Bid Package 2.09a – Acoustical, awarded to N.T. Oliva, Inc., with a base**
123 **bid of \$302,000**
- 124 **4. Bid Package 2.09f – Flooring, awarded to M. Frank Higgins & Co., Inc.,**
125 **with a base bid of \$955,000**
- 126 **5. Bid Package 2.09p – Painting, awarded to Professional Painting, Inc.,**
127 **with a base bid of \$252,000**
- 128 **6. Bid Package 2.13 – Final Cleaning, awarded to Horizon Services, with a**
129 **base bid of \$33,000**
- 130 **7. Bid Package 2.28f – Fire Alarm, awarded to Net Services, LLC, with a**
131 **base bid of \$357,000**

132

133 *Mr. Derr made a motion to accept items 1-7 as read into the record. Mr. Egan*
134 *seconded the motion, and it passed unanimously, with Mr. Burns abstaining.*

135

136 Mr. Sedensky noted that the committee previously accepted alternate number 4,
137 which was the south courtyard, which adds \$4,500 to 2.05b – Miscellaneous
138 Metals. He noted that the committee still needs to accept alternate number 9 for
139 flooring.

140

141 *Mr. Derr made a motion to accept alternate number 9 for flooring, for*
142 *contractors to hold their bid price for 90 days in lieu of 45 days, adding \$4,500.*
143 *Mr. Egan seconded the motion, and it passed unanimously.*

144

145 Mr. Lucarelli, the construction manager on site for O&G, explained that they've
146 been working on sitework prepping for foundations, which started in January 2023.
147 Over the winter break, they completed the egress hallways for students. At this
148 point, they are focused mainly on site work, concrete, and under slab work in the
149 next couple of weeks.

150

151 Mr. Egan questioned why there were 5 PCOs on the log but they only discussed
152 and approved one of them. Mr. Butkus explained that they have not completed
153 vetting the others yet. Mr. Lucarelli added that those will probably be ready for the
154 next meeting; they were simply making the committee aware of what's out there at
155 this point.

156

157 **d. Builder's Risk Policy**

158 Mr. Butkus explained that the risk insurance policy is an insurance policy the
159 owner carries for work as it goes in place. They went with the lowest premium
160 they could with Starr Insurance Companies and need the committee to approve the
161 policy. Mr. Casey clarified that the premium for this policy is \$68,953.

162 Mr. Egan asked if this was part of the package and Mr. Butkus explained that it
163 was originally budgeted for just short of \$31,000; the delta would be coming out of
164 the owners' contingency.

165 Mr. Burns expressed concern for moving a lot of money out of contingency very
166 early on in the process. He wanted to note that this is a finite amount of money and
167 to be mindful of it.

168 Mr. Derr pointed out that once they reconcile the referendum, the committee
169 should be able to get a monthly report of how much the contingency has been
170 dipped into. He recommended looking at the numbers at the next meeting to know
171 where they are.

172 *Mr. Derr made a motion to move ahead with the certificate of insurance in the*
173 *amount of \$68,953, which will go to Starr Insurance Companies. Mr. Egan*
174 *seconded, and it passed unanimously.*

175 **f. Tri State Materials Testing Lab, LLC Invoice #TMST11214**

176

177 *Mr. Salvatore made a motion to approve Tri State Materials Testing Lab, LLC*
178 *invoice #TMTST11214, dated 12/24/2022, in the amount of \$215.00. Mr. Egan*
179 *seconded, and it passed unanimously.*

180

181 **g. O&G Pay Application #1**

182 Mr. Cravanzola explained that every month, the committee will see applications
183 for payment that have been reviewed by Arcadis on Tecton. O&G incorporates
184 comments and revisions from Arcadis and Tecton into it before submitting the
185 copy that is then certified by the architect and the owners' rep. Pay Application #1
186 includes values that make up O&G's maximum price contract, with supporting
187 AIA documents showing the applications for payment for each individual
188 contractor whom they've signed contracts with, providing detail for where the
189 billing for that month's invoices is coming from.

190 *Mr. Egan made a motion to approve the application for payment from O&G for*
191 *\$1,223,109.06. Mr. Salvatore seconded, and it passed unanimously.*

192

193 **h. Tecton Invoice #45843**

194 *Mr. Derr made a motion to approve Tecton bill #45843, dated 01/05/2023, in the*
195 *amount of \$63,563.00. Mr. Salvatore seconded, and it passed unanimously.*

196 **e. Arcadis Invoice #3434113**

197 *Mr. Derr made a motion to approve Arcadis invoice #34341113, dated*
198 *01/05/2023, in the amount of \$12,318.00. Mr. Burns seconded, and it passed*
199 *unanimously.*

200

201 Mr. Derr asked if they could discuss the \$65,000 rock being moved. Chairman
202 Ostop opened the item to the committee.

203 Mr. Lucarelli explained that as they performed grading work on the south side of
204 the school, they realized that the rock was higher than anticipated. Borings showed
205 that it was 3-4 feet down, but they were hitting rock within 6-12 inches down from
206 top of grade. The process is to rip it and get rid of the rock to obtain the grades
207 needed.

208 Mr. Derr asked if there would be any blasting and Mr. Lucarelli clarified that it
209 would be performed with a machine with a hook on it. There are 800-900 yards of
210 material to remove, with new material needing to be brought in. They have
211 negotiated with the contractor to reduce the bid unit price from \$150/yard for mass
212 rock to \$75/yard.

213 There were no further comments.

214

215 **6. Adjourn**

216 *Mr. Derr made a motion to adjourn the meeting at 7:56 p.m. Mr. Egan seconded*
217 *the motion, and it passed unanimously.*

218

219 Respectfully submitted,

220 Carrie Vibert, Administrative Secretary, Simsbury Public Works Department