

From: Rick Bazzano August 28, 2008 2:03:38 PM
Subject: Public Building Committee Minutes 07/14/2008
To: SimsburyCT_BuildMin
Cc:

PUBLIC BUILDING COMMITTEE
July 14, 2008

Chairman Ostop called the meeting to order at 7:08 p.m. in the Board of Education Conference Room in Simsbury Town Hall.

Present: Cortes, Dragulski, Ostop, Patrina, Rowland

Absent: Derr, Kelly, Laureno, Salvatore

Guests: Sawtzke, Holden, LaClair, Bullock, Russo, Chow, Cutler, Welch

1. Minutes – June 9, 2008

Mr. Dragulski moved acceptance of the minutes of June 9, 2008 as presented.

Ms. Patrina seconded and the motion carried unanimously.

2. Public Audience

Mr. Holden introduced Burke LaClair, the new Assistant Business Manager.

3. Tariffville School

Chairman Ostop reported that he had sent a letter to Father Flower of St. Bernard's Church thanking him for allowing the PBC to use the church's parking lot for the workers during the construction work on Tariffville School.

Mr. Russo addressed his Project Status Report #3 dated July 2, 2008 for the Period to June 30, 2008, in which he addressed Contract Administration and Status of Work. He noted that his "office is still awaiting the following documents: List of Subcontractors, CPM Schedule, Schedule of Values and the list of Product Mf'rs".

A letter, dated July 11, 2008, was sent to Mr. Alfred J. Secondino, President of A. Secondino & Son, Inc., from PBC Chairman, Richard Ostop, stating extreme disappointment and concern with documentation submission issues and failure to meet work schedules. The letter included specific information and dates to which the company must adhere and respond. Mr. Russo reported that there is no invoice to present at this time because they have not given a schedule of values.

Mr. Chow stated that there are also considerable problems with submissions re the site work. Chairman Ostop stated that the Project is currently four

weeks delayed. There was discussion re methods to proceed.

Ms. Rowland moved, Mr. Cortes seconded, that if A. Secondino & Sons have not commenced work on the Tariffville School Project by July 25, 2008, the PBC will

PBC
07/14/2008

- 2 -

commence consideration of contacting the bonding company/termination procedures. The motion carried unanimously.

There was discussion of Project problems and the importance of timing, due to the school opening schedule, with Messrs. Holden, Russo and Chow expressing their concerns.

Mr. Chow explained a change of plans to have an outside grease trap. He will prepare a change order request. Mr. Cortes moved, Ms. Rowland seconded, to have the Chairman survey the members re the change order due to critical Project timing. The motion carried unanimously.

The Chairman informed that a Building Permit has been obtained by A. Secondino & Sons.

Ms. Rowland moved, Mr. Dragulski seconded, to approve for payment Invoice Number 200626-14, dated July 1, 2008, from OakPark Architects for the amount of \$5,475.00 for Architectural Services. The motion carried unanimously.

Ms. Patrino moved, Mr. Cortes seconded, to approve for payment Invoice #2008-1-06, dated 6/30/2008, from J.R. Russo, LLC for the amount of \$6,000.00 for Contract Administration Services for the Month Ending June 30, 2008. The motion carried unanimously.

Ms. Rowland moved, Mr. Cortes seconded, to approve for payment Invoice #30-636886, dated 06/04/08, from Crest Graphics for the amount of \$56.92 for copying and binding. The motion carried unanimously.

Ms. Rowland moved, Ms. Patrino seconded, to approve for payment Invoice #30-637400, dated 06/05/08, from Crest Graphics for the amount of \$55.76 for copying and binding. The motion carried unanimously.

Mr. Dragulski moved, Ms. Patrino seconded, to approve for payment Invoice 30-641206, dated 06/19/08, from Crest Graphics for the amount of \$853.79 for copying and binding. The motion carried unanimously.

Ms. Patrina moved, Mr. Cortes seconded, to approve for payment the PBC portion of Document 3530833, dated 04/30/08, from the Hartford Courant for the amount

PBC
07/14/2008

- 3 -

of \$58.83 for the RFP for Tariffville School Project. The motion carried unanimously.

Mr. Holden reported that he is still waiting for the final documents from the State Dept. on the paper work from O.&G. as well as finishing up on the pump which must be in and tested by the end of August. There was Q and A and discussion on how to manage the problem. Mr. Holden will follow up.

5. Simsbury Public Library

Mr. Russo addressed his Project Report #17 for the Period to 30June08 stating that the Project is still in the close out phase. Approved Change Orders to date are \$172,686.00, Pending Proposal Requests to date are \$45,188.00 for a total of \$217,874.00. Mr. Russo said he anticipates the Project to be completed by the end of the month. There is a meeting scheduled Wednesday, July 16, 2008 to address the outstanding HVAC issues. WJM was to respond to issues by June 30, 2008 but a response was not received until July 7, 2008.

Mr. Dragulski moved, Mr. Cortes seconded, to maintain a 2-1/2 % retainage on the Project. The motion carried unanimously.

Mr. Dragulski moved, Ms. Rowland seconded, to approve PCO #65 (Revision #1) to add gutter and downspout between canopies at door #103 + #106 for the amount of \$1,788 added to the Contract amount and 0 days to the date of final completion.

The motion carried unanimously.

PCO #76 Revised, to revise boiler breeching and provide a chimney flue inspection. Mr. Cutler advised not to act on this at this time.

Ms. Patrina moved, Mr. Cortes seconded, to approve PCO #82 Revised, for various electrical work performed on a Time and Material basis for \$679.00 added to the Contract and 0 days to the date of final completion. The motion carried unanimously.

Mr. Cutler recommended not to act upon PCO #83 Revised for new piping and freeze pump for the existing Air Handling Unit, work performed on a Time and Material basis for the amount of \$10,549.00.

PBC
07/14/2008

- 4 -

PCO# 84 is still under dispute.

Mr. Cortes moved, Ms. Patrina seconded, to approve PCO #85 to relocate one return register to avoid beam and light fixture for the amount of \$444.00 added to the Contract and 0 days added to the date of final completion. The motion carried unanimously.

Mr. Cortes moved, Ms. Rowland seconded, to approve PCO #86 Revised to modify return ductwork in room #028 to drop into metal stud partition to clear ceiling height in Children's Circulation #025 for the amount of \$1,797.00 and 0 days added to the date of final completion. The motion carried unanimously.

PCO #87 Revised was not considered at this time.

Mr. Dragulski moved, Ms. Rowland seconded, to approve PCO #88 for painting of the existing Storage Room #004, Custodial #023, Door frame Mens #022, painting of wire mold for flat screen t.v. and misc. wall touch ups caused by moving in, for the amount of \$1,445.00 added to the Contract and 0 days added to the final completion. The motion carried unanimously.

Ms. Patrina moved, Mr. Cortes seconded, to approve PCO #89 for additional stone edging requested on the north side of the retaining wall for Door #006 for the amount of \$697.00 added to the Contract and 0 days added to the date of final completion. The motion carried unanimously.

Ms. Patrina moved, Ms. Rowland seconded, to approve PCO #90 Revised to furnish and install two floor outlets at Adult Circulation #102 for the amount of \$1,662.00 added to the Contract and 0 days added to the date of final completion. The motion carried unanimously.

Mr. Dragulski moved, Ms. Rowland seconded, to approve PCO #91 to repair existing ceramic tile at mop sink in Custodial #023 for the amount of \$457.00 added to the Contract and 0 days added to the date of final completion. The motion carried unanimously.

There was no action taken on PCO #92.

PBC
07/14/2008

- 5 -

PCO #93 was submitted for information only re revising exterior soffits per

proposal Request #033 with no cost or days added.

No action was taken on PCO #394 to install four concrete pads with brick pavers at Lobby #001 and Vestibule #101 Automatic Entry Doors for the total of \$690.00 added to Contract and 0 days added to the date of final completion.

Mr. Dragulski moved, Ms. Patrino seconded, to approve PCO #95 to furnish and install one stair nosing at Stair B and furnish and install three stair nosings for the amount of \$550.00 added to the Contract and 0 days added to the date of final completion. The motion carried unanimously.

A memorandum from Mr. Sawitzke noted that 50% reimbursement, Payment #1, of the State Library Grant has been received in the amount of \$250,000.00.

Ms. Patrino moved, Ms. Rowland seconded, to authorize payment of Application No. 18, for the period to 7/8/08, from W.J. Mountford Co. for the amount of \$14,153.09 to be paid following Mr. Russo's receipt of the requested documents. The motion carried unanimously.

Mr. Cortes moved, Mr. Dragulski seconded, for the plaque to be prepared as suggested by the architect. The motion carried unanimously. Chairman Ostop recommended that former PBC members, Barbara Petitjean and William Rice who had worked on this Project, be included.

Ms. Rowland stated concern re one area of diminished parking lot lighting. Mr. Cutler will follow up.

Mr. Sawitzke submitted his Monthly Cost Control Report No. 17 on the Simsbury Public Library Renovations and Addition Project.

6. Eno Memorial Hall Project

The results of the bids for the Eno Memorial Sprinkler System are as follows: LaRosa Building Group - \$309,775.00, Orlando Annulli - \$276,000.00 and

Pierce Builders, Inc. - 268,900.00.

Mr. Dragulski moved, Ms. Rowland seconded, to accept Pierce Builders, Inc. for the Eno Memorial Sprinkler System Project. The motion carried unanimously.

PBC
07/14/2008

- 6 -

Mr. Sawitzke will follow up.

7. Simsbury Farms Project

Members received copies of the proposed RFQ. Chairman Ostop reported on changes made to the document: Products to be provided: 3. Attend up to 10 meetings for schematic presentation, discussion and comment; 5. Attend preliminary plan presentation meetings (deleting the number 2); Proposal Submittals: 2. Presentation to, and shortlisted firms will be interviewed by, the Public Building Committee.

Chairman Ostop stated that the PBC is authorized to do a complete Simsbury Farms Complex needs assessment, evaluation of use of all buildings, roadways, et al. Responses are to be submitted by August 7, 2008. PBC members are to receive copies prior to the August 11, 2008 PBC meeting.

8. Old Business

Mr. Cortes is to be on the Eno Memorial Project PBC subcommittee.

9. New Business

Mr. Robertson has requested Mr. Sawitzke to look at the Connecticut Clean Energy Fund re solar panels potentially for Tootin' Hills School which will be scheduled for roof replacement.

10. Adjourn

Mr. Dragulski moved, Mr. Cortes seconded, to adjourn the meeting at 8:30 p.m. and the motion carried unanimously.

Alice Rowland
Secretary