

**PUBLIC BUILDING COMMITTEE**

Special Meeting Minutes

June 10, 2019

*Subject to Approval*

Chairman Ostop called the Special Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, June 10, 2019 in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Messrs. Dragulski, Cortes, Salvatore, Kelly; Egan and Walter.

Excused – Mr. Derr

Guests – Messrs. LaClair and Shea

1. **Minutes of the June 3, 2019 Regular Meeting** *(to be distributed separately)*

2. **Henry James Memorial School Project**

- a. Original Construction Management RFP and summary of responses
- b. Pay Application #2 – Downes Construction Co. (revised and certified)

***Mr. Dragulski made a motion to approve payment of Application #002 to Downes Construction Co., LLC in the amount of \$98,015.00. Mr. Kelly seconded the motion.***

Mr. LaClair indicated that this resubmitted Application removes the general conditions as requested by the Committee at the 6/3/19 meeting and includes a portion of the \$38K for pre-construction fees.

***The motion passed unanimously.***

***Mr. Salvatore made a motion that the Committee go into Executive Session. Mr. Dragulski seconded the motion and it passed unanimously.***

*Mr. Cortes made a motion to come out of executive session and return to the Special Meeting. Mr. Salvatore seconded the motion and it passed unanimously.*

*Mr. Salvatore made a motion that Mr. LaClair ask Downes for the following:*

- 1) Was the intent that General Conditions be reimbursable for the contract;*
- 2) To see the side-by-side of where Downes is on the original bid vs. today, along with specific changes;*
- 3) The individual schedule of values items, e.g. rates and reimbursables;*
- 4) Duration of General Conditions; and*
- 5) Side-by-side to be sure what is in the current lump sum before discussing any changes in lump sum amounts in the contract.*

*Mr. Kelly seconded the motion.*

Mr. Egan suggested for clarity, the same templates be used; and the missing items in the template be designated as: a value, not required, or zero. Mr. Dragulski commented the Committee agreed the \$200K increase is reasonable and is caused by the total contract value increase and resulting increase to 3.5 FTE project personnel on the project. Mr. Salvatore is not clear what Downes contract fee is and it should be clarified allowing Mr. LaClair to administer the contract without future problems.

*The motion was approved unanimously.*

*Mr. Cortes made a motion to adjourn the meeting at 7:55 p.m. Mr. Egan seconded the motion and it passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk