

**PUBLIC BUILDING COMMITTEE**

Regular Meeting Minutes

September 4, 2019

*Subject to Approval*

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 6:56 p.m. on Monday, September 4, 2019 in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Messrs. Cortes, Derr, Salvatore, Kelly, Burns, and Walter

Guests – Messrs. LaClair and Shea; and for Downes Construction Company – Steve Smith, Project Executive, and Mark Wichmann, Sr. Project Manager; and for Kaestle Boos - Enrico Chiarillo, Sr. Project Manager

Excused – Messrs. Egan and Dragulski

Ms. Cooke, BOS Liaison, was not present due to a meeting conflict.

No public audience comments.

**1. Minutes of the August 5, 2019 Regular Meeting**

The following revisions were made:

- 1) On page 5, under d. Review of Furniture Plan to be Eligible for Grant Reimbursement – KBA:

In line 2 of the motion, the amount "\$583.579.83" is corrected to "\$583,579.83".

- 2) On page 5, under f. Kaestle Boos Invoice #16018.04-11:

In the last paragraph, the words "indictment of Ferguson Electric." are corrected to "indictment of Lee Ferguson."

- 3) On page 6, in the 2<sup>nd</sup> line of the first paragraph:

The acronym "SOBs" was corrected to "SOPs (Standard Operating Procedures)".

- 4) On page 6, under 5. New Business:

In line 1, the month "August" is corrected to "September".

- 5) On page 7, in the first line of the first paragraph the words "the contract is signed" are expanded to "the Henry James contract and GMP Amendment are signed".

*Mr. Kelly made a motion to approve the August 5, 2019 Regular Meeting Minutes, as amended. Mr. Burns seconded the motion and it was passed with Messrs. Cortes and Walter abstaining.*

## **2. Henry James Memorial School Project**

- a. Construction Manager Project Update #3 – Downes Construction Co.

Mr. LaClair noted that Mr. Smith has returned and is replacing Mr. Grabowski for Downes Construction as Project Executive. Chairman Ostop invited Mr. Smith to call Mr. Salvatore regarding issues that may come up as Mr. Smith gets up to speed. Chairman Ostop noted an issue on the table regarding the Lee Ferguson matter. Mr. Wichmann indicated they are moving forward, work is going well, and Mr. LaClair will be informed if any issues arise.

Mr. LaClair noted the meeting packet contains items for review, including Mr. Wichmann's review of meeting #3, and also that the parking lot in the rear of the building is done. Mr. LaClair highlighted the last item on page 3 of Mr. Wichmann's update that a neighbor across from the auditorium was in contact about vibration affecting her 1922 home from the work along Firetown Road, but she did not follow up on correspondence to her to set up a meeting; however, two weeks ago she was in contact regarding nearby road work and a crack she believed resulted from project work. Based on her concern, Mr. LaClair forwarded the information to the Town

insurance company and also shared it with Downes. Following consultation among Messrs. LaClair, Shea and Downes, and a site visit, Downes will contract with Haley and Aldrich in Rocky Hill to determine baseline seismic measurements for project work involving vibration, including for the drainage system going in across from and closest to this house in order to be prudent and a good neighbor. Board members clarified that would provide a baseline and likely be handled by insurance companies and attorneys. Mr. LaClair noted the Town insurance company believed they would be secondary to Downes.

- b. Pay Application #5 – Downes Construction Co. *(attachments emailed separately due to file size)*

Mr. LaClair noted the Chairman has the final copy, which was also emailed to members for review. Mr. Wichmann explained because the floors were chewed up and the subcontractor could not timely perform the work, they moved forward with Am Vets who had that capability combined with Mr. Wichmann's purchase of materials to complete performance of the work, and that work will be reviewed with Mr. LaClair. Mr. Wichmann further explained allocation of costs/credits. Mr. Wichmann was thanked for personally purchasing floor materials for the work on his travel and expense report and he confirmed the Town will receive remaining durable materials when the project is done.

***Mr. Cortes made a motion to approve payment of Pay Application #5 in the amount of \$1,220,800.22 to Downes Construction Co. Mr. Burns seconded the motion and it was passed unanimously.***

- c. Change Order Proposal Review – Project Architect Jennifer Mangiagli, KBA

Mr. Chiarillo of KBA reviewed the change orders beginning with #1 for more costly dark brick at \$6,878 which Mr. Wichmann confirmed was found through an RFI. Mr. LaClair recalled discussion at the last meeting that these are direct costs only and do not include Downes markup. Mr. Wichmann clarified there were 2 questions to finalize the change order process: 1) what Downes will not bill until the end for the bond; and 2) a general conditions portion that comes off with calendar time. Mr. LaClair indicated the request is to approve each of these change order items. Mr. Cortes noted 2 mistakes on the drawings, which Mr. Chiarillo indicated would fall under "errors and omissions".

***Mr. Derr made a motion to approve the Change Order due to Brick Type Clarification at a cost of \$6,878.00. Mr. Kelly seconded the motion and it was passed unanimously.***



Mr. Chiarillo indicated the 2<sup>nd</sup> change order was for a window shade product resulting in a credit for \$588.

***Mr. Derr made a motion to approve a deduct for a shade credit for (\$588.00). Mr. Cortes seconded the motion and it was passed unanimously.***

Mr. Chiarillo noted a 3<sup>rd</sup> change order add regarding extension of the Gas Line excavation tying into the main street connection at a cost of \$2,694.49. Mr. LaClair explained the 2<sup>nd</sup> part of this change order relates to gas line excavation at a cost of \$7,686.59, which was determined to be most economic following extensive research. The total for both is \$10,381.08.

***Mr. Kelly made a motion to approve the gas line change orders for \$2,694.49 and \$7,686.59 for a total of \$10,381.08. Mr. Salvatore seconded the motion and it was passed unanimously.***

Mr. Chiarillo continued the 4th change order for Media Center sprinkler head cloud types under errors and omissions at a cost of \$2,627.

***Mr. Cortes made a motion to approve the Media Center sprinkler head cloud type change order at a cost of \$2,627.00. Mr. Walter seconded the motion and it passed unanimously.***

Mr. Chiarillo indicated the 5th change order for Auditorium Reflector Panels from Wood Veneer Finish to Factory-applied Gel Coat Finish. He noted the wood veneer was costly and they have gone back to the original proposed gel coat finish reflector resulting in a credit for \$18,147.36, and the reflector panels were approved by the acoustical engineer.

***Mr. Kelly made a motion to approve the Auditorium Reflector Panel change order from wood veneer finish to applied gel coat finish for a credit of (\$18,147.36). Mr. Salvatore seconded the motion and it passed unanimously.***

Mr. LaClair noted an additional change order credit will come in at the next meeting.

d. Confirmation of Furniture Plan Budget for Grant Reimbursement - KBA

Mr. LaClair discussed his 8/9/19 email about discovering the contingency amount was not correct; while the proposed list of furniture cost estimate at \$582,535 is correct, with the 5% contingency added the corrected total is \$611,661.75, which requires confirmation from PBC and will go to the State tomorrow.

*Mr. Salvatore made a motion to confirm the total furniture budget for grant reimbursement of \$611,661.75. Mr. Cortes seconded the motion and it passed unanimously.*

e. Kaestle Boos Invoice #16018.04-12

*Mr. Derr made a motion to approve payment of Kaestle Boos Invoice #16018.04-12 in the amount of \$8,976.56. Mr. Kelly seconded the motion and it was passed unanimously.*

f. VanZelm Engineers Invoice #0046394

*Mr. Salvatore made a motion to approve payment of VanZelm Engineers Invoice #0046394 in the amount of \$1,065.30. Mr. Cortes seconded the motion and it passed unanimously.*

Mr. LaClair updated the PBC regarding moving the guidance office air conditioner condenser from the roof top where a leak was found on the weekend and that area was dried out, but in the dry wall vermiculite was found, which was not anticipated for remediation. However, a portion of the dry wall needed to be removed and the environmental consultant advised emergency containment was required, as vermiculite is now assumed by the State to contain asbestos. They received support from TRC Environmental Consulting and AmVets with further remediation potentially required. Chairman Ostop noted repaving was requested at the school front and the policy that a phone call suffices in lieu of a special meeting with follow up at the next scheduled PBC meeting. Chairman Ostop checked with FOI who confirmed that method is allowed as long as PBC has that agreement, and he asked whether that policy should be continued. Mr. Burns explained his concern regarding having backup documentation for review. Mr. Cortes added that repaving had nothing to do with the original project as the area was not listed for repaving and what could happen if something is found under that area and it requires more of a conversation given budget concerns.

The Committee discussed general agreement that phone calls via text can continue to be utilized regarding requested changes within scope and dollar amounts.

Mr. Derr asked if the roof leak damage would fall under insurance as it could be quite expensive and all avenues should be exhausted. Mr. LaClair plans to forward it as a builder's risk. Mr. Wichmann indicated the whole area would go under containment. Mr. Derr asked if it would be prudent to have a forensic analysis of the building to check for other vermiculite onsite and what the builder's risk analysis would be for containment. Mr. LaClair indicated the budget for this would fall under the allowance for abatement work for now and he will look into the builder's risk policy

### **3. Eno Memorial Hall**

Mr. Shea indicated the vendor contract has been signed, materials ordered, and work is anticipated to begin before the next meeting.

### **4. Old Business**

SCTV relocation remains on the agenda.

Chairman Ostop advised that a PBC condolence letter was sent to the family of Mary Lou Patrino and thanked the Committee members for their cooperation.

### **5. New Business**

Chairman Ostop noted the next Regular Meeting is scheduled for Monday, October 7<sup>th</sup> at 7:00 p.m. in the Board of Education Conference Room.

### **6. Adjourn**

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

Respectfully submitted,

Janis Prifti

Commission Clerk