

**Public Building Committee  
Regular Meeting Minutes  
August 1, 2016  
Subject to Approval**

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, August 1, 2016 in the Main Meeting Room located at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Derr, Dragulski, Kelly, Salvatore

Absent/Excused –Boardman, Cortes, Laureno, Patrina

Guests –Mr. Shea and Ms. Cook

1. Public Audience

There was no public audience

2. Minutes – July 6, 2016 Meeting

***Mr. Salvatore moved to approve the July 6, 2016 minutes. Mr. Derr seconded the motion. The motion passed unanimously.***

3. Board of Selectmen Liaison Report – Cheryl Cook

Ms. Cook noted that the meeting for the Senior Center has not yet been rescheduled. She believes it will be rescheduled after September 6<sup>th</sup>.

4. Senior/Community Center

This is currently on hold until September.

5. Henry James Memorial School

Mr. Shea discussed the change order work that is being done this summer and noted that it is substantially complete.

- a. Architect's invoice #1 – Phase I ceiling replacement

**Mr. Derr made a motion to approve Invoice # 1 from Kaestle Boos Associates, Inc. for construction administration services related to Phase 1 Ceiling Replacement in the amount of \$1,650.00. Mr. Salvatore seconded the motion. The motion passed unanimously.**

- b. RFP submissions – HJMS Phase II and Phase III (copies were distributed at the meeting)

Mr. Shea noted that they have issued an RFP for architectural services for Phase II and Phase III and distributed the four proposals received to attending committee members. Chairman Ostop that the four proposals be provided to the committee members not in attendance for interviews.

Chairman Ostop reviewed what is included for Phase II and Phase III.

**Mr. Kelly made a motion to have a meeting to do interviews from the RFPs on August 16, 2016 at 6:00. Mr. Salvatore seconded the motion. The motion passed unanimously.**

**Mr. Kelly made a motion to amend the above motion to start the meeting at 5:00 on August 16, 2016 and add a back-up meeting date of August 17, 2016 at 5:00. Mr. Salvatore seconded the motion. The motion passed unanimously.**

6. Central School Partial Roof Replacement

Mr. Bill Silver, Silver/Petrucci & Associates, distributed pictures of the project to committee members. He stated that they are expecting substantial completion sometime next week.

- a. Payment Application #2 – Quality Roofing Services, Inc.

**Mr. Salvatore made a motion to approve Application #2 in the amount of \$209,507.30 for Quality Roofing Services, Inc. Mr. Dragulski seconded the motion. The motion passed unanimously.**

- b. Architect's invoice #16-1147

**Mr. Derr made a motion to approve Invoice #16-1147 in the amount of \$1,549.17 for Silver Petrucci & Associates, Inc. Mr. Kelly seconded the motion. The motion passed unanimously.**

Mr. Shea and Mr. Silver explained Change Orders #1, 2 and #3 for Central School Partial School Roof Replacement to committee members.

**Mr. Derr made a motion to accept Change Orders #1, 2 and #3 for the Central School Partial School Roof Replacement project. Mr. Salvatore seconded the motion. The motion passed unanimously.**

7. Simsbury Farms Warming Shelter

a. Monthly Cost Control Report for Pool and Rink Improvements

Mr. Mark Hopper, Fletcher Thompson, noted that construction is progressing and the contractor has been excavating the site. He stated that they have completed the majority of the work. Mr. Hopper and Mr. Shea discussed other work currently going on for this project with committee members. Mr. Shea stated that the subgrade condition in some portions of the site are not suitable and will require removal and replacement with suitable material. Mr. Shea mentioned that this condition was only recently observed and that a geotechnical engineer will review this condition and provide an appropriate recommendation to address this condition. Mr. Shea said he anticipated that a change order may be required for this work and that the Public Building Committee may need to act on this so as not to delay the contractor's progress.

**Mr. Dragulski made a motion to authorize Chairman Ostop to call the individual numbers of the Public Building Committee for a phone vote for expected change order for the footings due to the existing soil conditions. Mr. Salvatore seconded the motion. The motion passed unanimously.**

b. Payment Application #1 – Diversity Construction Group LLC

**Mr. Dragulski made a motion to approve Application #1 in the amount of \$25,286.91 for Diversity Construction Group LLC. Mr. Kelly seconded the motion. The motion passed unanimously.**

c. Payment Application #2 – Diversity Construction Group LLC

**Mr. Derr made a motion to approve Application #2 in the amount of \$45,825.75 for Diversity Construction Group LLC. Mr. Salvatore seconded the motion. The motion passed unanimously.**

d. Architect's Invoice #26510

**Mr. Kelly made a motion to approve the Architect's Invoice #26510 in the amount of \$3,500.00 for Fletcher Thompson Architecture. Mr. Salvatore seconded the motion. The motion passed unanimously.**

e. Vendor Invoice #20160705A – utility marking

**Mr. Salvatore made a motion to approve Vendor Invoice #20160705A in the amount of \$500.00 for AcuMark Utility Locating LLC. Mr. Kelly seconded the motion. The motion passed unanimously.**

8. Simsbury Farms Pool Improvements

a. Summary of competitive Bids

Mr. Michael Fortuna, TLB Architecture, stated that only two bids have been received from the recent advertisement for bids. He discussed the Summary of Competitive Bids exhibit with committee members and noted that both bids came in too high for the funding available for the project.

Committee members and Mr. Fortuna discussed the potential to negotiate a contract with the contractors that submitted bids for the project or by invitation to other contractors to reduce the cost of the project. Mr. Shea said that he was not clear if this could be accomplished under the current procurement policies and suggests that this be discussed with the Town attorney before moving forward with this proposal.

***Mr. Kelly made a motion to authorize Mr. Shea to meet with the Town attorney to clarify the possibility of negotiating the scope of work and contract amount with a contractor. Mr. Salvatore seconded the motion. The motion passed unanimously.***

b. Architect's Invoice #0000007

***Mr. Salvatore made a motion to approve Invoice #0000007 for TLB Architecture for \$562.50. Mr. Derr seconded the motion. The motion passed unanimously.***

9. Simsbury Farms Ice Rink Refrigeration

a. Engineering Report – maintenance prioritization

Mr. Shea reference a letter dated July 22, 2016 from R. Scott Madigan, Van Zelm Engineers, to the Public Building Committee regarding the Simsbury Farms Ice Rink Maintenance Prioritization.

Mr. Shea discussed the following items:

- Overhaul fan portion of existing evaporative condensing unit
- Upgrade the CIMCO Controls on the chiller package
- Replace the ice rink slab temperature sensor
- Replace the ammonia relief valve

Chairman Ostop asked Mr. Shea to have the quotes that are being solicited for these work items be forwarded to members of the Public Building Committee before the next meeting.

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10. Old Business

No old business discussed.

11. New Business

Special meeting will be held August 16<sup>th</sup> or August 17<sup>th</sup>. The next regular Public Building Committee meeting will be Wednesday, September 7, 2016

12. Adjourn

***Mr. Dragulski moved for a 7:46 adjournment. Ms. Patrino seconded the motion. The motion passed unanimously.***

Respectfully submitted,

Leslie Brigham