

## **PUBLIC BUILDING COMMITTEE**

### **Regular Meeting Minutes**

**February 3, 2020**

Chairman Ostop called the Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, February 3, 2020, in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Messrs. Burns, Cortes, Derr, Salvatore, Kelly, Egan, Dragulski, and Jackie Battos, BOS Liaison

Guests – Mr. Shea; Andy O’Brien, Director of Operations, Simsbury Public Schools; for Downes Construction Company – Mark Wichmann, Sr. Project Manager and Steve Smith, Project Executive; for Kaestle Boos – Enrico Chiarillo, Sr. Project Manager; and for Jacunski Humes – Andrew Whitehouse

Excused – Mr. Walter

No public audience comments.

#### **1. Minutes for January 6, 2020 and January 13, 2020**

Mr. Shea will provide a copy of the Minutes to Mr. Wichmann as requested.

*Mr. Kelly made a motion to approve the January 6, 2020 Regular Meeting Minutes, as written. Mr. Cortes seconded the motion, and it was passed unanimously.*

*Mr. Kelly made a motion to approve the January 13, 2020 Special Meeting Minutes, as written. Mr. Egan seconded the motion and it was passed unanimously.*

#### **2. Board of Selectmen Liaison Report**

Ms. Battos visited the Henry James Memorial School Project with Scott Baker, who is pleased with progress as are teachers, and comments were positive with whiteboards, etc. requested if funding allows.

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

Mr. O'Brien noted the Committee needs to sign off on the Owner's Representative Services contract.

*Mr. Cortes made a motion to retain Colliers at a contract cap of \$49,500.00 with a maximum of \$49, 500.00 billed at \$144.00 per hour; and if they anticipate going over \$50,000.00, Colliers will return to the Committee for further discussion. Additionally, Colliers reimbursable expenses are capped at 54 miles per roundtrip. Mr. Egan seconded the motion, and it passed unanimously.*

Chairman Ostop noted that the Colliers contract is currently before the BOE to finalize wording with the goal work will begin Wednesday.

Mr. O'Brien advised the milestone target date for moving books on temporary racks into the new library media center is 2/21/20; furnishings will arrive end/March. He is also planning the move out of the Tech Ed area in preparation for renovations to begin the last day of school. He noted TRC's moisture testing on the 2<sup>nd</sup> floor was done from above the roof following roof drain installation; they found substantially reduced moisture levels with some mold amounts found and advised ventilation/dehumidification should be increased and they will test again once ventilation is working.

#### **a. Construction Manager Project Update**

Mr. Wichmann indicated they are about 61% in and provided a packet including both the requested trade contractor allowance and CM allowance information on the cover page and the trade contractor allowance is at 12.6% utilization currently or \$115K. He noted Phase 2 is going well with ceilings going in and fans on the roof being repaired and was optimistic air quality in the three rooms will improve; and is working on finalizing prices for the new exhaust fans closing out on the 12<sup>th</sup>. Regarding challenges from Phase 1 for the science classrooms, all material is ready to go in and on schedule for month end. He added there is a lot of well-coordinated progress and ongoing activity in the auditorium with the bulk of wiring

infrastructure in place and they are focused on month end, with 2 items to be received: 1) large sliding window in back; and 2) wall panel areas. Mr. Wichmann noted they would be substantially complete by end/February with the area safe to use. Chairman Ostop expressed concern about the safety of an incomplete facility and that the Committee verifies that it is safe. Mr. O'Brien was optimistic targets would be met. Mr. Smith noted they are talking about finishes and the room would be inspected and signed off on before occupancy. Mr. O'Brien noted the Fire Marshall does random inspections and was onsite today and Mr. Smith said they have been receiving letters of completion indicating areas that are safe to occupy. Mr. Wichmann indicated the warranties are by phase with the exception of MEP/FP, which is substantial contract completion by 8/15/20, but all other trades are progressing and they have received one certificate for summer work done, with a minor punch list to complete by spring, and another certificate for Phase 1 to be countersigned by the Town once the Owner's Rep is on board with the punch list continuing to be completed. He noted they have been working with Mr. Kowalski regarding fence lines.

b. Change Orders on Downes Procore Website – you will need to login

Mr. Wichmann had four additional items not on the agenda he requested to discuss that will be placed on the server tomorrow. The Committee preferred to discuss them after the other COPs.

Mr. Wichmann reviewed the COP list provided noting that COP 39 would come out of contingency as Downes did not make it part of the plumber's bid package. Mr. Egan recalled previous discussion with Ms. Mangiagli that there would be no cost. Mr. Wichmann indicated it would come out of contingency and Mr. Chiarillo explained it was missed by the subcontractor that the eight boxes costing about \$600 each were not in the specification. Mr. Salvatore believed if it is not in the documents, the subcontractor owns it. Mr. Smith responded that it is on the detail that Downes owns it and manages the risk from the GMP using the contingency. Chairman Ostop asked the architect if there was any description; Mr. Chiarillo noted it was listed but vague; Chairman Ostop responded it should have been asked. The Committee discussed that the box is in the contract drawings and that the subcontractor, not Downes, should own it. Mr. Smith advised if the subcontractor owns the box, they would provide the cheapest box, which the Committee thought was fine. Mr. Egan asked how it clarifies what they needed to provide. Mr. Wichmann indicated the engineer told them with accessories shown, but there was an empty box for TV-1 and also nothing for the section of work that might drive that. Mr. Smith noted there would normally be a spec for the box. The Committee requested more information on what they carried. Mr. Wichmann confirmed that the work has been done. Mr. Burns clarified if it is in one of the documents, it is not an error and omission, and the subcontractor should have submitted an RFI, but did so after the fact. Mr. Smith noted the reality is it was not on the schedule and typically they would not carry it. Mr. Wichmann has a note on it.

Mr. Wichmann continued with COP #73 for temporary gas lines that the Town can recover for its use, with labor rates and hours verified, which was handled under the trade contractor allowance. Mr. Wichmann also advised they are coordinating with vanZelm duct pressure testing, with the media center complete, auditorium almost complete, and a minor amount left in Phase 2. The scope of duct cleaning was discussed, but is not part of the job. COP #79 is complete and out of contingency; COP #87 is for rigging school ventilators off hours at ½ time and the cost was clarified at \$901.66. COP #92 is out of allowance; COP #93 is for ½-time authorization from contingency for painters to spray the deck off hours

and weekends, including cold weather show-up time for painters unable to work. Mr. Chiarillo explained that COP #94 was a design dimensional problem for a door next to a ventilator requiring moving the wall and the resulting cost of coring another hole. The Committee discussed COP #97 for Krieger's fee to expedite window fabrication from end/March to end/February, and since panels are delayed, it was decided expediting is not necessary. COP #98 is out of allowance; COP #126 is to pay Am-Vets for work needed quickly which will now be done by Horizon (COP #127) at a slightly lower rate – Mr. Smith explained Horizon are good professional cleaners and Am-Vets are laborers. COP #128 is for 2 louvers grills on building front but the mechanical plan says general contractor in this one instance and doesn't align with DCC's contract with them so they didn't carry it; the Committee clarified it was a value added error. Mr. Wichmann indicated other louvers/grills in the building are on architectural elevations purchased through the mechanical contract. COP #129 reflects previous access hatch discussions. COP #130 is an out of scope change related to speaker homeruns, as nothing was anticipated and this COP is tabled for further discussion. Mr. Wichmann noted COPs #39 and #97 were not approved.

***Mr. Cortes made a motion to accept Downes' COPs #73, #79, #87, #92, #93, #94, #98, #126, #127, #128 and #129. Mr. Dragulski seconded the motion, and it passed unanimously.***

***Mr. Cortes made a motion to table Downes' COP #130. Mr. Derr seconded the motion, and it passed unanimously.***

***Mr. Derr made motion to not approve at this time. Downes' COPs #39 and #97. Mr. Egan seconded the motion, and it passed unanimously.***

Mr. Wichmann continued discussing COP #96 valued at \$1,365.42 regarding wiring utilizing existing power, and Mr. Smith clarified the feed was missing with no charge for changing the side. Mr. Wichmann discussed COP #135 related to auditorium paneling damage at no schedule cost; the repair method would be between seams with architectural review; the cost to Greenwood would be \$2,017.82 the manufacturer warrants material and Ultimate the labor. The Committee agreed Downes should proceed. Mr. Wichmann discussed COP #137 at \$8,544.00 from contingency for auditorium AV system cabling; however, System 1 scope indicates it is by Ferguson and Downes did not buy it with a hole created by the language; they are asking for 6000 ft. which he confirmed as accurate. Mr. Wichmann confirmed AV cabling is a separate specification and he wanted Ferguson to do all cabling; Mr. Smith added that to avoid buying it twice, in writing the scopes, the hole was created. The Committee will discuss COP #137 at the next meeting. Mr. Wichmann discussed COP #139, a Weldon Hardware receipt for bins sealer for \$49.76, which requires a COP in order to come out of contingency.

***Mr. Kelly made a motion to approve Downes' COP #139 in the amount of \$49.76. Mr. Derr seconded the motion, and it passed unanimously.***

Mr. Wichmann brought up the water infiltration ROM, and that the numbers are worst case. Mr. Shea commented a site walk was done with the insurance adjuster and preliminary data indicates it may not be as significant as anticipated, but the report has not been received to date.

Mr. Wichmann brought up critical items noting they do not yet have any design documents for the Guidance Suite and Room 234. Mr. O'Brien noted base drawings from KBA have been provided to TRC to enable creating remediation given vermiculite in walls and asbestos in the floor, and they are waiting

for TRC's report and further testing. He noted the exterior areas were tested providing two medium readings and one high reading; interior tests will also be done. Mr. O'Brien noted they are cutting into the roof each time they test and Mr. Wichmann confirmed they did not test areas farther away for comparison; it was decided there would not be testing on the broader roof plane. The Committee felt broader roof testing on the older roof would likely be desired for a baseline and definitely from the interior. Mr. O'Brien advised they did tape lifts the same day from the interior. The Committee should receive this report at the next meeting. Mr. Wichmann discussed the last drawing for the linear metal panels in the exterior soffits called for cherry and the color was changed on the drawings, but the manufacturer did not change color and in 3-5 weeks, the correct color panels will be received; KBA helped with renderings to make the decision.

Mr. Egan asked what was contained in the CM Allowance of \$1.1+ Million on the cover page. Mr. Wichmann responded he would have to get the extensive list, but there is a lot to be done at school end with containers used for about 2 weeks.

c. Pay Application #10 – Downes Construction Co.

***Mr. Derr made a motion to approve payment to Downes Construction Co., LLC for Application No. 10 in the amount of \$1,523,823.89. Mr. Burns seconded the motion, and it passed unanimously.***

d. Kaestle Boos Invoice 16018.04-17

***Mr. Salvatore made a motion to approve payment to Kaestle Boos Associates, Inc. for Invoice No. 16018.04-17 in the amount of \$8,976.56. Mr. Burns seconded the motion, and it passed unanimously.***

e. vanZelm Invoice #0046946

***Mr. Salvatore made a motion to approve payment to vanZelm Engineers for Invoice No. 0046946 in the amount of \$3,147.00. Mr. Burns seconded the motion, and it passed unanimously.***

Messrs. Wichmann, Smith and Chiarillo left the meeting at 8:20 p.m.

#### **4. Simsbury High School Roof Replacement Project**

a. Jacunski Humes Invoice #20024

Andrew Whitehouse of Jacunski Humes noted drawings were substantially complete and the budget costs estimates related to the scope of work and that if the \$2.6 Million budget allocated by the Town for this project is exceeded, the State would reject the application. He provided 3 estimates for discussion if the Town upgrades the warranty to 30 years; Estimate #1 for \$208K with replacement of the standing seam fascia at \$507K along with 10% contingency results in a project of \$3.2 Million; removing the standing seam at \$507K and leaving 10% contingency results in \$2.66 Million, which is still over the Town's allocation. Estimate #3 removes the standing seam and reduces contingency to 7% at \$2.59 Million. Mr. Shea's understanding is the Town cannot ask for more scope and not have the money to pay for it and needs to go in at \$2.6 Million. Mr. Whitehouse added if the Town does not allocate more money and removes the standing seam and reduces contingency to 7% that aligns with funding; to replace the standing seam, the Town has to go with \$3.2 Million in the application to the State. The Committee discussed the aesthetics of the standing seam's nice look but it is not essential for roof integrity. Mr. Whitehouse confirmed it cannot be an add alternate due to the requirement to fully fund the approved plan. Mr. Shea indicated except for the roof installed for the addition, this would complete all of the roof areas and he will confirm the roof addition's life expectancy; the warranty for this current roof would be 20 years, which may coincide with the roof addition remaining warranty. Mr. Whitehouse confirmed that reducing Budget #1 contingency to 7% would still not meet the budget; Budget #2 without additional warranty and reduced contingency would be close to \$2.6 Million and does not include the standing seam. The Committee discussed the difference between the architectural fee for each Estimate and what is ineligible. Mr. Shea commented that to file with the State, the final estimate must be under \$2.6 Million but this budget does not accommodate bond costs; however, the full amount was appropriated by the Town and they will have confirmed with the Town Finance Director that bond costs can be accommodated with the full amount coming back later. Mr. Whitehouse clarified Estimate #3 allows for the 30-year warranty if contingency is 7% and if it ends up at 8%, the Town pays the extra costs, but it must be in the original narrative. Mr. Whitehouse would have to check whether the State has a minimum contingency requirement. Mr. Derr clarified that Estimate #3 does not include the standing seam but includes the 30-year warranty. Mr. Burns asked if the standing seam replacement could be done later; Mr. Whitehouse confirmed it could for about the same cost. Mr. Whitehouse confirmed there is no roof parapet and no emergency roof drains.

***Mr. Derr made a motion to approve Jacunski Humes Architects, LLC's Estimate #3. Mr. Cortes seconded the motion, and it passed unanimously.***

***Mr. Kelly made a motion to approve payment to Jacunski Humes Architects, LLC of Invoice No. 20024 in the amount of \$22,125.00. Mr. Cortes seconded the motion, and it passed unanimously.***

## **5. Eno Memorial Hall**

Mr. Shea reported the speakers have not come in due to tariffs and being manufactured overseas; they are anticipated to arrive by the March meeting. He added the assisted listening device system and UPS have been installed with size determined by IT. Control of the sound system can be done with an iPad.

## **6. SCTV Relocation**

Remains on Agenda.

## **7. Old Business**

The Committee members discussed the request to the architect for an errors and omissions list, which they will continue to track. Mr. Salvatore discussed Colliers reviewing errors and omission data, industry standards, how allowances are distributed, and where exclusions may not benefit the Town; if there is no value added, who should incur the charge. Mr. Burns noted currently they are not close to 3-5% of total contract value, but discussion is required. Mr. Salvatore noted trade allowances are tied to specific scopes, but the \$1.1 Million allowance needs authorization. Chairman Ostop noted a Colliers goal to review activity from the beginning; Colliers charges are onsite only.

Ms. Battos advised new Officer Boards are elected annually in December; elections will be added to next month's agenda.

## **8. New Business**

None

## **9. Adjourn**

*Mr. Derr made a motion to adjourn the meeting at 8:50 p.m. Mr. Cortes seconded the motion and it passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk