

PUBLIC BUILDING COMMITTEE

Regular Virtual Meeting Minutes

February 3, 2021

Subject to Approval

Chairman Ostop called the Regular Virtual Meeting of the Public Building Committee to order at 7:00 p.m. on Wednesday, February 3, 2021, via Zoom in Simsbury, CT.

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

Excused – Messrs. Derr, Walter and Egan

Guests – Mr. Shea Town Engineer; for Simsbury Public Schools – Andy O’Brien; for Downes Construction Company – Steve Smith; for Kaestle Boos – Jennifer Mangiagli, Project Architect and Manager; and for Colliers – Ken Romeo, Owner’s Representative.

No public audience comments.

1. Minutes of the January 6, 2021 Regular Virtual Meeting

Mr. Kelly made a motion to approve the January 6, 2021 Regular Virtual Meeting Minutes, as written. Mr. Cortes seconded the motion, and it passed unanimously.

2. Board of Selectmen Liaison Report

Ms. Battos reminded members of a BOS Special Meeting for the Facilities Master Plan at 5:00 p.m. on Monday, February 8th for anyone interested and it can be watched on SCTV.

3. Henry James Memorial School Project

a. Architect Monthly Report

The Architect Report provided by Jennifer Mangiagli dated 1/28/21 contains six acceptable change order proposals from allowances. She noted Downes has certified the application for payment. She indicated some items remain to be completed and all furniture work has closed out under the State approved budget for furniture.

b. Collier's Monthly Report

Mr. Romeo confirmed the Downes payment application was reviewed and there will be ongoing work on 2/15 and 16 for punch list items, e.g. hardware, door changes, acoustical panels to be delivered, and minor floor work. He indicated State Change Order #6 has been issued and #7 is in process rolling up actual approved change orders in order for the Town to receive State reimbursement. Regarding project completion on time, he saw no problems with completion by spring, weather dependent.

c. Construction Manager Project Update – Downes Construction Co.

Mr. Smith noted their financial report is provided in the packet and their goal is completion of all change order work by the next meeting. He did not anticipate any additions to the scope of work and would continue with reduction of

allowances to zeroes and completion of givebacks at the next meeting. Regarding item B. Schedule, he indicated they are working on punch list items on the 2/15 and 16 school recess. Chairman Ostop asked if there was a separate punch list. Mr. Smith responded there was and reviewed that Ms. Mangiagli creates a list following each site visit and most items are minor in nature and about 17 in number – 2 door handles to be replaced are the largest item, but all items will be done. Regarding Item #3, he said the acoustical panels should be received by the end of next week and installed. Regarding Item #5, he indicated there is no update. They have put the mechanical contractor with the COVID claim on notice as frivolous and he hopes it will be settled this month with them signing the zero cost order and it will be reported on at the next meeting.

Mr. Dragulski asked if training has been completed in the auditorium and Mr. Smith indicated the contractor has been instructed to come back out regarding what happens when power goes out and some training is scheduled next week. He has training scheduled for all MEP items and a package will go to Ms. Mangiagli for review and then submitted to the school and Town.

d. Change Orders on Downes Procore website – you will need to login

Mr. Smith noted COP #308 in-scope for window film and micro blinds alternative is acceptable to the school for 2 courtyard doors that were formerly hitting the wall when opened 90 degrees for \$985.67 from CM contingency at zero impact.

Mr. Smith reviewed COP #317 in-scope for lectern location modifications and another option at stage side when people are coming up on stage for \$2,450.00 from CM contingency at zero impact. Ms. Mangiagli indicated the secondary stage usage was not picked up in original discussions with school representatives.

Mr. Smith continued with COP #320 in-scope for miscellaneous painting touch up additional coats for \$720.00 at zero cost.

Mr. Smith discussed COP #321 back charge for in-scope replacement due to paint on the sprinkler heads at FACS corridor for \$5,133.80 at zero cost.

Mr. Smith continued with COP #322 in-scope for miscellaneous floor repairs at FACS corridor toilet entry and VCT repairs for \$356.27 from allowance at zero cost.

Mr. Smith noted COP #323 out-of-scope for unused site work allowance reconciliation credit to owner for (\$27,056.57).

Regarding #3 for \$216,000, Mr. Smith indicated those are previously approved COPs with the Town making a claim to Downes insurance company and it falls under the Town's Builder's Risk Policy. Mr. Shea noted Town staff and the insurance broker are currently reviewing the determination. Mr. Shea reviewed there are 2 separate claims and both are over \$100K and the Town has a policy with a \$100K deductible per claim and who pays the deductible is to be determined.

e. Pay Application #22 – Downes Construction Co.

Mr. Salvatore made a motion to accept Downes' Pay Application #22 dated 1/31/21 in the amount of \$309,353.28. Mr. Cortes seconded the motion, and it passed unanimously.

f. Kaestle Boos Invoice 16018.04-28

Ms. Mangiagli noted this invoice closes out all costs for furnishing-related items contained in g. below.

Mr. Salvatore made a motion to approve payment of Kaestle Boos Invoice 16018.04-28 dated 1/13/21 for Robert H. Lord Furniture and Furnishings in the amount of \$24,098.57. Mr. Kelly seconded the motion, and it passed unanimously.

g. Robert H. Lord Invoices 33845-2, 33845-4, 34104-A,34104-C

Invoices attached to f. above.

Kaestle Boos final invoice will be discussed at the next meeting.

Mr. Smith advised that Downes gifted a letter sign over the auditorium entry doors as discussed with Mr. Baker. Chairman Ostop asked about the project plaque and Ms. Mangiagli indicated it was outside of the project and believed it was to be installed in the front entrance lobby near administration. Mr. Shea did not approve it and had not seen it. Chairman Ostop noted the PBC normally approves project plaque to assure compliance with established standards. Ms. Mangiagli helped with the design and then put the District directly in touch with their regular vendor to purchase the sign. Mr. O'Brien will follow up so the Committee can see the design. Mr. Cortes and the Committee thanked Mr. Smith and Downes for donating the sign outside of the auditorium.

4. SHS Re-roofing Project

a. Al Jacunski Update

Mr. Shea noted Mr. Jacunski had planned to join the call at 7:45 p.m. Mr. Shea included in the contract a preventative COVID-related delays clause, the Town Attorney reviewed the contract which was finalized today and forwarded to Greenwood Industries. Mr. Salvatore asked if COVID cost was in the specifications, which could be a problem. Mr. Shea responded it was not but it is a force majeure clause and they will see what comes back for comments from the contractor. Mr. Shea noted there is a substantial amount of time for the contractor to purchase material and store it with the Town paying for material stored on site.

5. Old Business

None.

6. New Business

Chairman Ostop noted the next meeting is scheduled for March 1st. The Committee discussed alternate dates and agreed to hold the meeting on Wednesday, March 3rd at 7:00 p.m.

7. Adjourn

Mr. Kelly made a motion to adjourn the meeting at 7:40 p.m. Mr. Salvatore seconded the motion, and it passed unanimously.

Respectfully submitted,

Janis Prifti

Commission Clerk