

PUBLIC BUILDING COMMITTEE

Special Meeting Minutes

August 31, 2021

Subject to Approval

Chairman Ostop called the Special Meeting of the Public Building Committee to order at 6:00 p.m. on Tuesday, August 31, 2021 in the Simsbury Public Library, Simsbury, CT.

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

Guests – Mr. Shea, Simsbury Town Engineer, Jason Casey, Simsbury Public Schools

Excused – Mr. Derr

Mr. Shea advised the next Regular PBC Meeting is scheduled for Wednesday, September 8th at 7:00 p.m. via Zoom. Chairman Ostop indicated involved parties and the architect should participate in this meeting.

1. ADJOURN TO EXECUTIVE SESSION

At 6:06 p.m. Mr. Kelly made a motion to go into Executive Session. Mr. Dragulski seconded the motion and it passed unanimously.

2. Pursuant to CGS Section 1-200(6)(E) and CGS Section 1-210(b)(24) to discuss matters and documents that are exempt from disclosure to Latimer Lane Elementary School Renovation Project.

A presentation was received from 6:07 to 6:55 p.m. from the CSG team: Christopher Cykly, V.P, MCPPO, owner and primary contact; Mark Garilli, Project Executive; and Samantine DiAugustino, Assistant Project Manager

A presentation was received from 7:05 to 7:31 p.m. from J.R. Russo, who would manage the project with assistance from Rich Sawitzki, former Simsbury Town Engineer

3. ADJOURN FROM EXECUTIVE SESSION

At 7:45 p.m., Mr. Salvatore made a motion to exit Executive Session. Mr. Cortes seconded the motion and it passed unanimously.

The members noted the importance of each organization's depth and their experience with various types of projects.

At 7:50 p.m., Mr. Burns made a motion to go back into Executive Session. Mr. Cortes seconded the motion, and it was passed unanimously.

At 7:55 p.m. Mr. Cortes made a motion to exit Executive Session. Mr. Kelly seconded the motion, and it passed unanimously.

4. Possible action

Mr. Burns made a motion to select Arcadis as the Owners Representative for the Latimer Lane Elementary School Renovation Project subject to negotiation of scope and fee. Mr. Dragulski seconded the motion, and it passed unanimously.

Chairman Ostop noted receipt of a letter from a non-resident asking about PBC's functions and the need for an owner's representative that Chairman Ostop responded to is firmly PBC's responsibility. The Committee discussed this valid concern and noting the 40-hour/week commitment needed for this project. He continued that the Owners Representative needs to be on board and be part of selecting the Construction Manager. Mr. Dragulski said everything is very tight and to make sure that the contract that is signed is also very tight and specific and asked if the Town Attorney reviews the documents. Chairman Ostop confirmed the Town Attorney reviews all documents before they are signed. Mr. Salvatore commented that the contract with any qualifications needs to be available before the CM is selected, whereas previously it has been after the fact. Mr. Dragulski indicated the need to make sure the architect has 6 months to do the construction documents. Mr. Shea indicated the current proposal defines the timeframe and the contract is being reviewed by the Town Attorney and advised members the Henry James contract is being used as the template; and Mr. Burns expressed concern that there are six firms in the State that draft these types of contracts that should include liquidated, consequential, and delay damages clauses. Chairman Ostop believed those clauses are included in Town contracts. Mr. Burns added there are other essential provisions given the potential for time extension.

Mr. Shea advised the schedule will be discussed next week and may change for the whole project. Mr. Dragulski commented that construction must start this summer or the project goes another 2 years. Mr. Shea indicated the primary concern is about the end date of construction. Mr. Salvatore added the work is based on 6 months for design and 18 months for construction and if that changes the Committee needs to know that. Mr. Egan noted the major concern is getting the schedule to the CM for a June start. Mr. Shea advised this is similar timeline to when Henry James started and it was ready to go into construction before the end of school; and design with KBA for Henry James began about 9/1. Mr. Cortes commented that if the Henry James contracts are used as a template, there are two or three paragraphs that should be identified and

changed ahead of time. Mr. Shea indicated that we are not ready to prepare those contracts at this time and are currently working on the architect's contract.

Chairman Ostop thanked the Committee members for a good job on a difficult project all the way along.

5. Adjourn

Mr. Burns made a motion to adjourn the meeting at 8:05 p.m. Mr. Kelly seconded the motion and it passed unanimously.

Respectfully submitted,

Janis Prifti

Commission Clerk