**PUBLIC BUILDING COMMITTEE**

**TOWN OFSIMSBURY**

Regular Meeting Minutes

June 5, 2023

*Subject to Approval*

There being a quorum present, Vice Chairman Derr called the Regular Meeting of the Public Building Committee to order at 7:01 p.m., conducted via Zoom. The meeting was streamed live on Simsbury Community Television

Present

[ ]  Mr. David Soskin

[x]  Mr. Michael Egan

[x]  Mr. Lucian Dragulski

[x]  Mr. Richard Derr

[x]  Mr. John Salvatore

[x]  Mr. Ryan Burns

[x]  Mr. William Clegg

Guests

**Simsbury Engineering Department**: Thomas J. Roy, PE, Director of Public Works/Town Engineer

**Simsbury Public Schools**: Michael Luzietti, Principal, Jason Casey, Director of Infrastructure and Technology, Neil Sullivan, Assistant Superintendent for Administration, and Andy O’Brien, Director of Operations

**Tecton**: Justin Hopkins

**Arcadis**: John Butkus, Senior Program Manager, and Zach Machold, Onsite Project Manager

**O&G**: Dave Cravanzola, Pre-Construction Manager, and Jay Lucarelli, Project Manager

**SLR Consulting**: Tom Daly, civil engineer

**CES, Inc**.: Brian Hamel

1. **PUBLIC AUDIENCE**

There were no public audience comments.

1. **MINUTES OF THE MAY 1, 2023, REGULAR MEETING**

***Mr. Egan made a motion to approve the Meeting Minutes as submitted. Mr. Clegg seconded the motion, and it passed unanimously.***

1. **LATIMER LANE RENOVATION**
	1. **Arcadis Report**

Mr. Machold reported that construction for the month of May has continued and highlighted a 90-day look ahead schedule for activities planned, with construction completion currently anticipated for fall 2024. There have been no major budget changes and currently, 19.8 percent of the overall budget has been expended.

* 1. **Tecton Report**

Mr. Hopkins reported there have been 24 construction RFIs in the month of May, for a total of 122. For submittals, there were 23 received in the month of May for a total of 316. Mr. Hopkins added they are approaching completion for the number of incoming submittals, so the number of submittals should soon be decreasing. Mr. Hopkins reported that weekly meetings continue, and then summarized bulletins issued.

Following a question by Mr. Clegg, Mr. Hopkins shared they are tracking to come in modestly under budget for the project.

* 1. **O&G Report**

Mr. Lucarelli began by providing an update on the schedule, and that phase 1 is still holding for a December 19, 2023, completion date, and that phases 2 and 3 have not yet started. An update on completed projects and those that are underway and/or on the radar to begin was then provided. Currently, Phase 1 is 31 percent complete. Since the last meeting, for Phase 1-A, the steel, exterior CMU, and metal framing has been completed. Items underway include roofing, and brick and sheet rock will soon begin. For Phase 1-B, the roofing, exterior CMU, and metal framing has been completed. Brick and sheet rock will also commence early June. For the site work, the water line will begin this week, and the new power pole from Eversource will be installed (week of June 5). The transfer pad has been completed, and sidewalks are ongoing. Once students and staff are on summer break (June 15), the storm water detention system in the east lot will be installed. Mr. Lucarelli did provide an update on the temporary switch gear and in the next couple of days, there should be a final resolution on the gear and procurement for it.

Vice Chairman Derr asked of Mr. Lucarelli if he had any approximate estimates for the switch gear, so the committee is prepared for when the figure is released. Mr. Lucarelli replied by saying he estimates the cost to come in at approximately $60,000. Due to pending procurement, the committee recommended a motion be made so the initial value of the switch gear can be acted upon.

***Mr. Salvatore made a motion for the committee to authorize O&G to purchase the temporary switch gear in the amount up to $60,000 with a net of $30,000. Mr. Burns seconded the motion, and it passed unanimously.***

* 1. **Proposed Change Orders (PCOs)**

***Mr. Egan made a motion to approve PCO-20 (Rev 2) in the amount of $961. Mr. Burns seconded the motion, and it passed unanimously.***

***Mr. Salvatore made a motion to approve PCO-28 in the amount of $8,709. Mr. Egan seconded the motion, and it passed unanimously.***

A discussion followed to explain the need for additional fire alarm equipment, which is what PCO-28 is for. Mr. Hamel responded, saying the fire marshal reviewed the drawings and indicated the additional fire alarm equipment was needed for two outdoor learning areas, which are classified as classrooms. Mr. Hopkins added this is not uncommon after further review from the fire marshal, and that any additional safety concerns need to be addressed, which the committee agreed with.

***Mr. Clegg made a motion to approve PCO-33 (Rev 2) for a credit in the amount of $6,779. Mr. Salvatore seconded the motion, and it passed unanimously.***

***Mr. Burns made a motion to table PCO-34 (Rev 1) in the amount of $1,775 until July. Mr. Salvatore seconded the motion, and it passed unanimously.***

The change order is to furnish labor, materials, and equipment for the gym paddle fan shutdown. Upon further discussion, the committee decided to table the motion until July to determine who is ultimately responsible and the need for additional conversations to occur.

***Mr. Egan made a motion to approve PCO-39 (Rev 1) in the amount of $6,478. Mr. Dragulski seconded the motion, and it passed unanimously.***

Prior to the vote, and Mr. Hamel explained they believed the fire department needed a storz connection for the outside of the building. However, Simsbury Fire uses a siamese connection. This resulted in the change order for the additional test connection header. The committee questioned how the wrong connection was used, indicating that should not have been the case. Mr. Hamel responded not each fire department is the same, and they must adjust to the equipment used by Simsbury Fire. The committee indicated displeasure that the correct connection wasn’t identified initially.

***Mr. Clegg made a motion to approve PCO-45 for a credit in the amount of $737. Mr. Egan seconded the motion, and it passed unanimously.***

***Mr. Dragulski made a motion to approve the zero-dollar PCO-46. Mr. Egan seconded the motion, and it passed unanimously.***

***Mr. Clegg made a motion to approve the zero-dollar PCO-47. Mr. Burns seconded the motion, and it passed unanimously.***

***Mr. Dragulski made a motion to approve PCO-50 in the amount of $861. Mr. Salvatore seconded the motion, and it passed unanimously.***

***Mr. Egan made a motion to approve the zero-dollar PCO-51 (Rev 1). Mr. Salvatore seconded the motion, and it passed unanimously.***

***Mr. Clegg made a motion to approve the zero-dollar PCO-52. Mr. Salvatore seconded the motion, and it passed unanimously.***

***Mr. Egan made a motion to approve the zero-dollar PCO-53. Mr. Burns seconded the motion, and it passed unanimously.***

***Mr. Burns made a motion to approve PCO-54 in the amount of $4,339. Mr. Egan seconded the motion, and it passed unanimously.***

***Mr. Burns made a motion to pass PCO-55 in the amount of $6,106. Mr. Egan seconded the motion, and it passed unanimously.***

***Mr. Dragulski made a motion to pass the zero-dollar PCO-56. Mr. Burns seconded the motion, and it passed unanimously.***

* 1. **Review insurance coverage for storage of library books**

Mr. Casey provided a brief update that, after consulting with their insurance company, the policies in place will insure the books; to include, packing, transit, and storage. No additional insurance will be needed.

* 1. **Arcadis Invoice #34366969**

***Mr. Egan made a motion to approve the payment of Arcadis Invoice #34366969, dated 5/25/23, in the amount of $12,318. Mr. Burns seconded the motion, and it passed unanimously.***

* 1. **Tecton Invoice #46284**

***Mr. Egan made a motion to approve the payment of Tecton Invoice #46284, dated 5/25/2023, in the amount of $20,973. Mr. Burns seconded the motion, and it passed unanimously.***

* 1. **Tri-State Materials Invoice #TSMT11780 and #TSMT11782**

***Mr. Burns made a motion to approve Tri-State Materials Invoice #TSMT11780, dated 5/16/23 in the amount of $6,193.65. Mr. Egan seconded the motion, and it passed unanimously.***

***Mr. Dragulski made a motion to approve Tri-State Materials Invoice #TSMT11782, dated 5/16/23, in the amount of $5,876.90. Mr. Egan seconded the motion, and it passed unanimously.***

* 1. **Sustainable Engineering Solutions Invoice #3937**

***Mr. Egan made a motion to approve the pay of Sustainable Engineering Solutions Invoice #3937, dated 5/31/23, in the amount of $1,900. Mr. Clegg seconded the motion, and it passed unanimously.***

* 1. **O&G Pay Application #6**

***Mr. Salvatore made a motion to approve the payment of O&G Pay Invoice #602360, dated 5/31/2023, in the amount of $2,022,668.94. Mr. Clegg seconded the motion, and it passed unanimously.***

* 1. **Reschedule next regular meeting (July 3)**

The committee discussed cancelling the July 3 regular meeting and rescheduling it to a July 10 special meeting.

***Mr. Salvatore made a motion to reschedule the July 3 regular meeting to a July 10 special meeting. Mr. Burns seconded the motion, and it passed unanimously.***

1. **Additional Discussion**

Mr. Egan shared he was able to join Mr. Luzietti for a special tour that was provided and noted the incredible work of Principal Luzietti and staff for building excitement and engagement around the project. Individuals appear to be really happy with the progress of the project.

Following an inquiry by Mr. Clegg, Mr. Roy provided an update on committee vacancies. Currently, they are in the process of filling the open committee positions. Mr. Roy encouraged anyone with the skill set and interest in joining the committee to look into it further.

**ADJOURNMENT**

***Mr. Salvatore made a motion to adjourn the meeting at 8:04 p.m. Mr. Burns seconded the motion, and it passed unanimously.***

Respectfully submitted,

Tom Yelich