

**Public Building Committee**  
**Regular Meeting Minutes**  
**May 1, 2017**  
***Subject to Approval***

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, May 1, 2017 in the Board of Education Conference Room located at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Beal, Boardman, Cortes, Dragulski, Kelly, Laureno and Salvatore

Excused – Derr

Guests –Ms. Cook, Mr. LaClair, Mr. Shea

**1. Public Audience**

No one spoke for public audience.

**2. Minutes – April 3, 2017 Meeting**

***Mr. Kelly moved to approve the April 3, 2017 minutes. Mr. Salvatore seconded the motion. The motion passed unanimously.***

**3. Board of Selectmen Liaison Report – Cheryl Cook**

Ms. Cook stated that a new member, Katherine Beal, has been appointed to the Public Building Committee.

Ms. Cook briefly noted upcoming meetings to discuss the budget.

Committee members welcomed new member Katherine Beal to the Public Building Committee.

#### **4. Senior/Community Center**

Chairman Ostop noted that this is up for referendum so there is nothing to discuss at this meeting.

Mr. Shea stated that the First Selectmen offered some alternatives due to budget cuts that are being proposed.

#### **5. Henry James Memorial School**

Mr. LaClair referenced Invoice #6 from Kaestle Boos Associates, Inc. for the bidding process.

Chairman Ostop asked for an update on this project. Mr. LaClair stated that, as of the last meeting, the Public Building Committee awarded the contract to WJ Mountford for the base bid and two of the alternates. He noted that the notice for the award of the contract was sent out. Mr. LaClair stated that they have received bids and the Town's legal counsel has reviewed so it has gone to the First Selectmen for signature, which he has received.

Chairman Ostop questioned whether the "notice of award" should be signed by the Public Building Committee and not by anyone else in the Town. Mr. LaClair stated that he followed the template that Mr. Shea has used. Mr. Shea and Mr. LaClair agreed that future "notice of awards" will be signed by the Public Building Committee.

Mr. LaClair reported that they have received a signed contract, bonds and certificate of insurance, which was forwarded to the Town attorney. He stated that there were some comments received for minor changes.

Chairman Ostop stated that the Public Building Committee was not given a copy of the contract for their review. He explained to Mr. LaClair that the Public Building Committee should be reviewing this information and why.

Mr. LaClair stated that they have contracts ready to go to the First Selectmen for signature and, based on the timing of the bid that was open on Friday, he has received some results.

Chairman Ostop and Mr. LaClair discussed the bid for the addendum and the two responses received. Chairman Ostop questioned the lowest bidder, WJ Mountford, and why are they not

a HVAC General Contractor. Mr. Freddie Khericha, from Kaestle Boos Associates, and Mr. LaClair explained the process to committee members.

Mr. LaClair distributed the Financial Tracking for Henry James Renovation – Phase II and discussed the bidding process with committee members.

***Mr. Dragulski made a motion to award the Gymnasium HVAC Rebid portion of Phase II to AJ Mountford for Alternate 1 in the amount of \$1,802,500. Mr. Boardman seconded the motion. The motion passed unanimously.***

Mr. LaClair noted that they received an answer back from Mr. Robert Celmer, Department of Administrative Services, Office of School Facilities, who reviews these plans, that rebidding of Alternate I, Gymnasium HVAC portion of the project, will not impact reimbursement of this project.

Mr. LaClair stated that, because this project was awarded to the same General Contractor, he asked the Town attorney if it was possible to avoid having two separate contracts and two separate schedules of value. The Town's attorney's suggestion was to create it as a change order.

Mr. Dragulski made a motion to amend the motion to include "as a change order to the contract" to the above motion to read:

***Mr. Dragulski made a motion to award the Gymnasium HVAC Rebid portion of Phase II to AJ Mountford for Alternate 1 as a change order to the contract in the amount of \$1,802,500. Mr. Boardman seconded the motion. The motion passed unanimously.***

***Mr. Boardman seconded the motion as amended. The motion passed unanimously.***

Chairman Ostop asked Mr. LaClair to provide the following information on this project:

- AIA Form A305 – which lists who is the project Superintendent as well as his background and experience
- What is MJ Mountford experience with this project?
- Schedule of this project

Mr. Khericha stated that the schedule will be attached to the contract when received back and will reflect all the starting and completion dates.

- a. KBA 16018.01 Invoice #6 – Phase II

***Mr. Kelly made a motion to approve Invoice #6 from Kaestle Boos Associates, Inc. for Phase II in the amount of \$2,462.50 Mr. Cortes seconded the motion. The motion passed unanimously.***

- b. HJMS Phase II – Invitation to Re-bid of Gymnasium HVAC

This has been discussed above.

## **6. SCTV Relocation**

Mr. Cortes noted that no one has been in contact with him with any new information.

Chairman Ostop questioned if the money for Central Roof project has been returned to the Town. Mr. LaClair explained the process on how the money will be returned to the Town's General Fund and that it is a long process.

***Mr. Cortes made a motion to send a letter to the Board of Finance to turn the money back to the Town in regards to the Central School roofing savings. Mr. Boardman seconded the motion. The motion passed unanimously.***

## **7. Simsbury Farms Ice Rink Shelter**

Mr. Shea distributed a certified copy of Application #8 to committee members. He noted that he reached out to the contractor and they have not received any additional funding. Mr. Shea reported that the project is complete but stated that the Chase & Sons subcontractor payment issue has not been resolved.

- a. Diversity Construction Group Pay Application #8

***Mr. Salvatore made a motion approve Application #8 from Diversity Construction Group LLC in the amount of \$10,565.83. Mr. Cortes seconded the motion. The motion passed unanimously.***

## **8. Simsbury Farms Pool Improvements**

Mr. Shea noted that this project is 75% complete and stated that the weather has not been very cooperative.

- a. Construction Services of New England Payment Application #6

***Mr. Boardman made a motion to approve Application #6 from Construction Services of New England, Inc. for the amount of \$20,235.00. Mr. Kelly seconded the motion. The motion passed unanimously.***

Mr. Shea noted that they are on schedule and he expects a lot of progress in the next couple of weeks.

Mr. Cortes questioned the budget for Parks and Recreation. Mr. Shea stated that the budget for these projects were very tight. He believes there is approximately \$10,000 remaining in the budget.

## **9. Old Business**

No old business discussed at this meeting.

## **10. New Business**

Next Public Building Committee meeting is June 5, 2017.

**11. Adjourn**

***Mr. Kelly moved for a 7:44 p.m. adjournment. Mr. Salvatore seconded the motion. The motion passed unanimously***

Respectfully submitted,

Leslie Brigham  
Commission Clerk