

## **PUBLIC BUILDING COMMITTEE**

Regular Meeting Minutes

October 1, 2018

*Subject to Approval*

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, October 1, 2018, in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

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

Excused – Mr. Walter was excused.

Guests – Liaison Cooke, Messrs. LaClair, Shea; and for Downes Construction Company – Tracy Brennan, Estimator, and Thomas Romagnoli, Assistant Director of Operations; and for Arcadis Design & Consulting – Vikas Nagardeolekar, Sr. Project Manager, and Rachel Stratford, Project Manager; and Jennifer Mangiagli and Freddie Khericha of Kaestle Boos.

### **1. Minutes of the September 5, 2018 Meetings**

*Mr. Kelly made a motion to approve the September 5, 2018 Regular Meeting Minutes. Mr. Dragulski seconded the motion. The motion was passed unanimously.*

Chairman Ostop invited comments from the public audience and there were none.

### **2. Board of Selectmen Liaison Report – Cheryl Cook**

Ms. Cook reported the BOS passed the water ordinance with no additional report for this meeting.

### **3. Henry James Memorial School Project – Phase III**

a. Project Update: Downes Construction and Kaestle Boos Associates (KBA)

Mr. LaClair indicated Jennifer Mangiagli would speak first and provided an update handout from Kaestle Boos; representatives from Downes would speak next.

Ms. Mangiagli reported they have been meeting with faculty and administration to fine tune the scope of work. The handout highlighted some key renovation areas, including science rooms, technology education area, new media center addition, and new auditorium addition. She wanted to assure the detailed drawings would provide fixed and mobile equipment/features. They are close to final agreement following some further research, e.g. incorporating teaching surfaces for faculty. She noted a key consideration is flexibility in order to allow for potential future changes. She indicated on the drawings that Science is close to finalization; the Family Consumer Sciences and Technology alterations take almost a whole wing and required significant updating and accessibility; a new computer lab and multi-purpose labs; they continue working on materials processing, e.g. the woodworking lab final layout will have specific power requirements and provision for equipment bolted in place; they are still working on the Technology Multi-purpose lab mobile work surfaces; and Family Consumer Sciences Multi-purpose lab requires furniture for programs like sewing, etc. She clarified the only 2-story space is in the academic wing and everything else is one story; there is separation between the labs, but there is no gas and thus no fume hoods as there is very little chemical or flammable storage in the science facilities; the prep room will be locked and have storage. She noted there is currently an exterior dust collection system in good condition which they would like to relocate to the woodworking shop; there are also portable dust collection systems to utilize; ventilation will be increased and there will be a new rooftop de-humidification system. Mr. LaClair added that almost all existing equipment in the woodworking area is very solid and will be relocated. She continued that the media center addition provides a hub/center for the building connecting to the main school hall with an entry across from the cafeteria and the space connects to the Technology Education wing increasing its utility/flexibility. She noted the auditorium circulation and flow requires adding in a backstage passageway. Chairman Ostop believed that was previously deleted. She responded that discussions revealed it was very important to the use and function during musicals to get people on/off stage; the corridor will provide some storage as well. In order to provide this back stage corridor, seating would be reduced from 400 to 385 seats; the area added is about 1100 sq. ft. and they will continue testing. Mr. LaClair verified that the budget referendum had no motions about square footage; a focal point was to assure they could fit all students in a single-grade music concert and the need for the passage way for all town user groups was stressed by the theatre and performing arts groups, or they felt it would not be worth building. He added the existing stored stacks of chairs, etc. cannot continue to be located in the current hallway area. Ms. Cook added she heard from community user groups that this improvement is necessary. Ms. Mangiagli confirmed the corridor width is 10 feet and with cabinets would reduce to 7 feet; the green room would be adjacent across the hall; the various door accesses provided were discussed and the outside ground entrance would be relatively flat for truck unloading access; they are evaluating the need for keeping another single door to the

outside. They are also looking at a passageway behind stair B1 connecting to a conference room which may be repurposed as additional stage storage. Mr. Dragulski suggested reducing the passage areas in the back of the auditorium in order to provide more seating. She responded that as a result of discussions, the primary concern was to secure and protect equipment. She noted 2 exits are required from the auditorium and other required exits and accessibility; and stairs cannot be utilized. She confirmed there is no orchestra pit; the depth of the platform/stage was considered focusing on minimal need. She reported Downes Construction has been provided drawings so they can begin considering construction and develop some numbers; outstanding areas will be finalized in meetings with faculty, including the internal media courtyard. She noted they continue working with their consultants, including sprinkler stages.

Tom Romagnoli of Downes thanked the Committee for the award of this project. Tracy Brennan of Downes handed out an update of their activities for 2 weeks. They established meetings with KBA, and Mr. LaClair every other Thursday, which Committee members can attend at Kaestle Boos office located at 416 Slater Road at 8:30 a.m. They will work on pricing the schematic design over the next 2 weeks and provided a sample estimate summary; they will separate the estimate for 3 main targets: renovations, media center, and auditorium. It is a fluid process with adjustments to be made. He would like to provide the estimates to the Committee and will have the schematic design estimate ready in 2 weeks and requested an intermediate meeting in order to maintain the schedule to get to bidding and construction mid-April 2019. The Committee members discussed holding a special meeting. Mr. Romagnoli requested a meeting for 10/15 with the material forwarded in advance to members on Friday 10/12 and noted the next set of estimates would take a little longer with meetings potentially falling at the beginning of the month. Mr. Derr suggested month-by-month consideration.

***Mr. Egan made a motion to hold a Special Meeting on Monday, October 15, 2018, in the Board of Education Room at 7:00 p.m. to review the budget. Mr. Derr seconded the motion. The motion was passed unanimously.***

Mr. Egan asked if costs for MEP trades would be broken out more. Mr. Romagnoli responded they would have more detail as backup as they get further into the design with the construction documents providing substantial detail. He roughed out a pre-construction schedule based on the last meeting; they are beginning to work on site logistics, phasing, swing space criteria, and dates that will shift. As they go through the design development they will provide updates; the next milestone date will be design development documents due around 11/14/18. He noted they have added in state and local reviews and invited Committee comments. They would take another 2 weeks following 11/14 to update the schematic design to another level and anticipate having a draft phasing plan with more detail. Construction documents are planned for 1/11/19 followed by about 12 days for the construction documents estimate; they will confirm dates for the Board of Education and local review and approval process; ultimately there is a state final PCR meeting with approval to go out to bid around 1/18/19. Mr. Dragulski asked if the approval would occur first and Mr. Romagnoli said those dates should actually flip. Following approval Mr.

Romagnoli said they would work to provide a complete set of documents, and usually there is a page flip and one last process with the architect because after the PCR they need to respond to the state's comments and complete design; and there is one final page flip and the complete bid package would go out to bid 2/06/19. He said it is typically a 5-6 week process and occasionally bids are taken early as scope reviews are a time-consuming process taking about 2 weeks and next to prepare a GMP for final approvals in order to proceed on 4/17/19. He noted it takes about 2 weeks following receipt of approval to sign contracts, obtain bonds, insurance, etc. They would begin construction 5/2/19. Chairman Ostop asked about breaking up bid packages to start a part sooner. Mr. Romagnoli responded they need to assure continuity with trades throughout the project, and they would need to work that out with the state in advance and suggested further discussion. Mr. -Khericha indicated they have worked that out with the state before on other projects. Mr. Romagnoli noted that could be taken advantage of regarding procurement in order to the prepared to start the project. Mr. Salvatore was not sure that would be effective for a project of this nature. Mr. Romagnoli noted the forensic investigation is part of this and would begin working in the next couple of weeks to maximize the swing space to enable moving forward efficiently; the science rooms have a longer procurement with phasing developed for review once the scope is determined; mechanical and electrical items relating to phasing will be reviewed. He said the spring start of 2019 will focus on the 2 additions as the first phase of construction; the science addition will be in the summer of 2020 in order to not upset the curriculum and staff; and most importantly the abatement scope and environmental concerns and how they work into the overall plan. These are the items they will review in the next 2 weeks and bring back new updates incorporated into the overall approach, along with site logistics for fences, trailer setup, emergency access/egress, forensic investigations which will be discussed at the Thursday meeting to assure flooring, sanitary, and storm are appropriate and are incorporated in the design development plans.

Chairman Ostop thanked the presenters and looked forward to further meetings.

b. Review of Commissioning RFP (*to be distributed 10/1*)

Mr. LaClair handed out to the Committee the Commissioning draft RFP and thanked Mr. Dragulski for providing the template, which will be provided to the architect and Downes. Mr. LaClair highlighted this provides for a minimum timeframe if advertised by the end of the week and is tentatively set for submissions due 10/25.

***Mr. Salvatore made a motion to have the Commissioning draft RFP move forward. Mr. Cortes seconded the motion. The motion was passed unanimously.***

Mr. LaClair will confirm the meeting room is available on 10/15.

- c. Kaestle Boos Associates, Inc. – Invoice # 16018.04-2

*Mr. Derr made a motion to approve payment of Kaestle Boos Associates, Inc. Invoice Number 16018.04-2 in the amount of \$67,443.55. Mr. Kelly seconded the motion. The motion was passed unanimously.*

4. **Simsbury Farms Pool Improvements – Phase 2**

Mr. Shea reported the painting has not been completed due to rain nor the ladders, and retainage continues held. He hopes the project can be closed next month.

5. **Eno Memorial Hall Renovations**

Mr. Shea reported the plan to open on the 17<sup>th</sup> did not work out, but work was completed last week and they are moving in 10/1 and 10/2 with a small open house and the first lunch is set for 10/3. He indicated the health district and building department have signed off and the fire marshal has returned and will review it this week; and the building official can then sign-off on the permit. There are also still some punch list items to complete. One of the items that held up the opening was the encapsulation of the lead paint, which worked out better than originally planned at the same cost. Ms. Cook asked about the audio components and wanted to provide answers to some questions from Aging and Disability. Mr. Shea needed to perform some further investigation and to confirm a solid construction schedule and will keep the Committee updated.

- a. Northeast Collaborative Architects – Invoice #9

*Mr. Derr made a motion to approve payment to Northeast Collaborative Architects for Invoice #9 in the amount of \$450.00. Mr. Cortes seconded the motion. The motion was passed unanimously.*

- b. Nosal Builders, Inc. – Pay Application #3

*Mr. Kelly made a motion to approve payment to Nosal Builders, Inc. for Application No. 3 in the amount of \$33,979.13. Mr. Cortes seconded the motion. The motion was passed unanimously.*

**6. Old Business**

Chairman Ostop noted the Freedom of Information Act training scheduled for Monday, 10/29/18.

**7. New Business**

Chairman Ostop noted there will be a Special Meeting in the BOE conference room on 10/15 at 7:p.m. and a Regular Meeting in the BOE room on 11/5 at 7:00 p.m.

**8. Adjourn**

*Mr. Derr made a motion to adjourn the meeting at 8:02 p.m. Mr. Cortes seconded the motion. The motion was passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk