

## **PUBLIC BUILDING COMMITTEE**

Regular Meeting Minutes

December 3, 2018

*Subject to Approval*

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, December 3, 2018, in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

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

Guests – Mr. Shea; and for Downes Construction Company – Dave Heer, Pre-Construction Manager, Tracy Brennan, Estimator; for ; Jennifer Mangiagli and Freddie Khericha of Kaestle Boos; and Scott Baker, Principal of Henry James Memorial School.

As Mr. LaClair will join the meeting in progress, the following motion was made:

*Mr. Derr made a motion to move discussion of Agenda item 3. Henry James Memorial School Project – Phase III to item 7. on the Agenda. Mr. Kelly seconded the motion and it was passed unanimously.*

Chairman Ostop invited public comment and there was none.

### **1. Minutes of the November 5, 2018 Special Meeting**

In the Motion on page 6, “Mr. Walter” is corrected to “Mr. Derr”.

*Mr. Kelly made a motion to approve the November 5, 2018 Regular Meeting Minutes, as amended. Mr. Salvatore seconded the motion. The motion was passed with Mr. Walter abstaining.*

### **2. Board of Selectmen Liaison Report**

Liaison Cooke was not present due to scheduled meeting conflict.

### **3. Simsbury Farms Pool Improvements – Phase 2**

- a. Change Order #8 – Construction Services of New England

Mr. Shea reported a 2018 approved Change Order from CSNE only requires the Chairman's signature; and the following two additional payment requests were submitted for approval in the supplemental package.

- b. Pay Application #10 – Construction Services of New England

*Mr. Derr made a motion to approve payment to Construction Services of New England for Pay Application #10 in the amount of \$2,158.68. Mr. Kelly seconded the motion and it passed unanimously.*

- c. Pay Application #11 – Construction Services of New England

*Mr. Egan made a motion to approve payment to Construction Services of New England for Pay Application #11 in the amount of \$22,065.87. Mr. Kelly seconded the motion and it passed unanimously.*

Chairman Ostop stated for the record that this is the final payment and the Simsbury Farms Pool project is now complete. Mr. Shea confirmed in the Phase 2 Monthly Cost Control Report that \$20-30,000 will be given back to the Town, and he will report the exact amount next month.

### **4. Eno Memorial Hall Renovations**

Mr. Shea reported that Invoice #10 from NCA is the final invoice.

- a. NCA – Invoice #10

*Mr. Derr made a motion to approve final payment to NCA for Invoice #10 in the amount of \$150.00. Mr. Kelly seconded the motion and it was approved unanimously.*

- b. Payment Application #3, 4, and 5 – Nosal Builders, Inc.

For Application No. 3, Mr. Shea explained this was for punch list items through 9/30/18.

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

Application No. 4:

Mr. Shea explained this includes painting, and other minor items.

*Mr. Egan made a motion to approve payment to Nosal Builders, Inc. for Application No. 4 in the amount of \$15,201.20. Mr. Derr seconded the motion and it was approved unanimously.*

Application No. 5:

*Mr. Kelly made a motion to approve payment to Nosal Builders, Inc. for Application No. 5 in the amount of \$1,910.00. Mr. Walter seconded the motion and it was approved unanimously.*

- c. Payment Application 1013-1 – Millennium Builders

Mr. Shea explained this was for painting of the millwork performed in the kitchen under a previously approved contract.

***Mr. Derr made a motion to approve payment to Millennium Builders for Payment Application 1013-1 in the amount of \$6,208.23. Mr. Egan seconded the motion and it was approved unanimously.***

d. Change Order #1 – Nosal Builders

Mr. Shea reviewed Change Order #1 representing various minor items negotiated with Nosal Builders.

***Mr. Kelly made a motion to approve payment to Nosal Builders, Inc. for Application No. 5 in the amount of \$910.00. Mr. Egan seconded the motion and it was approved unanimously.***

Regarding the Monthly Cost Controls, Mr. Shea reported the original \$300K budget had expenditures of \$241K with final closeout of \$231,375 with \$29,500 for the acoustical contract, leaving a balance of \$39,253; they continue working on the sound system/listening devices in a range of \$25-30K and will move forward following the Eno performance season closes.

Chairman Ostop noted for the record that SCTV continues on the record on hold.

**5. Old Business**

None.

**6. New Business**

Chairman Ostop advised that the next Regular Meeting is scheduled for January 7, 2019 at 7:00 p.m.

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

- a. Project Update: Downes Construction and Kaestle Boos Associates

Ms. Mangiagli of Kaestle Boos noted Mr. LaClair's request to show the Committee a design work status report of elevations/views previously not shown, including for the auditorium addition; and materials, heights/angles, colors, plantings. Mr. Derr requested material samples be provided to the Committee at some point. Mr. Khericha indicated they will bring panel samples to the January 7<sup>th</sup> meeting for Committee review.

Mr. LaClair joined the meeting at 7:25 p.m.

Ms. Mangiagli noted their landscape architect is bringing renderings to the Design Review Board tonight. Mr. Baker planned to have the low-maintenance flower gardens taken care of by custodial staff/student groups; no classes will be conducted in the gardens. Ms. Mangiagli noted a Memorial Garden will likely be brought into the courtyard. She noted there is no direct requirement for overhangs at exit doors, but it may be a strong suggestion from the Fire Marshall and act to break up the high wall and potentially provide protection from snow for egress.

Mr. LaClair noted that the project is being reviewed in other meetings this evening and they will review those results. He thanked Jeff Shea and Adam Kessler for their extensive comments and the plans should go before the Zoning Board in two weeks. He said the next design team meeting is with the State on Wednesday morning for Design Development Review; then local reviews follow moving from Design Development to Construction Documents, which is why they previously met with the Fire Marshall and Building Inspector. Because of project milestones, he noted the goal is to complete and approve the plans by January 23<sup>rd</sup>. Chairman Ostop was concerned that if other Boards made changes the Committee would not see them. Mr. LaClair explained the timeline that 1) the construction documents submissions are targeted for the first week of January including final comments from the Building Inspector and Fire Marshall; 2) followed by PBC review/sign off the week of January 14<sup>th</sup>; and 3) State review.

***Mr. Salvatore made a motion to hold a Special Meeting at 7:00 p.m. on January 14, 2019 in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT for the Henry James Memorial School Project. Mr. Kelly seconded the motion and it was passed unanimously.***

Chairman Ostop asked about the viability of proposals received for Commissioning. Ms. Mangiagli is continuing discussion with a State representative, who believes this is a new construction project; however, Ms. Mangiagli indicated under State school grants this is not a new construction project. Chairman Ostop noted that it must be clarified in writing with the State and suggested holding off on review of Commissioning. Regarding the timeline effect, Mr. Khericha indicated the State needs to sign off on whichever is decided in the design process. Mr. Dragulski added the State has to review the drawings and it would be better to select who you want and then negotiate .

b. Review of Site Design Development Cost Estimate

Ms. Mangiagli indicated they reconciled with Kaestle Boos on 11/29/18 and provided a large sheet showing renovation of the Media Center and Auditorium with contingencies and are under budget by about \$425K; 6 alternates were included totaling about \$517K. Mr. Heer indicated they could provide a broad brush exterior elements cost evaluation. Regarding the accuracy of budgets for electrical and HVAC, Mr. Heer responded following 3<sup>rd</sup> party consultation the overall estimates were very close; the auditorium is about \$65 sq. ft. Mr. Heer noted they will transform the estimates to meet the State uniform format prior to the Wednesday DDR meeting at the State. They will begin speaking to subs in Phase 2.

Mr. LaClair handed out a sheet on soft cost estimates for \$4,015,528 containing more detail; contingencies were broken down on page 2 with 3% owner contingency and the scope less so it is not yet at 5% with a goal to increase the contingency, and that is in addition to the design and construction contingencies. Mr. LaClair confirmed that the soft costs are estimates at this point. Regarding abatement, Mr. Khericah noted that \$40K is for hygienic service in the field with removal costs at \$425K. Regarding forensic inspections, Mr. Heer indicated nothing abnormal found to date. Mr. Dragulski was impressed that 173 drawings were done in a short time and asked about ceiling type. Ms. Mangiagli believed it would be cloud with sprinklers above/below the ceiling. Regarding plumbing, they anticipate cutting/patching with more information on the final design; Mr. Kherica anticipates providing a 3D design in January for the auditorium; and for the Media Center folding partitions, they will coordinate with duct work.

c. Commissioning RFP Results

Chairman Ostop commented on a range of \$21,200 to \$47,117 from 6 firms received in tonight's package. Mr., Kherica plans to confirm with Mr. Kostas at the State the correct project

classification before Wednesday's meeting. The members suggested reviewing the RFPs to narrow it to two.

***Mr. Derr made a motion to narrow the proposals for commissioning to BVH and VanZelm Engineers. Mr. Kelly seconded the motion and it was passed unanimously.***

The Committee decided to invite these two firms to interview at the January 7<sup>th</sup> meeting, including their additional cost presentation, in preparation for the January 23<sup>rd</sup> State review, and anticipating receipt of a State letter by January 6<sup>th</sup> prior to the PBC January 7<sup>th</sup> meeting – the two firms would be notified prior to the January 7<sup>th</sup> meeting to allow them 2 weeks to complete the commissioning review. Mr. LaClair will contact the two firms with appropriate guidance.

## **8. Adjourn**

***Mr. Derr made a motion to adjourn the meeting at 8:05 p.m. Mr. Cortes seconded the motion and it was passed unanimously.***

Respectfully submitted,

Janis Prifti

Commission Clerk