

PUBLIC BUILDING COMMITTEE

Special Meeting Minutes

April 22, 2019

Subject to Approval

Chairman Ostop called the Special Meeting of the Public Building Committee to order at 7:01 p.m. on Monday, April 22, 2019 in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Messrs. Cortes, Kelly, Dragulski, Walter and Eagan.

Excused - Messrs. Derr and Salvatore

Guests – Messrs. LaClair and Shea; and for Downes Construction Company – Assistant Director of Operations Jeff Anderson and Thomas Romagnoli; for Kaestle Boos - Freddie Khericha

1. **Public Audience** - Chairman Ostop invited public comment – there was none.

2. **Henry James Memorial School Project – Phase III**

a. van Zelm -Invoice #0045918

Mr. Dragulski made a motion to approve Invoice #0045918 in the amount of \$1,065.30 from van Zelm to perform Commissioning for the Henry James Memorial School Project. Mr. Cortes seconded the motion and it passed unanimously.

b. Kaestle Boos Invoice #16018.04-7

Mr. Kelly made a motion to approve Invoice #16018.04-7 in the amount of \$23,937.50 from Kaestle Boos to perform professional services for the Henry James Memorial School Project. Mr. Eagan seconded the motion and it passed unanimously.

c. Downes Construction Company – Project update and bid package results

Jeff Anderson handed out the financial update and action items agenda. Attached was a detailed summary of each bid package and the base bids received as well as the alternates for each firm responding.

Mr. Anderson highlighted the following regarding the requested Approval of Letters of Authorization:

Bid package #7.1 – Metal Panels: this was the only situation where the selected responsive low bidder was not the apparent low bidder. This followed the detailed scope review meeting where Accurate Door and Window acknowledged that it make mistakes and was withdrawing its bid.

Bid package #9.2 – Flooring: this package is still under scope review and is not requested for approval yet.

Bid package #28.1 – Fire alarm: this package is not requested for approval yet. It was explained that because there was only one bidder and no bond, that an allowance was being added and the suggested options are to attempt to get a competitive change order for this work from the electrical contractor, or potentially rebid the package.

Mr. Eagan observed that there was a problem with the formulas in bid package #8.1 to be corrected.

Mr. Shea asked about the status of set-aside requirements and Mr. Romagnoli noted that the bid package #2.1 for demolition was going to exceed the target for the project.

Mr. Cortes read the Letter of Authorization (LOA) – 001 and moved that the listed bid packages be awarded totaling \$14,325,212. Mr. Kelly seconded the motion and it passed unanimously.

Review and approval of alternates:

Mr. Anderson summarized the listed alternates for the Committee and pointed out that alternates #3, 5, and 7 all related to the flooring bid package, so are not yet recommended for approval this evening.

A PBC member asked why deduct alternate #8 relating to benches in the courtyard being made of wood and metal, instead of granite was recommended. Mr. LaClair indicated that this alternate had been suggested by another PBC member and part of the concern was related to sharp stone edges. It was suggested that the architect would make a recommendation on stone versus wood/steel.

Mr. Eagan moved approval of Alternates #1 ,2 , 4, and 6 totaling \$202,325. Mr. Kelly seconded the motion and it passed unanimously.

Based on the approved motions, the project would be under budget by \$708,993.

Mr. Ostop stated that the draft GMP Amendment with attachments that was shared by Downes this evening would need to be sent to the Town Attorney for review and the Town Manager for signature.

Mr. Anderson stated that the “Good Neighbor Meeting” would take place on Tuesday, April 30th at the Henry James Cafeteria. Mr. LaClair advised the PBC that meeting invitations had been sent to abutters within 100 feet of the property by certified mail as requested.

Mr. Shea asked when construction would be expected to begin and Mr. Romagnoli stated approximately May 13, 2019.

3. Adjourn

Mr. Kelly made a motion to adjourn the meeting at 7:41 p.m. Mr. Eagan seconded the motion and it was passed unanimously.

Respectfully submitted,

Burke LaClair