

PUBLIC BUILDING COMMITTEE

Regular Meeting Minutes

November 4, 2019

Subject to Approval

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, November 4, 2019 in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

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

Guests – Mr. Shea; Andy O'Brien, Director of Operations, Simsbury Public Schools; Scott Baker, Principal, Henry James Memorial School; for Downes Construction Company – Mark Wichmann, Sr. Project Manager; and for Kaestle Boos - Enrico Chiarillo, Sr. Project Manager, Brian Solywoda, and Freddie Khericha.

Excused – Mr. Walter; and Cheryl Cook, BOS Liaison

No public audience comments.

1. Minutes of the October 7, 2019 Regular Meeting

Mr. Kelly made a motion to approve the October 7, 2019 Regular Meeting Minutes, as written. Mr. Egan seconded the motion and it passed unanimously.

2. Board of Selectmen Liaison Report

Ms. Cook was not present.

3. Henry James Memorial School Project

a. Construction Manager Project Update – Downes Construction Co.

Mr. O'Brien spoke to the absence of Burke LaClair who suffered a serious stroke and hospitalization last week, will be out for quite some time, and asked that he and his family be kept in thoughts and prayers. Chairman Ostop reiterated those sentiments.

Chairman Ostop indicated that following Committee discussion and in order to help Mr. O'Brien out and the services of an Owner's Representative be considered for hire; KB confirmed that this would be reimbursable by the State and the Superintendent of Schools has also committed to pay for these services if required. Chairman Ostop indicated a proposal has been received from Jim Russo, who has about 5 hours/week available in his schedule. A proposal can also be requested from Frank Capetta, who recently worked on the Library project. Mr. Derr believed that proposals should be received from more than one person and how best to proceed suggesting Committee members think about who to contact. Chairman Ostop noted positive experience with Mr. Russo who has worked at most of the schools. Mr. Dragulski brought up the necessity to think about how many hours are needed from an Owner's Representative, including weekly meetings, construction/operations experience to expedite the change order process that varies weekly, as well as overseeing problems that come up and working with the PBC, KB and Downes. Mr. Wichmann believed the Owner's Representative would drill down in more detail, and indicated they are at a very good point in the project with changes scrutinized by Downes and KB. The Committee decided to have further discussion in Executive Session.

b. Pay Application #7 – Downes Construction Co. (*dropbox with files*)

Mr. Wichmann reported on project highlights and that they remain on schedule, including that snow plans have been coordinated with the Town, fire protection is in, ductwork has arrived, temporary heating is coming in, a roof is on the auditorium, courtyard masonry looks good, metal paneling on the west side is insulated, the auditorium gas line is installed, the 2 additions are on track, science case work has arrived, ceilings are in, and substantial completion by the 19th followed by moving on the 20, 21, and 22, when they will transition to Phase 2. He noted only about \$100K of the \$1.3 Million trade allowance has been tapped so far with much of the heavy lifting completed.

Mr. O'Brien indicated they need to look at: 1) the counseling area impacted by water, possibly over Christmas break; and 2) an area on the 2nd floor impacted by water and what the next steps might be; TRC is doing environmental testing of the ceiling tomorrow. Chairman Ostop believed that water damage is the responsibility of the contractor. Mr. Shea updated the Committee that the Town Attorney recommended that the additional costs associated with the leaks, the Town file a claim under the Town's Builder's Risk Policy and notice Downes of the filing. Representatives of the insurance company can figure out the appropriate responsibly party. The Town has paid costs to date of about \$20-30K. He indicated they hope to submit that

package this week and it is not known yet what other costs for damages not yet repaired as part of the project and if it will be covered or not.

c. Change Order Proposal Review – Project Architect, KBA

Mr. Chiarillo of KBA reviewed the Architects Report dated 11/4/19 attached. The Committee discussed establishing a protocol in advance to deal with architectural changes that arise and KB will keep a running list, with 2-3 items totaling less than \$5K so far.

Mr. Dragulski made a motion to approve Change Order No. 26 in the amount of \$1,004.00. Mr. Cortes seconded the motion and it was passed with 5 in favor and 2 opposed.

Mr. Kelly made a motion to approve Change Order No. 28 in the amount of \$3,788.28. Mr. Egan seconded the motion and it was passed unanimously.

Mr. Derr made a motion to approve a credit for Change Order No. 34 in the amount of (\$684.00). Mr. Cortes seconded the motion and it was passed unanimously.

Mr. Chiarillo advised that Change Order No. 42 in the amount of \$5,555.62 was approved at the last meeting and is being installed now.

Mr. Cortes made a motion to approve Change Order No. 44 in the amount of \$358.20. Mr. Derr seconded the motion and it was passed unanimously.

Mr. Salvatore made a motion to approve Change Order No. 47 in the amount of \$1,750.77. Mr. Dragulski seconded the motion and it was passed unanimously.

Mr. Egan made a motion to approve Change Order No. 51 in the amount of \$3,638.69. Mr. Kelly seconded the motion and it was passed unanimously.

Mr. Cortes made a motion to approve Change Order No. 52 in the amount of \$1,227.92. Mr. Derr seconded the motion and it was passed unanimously.

Mr. Derr made a motion to approve Change Order No. 53 in the amount of \$901.66. Mr. Kelly seconded the motion and it was passed unanimously.

Mr. Chiarillo advised: 1) proposed Change Order No. 27 is void; and 2) he believed proposed Change Order No. 66 will likely not occur.

Mr. Derr made a motion to approve Change Order No. 67 for theatrical rigging steel not to exceed \$9,035.18. Mr. Egan seconded the motion and it was passed unanimously.

Mr. Kelly made a motion to approve Change Order Proposal No. 43 out of the trade allowance not to exceed \$5,309.03. Mr. Egan seconded the motion and it was passed unanimously.

Mr. Kelly made a motion to approve payment to Downes Construction Company of Application No. 0007 in the amount of \$1,523,782.47. Mr. Egan seconded the motion and it passed unanimously.

Mr. Wichmann advised the billing for Ferguson will come next month. Mr. Egan believed retainage of 5.91% is not allowed; Mr. Wichmann explained he is working through that with CHRO as the majority of contractors are at 5% and a handful at 7%. Mr. Salvatore asked about general conditions being billed on a monthly basis; Mr. Wichmann found it was being done and took 17 months, divided it through, coming up with \$50+K.

d. Kaestle Boos Invoice #16018.04-14

Mr. Derr made a motion to approve payment of Kaestle Boos Invoice #16018.04-14 in the amount of \$10,420.31. Mr. Egan seconded the motion and it was passed unanimously.

Mr. Salvatore made a motion to approve payment of Szewczak Associates Invoice #4796 in the amount of \$1,312.50. Mr. Cortes seconded the motion and it passed unanimously.

e. VanZelm Engineers Invoice #0046613

Mr. Derr made a motion to approve payment of VanZelm Engineers Invoice #0046613 in the amount of \$3,906.10. Mr. Egan seconded the motion and it passed unanimously.

Mr. Wichmann confirmed that VanZelm will be on site on Wednesday and has billed ahead.

4. Eno Memorial Hall

Mr. Shea indicated the contractor will start the installation work for the sound equipment tomorrow with job completion scheduled for Friday.

5. SCTV Relocation

SCTV relocation remains on the agenda.

6. Approval of 2020 Meeting Dates

Chairman Ostop made a motion to approve the proposed 2020 Meeting Schedule. Mr. Cortes seconded the motion and it passed unanimously.

At 8:16 p.m., the Committee went into Executive Session.

Mr. Cortes made a motion at 8:30 p.m. to go back into the Regular Meeting and in favor of what the Committee agreed on in Executive Session. Mr. Derr seconded the motion and it passed unanimously.

4. Simsbury High School Roof Replacement Project

a. Review Submitted Proposals/Qualifications (*dropbox with proposals*)

Chairman Ostop noted they have received four proposals of \$26,400, \$30,100, \$63,000 and \$67,500 and possibly looking at two submittals: \$26,400 from Hubbard and \$30,100 from Silver

Petrucelli. He emphasized that the submittals should be carefully reviewed It was noted Jacunski has all architects. The Committee discussed negotiating with the bidders for this \$2.6 Million project and the architect's fee for design and hours involved – at 3% that would be \$78K. The good quality of Silver Petrucelli's work and the greater quantity of work they have done for the Town was discussed by the Committee. The Committee decided to interview Jacunski, Hubbard, and Silver Petrucelli on Monday, 11/18 at 6:30, 7:15, and 8:00 p.m. in a Special Meeting; and to also possibly interview owner's representatives based on proposals received.

7. Old Business

None.

9. New Business

See 4.a. above.

10. Adjourn

Mr. Kelly made a motion to adjourn the meeting at 8:50 p.m. Mr. Cortes seconded the motion and it passed unanimously.

Respectfully submitted,

Janis Prifti

Commission Clerk