

PUBLIC BUILDING COMMITTEE

Special Meeting Minutes

April 13, 2020

Subject to Approval

Chairman Ostop called the Special Meeting of the Public Building Committee to order at 5:08 p.m. on Monday, April 13, 2020, via Zoom teleconferencing from the Town Hall at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Messrs. Derr, Kelly, Dragulski, Walter, and Jackie Battos, BOS Liaison; Mr. Burns joined the meeting at 5:50 p.m.

Guests – Mr. Shea; Andy O’Brien, Director of Operations, Simsbury Public Schools; for Downes Construction Company – Mark Wichmann, Sr. Project Manager, and Tom Romagnoli ; for CES – Mike Bouchard; for Kaestle Boos – Enrico Chiarillo, Sr. Project Manager; for Jacunski Humes – Al Jacunski; and for Colliers – Ken Romeo, Owner’s Rep; SCTV recording the meeting

Excused – Messrs. Cortes and Salvatore

No public audience comment was received in advance via the Town Clerk office.

1. Minutes for March 2, 2020

Mr. Kelly made a motion to approve the March 2, 2020 Regular Meeting Minutes, as written. Mr. Walter seconded the motion, and it was passed unanimously.

2. Board of Selectmen Liaison Report

Ms. Battos had no comments.

3. Henry James Memorial School Project

- a. Construction Manager Project Update – Downes Construction Co.

Mr. Wichman indicated they are about 71% complete including change orders and CM contingency remaining of \$446,368, trade contractor allowance at 13.72% with \$794,412

remaining, and GMP of \$18.871 Million including change orders 1-8 at \$94,211 and pending/approximate \$203,713; and GMP allowances 32.67% utilized with \$680.891 remaining.

He continued that with school out work is being completed and started with tremendous progress in Phase 3 working closely with Henry James to pull in work areas from Phases 4 and 5. With a current return date of May 20 for school, he said they would continue working through April/May putting them in an excellent position to be successful with summer work in Phase 5. Chairman Ostop asked about the status if school opens earlier. Mr. Wichman responded it is discussed on a regular basis; they are turning over spaces responsibly with staff returning to spaces and the Principal releasing other rooms to them. Mr. Obrien agreed with Mr. Wichman regarding lack of problems as they work closely with Bill Sullivan to assure contingency plans and safety is met. He indicated no plan to open school before May 20. Mr. Dragulski asked about the school being sanitized. Mr. O'Brien indicated cleaning is done daily, except in active construction areas; the sequence is cleaning all classrooms and moving into classrooms to do work that would have taken place in summer. Mr. Wichman added the program is to finish a room and then wash/final clean before the Town moves back in, which also generates some dust and they then clean the room with the door is locked behind them and no one enters. Chairman Ostop noted the Town's follow-on responsibility for cleaning before any students re-enter the room.

b. Change Orders on Downes Procore Website – you will need to login

Mr. Wichman reviewed the COP list provided. For COP #91 which was tabled by PBC at the March meeting for CES feedback regarding mixing valves at eyewash stations. Mr. Bouchard explained automatic mixing would provide higher pressure for cold water than hot water allowing mixing valves to push cold through with 10 valves required for five eyewash stations at a cost of \$1,452.52.

Mr. Kelly made a motion to move forward with Downes' COP #91 for 10 mixing valves for 5 eyewash stations in the amount of \$1,452.52. Mr. Derr seconded the motion, and it was passed unanimously.

Mr. Wichman continued with COP #99 relating to CES feedback that an out-of-scope branch line is required in the Media Center because there are multiple valves involved; and the pipe was not shown on the plan. Mr. Dragulski asked what is included. Mr. Bouchard explained it would tap off the main with two branch lines and an 8-10 foot lateral run to a VAV box and 15-20 feet of pipe, valves, and pipe hanger installation. Mr. Wichmann indicated that the cost is a little higher due to 4 hours of difficult work for 2 men to get into an area already constructed at a cost of \$1,288.00; Daly's HVAC proposal indicates a cost of \$2,258.00, which includes increased number of units, procuring material, set up, break out, size and cut material for \$595 and insulation for \$453.39 and backup is provided with the invoice for value added. Mr. Wichmann confirmed this branch line is not shown on the base contract; Mr. Dragulski believed while it is

added value, the cost is higher than it should be. Mr. Romeo noted all change orders are a little high, but they are not double. Mr. Derr noted the back of the invoice breaks it down.

Mr. Kelly made a motion to accept Downes' COP #99 for an out-of-scope branch line in the Media Center in the amount of \$2,305.10. Mr. Walter seconded the motion, and it passed unanimously.

Mr. Wichman noted COP #111 will come before PBC at the May meeting and relates to a new dust collector at a cost of \$66K. Chairman Ostop agreed COP #111 is tabled until the next meeting.

Mr. Wichman discussed COP #113 for supplemental bracing of theatrical steel was designed to stiffen beam line, which had begun rotating under load. Mr. Chiarillo explained rigging steel was extra to start and Mr. Wichman noted it has been bought and paid for; this is still under allowance summary under steel this month in the right column. Mr. Shea asked that when the allowance is utilized to show the item in the right column which this does; Part of COP #113 is the mechanical component. Mr. Derr asked the amount of the steel component and Chairman Ostop noted the description shows an allowance of \$1,231.31.

Mr. Derr made a motion to accept Downes' COP #113 for supplemental bracing of theatrical steel in the amount of \$2,055.53. Mr. Dragulski seconded the motion, and it was approved unanimously.

Mr. Wichman discussed COP #115 for half-time authorization for painting in March for \$454.70 out of contingency as previously discussed, which continued in the auditorium and some rooms.

Mr. Dragulski made a motion to accept Downes' COP #115 for half-time authorization for painting out of contingency for \$454.70 at a cost of \$0.00. Mr. Derr seconded the motion, and it passed unanimously.

Mr. Wichman discussed COP #121 for back charges between Scope Construction and the site work contractor who backed over and crushed an inspection port, which was replaced. Chairman Ostop noted the amount of \$626.14 back charge at zero cost.

Mr. Wichman continued with COP #122 for Phase 1 regarding phasing for a masonry wall interfacing with an internal window wall and left strap anchors and a bare condition not anticipated. He indicated it was unforeseen and out-of-scope and in coordination with the design team they took care of it under construction contingency at \$1,605.90. Mr. Wichman indicated the external building wall would have an exposed column and needed to be done.

Mr. Derr made a motion to accept Downes' COP #122 for sheet metal closure strips at windows from construction contingency in the amount of \$1,605.90. Mr. Kelly seconded the motion, and it was approved unanimously.

Mr. Wichman discussed COP #137, which has come before PBC for the 3rd month following a request for Colliers review. Mr. Romeo advised he reviewed #137 with Mr. Wichmann and determined between two contractors scope of work there was a purchasing scope gap and this completes it and is value added under contingency.

Mr. Kelly made a motion to accept Downes' COP #137 for auditorium cabling at a cost of \$8,544.00. Mr. Dragulski seconded the motion, and it was approved unanimously.

Mr. Wichmann continued with COP #142 tabled at the March PBC meeting for exhaust fan replacement work and requested duct leak testing associated with Room B234 and two offices south of B234. Mr. Shea suggested the Committee first discuss COP #150. Mr. Wichman requested COP #150 was developed as out-of-scope work for air test evaluation serving these rooms at a cost of \$4,822.62.

Mr. Derr made a motion to accept Downes' COP #150 to air test a length of duct servicing B234 and subsequent rooms it serves out-of-scope at a cost of \$4,822.62. Mr. Dragulski seconded the motion, and it passed unanimously.

Regarding COP #142, Mr. Bouchard explained it is to replace four roof exhaust fans, power and roofing restoration. During team meetings, he said the fans were believed to be functional, but four fans need to be replaced with duct leakage tested for one fan under COP #150.

Mr. Burns joined the meeting at 5:50 p.m.

Regarding the results of COP #150, the members discussed whether the results are needed before authorization of COP #142. Mr. Wichmann advised that the results are about a month out with rooftop exhaust fans to be completed before August 15. Chairman Ostop tabled COP #142 to the next meeting.

Mr. Wichmann discussed COP #144 regarding sheet metal column closure plates under two conditions with one for a new wall diving into the window wall requiring a brake metal closure and the other for COP #144 where walls were removed at masonry columns adjacent to the exterior wall at a cost of \$979.67 from contingency.

Mr. Kelly made a motion to accept Downes' COP #144 for sheet metal column closure plate from contingency at a cost of \$979.67. Mr. Derr seconded the motion, and it passed unanimously.

Mr. Wichman continued with COP #146 Media Center passage switch removal required for COO by the Fire Marshal. Mr. Bouchard explained the Fire Marshal considers it an egress corridor and he did not want the potential of someone turning the switch off.

Mr. Derr made a motion to accept Downes' COP #146 for Media Center passage switch removal at a cost of \$217.37. Mr. Burns seconded the motion, and it passed unanimously.

Mr. Wichman presented COP #147 for out-of-scope charging cart circuits as reviewed by HJMS and designed by CES. Mr. Chiarillo added this relates to additional power for charging and two new electrical circuits. Mr. Obrien stated this was requested by the Library Media specialist for moveable charging carts allowing students to check in/out books.

Mr. Derr made a motion to accept Downes' COP #142 for cart book check out/in stations at a cost of \$904.16. Mr. Dragulski seconded the motion, and it passed unanimously.

Mr. Wichmann explained COP #148 relates to PBC's request for further design input for an out-of-scope additional roof drain leader due to water discharge, including a cast iron downspout and horizontal piping to nearest drain at a cost of \$2,341.02. Mr. Dragulski was concerned about leaks on the roof. Mr. Chiarillo indicated preference for a downspout rather than horizontal piping; Mr. Wichman noted Town roof repairs in that area and concern with the roof at the window wall. The Committee discussed whether the plan for running the pipe and other options; Mr. Wichmann explained how the drainage would run and that there are unit ventilators on that wall; Mr. Dragulski suggested going parallel with the outside wall, clearing the window and connecting to the downspout, which Mr. Wichmann said is the plan; Chairman Ostop suggested the pipe go past the windows and down to the ground; Mr. O'Brien noted concern with pipe capacity for a long horizontal run at the bottom and suggested keeping the design cutting back the horizontal run to about 1-2 feet away so there is no free-fall impact on the seam. Mr. Wichmann suggested that introduces a lot of water on the lower roof and flooding the roof to test its impact. Mr. Chiarillo believed an internal roof leader was found at the south hall and a potential alternative is to pipe it inside which can be investigated. Mr. Burns suggested consideration of a lot of water through one spout as well as the likelihood in 6 months for leaves coming down/clogging; Mr. Wichmann advised that continual maintenance is required. Mr. O'Brien indicated this drain is about 10 feet from another drain, but the snow roof interrupts the natural drain pattern, and if this drain begins to clog it would feed into the other drain and does require maintenance. Further investigation and photos of the area were requested for discussion at the next meeting, including feedback from CES regarding what the pipe can handle and impact on lower roof load. Mr. Chiarillo agreed and Chairman Ostop tabled COP #148.

Mr. Wichmann continued with COP #151 for an out-of-scope unforeseen water line repair concealed in masonry at Room B107 at a cost of \$427.64.

Mr. Derr made a motion to accept Downes' COP #151 for water line repair in the amount of \$427.64. Mr. Kelly seconded the motion, and it passed unanimously.

Mr. Wichmann discussed COP #153 requested by Henry James staff to revise out-of-scope design of electrical distribution in the Media Center at a cost of \$4,207.53. He added the work has not been constructed and the cost was closely coordinated with KBA and CES. Mr. Wichman agreed the pull-down menu should say "Bulletin", not "None".

Mr. Kelly made a motion to accept Downes' COP #153 for re-design of electrical distribution in the Media Center in the amount of \$4,207.53. Mr. Burns seconded the motion, and it passed unanimously.

Mr. Wichmann continued with COP #154 PRO7 for design team recommendation for painting all of the blocking at the Picado wall so the blocking would not show through at a cost of \$449.67.

Mr. Kelly made a motion to accept Downes' COP #154 for out-of-scope painting of all the blocking at the Picado wall in the amount of \$449.67. Mr. Derr seconded the motion, and it passed unanimously.

Mr. Wichmann discussed COP #157 PRO3 for out-of-scope new seat backs at a cost of \$3,467.82. Mr. Chiarillo apologized that he was not prepared to provide a full explanation. Mr. Burns recalled previous discussion regarding moving to less expensive seat backs. Mr. Wichman noted some components purchased did not fit and this covers the cost of fabrication/installation. Chairman Ostop believed this was taken care of in errors and omissions. Mr. Chiarillo responded it was a change and Mr. Wichman added it was all FF&E and a PR created – the six seat backs did not fit due to moving furniture around. Mr. Derr commented on the \$300/seat back cost with some value added and some credit likely in FF&E.

Mr. Derr made a motion to accept Downes' COP #157 for new seat backs in the amount of \$3,467.82. Mr. Burns seconded the motion, and it passed unanimously.

Mr. Wichmann recalled COP #158 for progress cleaning for Horizon Services following reconciling their CO #1 and no other cleaning done, except among themselves; \$6,500 is within DCC General Requirements and is a component of GMP Allowance. He noted the reconciliation he did with KBA is provided in the server backup; the funds are spent and there is no further contract with Horizon or AmVets; everything is being done now within the agreement. Mr. Burns asked if this was related to the mitigation plan. Mr. Wichmann indicated it was not, rather there was public concern related to dust and allergies for students elevating thorough cleaning to daily. He noted there are ample funds in the progress cleaning component of general funds but they are working to stay away from it. Mr. Romeo looked at this and advised it does not change

GMP, is within general requirements, with funds expended. Mr. Ostop questioned the \$6,500 cost and Mr. Romeo said he discussed it with them and did not like it either.

Mr. Dragulski made a motion to accept Downes' COP #158 for Horizon Services progress cleaning in the amount of \$6,500.00. Mr. Burns seconded the motion, and it passed unanimously.

Mr. Wichmann discussed COP #159 PR11 for unforeseen ACM for room going to abatement under the DCC allowance for plumbing and new vanity/sink at a cost of \$4,258.61. Chairman Ostop tabled #159 to the next meeting; Mr. Wichman confirmed this was reviewed with designers, but they have not purchased it. Mr. Shea believed this was left out of the PBC package and apologizes.

Mr. Wichmann discussed COP #160 for out-of-scope Guidance Suite rebuild with the mechanical system component redesigned. He discussed with Mr. Shea that long-lead item such as doors take 8-10 weeks and recommends breaking those components out of that work at a cost of \$14,530.85; including 4 new door fronts, hardware, and all blinds for all windows on external suite wall for 3 offices; conference room, and other offices – probably 2 per for 6 blinds at blind cost of \$4,812. Mr. O'Brien indicated the work is needed because of the courtyard outside the windows and need for office privacy. Chairman Ostop asked if the doors/frames were part of the original design. Mr. Wichmann responded there were no blinds in there and they could eliminate the blinds if requested. Mr. Wichmann reviewed what was left in the Suite – electrical circuits, some ducts, low voltage component, and framing with same footplate; this is represented in Orders of Magnitude under COP #37 for \$64,562.85 Guidance Suite re-build total and the Total Order of Magnitude for water infiltration is \$192,163.89; the \$14,530.85 is part of \$192,163.89.

Mr. Burns made a motion to accept Downes' COP #160 for Guidance Suite repair in the amount of \$14,530.85. Mr. Kelly seconded the motion, and it passed unanimously.

Mr. Wichmann will update orders of magnitude for the next meeting.

Mr. Wichmann advised Picado wall panels from Kinetics were flawed and should be available shortly with installation pushed into May. He is coordinating closely with Colliers who engaged KBA who specified this manufacturer and are also in touch with the manufacturer. He said the frames are ready to hang the panels and the auditorium is looking fantastic. He continued that the Guidance Suite rebuild continues with COP #37 for review at the next meeting. He indicated they are working to have some language regarding potential challenges related to COVID19 and potential labor and material shortages and shutdown, but currently believe work continues with material stored onsite turning out to be a good decision.

c. Owners Representative Report – Colliers

The Committee confirmed the need for Mr. Romeo to focus on where his time is spent. Mr. Romeo responded that his time card and Mr. Skalenka's contain information on time spent at OAC onsite meetings, etc. Mr. Derr explained that as summer approaches and the project winds down, what are the top 10-15 areas Mr. Romeo is working on, as there may be a need to determine other areas to spend time on. Chairman Ostop clarified previous discussions with Colliers that at the half way mark there would be a discussion regarding where Mr. Romeo's time is spent. Mr. Romeo confirmed that agreement at 50%, and said he could highlight more detail weekly with feedback for 15 areas using the greatest amount of time. Mr. Shea apologized that the Colliers report did not get into the package and promised to forward it to members.

d. Pay Application #12 – Downes Construction Co.

Mr. Kelly made a motion to accept Downes' Application #12 in the amount of \$588,233.53. Mr. Burns seconded the motion, and it passed unanimously.

e. Kaestle Boos Invoice 16018.04-19

Mr. Derr made a motion to approve Kaestle Boos Invoice Number 16018.04-19 in the amount of \$8,976.56. Mr. Burns seconded the motion, and it passed unanimously.

f. Colliers Invoice #005318

Mr. Derr made a motion to approve Colliers Invoice No. #005318 in the amount of \$9,588,80. Mr. Burns seconded the motion, and it passed unanimously.

4. Simsbury High School Roof Replacement Project

a. Jacunski Humes Invoice #20095

Mr. Jacunski provided an update for the last 5 weeks; on 3/10/20 final plans were reviewed with the Assistant Fire Marshal who endorsed the documents; later that day they were endorsed by the Health District Official. The forms were left with Carol Mitchell for BOE endorsement this week. Emails were exchanged with the Bureau of School Facilities clarifying dates and paperwork provided from BOE minutes. The State approved the application and a PCR meeting with State is requested for next week remotely. He noted they are a month behind the original schedule but on schedule for project completion mid-summer.

Mr. Derr made a motion approve Jacunski Humes Invoice #20095 for the Simsbury High School Roof Replacement Project in the amount of \$4,425.00. Mr. Burns seconded the motion, and it passed unanimously.

5. Eno Memorial Hall

- a. Rockwell International Invoice #32557

Mr. Shea reported the sound system is complete with all electronics in place and speakers installed. They have to perform assisted listening device testing and staff training. He suggested approving the invoice subject to training in a couple of weeks.

Mr. Kelly made a motion to approve payment to Rockwell International for Invoice #32557 in the amount of \$24,515.00. Mr. Burns seconded the motion, and it was approved unanimously.

6. SCTV Relocation

- a. Town Manager email update

Chairman Ostop advised that the BOS has removed SCTV Relocation from PBC's Agenda this month.

7. Old Business

None.

8. New Business

Mr. Derr believed there is a need to verify before the next meeting that all members have COPs available with all detail. Mr. Shea advised that backup is available on the Procore site. Mr. Burns noted referenced documents are needed within the COP. Chairman Ostop agreed there should be backup. Mr. Derr continued regarding the example of the snow roof and the need for photos when contemplating a COP.

9. Adjourn

Mr. Kelly made a motion to adjourn the meeting at 8:51 p.m. Mr. Burns seconded the motion, and it passed unanimously.

Respectfully submitted,

Janis Prifti

Commission Clerk