

PUBLIC BUILDING COMMITTEE

Special Meeting Minutes

September 9, 2020

Subject to Approval

Chairman Ostop called the Special Meeting of the Public Building Committee to order at 7:00 p.m. on Wednesday, September 9, 2020, via Zoom in Simsbury, CT.

Present – Chairman Ostop, Messrs. Cortes, Derr, Salvatore, Kelly, Burns, Egan and Dragulski; and Jackie Battos, BOS Liaison

Guests – Mr. Shea; Simsbury Town Engineer; Scott Baker, Principal, HJMS; for Downes Construction Company – Steve Smith; for Kaestle Boos – Jennifer Mangiagli, Project Architect ; for CES – Mike Bouchard; and for Colliers – Ken Romeo, Owner's Rep

No public audience comments.

1. Minutes of the August 3, 2020 Special Meeting

Mr. Kelly made a motion to approve the August 3, 2020 Special Meeting Minutes, as written. Mr. Burns seconded the motion, and it passed unanimously.

2. Board of Selectmen Liaison Report

Ms. Battos indicated no report.

3. Henry James Memorial School Project

a. Architect Monthly Report

Architect Report and Field Observation Reports provided by Jennifer Mangiagli dated 8/7/20. She indicated items were generally minor items remaining for Downes' completion with field reports to weekly meeting attendees and many items onto the punch list. She discussed two areas of noise complaints relating to existing ductwork as only a portion of ductwork was repaired. Mr. Bouchard stated that there are 4 existing fans with duct work with one leaking and now sealed; however, the condition of the other 3 other ductwork systems was unknown and the report back now indicates one ductwork system is okay but two are leaking and performing at 50% with repairs required. He recommended finding the holes, sealing the ductwork, and

retesting. Chairman Ostop felt that a design should be provided prior to approval. Mr. Egan discussed the \$4800 cost for the previous repair; Mr. Baker noted students are not in school on Mondays which would allow that work to be done then and noted a District goal to improve ventilation because of COVID. Mr. Romeo noted the costs are for removal/reinstallation of ceiling tiles was completed under a separate allowance; Mr. Bouchard confirmed they would not take down the grid system as part of this work. Mr. Burns expressed concern about adequate time to perform the work on Mondays; Mr. Salvatore asked about the runs which Mr. Bouchard noted for repair were similar to the run for the first duct repair completed previously.

Mr. Derr made a motion to approve CES recommended repair and sealing of two existing duct systems for two new fans installed at a total cost not to exceed \$10,000.00. Mr. Cortes seconded the motion, and it passed unanimously.

Ms. Mangiagli planned to visit the site on Friday to review work and update punch list items. Mr. Baker confirmed no issues currently regarding ongoing classes or work on the site.

b. Collier's Monthly Report

Mr. Romeo provided his summary and noted the cost to date through Change Order #15 at \$18,964,311.36. He indicated 9/24/20 as the planned finish date with the project tracking well; dust collector installation in process; some furniture pending; electrical compatibility coordination with inspector is ongoing. Upcoming issues for the Friday meeting: closeout process, punch list, and ongoing training; locker rooms will be looked at, and warranties and O&Ms are being acquired by Downes.

c. Letter from Downes Construction

Chairman Ostop noted Mark Wichman is no longer with Downes and his last report was provided in the package. Mr. Smith advised he is now the main contact for Downes and advised the project is tracking well with issues being coordinated with Jennifer and Ken; and allowances will soon be reconciled with COPs to give dollars back to the town. He continued that topsoil and seeding is complete; however, Chairman Ostop today saw behind the school a truck leaving marks in the field - Mr. Baker will take a look at the area along with Downes. Mr. Smith noted fencing has been removed and curb line will be restored. Mr. Ostop commented on people walking dogs on school grounds during school hours and Mr. Baker will look into more signs. Mr. Smith added there are about 40 small punch list trade items being worked on daily with completion planned for 9/24/20. He added that exhaust fan commissioning is ongoing as well as noise issues, FACS wing commissioning is planned for the dust collector next week; and work to start includes fencing removal, and curb restoration.

d. Construction Manager Project Update – Downes Construction Co.

Updated information dated 7/27/20 was sent to Committee members via email. Mr. Smith noted three appliances – freezer and 2 refrigerators – remain to be delivered with no timeframe presently. He said lockers were recently installed but they need to be modified in 10 areas with components being priced and available 10-12 weeks out after order placement. This additional work was required to maintain existing electrical access panels and thermostats that were found and cannot be covered. Ms. Mangiagli confirmed they are all in locker rooms; Mr. Baker indicated locker rooms are currently not in use. Ms. Mangiagli explained the 3 tier lockers are in similar positions to existing, but when existing were removed electrical components were found and new lockers cannot block junction boxes and outlets, and with adjustments they can get the same number in place with reconfiguration. The Committee agreed it must be done for safety. Mr. Baker indicated lockers could be installed during normal business hours.

e. Change Orders on Downes Procore website – you will need to login

Mr. Smith continued with action items for COPs, beginning with COP #231 for scupper work at the Media Center Connector FACS Wing for \$3,752.55 from contingency for zero cost.

Mr. Smith noted COP #251 for flooring prep in the FACS wing for \$10,681.05 and \$1,713.91 from allowance at zero cost.

Mr. Smith reviewed COP #261 for out-of-scope half-time white board installation under COP #182 for \$5,764.27. Mr. Baker advised the boards were delivered today. Mr. Smith indicated they could install four boards a day beginning Saturday; the previous COP did not take into account off-hours time. The Committee asked if installation could be done on Monday; Mr. Baker advised part of the day teachers are teaching from classrooms limiting that time, but Downes will take advantage of it as much as possible.

Mr. Cortes made a motion to accept COP #261 for out-of-scope half-time white board installation under COP #182 at a cost of \$5,764.27. Mr. Kelly seconded the motion, and it passed unanimously.

Mr. Smith continued with COP #263 for new doors and hardware on order for 3 openings not originally called for in the FACS wing. Ms. Mangiagli advised an error with the hardware consultant and the doors/hardware were overlooked for this opening; she indicated some available hardware was incorporated reducing the price \$1,000 and recommended approval. The Committee questioned whether \$6,080.12 was reasonable and whether it falls under KBA errors and omissions – Mr. Derr asked that it be added to the list and requested an updated E&O list for every meeting – Ms. Mangiagli, will provide the updated list. Mr. Smith clarified the drawings and new schedule did not have the doors.

Mr. Burns made a motion to accept COP #263 out-of-scope for new doors and hardware for three FACS wing openings at a cost of \$6,080.12. Mr. Kelly seconded the motion, and it passed unanimously.

Mr. Smith noted COP #272 credit for (\$179.89) out-of-scope to paint duct work in FACS wing remodel after removal of flooring slab concrete and work to bring it back up to grade.

Mr. Smith continued with COP #273 for in-scope generator rental for the FACS wing from allowance for \$409.24 at zero cost. Mr. Salvatore noted this category is temporary power.

Mr. Smith discussed COP #274 for in-scope FACS wing water fountain power circuit for \$409.24 from allowance at zero cost.

Mr. Smith noted COP #275 in-scope for HVAC solenoid valve gas oven in the FACS area for \$685.38 at zero cost.

Mr. Smith discussed COP #276 out-of-scope for paint "not to exceed": and he will check on the timing.

Mr. Burns made a motion to accept out-of-scope painting of the D101 corridor at a cost not to exceed \$3,668.99. Mr. Cortes seconded the motion, and it passed unanimously.

Mr. Smith continued with COP #278 in-scope for finish wiring flushometers for \$219 from allowance at zero cost.

Mr. Smith discussed COP #280 from contingency for miscellaneous fire alarm repairs for \$2,499.09 at zero cost.

Mr. Smith reviewed COP #281 for site work stone removal from allowance for \$4,137.58 at zero cost.

Mr. Smith continued with COP #282 out-of-scope for PR023 CES Bulletin 020 electrical and data at Lab E109 for \$10,986.79. Two items include power at lab tables; Chairman Ostop felt that should have been part of the original bid; Ms. Mangiagli confirmed that it was not listed to

be provided in the drawings, but the cost is reasonable; the Committee believed this is an E&O and should be considered on that list.

Mr. Burns made a motion to accept COP #282 for out-of-scope PR023 CES Bulletin 020 electrical and data at Lab E109 at a cost of \$10,986.79. Mr. Kelly seconded the motion, and it passed unanimously.

Mr. Smith noted COP #284 out-of-scope PR022 electrical for A109 for \$2,483.89; Mr. Smith believed they could do better on the cost.

Mr. Derr made a motion to accept COP #282 out-of-scope PR022 electrical for A109 at a cost not to exceed \$2,483.89. Mr. Cortes seconded the motion, and it passed unanimously.

Mr. Smith continued with COP #285 for in-scope masonry for \$1,242.12 from allowance at zero cost.

Mr. Smith noted COP #286 for in-scope HVAC grill installation in the library media center from allowance for \$121.00 at zero cost.

Mr. Smith continued with COP #287 for in-scope back charge between 2 contractors for floor sealants FACS E112 for \$753.90 at zero cost.

Mr. Smith discussed COP #288 for in-scope painting for \$1,920.72 from allowance at zero cost.

Mr. Smith noted COP #289 for in-scope infill/replacement of various ceiling systems for \$668.71 from allowance at zero cost.

Mr. Smith concluded with COP # 290 for in-scope millwork refinish in the auditorium for \$883.48 from contingency at zero cost.

Mr. Smith advised in-scope COPs totaled \$7,135.12 and out-of-scope totaled \$28,804.17.

Mr. Egan asked if about \$1.5 million in the allowances could be returned; Mr. Smith confirmed that he is working on this as part of the closeout of the project.

Chairman Ostop asked about water infiltration claim; Mr. Smith has not heard back from Travelers and Mr. Shea confirmed that along with adjuster review and could not confirm the figure in the Downs report numbers as there are three pending claims. Chairman Ostop discussed the delayed claim related to COVID noting they are waiting for the town attorney's comments. Mr. Burns suggested that could take place in Executive Session at the next meeting when information is received; and Committee members agreed that could not be live streamed.

Mr. Smith noted a COP for cooling for the SRO room quoted with the local contractor deciding he was no longer interested; Mr. O'Brien continues working on the quote it along with some other related trade requirement. Mr. Baker clarified the room is now being used as an isolation room for students with COVID; therefore, a cooling system is very important. He indicated the one-bay room is about 15-18 feet deep x 12-15 feet wide with no windows, but is near the nurse's office and close to a quick exit; normally the room would be occupied by the head scheduler and is an important room.

f. Pay Application #17 – Downes Construction Co.

Mr. Derr made a motion to accept Downes' Pay Application #17 dated 8/31/20 in the amount of \$656,974.85. Mr. Kelly seconded the motion, and it passed unanimously.

g. Kaestle Boos Invoice 16018.04-24

Mr. Kelly made a motion to accept Kaestle Boos Invoice 16018.04-24 in the amount of \$11,431.25. Mr. Derr seconded the motion, and it passed unanimously.

h. KBA – FFE Insalco Corporation letter/invoice

Chairman Ostop noted this relates to furniture ordered; Mr. Shea confirmed this is within budget for the State FFE grant; Jennifer confirmed that and will provide a writeup. Mr. Shea will provide an updated budget spreadsheet at the next meeting

Mr. Kelly made a motion to accept KBA Invoice #16018.04 dated 9/2/20 for Insalco Corporation based on the 8/21/20 Furniture Punch List in the amount of \$6,749.65. Mr. Burns seconded the motion, and it passed unanimously.

i. 3 KBA – FFE for Robert H. Lord Company letter/invoice

Mr. Kelly made a motion to accept KBA Invoice #16018.04 dated 8/27/20 for Robert H. Lord Company based on the 8/20/20 Furniture Punch List in the amount of \$7,504.48. Mr. Egan seconded the motion, and it passed unanimously.

Mr. Kelly made a motion to accept KBA Invoice #16018.04 dated 8/31/20 for Robert H. Lord Company for Phase I Media Center in the amount of \$9,677.54. Mr. Egan seconded the motion, and it passed unanimously.

Mr. Salvatore made a motion to accept KBA Invoice #16018.04 dated 9/1/20 for Robert H. Lord Company based on the 8/25/20 Furniture Punch List in the amount of \$341,576.66. Mr. Egan seconded the motion, and it passed unanimously.

Jennifer will confirm what is on Page 99 of the packet and check with Carol Mitchell regarding easier to read color PDFs she submits for the Committee.

j. Colliers Invoice – 006865 & credit memo

Mr. Derr made a motion to accept Colliers Invoice 006865 in the amount of \$5,148.80. Mr. Egan seconded the motion, and it passed unanimously.

Mr. Shea confirmed that Colliers had been charging a higher rate than the contract rate resulting in this credit.

Mr. Cortes made a motion to accept Colliers credit memo 007001 for a credit in the amount of (\$4,822.38). Mr. Kelly seconded the motion, and it passed unanimously.

k. vanZelm Invoice - #0047465 & 0047569

Mr. Cortes made a motion to accept vanZelm Invoice #0047465 in the amount of \$1,573.50. Mr. Kelly seconded the motion, and it passed unanimously.

Mr. Egan made a motion to accept vanZelm Invoice #0047569 in the amount of \$801.00. Mr. Cortes seconded the motion, and it passed unanimously.

4. Old Business

Mr. Egan asked about the status of finish work in the courtyard and how it looks; Jennifer noted work has been done and she will revisit the area. Mr. Baker described the courtyard as amazing and had Assistant Principal Peters come out with a plaque installed and kids use it for lunch.

Mr. Dragulski asked about vanZelm's progress. Mr. Smith indicated the dust collector will be installed next week and there are some minor issues with ductwork to be rebalanced and reported

on. Mr. Shea will notify vanZelm that Mr. Dragulski would like access to their portal. Mr. Shea noted the commissioning services for the dust collector and guidance suite have not been billed out yet.

5. New Business

None.

6. Adjourn

Chairman Ostop made a motion to adjourn the meeting at 8:22 p.m., and it passed unanimously.

Respectfully submitted,

Janis Prifti

Commission Clerk