

## **PUBLIC BUILDING COMMITTEE**

### **Special Meeting Minutes**

**May 4, 2020**

*Subject to Approval*

Chairman Ostop called the Special Meeting of the Public Building Committee to order at 5:00 p.m. on Monday, May 5, 2020, via Zoom in Simsbury, CT.

Present – Chairman Ostop, Messrs. Kelly, Cortes, Salvatore, Burns, and Jackie Battos, BOS Liaison; Mr. Derr joined the meeting at 5:27 p.m.; Mr. Dragulski joined the meeting at 5:30 p.m.

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

Excused – Messrs. Eagan,

No public audience comments.

### **1. Minutes of the April 13, 2020 Special Meeting**

*Chairman Ostop made a motion to approve the April 13, 2020 Special Meeting Minutes, as written. Mr. Kelly seconded the motion, and it was passed with Mr. Cortes abstaining.*

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

Ms. Battos had no report, and indicated the budget process is ongoing with no referendum and deferral to the Board of Finance.

### **3. Henry James Memorial School Project**

- a. Memo from Matt Curtis, Superintendent of Schools

In support of Downes' COP #159.

b. Construction Manager Project Update – Downes Construction Co.

Mr. Wichman indicated they are about 76% complete; total anticipated GMP \$18,842,652.26; remaining CM contingency \$445,671.09; remaining trade contractor allowance \$780,885.77 - approximately 15.2% utilized; GMP allowances remaining \$635,018.52 – 58.4% utilized. He continued with the schedule update that due to school closure work is accelerating from Phases 4 and 5 into Phase 3 which concludes at month end. He anticipates at the next meeting having Phases 1 and 2 certificates of completion; 75 Picado panels will be shipped Friday and the remainder received and installed later in the month; a final cleaning; and AV finalization followed by electrical commissioning in the auditorium. He anticipates completing all work in progress by month end and an early start on the FACs wing. Regarding timing of school opening, Mr. O'Brien indicated they are waiting for guidance from the Governor.

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

Mr. Wichman reviewed the COP list provided, updating COP #37 for out-of-scope Guidance Suite Rebuild reduced to \$106,583.95 following his negotiations with Greenwood and Ferguson. He described the scope to restructure existing framing, new power, ceilings, lighting, carpet, paint, and roofing work due to new ERV. Regarding COVID19 impacts, he explained early deliveries put materials into storage including all ductwork and mechanical equipment ready to go.

***Mr. Kelly made a motion to accept Downes' COP #37 for the out-of-scope Guidance Suite Rebuild in the amount of \$106,583.95. Mr. Cortes seconded the motion, and it was passed unanimously.***

Mr. Wichman continued with COP #111 for out-of-scope New Dust Collector serving the FACs Wing at a cost of \$67,148.25 with credit for original proposed system components.

***Mr. Kelly made a motion to accept Downes' COP #111 for an out-of-scope Dust Collector for the FAC's Wing in the amount of \$67,148.25. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Wichman noted COP #123 from general requirements for temporary gas line removal and closing installed manifold for \$640.39 at zero additional cost to the project.

***Mr. Cortes made a motion to accept Downes' COP #123 for gas line removal from General Requirements at zero cost. Mr. Kelly seconded the motion, and it passed unanimously.***

Mr. Wichman discussed COP #133 for Half-Time Authorization of off-hour work installing auditorium ceiling panels working overhead when no one else was present for \$1,292.94 at zero cost.

***Mr. Cortes made a motion to accept Downes' COP #133 for Half-time Authorization of off-hour work from contingency at zero cost. Mr. Kelly seconded the motion, and it was approved unanimously.***

Mr. Wichman discussed COP #142 for out-of-scope Rooftop Exhaust Fan Replacement at a cost of \$24,897.77. He noted duct testing done with CES today bled out and attempts to close leaks was unsuccessful. Mr. Chiarillo agreed the process will continue. Mr. O'Brien added adopting the new exhaust fans would be great as they still want to close out Room 234.

***Mr. Kelly made a motion to accept Downes' COP #142 for out-of-scope Exhaust Fan Replacement in the amount of \$24,897.77. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Wichman discussed COP #155 out-of-scope Auditorium Lectern Logo Credit for \$120.00 as the Town is buying their own lectern removing it from the scope of work.

***Mr. Kelly made a motion to accept Downes' COP #155 out-of-scope Auditorium Lectern Logo Credit in the amount of \$120.00. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Wichman discussed COP #156 from contingency for off hours Half-time Painting Authorization in March for \$634.13 at zero cost to the GMP.

***Mr. Kelly made a motion to accept Downes' COP #156 for Half-time Painting Authorization in March off hours from contingency at zero cost. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Wichman continued with COP #161 from contingency for Exterior Wall Repairs and metal panel adjustment at the existing building adjacent to the new Media Center connector for \$1,082.66 at zero cost. He noted this was unforeseen due to removal of an existing wall and required realignment.

***Mr. Salvatore made a motion to accept Downes' COP #161 for Exterior Wall Repairs and metal panel adjustment at the new Media Center at zero cost. Mr. Kelly seconded the motion, and it passed unanimously.***

Mr. Wichman discussed COP #163 out-of-scope new light fixture at the C100 Vestibule at a cost of \$1,578.23. He indicated it was not originally designed and was requested, as described by Mr. O'Brien, to provide lighting exiting the auditorium. Mr. Chiarillo will look into this design issue.

Mr. Wichman continued with COP #164 from the trade contractor allowance for four different conditions requiring additional framing and gypsum wallboard for \$2,860.99 at zero cost. He noted it was reviewed in detail with Messrs. Shea, O'Brien and Romeo.

***Mr. Salvatore made a motion to accept Downes' COP #164 from trade contractor allowance for Unforeseen Carpentry and GWB Requirements at zero cost. Mr. Kelly seconded the motion, and it passed unanimously.***

Mr. Wichman discussed COP #165 for Progress Cleaning from General Requirements for Areas C and E at a cost of \$1,168.00 and noted Areas C and E are ahead of schedule with all trees delivered and to be planted this week. Mr. Burns asked why progress cleaning was not part of general requirements, which results in less funds for other items. Mr. Wichman responded contractors were asked to stage in Areas C and E and when the DCC superintendent left and he took over he asked that all trade contractor material be consolidated to Area E in order to both clean up the project and put them a month ahead of schedule. Mr. Wichman indicated the cost could be revisited on page 1. Mr. Salvatore noted the mason was asked to perform work that was not his responsibility.

***Mr. Cortes made a motion to accept Downes' COP #165 for Progress Cleaning for Areas C and E from General Requirements at zero cost. Mr. Kelly seconded the motion, and it passed unanimously.***

Mr. Wichman continued with COP #166 for a moisture mitigation back charge using AmVets Blastrac in the amount of \$6,428.11 at zero cost. He noted the subcontractor's Blastrac was locked up in a facility due to COVID19; another was found with AmVets and a back charge between the two contractors negotiated.

***Mr. Kelly made a motion to accept Downes' COP #166 for Auditorium Moisture Mitigation back charge at zero cost. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Derr joined the meeting at 5:27 p.m.

Mr. Wichman discussed COP #167 for out-of-scope installation of film for the northern window bank in the Media Center at a cost of \$1,460.00. He noted this was requested by the school so that books are not degraded by UV rays, but has not yet been purchased. Mr. Chiarillo explained the window coating is low E and this would provide added UV protection and value added.

***Mr. Kelly made a motion to accept Downes' COP #167 for out-of-scope Media Center window film installation in the amount of \$1,460.00. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Wichman continued with COP #168 for DCC continued utilization of Horizon Services for Progress Cleaning from General Requirements budgeted amount of \$26,000.00 at zero cost. He indicated it provides a better work environment for everyone with significant progress cleaning being done; it is part of State requirements and provides for two Horizon men to be with them throughout May; therefore, accelerated project work causes funds expenditure earlier in the plan.

***Mr. Kelly made a motion to accept Downes' COP #168 for Progress Cleaning using Horizon Services from General Requirements at zero cost. Mr. Salvatore seconded the motion, and it passed unanimously.***

Mr. Dragulski joined the meeting at 5:30 p.m.

Mr. Wichman presented COP #169 back charge between two trades switching to AmVets for correcting power requirements at three rows of Auditorium seating.

***Mr. Cortes made a motion to accept Downes' COP #169 back charge for Sawcutting and Patch at Seating Power Auditorium at zero cost. Mr. Kelly seconded the motion, and it passed unanimously.***

Mr. Wichman explained COP #170 for out-of-scope installation of duct and diffuser at World Language A202 for exhaust to improve air quality at a cost of \$1,347.37. Chairman Ostop recommended putting COP #170 on hold.

Mr. Wichman continued with COP #171 for out-of-scope engineer/architect reviewed Trace, Cut and Cap Unforeseen Circuit at New Door 130 at a cost of \$427.59. He noted this work has necessarily been constructed.

***Mr. Cortes made a motion to accept Downes' COP #171 for out-of-scope Trace, Cut and Cap Unforeseen Circuit at New Door 130 in the amount of \$427.59. Mr. Kelly seconded the motion, and it passed unanimously.***

d. Pay Application #13 – Downes Construction Co.

***Mr. Derr made a motion to accept Downes' Application #13 in the amount of \$980,463.73. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Wichman brought up two additional COPs. COP #181 is critical for wiring throughout all the corridors around the gym as required by the electrical inspector that the low voltage wiring be tied up at a cost of \$3,394.17. He added this was vetted by CES and KBA today.

***Mr. Derr made a motion to accept Downes' COP #181 for electrical inspector required securing of critical wiring throughout all corridors around the gym in the amount of \$3,395.17. Mr. Salvatore seconded the motion, and it passed unanimously.***

Mr. Wichman continued with COP #159 for B213 vanity/sink due to asbestos issues at a cost of \$3,838.28. He noted PBC was looking for BOE guidance provided in this package by the memo from Matt Curtis, Superintendent of Schools.

***Mr. Burns made a motion to accept Downes' COP #159 for vanity and sink for B215 in the amount of \$3,838.28. Mr. Salvatore seconded the motion, and it passed unanimously.***

e. Robert Lord Company Invoice 338451– FFE

Messrs. O'Brien signed off on this invoice for the FF&E for the Library Media Center; Mr. O'Brien noted most items are in inventory with a few remaining to come in.

***Mr. Cortes made a motion to accept Robert Lord Company Invoice 338451 from Kaestle Boos for Library Media Center FF&E in the amount of \$63,177.35. Mr. Salvatore seconded the motion, and it passed unanimously.***

f. Kaestle Boos Invoice 16018.04-20

***Mr. Salvatore made a motion to approve Kaestle Boos Invoice Number 16018.04-20 in the amount of \$8,976.56. Mr. Cortes seconded the motion, and it passed unanimously.***

Mr. Derr asked about photos of the drain pipe near the snow roof. Mr. O'Brien indicated an updated plan from KBA has not been received yet. Mr. Chiarillo reviewed previous discussions; they are getting a proposal for rain leader pipe for a roof surface splash block, but there is concern about horizontal pipe freezing; other options were discussed including running the pipe to an underground storage system. Mr. Wichman indicated the PR was recently received and they are talking with three contractors for pricing options. Mr. Dragulski did not agree with connecting to an underground drain system and recommended bringing the discharge to the wall bottom to a splash block. Mr. Derr recalled a concern that the downspout would freeze; Mr. Dragulski explained that was related to a horizontal pipe laying on the roof and discharging at the roof drain. Mr. Wichman explained the roof is in poor condition and may flood the window wall which is already compromised. Mr. Chiarillo suggested doing a test. Mr. O'Brien noted 2 roof repairs to date and if water could come down toward the drain might work. Mr. Chiarillo explained the pipe would come down on the column. Mr. Wichman added there is an exhaust fan between the discharge and the drain. Mr. Dragulski noted the roof pitches toward the drain and asked that the right solution be found. Mr. Chiarillo suggested revising the cost and cutting out the horizontal on the roof, tying to underground, and noted a door in the corner which may not work for discharge; Mr. O'Brien indicated there is a lot of water involved; Mr. Wichman indicated there is about 400 sq. ft. of drainage and Mr. Dragulski believed that is not a lot of water to drain; Mr. Wichman believed there is about 300 sq. ft. up to the drain on the low roof; Mr. Derr suggested replacing the 300-400 sq. ft. of roof in the area of drainage so water drains correctly; Mr. O'Brien noted it is a 20-year old roof but believed if the water is piped down it will find its way to the roof drain; Mr. Derr felt the cost of roof repair should be investigated; Mr. Dragulski felt that Mr. O'Brien's suggestion was most cost-effective; Mr. O'Brien explained the current rigged system and that something more substantial is required for water to reach the drain; Mr. Derr added the kick out is due to the bad seam and roof repair may solve that; Mr. O'Brien noted the seam is the window sill which is where the water hits and the window is only about 6 inches of freeboard from the roof; Mr. Wichman noted that if the roof is redesigned the drain may be lost and Mr. Chiarillo agreed. Mr. Derr agreed with Mr. Dragulski's suggestion.

Mr. Wichman added that consideration of the fan and curb have not been made to date; he noted the plan to drop it on the roof with termination about 3 feet off the window wall and will provide that proposal to the Committee. Chairman Ostop put this on hold for now.

g. Colliers Invoice #005842

Chairman Ostop noted for the record, receipt of two Colliers reports dated May 4th and 6<sup>th</sup>.

***Mr. Derr made a motion to approve Colliers Invoice #005842 in the amount of \$6,981.09. Mr. Cortes seconded the motion, and it passed unanimously.***

h. vanZelm Invoice #0047225

***Mr. Derr made a motion to accept VanZelm Invoice #0047225 in the amount of \$3,859.50. Mr. Saivatore seconded the motion, and it passed unanimously.***

#### **4. Simsbury High School Roof Replacement Project**

a. Jacunski Humes Invoice #20130

Mr. Jacunski provided an update with a PCR meeting on 4/21 with the State and Town representatives; eight items were requested by the State including signed BOE 4/14 meeting minutes and hazardous material reports with some special conditions, a warranty paragraph; as of today everything is accepted and a letter authorizing them to go to bid is expected this week. He noted they are about a month behind but overall the schedule looks good. Mr. O'Brien confirmed Mr. Jacunski has followed up on everything; Mr. Shea expressed concern in this environment about getting the work done in the required timeframe.

***Mr. Burns made a motion approve Jacunski Humes Invoice #20139 for the Simsbury High School Roof Replacement Project in the amount of \$1,485.00. Mr. Salvatore seconded the motion, and it passed unanimously.***

#### **5. Old Business**

None.

#### **6. New Business**

Chairman Ostop asked about continuing meetings in Zoom format. Mr. Shea and Ms. Battos agreed that it depends on what the Governor says after 5/20. Mr. Derr noted discussion about meeting in the Library or another large space. Mr. Cortes has been sick and prefers joining meetings in another fashion, rather than being in the same room. Mr. Shea confirmed a hybrid meeting could be considered with some people in a room and others via Zoom.

#### **7. Adjourn**

*Mr. Kelly made a motion to adjourn the meeting at 6:13 p.m. Mr. Derr seconded the motion, and it passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk