

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
October 26, 2017
Adopted November 9, 2017

1. CALL TO ORDER

Mr. Mansfield called the meeting to order at 7:08 p.m. at the Town Grange.

2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Al Howat, Phil Barlow, Chuck Smith, Maryjane Malavasi, Roy Parker, Erik Dill, Tracey Gionta, and Sue Link (arrived 7:19 p.m.).

Absent Member(s): Harvey Thomas (BOF), Tiffany Quinn (P&R), and Jim Ventres (Land Use Administrator).

Other(s) First Selectman Emmett Lyman, Scott Scholl (Downes Construction), David Stein (Silver Petrucelli & Associates), Ron Turner (Facilities Director), Irene Haines, Deb Denette (arrived 7:28 p.m.), Harry Link (arrived 7:19 p.m.), and Ruth Ziobron (Recording Secretary).

Committee members attended a site walk-thru at 6 p.m.

3. APPROVAL OF MEETING MINUTES

A. October 5, 2017

Motion by Mr. Blaschik, second by Mr. Barlow and unanimously passed to approve the October 5, 2017 meeting minutes as presented.

B. October 12, 2017

Motion by Mr. Blaschik, second by Mr. Howat to approve the October 12, 2017 meeting minutes as amended.

- page 1, remove "Mrs. Malavasi was seated for Mr. Dill."
- page 2, last motion, strike "#48" and replace with "#49".
- page 3, remove 2nd motion to approve COP #49.

Favor: Mansfield, Blaschik, Howat, Barlow, Smith, Parker

Oppose: None

Abstain: Dill

Motion passed.

4. OLD BUSINESS

A. Silver Petrucelli & Associates

Mr. Stein reviewed the following:

- Interior paint and finishes are being installed.
- Interior signage submittals.
- Keying schedule.
- Vault door will require adjustments to mill work for proper clearance.
- Interscape proposals for \$66,154.80 (approved at last meeting) and \$36,578.63 for new furniture components and installation. Mr. Stein believes the installation prices are too high. Mr. Scholl will monitor work. Downes' laborers will move parts and pieces reducing the subcontractor installation cost.

Motion by Mr. Smith, second by Mr. Parker and unanimously passed to approve the Interscape invoice dated 10/19/2017 for a not to exceed amount of \$36,578.63.

Mr. Mansfield informed the committee that the Planning and Zoning Commission did not approve the LED sign. Silver Petrucelli is redesigning the outdoor sign.

B. Downes Construction

The following document was reviewed and is filed at the Selectman's office.

- Downes Construction Company Agenda for 10/25/17

Project Update

a. Work Completed:

- Enclose new addition.
- Bracing removed at East Exterior Wall as it is now tied into the new addition.
- Landscaping south side of building.
- East and west sidewalks.
- Generator installed.
- All RTU's have been set.

b. Work in Progress:

- New addition exterior masonry.
- Shingle roof.
- Storefront installation.
- North sidewalk prep/install.
- Ductwork install at attic areas.
- 1st coat of painting Hale building/gym.
- Gym ceiling grid.
- Existing building ceiling grid.
- MEP at upper level part B areas.
- Vault installation.
- Window extension jambs.
- Pre-engineered building install.

c. Work to start within two weeks:

- Binder paving.
- Extruded curb install.

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- Switchgear install & transformer delivery.
- Installation of vault.
- Installation of pre-engineered building.
- Millwork.
- Flooring.
- Propane with Osterman.

Mr. Scholl anticipates a substantial completion date of January 18, 2018 and final completion date of February 3, 2018.

Mr. Dill requested a quote to add a wastewater separator in the garage. Currently there is a waste holding tank. Mr. Stein will research this item.

The Owner's Subcommittee reviewed all change orders discussed.

COP#3Y was tabled.

Motion by Mr. Howat, second by Mr. Smith and unanimously passed to approve COP#7 – Revise Town Clerk Area & Vault Partition, PR#8- \$3,422.

Motion by Mr. Blaschik, second by Mr. Barlow and unanimously passed to approve COP #13 – Well System, PR #29 – (\$74,289).

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP#25a – Relocate Bracing, RFI#49 - \$5,742.

Motion by Mr. Howat, second by Mr. Parker and unanimously passed to approve COP #70 – Attic Wall Separation, PR #32 - \$2,687.

COP #75 was tabled.

Motion by Mr. Howat, second by Mr. Blaschik and unanimously passed to approve COP#87 – Additional Concrete at North Retaining Wall, RFI #165 - \$2,551.

Motion by Mr. Parker, second by Mr. Howat and unanimously passed to approve COP #91 – Relocate Electrical Devices/Power from Demountables, CCD#07- \$2,345.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve COP#96 – Install Trane Motors/Refrigerant Line Material, \$4,598.

COP # 105 was tabled.

Motion by Mr. Howat, second by Mr. Parker and unanimously passed to approve COP #118 – Roof Drain Conflict in an amount not to exceed - \$3,023.

Motion by Mr. Barlow, second by Mr. Parker and unanimously passed to approve COP #128 – Add Data/Electrical at Meeting Rooms 1 & 2 in an amount not to exceed \$20,000.

Motion by Mr. Parker, second by Mr. Blaschik and unanimously passed to approve COP #138 – Alarm Panel for Waste Water Tank in an amount not to exceed \$2,800.

COP #145 was tabled.

Motion by Mr. Smith, second by Mr. Blaschik and unanimously passed to approve COP #146- Infill Drywall in Corridor 151,152, 153 and Toilet Rooms 166/167 (Rear Wall) in an amount not to exceed \$9,500.

Motion by Mr. Parker, Second by Mr. Howat and unanimously to approve COP #148 – Add Data/Electrical at Meeting Room 4 in an amount not to exceed \$12,000.

Mr. Dill voiced concern with the Owner's Contingency remaining amount of \$72,060. Mr. Mansfield stated approximately \$17,000 for the LED sign would be put back into the Owner's Contingency amount. Mr. Stein stated he did not anticipate many unforeseen expenses due to the progress of the project and that there are few unknowns. He stated the only design changes may be with regards to the furniture installation. Mr. Mansfield noted the Construction Manager's remaining contingency was \$336,598 and that he felt the project was running on budget. Mr. Barlow suggested identifying value engineering options. Mr. Scholl will review which Construction Manager contingencies/allowances may be released and update this information for the next meeting.

C. USDA

Mr. Mansfield attended the monthly USDA meeting today. Everything is up to date.

D. Bills and Invoices

Motion by Mr. Dill, second by Mr. Blaschik and unanimously passed to approve Silver Petrucelli's invoice #17-2312 invoice in the amount of \$19,500.10.

The check for the outdoor sconce refurbishing was accidentally written to Roy Parker instead of to the company completing the work. Mr. Parker will cash the check and pay them through his personal account.

5. GENERAL DISCUSSION

Mr. Mansfield thanked Maus Oil for allowing Downes Construction to park in their lot across the street. A thank you letter will be sent.

There is an issue with the vault door design. A revised design with ADA clearance will be reviewed at the next meeting.

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The Commissioning Agent RFP was sent to committee members and will be reviewed at the next meeting.

6. NEXT MEETING

A. November 9, 2017

Upcoming meetings are:

- November 9, 2017
- November 16, 2017
- December 14, 2017
- December 28, 2017

7. Audience of Citizens

Responsive to a question by Deb Denette, Mr. Stein replied there would be an open space behind the vault door and room to move furniture behind it.

8. ADJOURNMENT

Motion by Mr. Blaschik at 8:36 p.m. to adjourn. Seconded by Mr. Barlow and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary