

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
January 11, 2018
Adopted January 25, 2018

1. CALL TO ORDER

Mr. Mansfield called the regular meeting to order at 7:00 p.m. at the Town Grange.

2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Chuck Smith, Roy Parker, Erik Dill, Al Howat and Phil Barlow.

Absent Member(s): Maryjane Malavasi, Tracey Gionta (BOF), William DiCristofaro (BOF), Erik Anderson (BOE) Tiffany Quinn (P&R), and Jim Ventres (Land Use Administrator).

Other(s): First Selectman Emmett Lyman (BOS), Scott Scholl, David Stein (Silver Petrucelli) Ron Turner (Director of Operations), Denise Dill, Forest Anderson, Russ Shorndorf, 1 citizen and Ruth Ziobron (Recording Secretary).

Motion by Mr. Parker, second by Mr. Blaschik and unanimously passed to add "Audience of Citizens" after "Approval of Meeting Minutes".

3. APPROVAL OF MEETING MINUTES

A. December 28, 2017

Motion by Mr. Smith, second by Mr. Barlow and unanimously passed to approve the December 28, 2017 meeting minutes as presented.

B. Audience of Citizens

Mr. Anderson reviewed plans for the Veteran's Wall of Honor. Ms. Dillon will send drawings to Downes. Downes will build the display as a part of the project expense. Mr. Anderson will contact Essex Design to measure the backdrop area and determine correct mounting material necessary. Essex Design will install the flag. Mr. Mansfield stated the display deadline was before town employees moved into the building on February 16th.

4. OLD BUSINESS

A. Silver Petrucelli & Associates

Committee members reviewed the restoration drawings for the 1952-53 Nathan Hale-Ray School Addition plaque and the East Haddam Municipal Office Building February 2018 plaque drawing. It was decided not to add logos on the East Haddam Municipal Office Building February 2018 plaque. Plaque restoration expense will be deducted from the Owner's Cost line item.

Motion by Mr. Barlow, second by Mr. Blaschik and unanimously passed to accept the 42' x 32' East Haddam Municipal Office Building plaque as presented.

Motion by Mr. Smith, second by Mr. Blaschik and unanimously passed to approve the restoration drawings for the 1952-53 Nathan Hale-Ray School Addition plaque as presented.

Mr. Stein reviewed sample directory and wayfinding drawings. Pricing will be provided at the next meeting. Mr. Blaschik asked if it would be difficult to change a room location on the directory. Mr. Stein replied he was investigating directories with insert slots. Mr. Stein does not anticipate the directory or wayfinding signage to be ready in February however temporary signage will be installed.

The emergency egress plans have been established and will be printed and displayed in each room. The frames will be ordered by Silver Petrucelli.

B. Downes Construction

The following documents were reviewed.

-Downes Building Committee Agenda for 1/11/18.

Mr. Mansfield noted that the Owner's Subcommittee had reviewed all change orders being discussed.

Mr. Mansfield noted that a discussion was held at the owner's committee in reference to the budget. After discussion with Downes the owner's committee recommended that \$100,000 be moved from the Construction Manager's Contingency into the Owner's Contingency. Mr. Mansfield explained the construction was mostly complete with no anticipated unforeseen costs, and reallocating the funds would not jeopardize the project budget. Downes will provide a reallocation of funds COP at the next meeting.

Mr. Smith asked Downes to provide temporary protection of the walls and floors during the move into the building.

Motion by Mr. Barlow, second by Mr. Smith and unanimously passed to approve COP #109-Acoustic premium time - \$0.

Motion by Mr. Parker, second by Mr. Blaschik and unanimously passed to approve COP #12 - Credit data/outlets at vault - (\$1,147), RFI #15.

Motion by Mr. Dill, second by Mr. Blaschik and unanimously passed to approve COP #66 - Panel 7 modifications - (\$725), RFI #17.

Motion by Mr. Smith, second by Mr. Barlow and unanimously passed to approve COP #106- Revised grading at southwest stair & ramp, \$14,541, PR #47R2.

Mr. Scholl stated peel and stick would last the lifetime of the window.

Motion by Mr. Dill, second by Mr. Smith and unanimously passed to approve COP #116 – Peel & stick at windows, \$0, RFI #187.

Motion by Mr. Parker, second by Mr. Smith and unanimously passed to approve COP #117 – Provide angle for trusses, \$1,935, SKS-18.

COP #122- Insulation at brick, \$9,378, RFI #188 was tabled.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve COP #141 – Additional camera location, \$1,155, RFI #191.

Motion by Mr. Dill, second by Mr. Parker and unanimously passed to approve COP #146-Infill drywall at corridors & Bathrooms, \$8,686, RFI #204.

Motion by Mr. Barlow, second by Mr. Howat and unanimously passed to approve COP #170 – Provide plywood at canopies, \$2,644, RFI #221.

COP #104-Replace contaminated pre-cast sills had been approved 9-7-17 in the amount of \$9,000 but was less expensive than estimated-\$5,986.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve the new amount for COP #104-Replace contaminated pre-cast sills, \$5,986.

Motion by Mr. Blaschik, second by Mr. Parker and unanimously passed to approve COP #211-Extend the substantial completion date to February 9, 2018-(\$0).

Mr. Blaschik asked if the venting for the three unit heaters could be through the side of the building as opposed to the roof. Mr. Scholl stated they were double insulated direct ducts and agreed to review. He noted it may require mechanical engineering and project delay.

Motion by Mr. Dill, second by Mr. Smith and unanimously passed to approve COP#239 cut roof penetrations for MEP at unit heater venting at out building - \$1,500.

Engraving of the front entrance rock will be contracted directly with the Town through the owner's contingency in the spring when the weather is warmer. Mr. Scholl will get a second price from an additional vendor.

Motion by Mr. Smith, second by Mr. Parker and unanimously passed to approve an amount not to exceed \$5,402 for engraving the front entrance rock.

The Building Inspector and Fire Marshal consider the large meeting room an area of assembly. The difference between a room of assembly (7'6") and non-assembly (6'8") is the height of hanging equipment from the ceiling.

Motion by Mr. Dill, second by Mr. Barlow and unanimously passed to approve HB Communications invoice in an amount not to exceed \$2,500 to change the television and camera heights.

C. USDA-Nothing new.

D. Bills and Invoices-There were none.

5. GENERAL DISCUSSION

The Fuss & O'Neill letter dated January 3, 2018 regarding Asbestos Abatement was reviewed. All asbestos-containing materials were removed from the building. Fuss & O'Neill will be asked to write a follow-up letter stating that all PCB's were also removed. Final air quality testing is pending and will be performed before staff move into the building.

The existing outlets will be rewired at the panels to provide power from the generator.

Mr. Mansfield reviewed the outcome from the meeting with Simplex. Mr. Turner will ask for a year one maintenance and service estimate while equipment is under warranty and pricing for a full year replacement policy estimate thereafter.

The Building Inspector performed a walk-thru last night and approved the generator test.

Silver Petrucelli is working on the basement storage modifications.

Attorney John Bennett is reviewing the Commissioning Contract. Consulting Engineering Services continues to work.

Comcast has installed the modem. Moving the existing phone system is being finalized with Comcast.

Frontier will be onsite to fix their mistake using multi- mode fiber from the D mark to the upstairs MDF room. Single mode fiber should have been used.

Furniture installation will be complete by February 7th.

Entrance doors have been shipped and will be installed on time.

Mr. Mansfield stated the police were concerned with the glass doors at their entrance. Mr. Stein stated they had specifically asked for full vision. Mr. Mansfield and Mr. Turner suggested a 3M product be installed on the inner door to prevent the glass from being damaged.

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Mr. Barlow asked for pricing to include the Town medallion at the gable end of the building. Mr. Parker will contact Mr. Anderson to see who made their service medallions so the committee can get an estimate.

Mr. Barlow requested estimates to repair the tennis courts. Mr. Scholl will provide an estimate at the next meeting.

Mr. Scholl will provide gymnasium score board estimates at the next meeting.

Committee members will meet for an on- site walk thru on Thursday, January 18th at 6 p.m.

6. NEXT MEETING

A. January 25, 2018

The next meeting is scheduled for Thursday, January 25, 2018 p.m. at the Grange.

7. Audience of Citizens

Responsive to questions by Mrs. Dill, Mr. Mansfield replied the tax office had a panic button, a camera inside the corridor entrance and that the cash drop-box location would be investigated.

8. ADJOURNMENT

Motion by Mr. Blaschik at 8:44 p.m. to adjourn. Seconded by Mr. Howat and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary