

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
Owner's Subcommittee  
July 26, 2018  
Adopted August 16, 2018

**1. CALL TO ORDER**

Mr. Mansfield called the meeting to order at 5:30 p.m. at the Municipal Office Complex.

**2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)**

Municipal Office Building Owners Subcommittee Members: Craig Mansfield, Al Howat, Chuck Smith and Ed Blaschik.

Absent Member(s): None.

Other(s): Scott Scholl (Downes Construction).

**3. Approval of Minutes**

**Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to table the June 21, 2018 meeting minutes.**

**4. Project Update**

Mr. Scholl reviewed the construction timeline and two week look ahead in detail with the group.

**Motion by Mr. Howat, second by Mr. Smith and unanimously passed to release the final retainage for contractors as marked on page 3 of the Downes Construction Report dated July 26, 2018.**

**5. Change Orders**

The subcommittee reviewed several change orders.

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #4: Temporary Plywood for Attic, \$3,733.**

-CM Contingency item. Back up reports were requested.

**Motion by Mr. Howat, second by Mr. Smith and unanimously passed to recommend to the full committee COP #6R: Add/Relocate outlet, \$371, PR #2.**

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #42: Stage Floor Framing, \$487.**

-Backup reports were requested.

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #45: Mezzanine Ladder Opening, \$487.**

-CM Contingency item. Back up reports were requested.

**Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to recommend to the full committee COP #47: Cut Mansard Vent at Building A Roof, \$7,061.**

-CM Contingency item.

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #92: Attic Joist Infills, \$3,636.**

-Daily reports to be attached.

**Motion by Mr. Smith, second by Mr. Howat and unanimously passed to recommend to the full committee COP #114: Outbuilding Slab Protection, \$1,524.**

-CM Contingency item.

**Motion by Mr. Smith, second by Mr. Howat and unanimously passed to recommend to the full committee COP #129: Bondo Frames, \$0.**

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #135: Historic Front Entrance Issues, \$4,870.**

-Backup is needed on labor.

**Motion by Mr. Howat, second by Mr. Blaschik and unanimously passed to recommend to the full committee COP #139: BC Subs for Cleaning, \$0.**

COP #140 was tabled.

COP #143 was tabled.

COP #149A was tabled.

COP #161 was tabled.

COP #162 was not discussed.

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #197: Storm Pipe Conflict in Corridor, \$370, MEP Coordination.**

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #214a: Kenvo Proposal Reconciliation, \$3.**

**Motion by Mr. Howat, second by Mr. Smith and unanimously passed to recommend to the full committee COP #234: Utility consumption Reconciliation, (24,179.84).**

**Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to recommend to the full committee COP #245: Relocate light at Elevator Pit to Electrical Rm, \$320, RFI #227.**

**Motion by Mr. Howat, second by Mr. Smith and unanimously passed to recommend to the full committee COP #276: Correct Door Frame 150, \$0.**

**Motion by Mr. Smith, second by Mr. Howat and unanimously passed to recommend to the full committee COP #292: Millwork Modifications at Building Department, \$589, PR 79.**

**Motion by Mr. Howat, second by Mr. Blaschik and unanimously passed to recommend to the full committee COP #319: Added Trim, Waiscot, and Casing, \$4,619.**

-Need to attach labor reports.

**Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to recommend to the full committee COP #337: Add Power to Fire Suppression Panel, \$296.**

**Motion by Mr. Mansfield, second by Mr. Blaschik to recommend to the full committee advice on COP 3U Custom Electric Value Engineering (\$15,000).**

## **6. RFI review**

## **7. Bills and Invoices-none**

## **8. NEXT MEETING**

The next scheduled meeting is Thursday, August 9, 2018 at 5:30 p.m.

## **8. Audience of Citizens**

None

## **9. ADJOURNMENT**

**Motion by Mr. Blaschik at 7:10 p.m. to adjourn. Second by Mr. Howat and unanimously passed.**

Respectfully submitted;

Craig Mansfield  
Chairman