

Minutes of a special meeting of the Standing Building Committee held on March 9, 2016

Present: Greg Broderick, Jim Goodridge, Peter Rader, Bob Shove

Also present: Cliff Gurnham, Director of Operations;

Mr. Shove called the meeting to order at 6:30 p.m.

1. Conduct interviews of firms for A & E services.

#### **HAKS**

Francisco Ruela, Franco Balassone, and Louis Torelli were present to represent HAKS. Mr. Ruela noted that they were founded in 1991, and employ 650 staff 15 offices. The Middletown office would service Guilford if they are selected to serve as on-call architect. They provide numerous in-house services including architecture, engineering, infrastructure/construction inspection, construction management, bridge inspection, environmental services, land surveying and material testing. They have a reputation for having a focus on quality, bringing in projects on time and on budget and having a high standard for quality assurance. Mr. Ruela reviewed projects of varying size completed by HAKS including municipal, ADA compliance, roof and road projects.

In response to a question by Mr. Rader, Mr. Ruela noted that their quality control plan for a small project would be 2 – 3 pages and include a schedule, list of milestones, submittals, assurances and check lists. Each project is provided with one contact person but the project will have access to any team member who might be needed for a specific project as needed.

Mr. Balassone reviewed projects they have completed in Guilford including the Marina bulkhead and redesign of Long Hill Road from Route 1 to Hubbard Road.

In response to a question by Mr. Broderick, Mr. Ruela noted that, although they are a large firm, they provide a personal commitment no matter the size of the project.

In response to a question by Mr. Broderick, Mr. Ruela noted that they have the ability to assist the Town with researching funding options for projects including funds that can be available through power companies.

In response to a question by Mr. Shove, Mr. Ruela noted that they have their own material testing lab.

2-Minutes of a special meeting of the Standing Building Committee held on March 9, 2016

**Kenneth Boroson**

Ken Boroson, Stan Solarski and Mark Guerra were present to represent Kenneth Boroson. Mr. Boroson noted that the firm was established in 1998, are located in New Haven and employs 16 people. They focus on municipal, university, state, school and hospital projects and have extensive experience with historic architecture projects. They have a unique ability to be able to adapt to change quickly as needed and also with working with tight schedule and budgets and bringing in projects on time and on budget.

Mr. Boroson reviewed the project process followed by Boroson which includes a scope review, discussion with owner, determination of the best team, a review of code and zoning issues, an analysis of existing conditions, development of a schedule, development of the bidding process including a walk through, reference check and contract, contract administration and review of payment requisitions.

Mr. Solarski noted that he had served as the lead Project Manager on the Town Hall Windows project. He discussed some of the issues that arose with the project and how the issues were addressed. They also had to complete the project while employees continued to work. As a resident of Guilford he has a personal investment in Guilford projects.

Mr. Boroson noted that their firm is well known for its experience, quality documents, low rates, and rigorous follow-through.

In response to a question by Mr. Rader Mr. Boroson reviewed a number of the consultants that they generally use for projects.

Mr. Broderick noted that the Committee has recently had a problem with a larger than anticipated number of change orders for projects. He asked what steps Boroson would take to minimize the number of change order on a project. Mr. Guerra noted that they are able to minimize change order through use of check lists to keep the project in line with the scope, third party review, detailed field surveys, use of a consultant for estimating services, a well-timed schedule and use of 3D diagrams. They take pride in their high quality documents to have projects come in under budget but and with a low number of change orders. Mr. Guerra noted that it is also helpful that, with Mr. Solarski, they have a certified Building Official on staff who is able to review documents to insure they are in compliance with State Building Codes.

Mr. Gurnham noted that some of the upcoming projects will be mechanical projects with older equipment so they will be looking to the architect for input on the best way to replace and upgrade older equipment. He asked if Boroson had experience and/or the ability to know about new technology for mechanical equipment to be able to make recommendation for the best solution and

3-Minutes of a special meeting of the Standing Building Committee held on March 9, 2016

creative way to solve mechanical issues. Mr. Boroson noted that, with their diverse staff, they have the ability to look at different options to find the best opportunities to resolve issues.

### **Patriquin**

Karen Patriquin, Paolo Campos, Patriquin Architects, Bob Grabarek, Osprey Environmental, and Tom Messaro, Innovative Engineering were present as the team representing Patriquin Architects. Ms. Patriquin noted that the main office is located in New Haven and they have been working together as a team for 10 years. She reviewed a number of projects they have worked on including municipal, energy upgrades, state parks and historical buildings. They have completed very diverse work on projects of many different sizes. The team reviewed a specific case study with multiple flood plain issues where they developed a complex solution. They also reviewed a sample of the software they utilize for their projects noting that they have become very efficient with this technology. They also reviewed a power plant project where they had to manage asbestos waste materials and an underground field tank project that involved environmental issues being resolved.

Mr. Gurnham noted that they are anticipating one larger mechanical project in the near future and he will be looking for input from the architect for innovation. Mr. Grabarek noted that this is his area of expertise and he believes he could be very helpful with this type of project. In response to a question by Mr. Gurnham about the use of geothermal, Ms. Patriquin noted that the team has worked on a dozen geothermal projects and have an ongoing project so they are very familiar with geothermal. They have the ability to analyze a project to see if this is the best option for a project.

In response to a question by Ms. Patriquin, Mr. Gurnham reviewed the type of projects coming up in the future including roofing, mechanical security upgrades, window upgrades, refrigeration, kitchen equipment, cooling tower replacement, classroom renovation and technology integration. He noted that a needs assessment was completed three year ago and this document is being utilized for capital planning.

Mr. Campos noted that the team is very good at management of multiple projects and are very thorough and able to handle fast passed projects.

Mr. Gurnham asked how the team would handle a project with limited plans available. The team noted that they would spend adequate time in the field and follow-up with extensive documents control and photograph as-built plans to create a permanent record for the future.

In response to a question by Mr. Broderick, the team noted that, while they do not share an office, they work together well and since they are all principals they are able to work together to provide a fresh set of eyes on all aspect of a project.

The representatives from Patriquin left the meeting.

4-Minutes of a special meeting of the Standing Building Committee held on March 9, 2016

The Committee members had a brief discussion on the firms interviewed and were in agreement that the most impressive firms were BL, Borenson, CWA, and HACKS. They agreed to hold a special meeting to take action to make a recommendation to the Board of Selectmen on which firms to contract with to provide on-call A&E services.

On motion made by Mr. Rader, and seconded by Mr. Goodridge, the Committee voted unanimously to adjourn the meeting at 9:00 p.m.

Terry Holland-Buckley  
Clerk

















On motion made by Mr. Broderick, and seconded by Mr. Rader, the Committee voted unanimously to return to adjourn the meeting at 9:00 p.m.

Terry Holland-Buckley  
Clerk

