

Draft

Minutes of the regular meeting of the Standing Building Committee held on July 10, 2018

Present: Scott Orenstein, Shawn Acri, Chris Anderheggen, David DeMaio, Peter Rader, Adam Tulin

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Steve Neydorf, Town Facilities Manager; Todd Rake, Community Center Maintenance Custodian; Sean Merrick, Johnson Controls; Greg Longo, BL Companies; Paul Jorgeson, Silver/Petrucci; Larry Marcik, Engineer, Design Earth Technology; Chris and Nick Soverns, Rising Star Roofing

Mr. Orenstein called the meeting to order at 7:00 p.m.

1. Approval of minutes of regular meeting of June 5, 2018. On motion made by Mr. Anderheggen, and seconded by Mr. Acri, the Committee voted unanimously to approve the minutes of the regular meeting of June 5, 2018 as submitted.
2. Public Comment. There were no items discussed under public comment.
3. Board of Finance report. There was no Board of Finance report.
4. Revisions to agenda as appropriate. There were no revisions to the agenda.
5. Update for possible action Town Hall Elevator and Fire Alarm Upgrades project. Mr. Neydorf noted that the submittals for the Town Hall Elevator and Fire Alarm Upgrades project are in and approved. They are now waiting for the elevator controller which is scheduled to arrive this week.
6. Update for possible action Community Center Roof Replacement project. Mr. Neydorf provided a diagram of the areas of the roof that are completed noting that approximately 80% of the roof work is completed. Any wood that has been uncovered has been in excellent condition. The contractor has been assisted by being able to use the garage and yard at 52 Church Street, which was recently purchased by the Town. So far he has been happy with the work done on the project.
7. Discuss for possible action update on the On-Call A & E bid. Mr. Gurnham noted that members were provided with a list of the bids received for RFP #41718 On-Call Architectural and Engineering Services
8. Review and act on plans and specifications for the Calvin Leete septic system. Mr. Gurnham introduced Larry Marcik, Engineer, who has been hired to engineer the new septic system for Calvin Leete School since there has been a failure of the existing system which was installed in the 1950s. The leaching trenches are filled and clogged so the system needs to be replaced. Test pits have been dug and the area of the septic system has fairly poor, unsuitable soil which is silty and will not leach. The plan calls for the removal of the poor material and use of better soils which will be trucked-in.

2-Minutes of the regular meeting of the Standing Building Committee held on July 10, 2018

Contractors will be asked to provide a lump sum for a quantity of unsuitable materials to remove and an extra for septic fill that needs to be trucked-into the site.

They have been looking into some of the new technology for septic systems which works with compressed air, however, it is expensive and it is uncertain if this type of system would work in this location. After study, they have decided to recommend the installation of a conventional system with galleys for the re-build. Mr. Marcik reviewed the plans for the replacement which includes a galley system. The base bid calls for the existing septic tank to be pumped out and inspected and, if it is in good condition, it will be left in place and a second tank will be installed in front of the old one. An alternate will be to cut and fill the tank and eliminate it from use if it is found to be in poor condition. The tank to be installed is designed to handle the design flow. Because the blacktop near the playground will be disturbed during the septic work paving will also be included in the project.

Mr. Marcik reviewed the timeline noting that the goal is for the project to go out to bid as soon as possible since there will be a very tight schedule to complete the project for the start of school. He noted that they expect to have a number of bidders respond to the RFP.

Mr. Gurnham noted that once the bids are received he will be asking the Standing Building Committee to hold a special meeting to review and recommend acceptance of a bidder.

On motion made by Mr. Orenstein, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve the plans and specifications for the Calvin Leete School septic replacement and recommend that the project go out to bid.

9 Discuss for possible action update on district-wide wiring upgrades. Mr. Gurnham noted that work on the district-wide wiring upgrades is in process and on schedule to be completed over the summer months.

10. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that the second phase of the Baldwin Windows and Doors project is continuing with the larger store front type windows near the cafeteria and east west hallway being replaced this summer.

Mr. Jorgeson noted that the remobilization of the project began on June 25 with the window materials on site. They will be moving to the large curtain wall installation as the project continues. The abatement and demolition crews will continue to work ahead of the window installation work followed by miscellaneous painting and the electrical connection work.

In response to a question by Mr. Orenstein, Mr. Gurnham noted that they are working on one area at a time and started with the more difficult windows so they will be able to move along faster as they get deeper into the project. If they find they are running behind schedule they will reevaluate the process. If time is running out and the contractor may not be able to complete all the work during the summer, the contractor is not to commence work in an area that it cannot fully complete prior to the start of the

3-Minutes of the regular meeting of the Standing Building Committee held on July 10, 2018

school year. We'd rather have the old windows in place longer than resume school with any openings covered in plywood.

11. Update on Melissa Jones roof project. Mr. Gurnham noted that Silktown started the Melissa Jones Roof project on schedule and they are doing a good job. They are approximately 50% complete with the old roof removal and with the installation. Silktown and JD Solar met to coordinate work to install the mounting hardware which is a rack mounted system. The solar layout was changed so that the panels will now only be on the pitched roof with none on the flat roof. He had a discussion with JD Solar about steps to take to protect the new roof during the solar installation.

12. Discuss for possible action update on HVAC Upgrades at Baldwin and Jones School. Mr. Gurnham noted that he is continuing to work on getting the bid out for the HVAC Upgrades at Baldwin and Jones School.

13. Discuss for possible action update on Electrical Upgrades at Baldwin and Cox Schools. Mr. Gurnham noted that the contractor began work on the Electrical Upgrades at Baldwin and Cox Schools as soon as the school year ended. He explained that the contractor was allowed to begin work the day after the students were done with school, however, the presence of a number of teachers continuing to work in the building created some issues for the contractor. They had to breakdown and then remobilize once the teachers were done in the building generating a change order for remobilization.

Mr. Longo noted that the project is moving along with the Eversource work. The cuts made in the pavement have been very clean. Two thirds of the panels are installed and the wiring work is moving forward at Baldwin Middle School. It appears there might be an issue developing with the circuits. He also noted that there was a cost associated with moving the pad. Mr. Longo also advised that a delay has been crated because he switch gear arrived damaged so it had to be returned and they are waiting to receive new equipment.

Mr. Longo advised of a number of invoices and change orders as follows:

1. Application for Payment from A & M for \$129,277.90 for \$36% completion of contractor services.

2. Change Order #2 was submitted for \$9,792.00 for the additional fee to expedite receipt of the switch gear, including a 10% fee for overhead and profit. The Committee members questioned if the Town should be responsible for the expedited deliver fee for the switch hear since the Town was unable to benefit from this rush since the incorrect switch gear was delivered. They requested that the architect request that this change order be waived.

3. Change Order#2 was submitted for \$8,671.00 for 30' of additional secondary line due to the location of the transformer.

4. Change Order #4 was submitted for \$1,353.00 for three additional bollards requested for the Eversource work.

4-Minutes of the regular meeting of the Standing Building Committee held on July 10, 2018

5. Change Order #5 was submitted for \$1,984.00 for the remobilization.

On motion made by Mr. Orenstein, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve Change Order#2 for \$8,671.00 for 30' of additional secondary line due to the location of the transformer, Change Order #4 was submitted for \$1,353.00 for three additional bollards requested for the Eversource work and Change Order #5 was submitted for \$1,984.00 for the remobilization.

Mr. Longo noted that the contractor is still demanding a change order because the scale noted on one of drawings was not correctly identified. Although this request was considered and rejected by the Committee at the last meeting, Mr. Longo presented a letter from the contractor submitting a claim in accordance with the contract.

Mr. Orenstein noted that, because the contractor invoked the contract's dispute resolution procedure, we had to respond in accordance with the contract. Mr. Orenstein assumed that the contract probably required the architect to respond to the contractor within 10 days, but he recommended that the contract be reviewed to determine the proper procedure. Mr. Longo stated he was not an attorney. Mr. Orenstein responded by saying that the contract's dispute resolution procedure was probably written in plain English, but, if he had any questions to let us know. The important issue is that Mr. Longo as the Architect needs to respond within the required time frame. No specific direction was given to Mr. Longo with regard to how he was to respond. He was told to evaluate the claim using his own professional judgment based upon the contract documents in his role as the initial decision maker.

Mr. Gurnham advised of a change which needed an immediate response to move the project forward. Eversource required a check for \$10,160.00 to install the new pole.

On motion made by Mr. DeMaio, and seconded by Mr. Acri, the Committee voted unanimously to approve payment of \$10,160.00 to Eversource for the installation of the new pole.

14. Discuss for possible action update on Performance Contracting. Mr. Merrick provided an update on work on the following energy conservation measures under Performance Contracting as follows:

- Lighting – fixture retrofit
- Building envelope improvements - weatherization
- Energy Management System – upgrade system.
- Recommission controls / balance system.
- Heating distribution system – pipe and valve insulation
- Boiler/burner/furnace replacement
- Windows – window film
- Building envelope improvements – attic insulation

5-Minutes of the regular meeting of the Standing Building Committee held on July 10, 2018

- Air handling unit upgrade – VFD on fans
- Motor – replacements
- Unit ventilators – refurbishment

Application for Payment 2A and 2B have been submitted and ECG is recommending payment.

15. Chairman’s report/Committee correspondence. Mr. Orenstein noted that there were no items for discussion under Chairman’s report or Committee correspondence.

16. Take action on items as appropriate. There were no items discussed under #15.

17. Approval of bills. On motion made by Mr. Orenstein, and seconded by Mr. Acri, the Committee voted unanimously to approve payment of Application for Payment #2A for \$577,524.00 from Johnson Controls for 30% completion of Performance Contracting services for Board of Education Facilities.

On motion made by Mr. Orenstein, and seconded by Mr. Acri, the Committee voted unanimously to approve payment of Application for Payment #2B for \$143,193.00 from Johnson Controls for 30% completion of Performance Contracting services for municipal building.

On motion made by Mr. Acri, and seconded by Mr. DeMaio, the Committee voted unanimously to approve payment of an invoice from A & M Electric for \$129,277.90 for contractor services for the Baldwin Middle School and Cox School electrical upgrades project.

On motion made by Mr. Rader, and seconded by Mr. Orenstein, the Committee voted unanimously to approve payment of an invoice from Silktown for \$114,712.50 for 18% completion of contractor services for the Melissa Jones School Roof project.

On motion made by Mr. Orenstein, and seconded by Mr. Tulin, the Committee voted unanimously to approve payment of an invoice from CWA Architects for \$1,228.13, which includes a \$328.00 change order, for architectural services for the Melissa Jones roof project.

On motion made by Mr. Anderheggen, and seconded by Mr. Orenstein, the Committee voted unanimously to approve payment of an invoice from B.L. Company for \$400 for 25% completion of contract administration services, an invoice from B.L. Company for \$400.00 for 30% completion of contract administration services and an invoice from B.L. Company for \$960 for 35% completion of contract administration services for the Baldwin Middle School and Cox School electrical upgrades project.

On motion made by Mr. Rader, and seconded by Mr. Acri, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$460.00 for 80% completion of contract administration services and for \$460.00 for 75% completion of contract administration services for the Baldwin Middle School Windows and Doors project.

6-Minutes of the regular meeting of the Standing Building Committee held on July 10, 2018

On motion made by Mr. Orenstein, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of a bill from Terry Holland-Buckley for \$204.00 for 12 hours of secretarial services for May and June, 2018.

18. Old business. Mr. Gurnham noted that the Purchase Order for purchase of the clock system has been processed.

19. New business. There were no items discussed under new business.

20. Executive session as needed. On motion made by Mr. DeMaio, and seconded by Mr. Orenstein, the Committee voted unanimously to adjourn to executive session at 8:20 p.m. to discuss the A&M Electric claim and to invite Mr. Gurnham, and Mr. Sands to attend.

On motion made by Mr. DeMaio, and seconded by Mr. Anderheggen the Committee voted unanimously to adjourn to open session and adjourn the meeting at 8:30 p.m.

Terry Holland-Buckley
Clerk