

**Public Building Commission
Regular Meeting
Windsor Town Hall – Ludlow Room
August 9, 2005**

Draft Document – subject to approval

Present: Chairman Novak, Commissioners Alford, Gustafson, Hazelton, Johnson (arrived at 7:11 p.m.); Alternate Commissioners Bennett and Peck; Al Neumann, Building Superintendent; Dennis Shevel, Physical Plant Manager (left at 7:32 p.m.); Brian Funk, Public Works Director; Darlene Whitmore, Best Joslin Architects (left at 8:25 p.m.); and John Darigan, Barr, Inc. (left at 7:15 p.m.).

1. Call to Order

Chairman Novak called the meeting to order at 7:00 p.m. Alternate Commissioner Peck was recognized as a voting member.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Peck to move Item #8 – Windsor Library Renovation and Expansion Project to Item 2B. The motion passed unanimously.

2. Public Communications – None

2B. Windsor Library Renovation and Expansion Project

Ms. Whitmore introduced John Darigan, Project Manager, from Barr, Inc. Mr. Darigan indicated that with the staff out of the Mather House, construction should be complete in January. He does not foresee any long-term problems with this completion schedule.

Mr. Darigan reported that Mr. J. Bruce is the new project superintendent and that currently the project is two weeks behind schedule (overall).

The metal wall framing is behind and Mr. Darigan indicated that there is a beam problem that must be corrected. The exterior walls on the east addition will be underway after the beam is fixed. There were some slab issues that have been fixed.

In discussion, it was noted that the original completion date was in March for the main library with renovation work in the Mather House to be completed after that. Currently schedule is to complete entire project in January.

When asked if the project will be supplemented with more workers, Mr. Darigan indicated that the current delay is not due to "people power" but more the alignment of the various schedules and lead time for the windows. Most of the critical work has been completed: shoring went well, landscaping is 85% complete, now waiting for deliveries and coordination with C. L. & P.

Chairman Novak asked if there is potential for more exposure to hazardous materials. Ms. Whitmore indicated that there is one wall in the Mather House that must be demolished. (Commissioner Johnson arrived)

The Commission briefly discussed the caulking issue and Mr. Darigan indicated that he sent a letter to the mechanical contractors regarding the caulk. It was noted that the Fire Marshal requested that all trades use the same caulk for uniformity throughout the building. Further discussions will be held with the Fire Marshal to determine what spaces require fire caulking. (Mr. Darigan left the meeting)

3. Facility Planning and Reuse Study

Mr. Neumann distributed a summary of existing documents available, the goals, and facilities and programs to be included in this study. A Request for Proposal should be ready for the Commission's review at the next meeting.

The programs and facilities included on this list were those discussed with the Town Manager at a previous PBC meeting. The Commission asked about the inclusion of 330 Windsor Avenue and Northwest Park.

Mr. Neumann indicated that once the Request for Proposal is prepared, he would meet with the Board of Education and the PBC with the draft proposal. This study should be ready for budget preparation at the end of the year.

4. Roger Wolcott School Floor Tile Project – No Update

5. Clover Street School Code Upgrade – On Hold waiting for updated building and fire codes

6. Poquonock School Office Modernization – Project Complete

7. Clover Street School Window Replacement Project

The contractor indicated a project completion dated of August 12, with the exception of the sidewalk work. A bid was received from Susaya Construction to widen he sidewalks for a price of \$9,016.

MOTION: A motion by Commissioner Hazelton, second by Commissioner Gustafson to authorize payment of \$2,500 to Best Joslin Architects for construction administration associated with the Clover Street School Window Replacement Project. The motion passed 5-0-0.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Alford to authorize payment Application #6 to Michael James Company for \$43,141.78 for the Clover Street Windsor Replacement Project. The motion passed 5-0-0.

MOTION: A motion by Commissioner Alford, second by Commissioner Peck to authorize payment Application #5 to Michael James Company for \$43,266.52, as previously discussed, for the Clover Street Window Replacement Project. The motion passed 5-0-0.

Regarding the door hardware, Mr. Shevel indicated the contractor was optimistic the supplier would be more generous with their credit for the hardware return. (Mr. Shevel left the meeting)

8. Windsor Library Renovation and Expansion Project

Chairman Novak asked if there were a written agreement on how long Barr would pay the utilities. He felt there should be some definition of the time. Mr. Neumann indicated that they would pay the utilities while they have control of the building. Ms. Whitmore is working on a change order for the staff move from the Mather House to the Train Station. She can include this in the change order.

The Commission reviewed the Library Project budget and Change Order Review. Ms. Whitmore presented Change Order #15 for the removal of damper proofing on a time and material basis.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Peck to authorize Change Order #15 (PCO #12) for the removal of damper proof caulking on a time and material basis for a cost of \$10,105.61. The motion passed 5-0-0.

It was noted that there is some work left in the Mather House and Mr. Neumann would like to recommend that the subcontractor on the project not complete this work. He would like to contract Haz-Pros, Inc. to complete the work.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Peck to authorize Mr. Neumann to contract Haz-Pros, Inc. to complete the hazardous material removal at the Mather House for a cost not to exceed \$5,000. The motion passed unanimously.

Ms. Whitmore reported that during coordination on the lower level, it was determined the proposed lights could not be used. The up-charge for a change in the light fixtures is \$1,536.70.

MOTION: A motion by Commissioner Alford, second by Commissioner Hazelton to authorize Change Order #16 for the change in light fixtures from S12 to S15 for a cost of \$1,536.70. The motion passed 5-0-0.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Peck to authorize Change Order #17 (PCO #20) for five additional floor openings for a cost of \$5,909.40. The motion passed 5-0-0.

It was noted that there is approximately \$321,000 left in the contingency. Ms. Whitmore reported that there is a pending change order from the contractor regarding the steel beam modification. She also indicated that the contractor proposed a \$683 credit for the reveal on the brick shelf. It was noted that Mr. Neumann pointed out to the contractor while they were preparing this work that they did not include the shadow, but the contractor completed the work as he started. It was noted that there is also a structural issue in the brick overhang on the west end of the building that must be corrected.

Chairman Novak asked if wiring has started in the building. Ms. Whitmore reported that they have started installing conduit, but will not fully install the electrical until the windows are in and the building is weatherproofed.

There was discussion on computer wiring, furniture purchases, and coordination with the electrical conduits. There is ongoing discussion with staff.

Mr. Neumann reported that there is a C.L.&P. transformer near the building and there is a question on the clearance from the concrete pad.

The Commission reviewed the project budget. The elevator cylinder replacement would be completed separate from the main project. This work would affect the issuance of a certificate of occupancy.

Regarding the energy rebate from C.L.&P., Ms. Whitmore stated that they have already reviewed the proposed lighting, will come out to verify after installation and then determine amount of rebate. The Commission feels the rebate should be put back into the project. It was suggested that the rebate could be used to offset the cost of the transformer issue.

MOTION: A motion by Commissioner Peck, second by Commissioner Alford to authorize payment of \$2,813.38 to Independent Materials Testing Lab for the Windsor Library Renovation Project. The motion passed 5-0-0.

MOTION: A motion by Commissioner Alford, second by Commissioner Peck to authorize payment of \$3,028.25 to Independent Materials Testing lab for the Windsor Library Renovation Project. The motion passed 5-0-0.

MOTION: A motion by Commissioner Gustafson, second by Commissioner Peck to authorize payment Application #6 to Barr, Inc. for \$345,740.60 for the Windsor Library Renovation Project. The motion passed 5-0-0.

(Ms. Whitmore left the meeting)

9. L. P. Wilson Center Roof Replacement Project

Mr. Neumann will have final numbers for the next meeting. Final payment will be made to the contractor with a letter indicating the project is complete.

10. Welch Pool Renovation

Additional renovations will take place once the pool is closed for the season. Work to include new toilet partitions and painting. The PBC agreed the exterior bathrooms should be renovated as part of this project.

11. Milo Peck Center Improvements

Because of various issues, Mr. Neumann has been unable to hire Mr. LeClaire to work on this project. The roof work is scheduled for next spring.

12. Minutes of Preceding Meeting

MOTION: A motion by Commissioner Peck, second by Commissioner Alford to approve the minutes of July 12, 2005, as submitted. The motion passed 5-0-0.

13. Staff Reports

There is a Safety Complex Study meeting on Wednesday. Mr. Neumann received a report today on the existing conditions of the facility.

There was discussion on the Hayden Station Fire House. The design is not anticipated until next year with construction in late 2006.

14. Adjournment

MOTION: A motion by Commissioner Alford, second by Commissioner Gustafson and passed unanimously to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Janet M. Burke, Recording Secretary