



**TOWN OF WINDSOR, CONNECTICUT  
PUBLIC BUILDING COMMISSION**

**May 12, 2020**  
1:00 P.M.  
LUDLOW ROOM  
Windsor Town Hall



**APPROVED MINUTES**

**Present:** Chairman Rick Hazelton, Commissioners; Gary Johnson, Rusty Peck, Jim Bennett, Lee Alford, and alternates George Roebelen and George Bolduc.

**Also Present:** : Whit Przech, Building and Facilities Manager; Freddie Khericha of KBA, Jim Russo of J.R. Russo LLC - Clerk of the Works, Frank Angelillo, Town Information Technology Director.

**Absent:** None

**Item #1. Call to Order** - Chairman Rick Hazelton called the meeting to order at 1:00 pm.

**Item #2. Remarks of the Chairman** – Chairman Hazelton stated that he and Whit have spoken about the generator and wanted to discuss with the Commission about it so that they are all on the same page.

Mr. Chairman mentioned that he had spoken with Commissioner Lee Alford and Whit concerning Joe Novak and Bob Gustafson being involved in the plack for the Police and EMS Stations and having their names on it. Commissioner Gary Johnson mentioned that they should bring that to the Town Council's attention, they have done that in the past. Whit Przech said he would bring to the Town Council.

**Item #3. Public Communications** – None

**Item #4. Police Station Construction Additions & Renovations Project – 9911**

Freddie suggests that PBC approve installing a waterproof membrane under the raised ceramic tile flooring as to not void any warranties in the future of cracking etc.

Jim Russo discussed the ASI log which he said that the changes are up to date and closed out since the last meeting. Regarding the PCO log is up to date, which was approved this afternoon. He is working on negotiating and accepting some other packages from the general contractor. With approximately 6 weeks left on the project, he does not see much more happening in change orders, other than what is in place at this time, which is budgeted in already.

Whit stated that they may have another potential change order asking the contractor for pricing to paint the exterior of the building on the Dept. of Public Works side. Also there is a high metal roof section that needs painting. With that said the job will be complete, everything matching and won't need upkeep for many years.

Jim Russo mention's his 2 week look ahead;

- The entry canopy will be finished this week. The roof carport will start this Friday.

- The exterior work fiber and conduit for cell tower will be on going into next week. They received the generator last week and will be installing next week along with the oil tank. Sidewalks are progressing on sight and should be completed in about a week and a half. The fence contract has started.
- The interior construction wall painting moving along nicely. The wall covering will be holding off until end of May. They are roughing in the sprinklers and the pressure testing is scheduled for next week with the Fire Marshall and the Building inspector. The interior light fixtures are being installed where the ceilings are complete. The fiberglass frames and windows are complete. The OH doors are installed as of last week. They are in the midst of getting samples for the epoxy floors. The HVAC controls are being installed now.

**Motion:** Commissioner Jim Bennett moves to approve payment on Application #8, Invoice #8 for the Windsor Police Station project to LaRosa Building Group in the amount of \$1,176,578.44. Seconded by Commissioner Gary Johnson.

Motion passes 5-0-0

**Motion:** Commissioner Lee Alford moves to approve payment on PCO #045 to LaRosa Building Group for the replacement of the corridor floor finishes at the Windsor Police station project in the amount of \$1,023.75. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to approve payment on PCO #048 to LaRosa Building Group for New Flooring and Electrical work in the DPW back office at the Windsor Police Station project in the amount of \$2,631.63. Seconded by Commissioner Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Gary Johnson moves to approve payment on PCO #049 to LaRosa Building Group for the 3 canopy masonry wall refinishing at the Windsor Police Station project in the amount of \$6,560.40. Seconded by Commissioner Lee Alford.

Motion passes 5-0-0

**Motion:** Commissioner Jim Bennett moves to approve payment on PCO #050 to LaRosa Building Group for exterior water table repairs at the Windsor Police Station project in the amount of \$5,405.40. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Gary Johnson moves to approve payment on PCO #051 to LaRosa Building Group for installing a waterproof membrane under the ceramic tile raised floor at the Windsor Police Station project in the amount of \$379.14. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice # 18009.01-15 dated through April 30, 2020 to Kaestle Boos Associates for professional services rendered at the Windsor Police Station project in the amount of \$10,186.70. Seconded by Commissioner Lee Alford.

Motion passes 5-0-0

**Motion:** Commissioner Jim Bennett moves to approve payment on Invoice # 2019-7-10 to J.R. Russo, LLC - Clerk of the Works, for professional services rendered for the month of April 2020 at the Windsor Police Station project in the amount of \$16,307.29. Seconded by Commissioner Gary Johnson.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #TSMT7437 dated May 7, 2020 to Tri-State Materials Testing, Inc. for light gauge framing inspection and concrete fielding testing for the Windsor police Station project in the amount of \$521.25. Seconded by Commissioner Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to approve payment on Invoice #TSMT7438 dated May 7, 2020 to Tri-State Materials Testing, Inc. for structural steel special inspection and multi concrete field inspections at the Windsor Police Station project in the amount of \$993.50. Seconded by Commissioner Lee Alford.

Motion passes 5-0-0

**Motion:** Commissioner Jim Bennett moves to approve payment on Quote #1C1QP0K dated April 4, 2020 to CDW-G for IT Equipment for the Windsor Police Station project in the amount of \$20,751.46. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to approve payment on Quote #LKDQ696 dated April 27, 2020 to CDW-G for wireless network access and security points within the Windsor Police Station in the amount of \$19,599.44. Seconded by Commissioner Gary Johnson.

Motion passes 5-0-0

Commissioner Johnson inquired if there are any back order concerns. Jim Russo did mention there are a couple of things. The lockers for the locker rooms, may be coming a couple of weeks late. The rolling storage bins for the evidence room as well are running a little late. He should receive them sometime in June. The plant is running a half-staff shift due to the pandemic. This should not hold anything up at this point.

Commissioner Johnson inquired about the safety procedure on this project. Jim Russo assured that they are taking the utmost necessary precautions. The contractor is overseeing and abiding to Governor Lamont's executive orders.

Whit suggested to the Committee that the meeting scheduled for May 26, 2020 be canceled. There will be not much progress to report at that time. With that being said, possibly having the June 9<sup>th</sup> meeting at 100 Addison Rd., so that the Committee can view the progress on this project. Chairman Rick Hazelton inquired about the availability of abiding with the six foot distance required. Whit stated that there is enough room for distancing.

The Committee is in agreement, cancel the May 26<sup>th</sup> meeting and change the June 9<sup>th</sup> meeting location to 110 Addison Rd with a start time of 5:30pm.

#### **Item #5. Fire & EMS Additions & Renovations Design Project - 9912**

Freddie stated that the project is out for bid. He has a mandatory scheduled walk-thru dated May 22, 2020. There is a specific requirement to comply with Covic19. They are to call Whit to make an appointment, so that there are only 5 general contractors at a time. To make sure they don't exceed 10 people. As of today he has heard from 7 general contractors to make an appointment. They have a tentative bid opening for June 5<sup>th</sup> with keeping it in mind, they may extend it a week. The bid results will read live on the Town website. The goal is to get the bids in for end of the month and have a presentation from the general contractor at the June 23<sup>rd</sup> meeting, also interview the general contractor for approval possibly. There will be 1 alternate which is for the parking lot. Chairman Rick Hazelton inquired regarding the start date. Freddie stated that he will talk with the awarded contractor and hopefully will be mobilizing in August with a start date in September 2020.

Whit mentioned that this project needs temporary emergency power. He introduced possibly buying a generator rather than renting one. If they purchase a generator it can be temporarily used at the Fire Station project. When this project is finished we can relocate and replace the old generator located at Poquonock Fire Station with the new one. This will save in costs.

**Motion:** Commissioner Lee Alford moves to approve payment on Invoice #18009-02-8 dated through April 30, 2020 to Kaestle Boos Associates for professional services rendered at the Windsor fire Station Renovation project in the amount of \$18,427.00. Seconded by Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Lee Alford moves to approve accept Proposal #Q-18-2092 dated February 19, 2020 from Kinsley Power Systems for a Generator at the Windsor Fire Station Renovation project in the amount of \$80,000.00. Seconded by Commissioner Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Gary Johnson moves to approve the proposal to J.R. Russo, LLC to be the Clerks of the Works for the Windsor Fire Station Additions & Renovations project in the amount of "NOT TO EXCEED" \$254,232.00 based on the hourly estimate. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Item #6. DPW Building Renovation Design Project – 9505**

Whit stated that this project is moving forward. Start date is dated for June 1<sup>st</sup>. This project is scheduled in two phases. The Phase 1 is the upper area, Cafeteria, men's locker room, men's and ladies restrooms as well as the hallway. Phase 2 is the lower area where the office staff is located. On Monday the abatement will start on Phase 1.

Whit stated that the conduits are being installed from the dispatch room cell tower on 100 Addison Rd to 99 Day Hill Rd cell tower. There will communication lines installed at 100 Addison Rd for the Office staff to use temporarily when move there during Phase 2.

**Motion:** Commissioner Lee Alford moves to accept Quote #414-1957047 dated May 4, 2020 from United Site Services for the facilities trailer rental at the DPW Building Renovation Design project in the amount of \$12,232.72. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to approve the proposal from Haz-Pros for the asbestos abatement located at DPW Building Renovation Design project in the amount of \$23,750.00. Seconded by Lee Alford.

Motion passes 5-0-0

**Motion:** Commissioner Lee Alford moves to approve payment on proposal # 20160987.S50 dated May 7, 2002 to Fuss & O'Neill for P/T project monitoring and air testing at the DPW Building Renovation Design project in the amount of \$2,060.00. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Item #7. North West Park Nature Center Project – 9503**

Whit stated that the work on the porch at the Lange house will begin next week. This project should take less than 10 working days, according to McKinney Construction

**Item #8. Sage Park Middle School Roof Design Project – 9506**

No update to report. The drawings and documents are still with the state. They have not heard back from them. Whit does not think this project will happen this summer.

**Item # 9. Clover St. Elementary Section E Partial Roof Replacement Project – 9508**

Whit stated that this project is 100% complete. There is an issue with this project from the general contractor in regards to his change orders forms. There are two change order #1's, with different pricing regarding overtime for weekends. 1<sup>st</sup>- Change Order#1 dated January 6, 2020 without overtime is acceptable, 2<sup>nd</sup> Change Order#1 dated April 25, 2020 included overtime for weekends. Whit contacted the general contractor regarding this, so the general contractor sent

a Change Order#2 which shows the same hours as the duplicate Change Order#1 for overtime on weekends. Whit will look into the previous minutes to verify what the contractor what stated regarding working weekends without overtime. The Committee did recall that the general contractor agreed to work weekends at the regular rate.

**Motion:** Commissioner Gary Johnson moves to approve payment on Application #3 dated April 22, 2020 from Young Developers, LLC for the Clover St. Elementary Section E Partial Roof replacement project in the amount of \$14,368.21. Seconded by Commissioner Rusty Peck.

Motion passes 5-0-0

**Item #10. Poquonock Fire Station Roof Design Project – 9518**

No update to report. Whit stated that we may end up re-bidding this project.

**Item #11 Wilson Fire Station HVAC Design Project – 9517**

No update to report.

**Item #12. Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrade Project – 9519**

Whit stated that the construction drawings are complete, he has not been directed to go out to bid yet from the Town Manager. This may be a project that will take place next year.

**Item #13. North West Park Barn Renovations Project – 9522**

Whit stated that the General Contractors for these projects will be supplying their own generators for electricity.

Whit stated that we are replacing the roof only on Barns #1 and #2. Recommends Scholar Painting & Restoration. Barn #3 will be a demolition of the barn completely. Whit stated that the Town Manager recommends that the DPW crew take care of Barn #3. Barn #4 they will be using board siding. Barns #5, #6 and #7 involve replacing the roofs and painting the exterior as well as replacing any wood that is rotted or damaged. Barn #8 needs plywood and asphalt shingles.

**Motion:** Commissioner Gary Johnson moves to accept Scholar Painting & Restoration's bids for Barn #1 in the amount of \$21,700.00 and Barn #2 in the amount of \$20,150.00 with an extended amount of \$130.00 per sheet of plywood as needed. Seconded by Jim Bennett.

Motion passes 5-0-0

Commissioner Rusty Peck suggest that they make a motion for each barn separately, since they were bid separately. The Committee agrees.

**Motion:** Commissioner Gary Johnson moves to accept Scholar Painting & Restoration's bids for Barn #1 in the amount of \$21,700.00 and Barn #2 in the amount of \$20,150.00 at the North West Park Renovation project with an extended estimated amount of \$130.00 per sheet of plywood as needed. Seconded by Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Gary Johnson moves amend the above motion to accept Scholar Painting & Restoration bid for Barn #1 at the North West Park Barn Renovation project for the base amount of \$21,700.00 with an extended estimated amount to \$24,300.00 for plywood replacement as needed. Seconded by Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Gary Johnson moves to amend the above motion to accept Scholar Painting & Restoration's bid for Barn #2 at the North West Park Barn Renovation project for the base amount of \$20,150.00 with an extended estimated amount to \$22,750.00 for plywood replacement as needed. Seconded by Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to accept McKinney Construction's bid for Barn #4 at the North West Park Renovation project for the base amount of \$25,587.00 with extended estimated amount to \$29,087.00 for siding board replacement as needed. Seconded by Commissioner Lee Alford.

Motion passes 5-0-0

**Motion:** Commissioner Lee Alford moves to accept McKinney Construction's bid for Barn #5 at the North West Park Barn Renovation project for base amount of 45,182.00 with an extended estimated amount to \$49,907.00 for siding board replacement as needed. Seconded by Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to accept Tancreti Construction's bid for Barn #6 at the North West Park Barn Renovation project for a base amount of \$14,509.20 with an extended estimated amount to \$25,609.00 for siding board replacement as needed. Seconded by Commissioner Jim Bennett.

Motion passes 5-0-0

**Motion:** Commissioner Jim Bennett moves to accept Tancreti Construction's bid for Barn #7 at the North West Park Barn Renovation project for a base amount of \$30,180.00 with an extended estimated amount to \$33,880.00 for siding board replacement as needed. Seconded by Rusty Peck.

Motion passes 5-0-0

**Motion:** Commissioner Rusty Peck moves to accept AFS Construction, LLC's bid for Barn #8 at the North West Park Barn Renovations project for a base amount of \$15,750.00 with an extended estimated amount of \$22,350.00 for plywood replacement as needed. Seconded by Gary Johnson.

Motion passes 5-0-0

**Item #14 Staff Reports** – Nothing to report.

**Item #15. Motions & Minutes of Preceding Meeting(s):**

\_Commissioner Rusty Peck excuses himself from the vote on minutes as he was absent at this meeting.

**Motion:** Commissioner Lee Alford moves to accept the meeting minutes for April 14, 2020. Seconded by Commissioner Jim Bennett.

Motion carries 5 – 0 – 0

**Item #16. May 26, 2020 Meeting:**

**Motion:** Commissioner Lee Alford moves to cancel May 26, 2020 meeting. Seconded by Rusty Peck.

Motion carries 5-0-0

**Motion:** Jim Bennett moves that PBC cancel its' normally scheduled meeting on June 9<sup>th</sup> at 7:00pm and replace it with a special meeting on June 9<sup>th</sup> to convene at 5:30pm at 110 Addison Rd. Seconded by Gary Johnson.

Motion passes 5-0-0

**Item #17. Adjournment:** Commissioner Rusty Peck moves for adjournment. Adjournment is at 2:55 p.m. Seconded by Gary Johnson.

Respectfully submitted,

Karla Leroux  
Recording Secretary