



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



October 13, 2020
4:00 P.M.
DPW – 99 Day Hill Rd

DRAFT MINUTES

Present: Chairman Rick Hazelton, Commissioners; Gary Johnson, Rusty Peck, Jim Bennett, and alternate George Bolduc.

Absent: Commissioner Leon Alford and alternate George Roebelen.

Also Present: Whit Przech, Building and Facilities Manager; Gary Dowgewicz, Assistant Building and Facilities Manager; Freddie Khericha of Kaestle Boos Associates; Jim Russo of J.R. Russo LLC - Clerk of the Works

Item #1. Call to Order - Chairman Rick Hazelton called the meeting to order at 4:00 p.m. for a scheduled walk thru. Break. Called back to order at 4:20 pm.

Item #2. Remarks of the Chairman – Chairman Rick Hazelton stated that in Commissioner Leon Alford absence alternate George Bolduc will be a voting member this afternoon.

Item #3. Public Communications – None

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

Whit stated that the General Contractor LaRosa Group is still working on the punch list items. They are working on some control issues on the roof top unit #1. The carrier has been out there several times. The situation should be fixed soon and they are keeping on top of things. Chairman Rick Hazelton asked if there would be additional costs. Whit stated not for this issue but did state that the bond orders will be coming in. Freddie stated that he wanted to wait a month or two for the bond premium. It should not be more than \$3,000.00. At that time he will present it to the Commission for approval.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #18009.01-20 dated through September 30, 2020 to Kaestle Boos Assoc. for project close-out cost at the Windsor Police Station Renovation project in the amount of \$7,350.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to accept PCO #072 from LaRosa Building Group for added concrete steps and slab at the Windsor Police Station Renovation project in the amount of \$9,000.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to accept Change Order Request #7 from Northeastern Communication & Electrical, LLC for relocating the Data Cabling at the Windsor Police Station Renovation project in the amount of \$13,894.36. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

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

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #18009.02-13 to Kaestle Boos Assoc. for Construction Administration at the Fire & EMS Additions Renovation project in the amount \$9,825.18. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #2002201, Requisition #1 to Pac Group, LLC for the Fire & EMS Additions Renovations project in the amount of \$380,792.27. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

Jim Russo discussed the 4 week look ahead on this project. The site contractor is finishing up with the installation of the sanitary line from the street. Eversource will install a new transformer sometime next week and remove the old transformer. The concrete Sub-Contractor has started on site for the addition foundation. They have started the foundation walls and will start the rebar footings next week. The abatement of the actual Haz-mat was done and starting the wipe down. The air samples have been done if the samples pass, they will take down the containments this week, which will be ahead of schedule. The General Contractor is scheduling the middle of next week to start to remove slab for the plumbing. The week after that they will start the excavation. They are planning the installation of the new roof curbs. They are doing the cutting and patching right now while it is still basically warm and dry. The temporary generator is in place and once the power is switched that will be fully operational.

Whit reminded the Commission that the temporary generator will be relocated to the Poquonock Fire Station.

Chairman did inquire on the Covid-19 situation and Jim Russo did explain that they are following procedure that the men are tested every morning and that no one has been infected to this date.

Jim Russo discussed the ASI Log. As of the week ending October 2nd. He did ask the General Contractor to clarify if any of these ASI's will cost more and if they plan on submitting any extra costs. They have not replied as of yet.

Jim Russo discussed the PCO Log. (15) Fifteen or so of them have to be revised due to the improper mark up of overhead profit. They are still waiting on over half on their first price. Jim is presenting (3) three of them to the Commission tonight for approval. Other change order requested are the additional and the relocation of the electrical outlets and a Plexiglas window in the apparatus bay too mention a couple.

Motion: Commissioner Jim Bennett moves to accept Change Order Request #3, PR #5 from PAC Group LLC for door, frame and hardware changes at the Fire & EMS Additions Renovations project in the amount of \$1,396.35. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to accept Change Order Request #7 from PAC group, LLC for remove and replace broken bricks on the West exterior wall at the Fire & EMS Additions Renovation project in the amount of \$9,697.80. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to accept Change Order Request #8, RFI #3 to PAC Group, LLC for electrical door hardware the Fire & EMS Additions Renovations project in the amount of \$488.88. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #2020-5-3 to J.R Russo, LLC for Professional Services rendered for the month of September 2020 at the Fire & EMS Additions Renovations project in the amount of \$15,986.02. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Invoice #R2019Z-299-10 to Horizon Engineering Assoc., LLC for Professional Services rendered from August 29, 2020 thru September 25, 2020 at the Fire & EMS Additions Renovations project in the amount of \$1,958.00. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #8162526 dated 10/02/20 thru 11/01/20 to Willscot for trailer rental at the Fire & EMS Additions Renovations project in the amount of \$1,131.54 subject to a rebate for \$85.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Whit stated that the next meeting will be at the Fire & EMS Building at 4:00 p.m. on October 27, 2020.

Item #6. DPW Building Renovation Design Project – 9505

Chairman Rick Hazelton stated that the building looks good.

Motion: Voting alternate George Bolduc moves to approve payment on Invoice #73 to Monarch Interiors, LLC for installing epoxy flooring upper level at the DPW Building Renovation project in the amount of \$11,983.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Item #7. Sage Park Middle School Roof Design Project – 9506

Whit stated that they are going to Town Council on October 19, 2020 with a summary and bond orders. Which is part of the steps for the State of Ct for the approval of the rebate of 48% for this project. The Board of Ed. is going to submit their project to the State between December 1st and 10th for their review. Sometime after that, they will call in the Architect and the Board of Ed. staff to review the drawings with them.

Item #8. Poquonock Fire Station Roof Design Project – 9518

Whit stated that this project is 100% complete.

Motion: Commissioner Gary Johnson moves to approve payment to Imperial Co. Restoration Contractor, Inc. on Application #2 dated thru period 08/31/2020 for the Poquonock Fire Station Roof Design project in the amount of \$11,205.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve the FINAL payment on Application #3-R dated thru period September 30, 2020 to The Imperial Co. Restoration Contractor, Inc. for the Poquonock Fire Station Roof Design project in the amount of \$9,495.00. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to Close-Out the Poquonock Fire Station Roof Design project #9518. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Item #9 Wilson Fire Station HVAC Design Project – 9517

Whit stated that the old roof top unit has been removed and the roof has been patched and repaired. The old duct line has also been removed. The two boilers have been installed. The boiler controls are about 30% done. The outside condensing unit was set in place on a pad last week. The interior unit is scheduled for next week. They are making good progress.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #117146 dated 9/29/20 to Salamone & Associates, P.C. for Professional Services rendered on the Wilson Fire Station HVAC Design project in the amount of \$1,000.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Application #1 to S.K. Mechanical, LLC for work done at the Wilson Fire Station HVAC Design project in the amount of \$6,697.50. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to approve payment on Application #2 to S.K. Mechanical, LLC for work done at the Wilson Fire Station HVAC Design project in the amount of \$67,640.00. Seconded by Commissioner Rusty Peck.

Motion passes: 5-0-0

Motion: Commissioner Rusty Peck moves to approve payment on Invoice # 300144, Application #1 from Automated Logic – New England for the Wilson Fire Station HVAC Design project in the amount of \$9,962.00. Seconded by alternate voting member George Bolduc.

Motion passes: 5-0-0

Item #10. Sage Park Middle School Alternative Energy & HVAC Efficiency Upgrade Project – 9519

Whit stated that this project will go out for bid in January 2021 with construction to start in May 2021. This project is expected to take approximately 12 months. Install AC on the 2nd floor, the two gymnasiums, replacing 7 roof top units, 2 energy recovery units and new electrical service to the building.

Item #11. North West Park Barn Renovations Project – 9522

Whit stated that the Tobacco Museum, Barn #5 is complete. There is still (1) one barn left, the Animal Barn.

Chairman Rick Hazelton asked Whit if the staff was happy with the project. Whit stated that the staff is very happy.

Motion: Commissioner Rusty Peck moves to approve payment on Invoice #3807-20 to McKinney Construction, LLC for completing Renovations to the Tobacco Museum Barn #5 in the amount of \$14,907.00. Seconded by voting alternate George Bolduc.

Motion passes: 5-0-0

Item #12 Staff Reports – Whit gave an update on the LP Wilson potential boiler replacement project. The project is to replace all the equipment in the boiler room, remove all the hazardous material. Eversource has approved the project and sent out their independent consultant to review the project and equipment there. He are waiting on their approval and hopefully receive it by the end of the month.

Gary Dowgiewicz mentioned an upcoming project that will go to Town Council on Monday. It is for LED Lighting at the LP Wilson School. An upgrade of all the exterior and interior fixtures to LED. Not including the tennis courts.

Whit would like an approval by the Commission to accept the PBC meeting schedule for 2021.

Motion: Commissioner Jim Bennet moves to accept the PBC Meeting Schedule for 2021. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Item #13. Motions & Minutes of Preceding Meeting(s):

Motion: Commissioner Rusty Peck moves to accept the meeting minutes and motions for September 22, 2020. Seconded by voting alternate George Bolduc.

Motion passes: 4-0-1

Item #14. Adjournment: Commissioner Rusty Peck moves to adjourn at 5:20 p.m.
Seconded by Commissioner
Adjournment is at 8:20 p.m.

Respectfully submitted,

Karla Leroux
Recording Secretary