

## **PERMANENT PROJECT BUILDING COMMITTEE**

**Town Council Chambers  
North Branford Town Hall  
Monday, March 22, 2010**

### **MINUTES OF REGULAR MEETING**

Vice Chairman Steve Whalen, called the meeting to order at 7:12 p.m.

**Roll Call:** Anthony Sidera, Chris Manna (arrived late), David McMahon, Kirk Engstrom, Steve Whalen, Carol Davidson , Tom Bailey

**Absent:** Jack Krasko, Carolyn Candelora

**Others Present:** Michelle Knockwood, Purchasing Assistant; Bob Hull, Libraries; Bill Choti, BOE; Larry Secor, Nafis & Young Engineers, Keith Goldberg, Arcadis; Mark Hopper, Schoenhardt Architects; Marion Olsen, Library Board, Erik Bengtson, Turner Construction Co., Richard Branigan, Town Manager

**Citizens Statements:** None.

### **Atwater Library Renovation and Expansion Project**

Report and Action on the Library:

Keith Goldberg advised where we stand today with the library.

- They have started to grade the whole front
- They have posted for the removal of the two trees in the front
- Transformer should be here on Thursday.
- The parking lot is being graded out, they are starting this week with this.

Exterior of building itself:

- The roof is 99% done- punch list is going out to the contractor tomorrow..
- On Saturday the painter came, did the first coat on the original entrance, a second set of sample colors
- Tomorrow the drainage will be finished outside

Inside the building:

- Sheetrock is 99% done, tomorrow will be 100%
- The bathroom downstairs is on hold, did fix some rework framing, will be sheetrocked tomorrow.

- There is a single coat of tape in the building, the existing building upstairs and downstairs, the taping is done, primed all the walls, finish coat on the ceilings, second finish coat to be done Friday and Saturday, lights will be hung next week.
- By end of the week all taping should be done
- Start flooring, bathroom tiles, and start wallpapering

Tony asks if there were any water issues not this past weekend but the weekend before, Keith advises no, the only water issues are the window walls that are not caulked, there is a little water there, but within 2 weeks they will be caulked. Waiting for 2 weeks for weather to be warm so he can caulk.

- The front sidewalk has been poured, they are going to put in the big circle next week, pipe in there for heat.

They are on target for June finish, except one major issue, which is lowering the parking lot. This was discussed at the Owners meeting with Mark. We raised up the parking lot a little, we pushed it forward towards the barn, eliminating the retaining wall. Now when you pull in, you are going up. Question presented, can it be lowered by a foot? The engineer pointed out a couple of issues: (1) he cannot discharge water onto Rt 80, (2) another factor, eliminating the retaining wall, and (3) make sure he had positive draining throughout.

Engineer advises it can be lowered a foot, but it will cost \$1,000. in design fees. Problem is site lighting has already been put in, catch basins are in, piping in, cost of site contractor, and will have to put in a retaining wall. Will have to lower catch basins, then cut the grade down. Does not have a cost at this time. Before we can even get a price for this, there is 2 to 3 weeks design time. Keith asks the committee are we going to proceed with this? Wants to know if he should proceed with the engineer to have it redesigned, site contractor will not proceed without a site document. Kirk questions why are we doing this again? The neighbor has questioned the height of this driveway. Keith is building a berm, with a 6 foot high fence on top of the berm. Also will be creating a swale in front of the berm so water can drain around it. Michelle advises that this still needs to be graded, now it looks like there is a big gap, but will look different when berm is up. Keith has been on hold for 4 weeks because of this.

Tony makes a motion to allow construction to continue as planned and not to alter the site plan for the Atwater Library. Motion seconded by Carol, approved unanimously.

One other thing, one contractor has asked that his next application, not this one, be reduced to 2 ½% retainage, we presently have 5% (W.J. Mountford). Is he done with his work? Still has to parge the walls in the new addition. What is the amount left on the contract? In 2 weeks Keith will come back with the amount left on the contract, the retainage is \$6,637.50. Not billed 100%. Steve recommends tabling this, does not want to set precedence.

Keith turns it over to Mark. He needs submittal for plaque. Asked to supply verbage on the plaque. Wants to know who should be on plaque, wants to make sure there are no discrepancies. Everyone who has been involved, past and present. Discussed at the Owners meeting, wants feedback. Steve has never been officially appointed Chairman, he is Vice Chairman, decided not to have an election until a new project was started. Steve is the Acting Chairman. Tom Bailey, would like his name changed to Thomas.

Discussed the selection of colors. A selection of colors has been made, it has been put on all orientations of the building. The initial selection, gray is washed out, went to a darker gray, went slightly browner on the building color. The main area is clay color, the 3 smaller areas are gray, the colors work together well.

Steve asks Carol if there is a Library Board meeting coming up so they can have an input on this, yes, there is a meeting second week in April. Per Steve, per our board, the colors are fine, will wait to hear from the Library Board.

Second discussion on FF&E. Our original line item was \$250,000., came in at \$196,000., this includes all office furniture and a couple of desks that were left out of Smith Library. Bob Hull advised not to buy office furniture for Smith Library because he was waiting to see what was going on at the Atwater Library. The left over pieces are going to be used at Smith Library, this is a \$5,000. savings.

Highlights to talk about, solicited PSI, but also solicited another State contractor, due to the issues we previously had with PSI at the Smith Library. Wanted side by side comparisons so an educated decision could be made.

Three items not on State contract, had to go out to bid, they were under \$7500. Getting quotes, on one item, there was only one subcontractor that we obtained a number from. He strongly recommends using the same vendor for the shelves, canopy tops and ends.

Goes over spreadsheet, explaining how to read it. Explains that PSI provides an additional 25% discount beyond the State contract pricing. How does the Committee feel about two vendors coming off the State contract list, going head to head, one providing an additional percentage off? Michelle questions what answer did they give as far as giving a discount off the price. She still does not understand how this is done. Requested that we obtain something in writing explaining this. Carol asks if the quality is the same. Mark advises they are. Michelle never heard of changing a State contract, possible protest from Tucker. Michelle will call DAS tomorrow to see if it is okay to be offer a discount off the State contract pricing. PSI did finish the job to our specs at the Smith Library. With the Smith Library they did discount, but we were not aware because they were the only bidder at the time. Kirk makes a motion to approve PSI as low bidder if DAS approves that the pricing is in line with what it should be, motion seconded by Carol, approved unanimously.

Atwater Room, upgraded shelving that was built in, some stacks in the middle of the room, went to wood stacks vs metal, provided by Tucker for \$1,099.22

Study chairs in the Community Room, received two quotes, one from Tucker, one from PSI New England.

Proceed item by item, or how should we proceed? Per Michelle, obviously we go with low bidder.

Only other thing to discuss is pg 2, M-8, full view display case, only could obtain (1) quote. No other vendor could provide what we were looking for. Michelle does not have an issue with this.

Tony asks if Bob has reviewed the list, yes he has, to great lengths. Good news is that we are well below our budget amount, able to add some alternate items. Longest lead time items are the Children's Library stuff, all else will be in 6-8 week range.

Children's Circulation Desk, 12-18 weeks out. If there was a problem with this, we could jerry-rig something for the time being. Tony asked if this could be part of millwork, Jaime thought she could purchase it cheaper, can we expedite it to obtain sooner?

Steve questions LC-5, is the \$10,141.35 for one? No, it is not just for a single item, for several items.

Tony makes a motion to move forward with the FF&E as proposed using items off of the State of Connecticut bid and include the 3 items that are out to public quote. Second by Kirk. Approved unanimously.

Also want to bring up in FF&E we have voice and data to install the units. We must give vendors time to respond to the bid, which is below \$7500. Also includes the phone systems (only routers and phones) Tony recommends using the same vendors that we used at the Smith Library.

Brought samples to show what is going into Atwater Library. The color scheme is different than at Smith Library. The stairs at Atwater are carpeted because they are more visible. The old stairs in the original building were kept, staff uses them, plan called for rubber treads, instead of rubber treads, they made a runner all the way up, not sure what to do on each landing, will paint the whole stair well white. Will keep the stuff that is finished in the wood, the spindles, bindings, hopefully will have in 2 weeks.

Bob is concerned about the motion made earlier about the shelving with PSI and Tucker, that you would go with PSI provided Michelle could establish that their pricing was legal and above board. Suppose PSI cannot do what they are doing, would we need a motion for Tucker to be approved? Do not want to wait until next meeting to be approved. We will ask for an email vote.

Bills to pay for Atwater Library:

Kirk makes a motion to approve:

Action Air Systems	Application #: 6	\$ 79,591.92
Cosgrove Construction	Application #: 7	\$ 3,800.00
Pat Munger Construction	Application #: 6	\$ 25,729.19
W.J. Mountford Co.	Application #: 5	\$ 1,900.00
R & L Acoustics	Application #: 4	\$ 21,418.45
State-Wide Electric Inc.	Application #: 6	\$112,988.78
Topper & Griggs Group	Application #: 5	\$ 19,039.43
William B. Meyer Inc.	Invoice #: C1048/9	\$ 384.00
Schoenhardt Architecture	Invoice #: 05126.04-0000039	\$ 7,680.75
Szewczak Associates	Invoice #: 14222	\$ 380.00

Motion seconded by Tom, approved unanimously.

Items for Discussion and Information Only for Atwater Library:

Letter entitled, "Marked crosswalks needed for new Library" to the editor of the Totoket Times, does not call for any action on our part at this time. This is outside our scope, inside the parking lot we voted for hash marks and outline.

Approval of Minutes for Atwater Library:

Minutes from 3/8/2010 meeting, Tony makes a motion to approve the minutes with the changes that were mentioned, motion seconded by Carol, approved unanimously.

Minutes from 2/22/2010 meeting, Tony makes a motion to approve the minutes with the changes that were mentioned, motion seconded by Tom, approved unanimously.

Minutes from 2/8/2010 meeting, motion made by Kirk to approve the minutes, motion seconded by Tony, approved unanimously.

Minutes from 1/25/2010 meeting, motion made by Kirk to approve the minutes, motion seconded by Tony, approved unanimously.

Minutes from 12/28/2009 meeting, we do not have 3 regular members here tonight, cannot approve at this time.

Minutes from 12/14/2009 meeting, we do not have 3 regular members here tonight, cannot approve at this time.

Minutes from 11/9/2009 meeting, we do not have 3 regular members here tonight, cannot approve at this time.

**Discussion and Action Re: NBIS Renovation and Expansion Project**

I. North Branford Intermediate School Staff Concerns

No concerns from school staff.

a. Misc. Items:

Purchasing/Operations:

- a. Contractor Allowance Summary Sheet – nothing has changed since last meeting, Ellen is working on change orders
  - b. Recommendation letter log
  - c. Potential Change Order Log – Open Items Only
  - d. PCO's
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- i. PCO's approved by Jack Krasko: None at this time
  - j. PCO's for Building Committee Approval

LR-221/PCO-250: furnish and install angle and firestopping at second floor slab edge in Area D due to existing conditions, as required by Town Building Official. This is the back of Area D, maintain fire rating between floors, per Building Official. \$8,352.00 Tony wants Larry to comment as we go through these items. This one is an unforeseen condition. Dave made motion to approve, seconded by Tom, approved unanimously.

LR-222/PCO-167: Removal of existing concrete backing @ demolished chalkboards/whiteboards in Area C/Patch masonry walls. \$20,406.00 The existing boards were removed, creating holes 1- 1 ½” stuck behind each board, chipped off and removed. This is cost for the mason to patch and restore. Larry comments this is an unforeseen condition. Every room that had a chalkboard had to be done, this is cheaper than sheetrocking. Dave made motion to approve, seconded by Chris, approved unanimously.

LR-223/PCO-181: Clarification of details due to existing conditions at windows C115, C116, C117, C118. \$4,996.00. In the Life Skills rooms, when roof overhang was removed, no structural support to tie the window in, had to create a metal soffit to tie it in, per Larry, another unforeseen condition. Dave made motion to approve, seconded by Chris, approved unanimously.

LR-224/PCO-174: Credit from United Steel to remove steel deck over locker rooms and add to remove steel bulb tee's/add for roofer to remove tectum & add insulation. \$11,317.00 30-40 feet X 100 feet area had to be remove entire roof structure down to the existing steel in order to reinforce, credit for removing steel deck, actually a tectum deck, roofer had to remove panels steel worker had to remove bolts, and add insulation to bring roof up. Per Larry, unforeseen condition. Motion made by Dave, seconded by Chris, approved unanimously.

LR-225/PCO-225.1: Furnish and install door hold open arms in addition to the parallel arm closers at doors B206-1, B207-1, B306-1 and B307-1, to keep doors held open in addition to increasing the angle of the swing. \$421.00. Four doors required to change the arms, teachers wanted an arm to hold the door open. Per Larry it was designed per spec. Request by the teachers and principal. Motion made by Dave, seconded by Chris, approved unanimously.

LR-226/PCO-249: Deletion of ceilings in D110 and D110B, \$154.00 (2) storage closets, a lot of mechanicals in here, \$154. to paint the ceilings. Motion made by Dave, seconded by Chris, approved unanimously.

LR-227/PCO-295: Vandalism repair performed by Ferguson on the exterior light bollards and the Bradley sink in the girls bathroom in Area F. \$673.00. Act of vandalism, not during construction. Ferguson was asked to make repairs. They made the repairs, below our threshold for an insurance claim. Motion made by Dave, seconded by Chris, approved unanimously.

LR-228/PCO-291: Modifications to the lighting circuits in B103 Media Center/Library. \$2,151.00. A request was made that we separate the lights, so sections can be on at different times. Per Larry, it was a miss on the architects coordination, this is a multi-use room. This is on Larry's list. To date the list is at \$196,000. for charges to Newman Architects. Motion made by Dave, seconded by Chris, approved unanimously.\*\*

LR-229/PCO-290: Provide door buzzer at loading dock door for kitchen deliveries. \$579.00 Chris asked shouldn't this have been anticipated originally? Per Larry keeps the building warm in the winter having a buzzer, versus putting a piece of wood in the door. This is the only dock in the school system. He did not charge it back to Newman Architects. Motion made by Dave, seconded by Chris, approved unanimously.

LR-230/PCO-287: Furnish and install magnetic door hold opener extensions in lieu of chains at (7) doors in building and lower exit & area of refuge signs per building inspector and fire marshal in order to receive C of O. \$1539.00 Seven doors in question, magnetic door, the door magnet could not attach to the magnet, had to install extensions, anything the building inspector/fire marshal recommends we go with. Motion made by Dave, seconded by Chris, approved unanimously. Larry does not have an issue with this.

LR-231/PCO-281: Provide 14 lab casework receptacles for the 6<sup>th</sup> grade science class, \$2,278.00. The outlet on the inside of the table was never on the design documents.. This is on Larry's list back to Newman. Motion made by Dave, seconded by Chris, approved unanimously.\*\*

LR-232/PCO-270: Provide CMU wall for drinking fountains in corridor D200 originally located in Vestibule C217A. \$288.00. Had to move the drinking fountain, had to create a ramp, put up a block wall. Per Larry this is an unforeseen condition. Motion made by Dave, seconded by Chris, approved unanimously.

LR-233/PCO-211: Install gypsum board above doors E101A-1, E101A-2 & E108-1 to close in fire wall (existing CMU did not go up to underside of deck). \$2,368.00 Block walls do not run full height, had to put sheetrock up. This is an unforeseen condition per Larry. Motion made by Dave, seconded by Chris, approved unanimously.

LR-234/PCO-115: NA ASI-052: Additional brick veneer at E112 & E112C – furnish and install brick/flashing at exposed foundation wall opposite to the south entrance of stair #1. \$4,354.00. This was to correct exposed foundation wall, E&O on the contractor, needed to install brick. Motion made by Dave, seconded by Chris, approved unanimously.\*\*

LR-235/PCO-302: Provide [2] D-9 watts backflow preventors in the kitchen cook line per the request of the Regional Water Company – Ferguson ticket #4605 dated 1-14-10. \$476.00. RWA has specific rules on back-flow preventors. Larry let it go, RWA has their rules. Motion made by Dave, seconded by Chris, approved unanimously.

LR-236/PCO-196: Installation of trench drain at exterior doors F100A. \$1,561.00. Exterior doors getting water over the threshold underneath the doors. The only way to get rid of the water was to install a small trench drain. Per Richard, there is another issue, that Bill Choti is aware of, in the Area of C&D, the corner, where there are exterior doors, the sidewalk that comes out to the parking lot, the sidewalk also goes to the front entrance of the library, where there is a ramp, water comes off the roof, over the doors, follows the edge of the building, and dumps out in the front of the library entrance doors and down the ramp. It is the north side of the building, where there is no sun, no heated sidewalks. Richard has asked Peter Horton from Newman Architects to look at that, this has to do with the detail, and no gutters on the building. Water is allowed to cascade three stories down, this is unacceptable. The drain below causes so much splash, something has to be done, it is creating a trip hazard, must find a solution for this. Issue is it becomes more dangerous in the winter time, would have to close both entrances. Newman did not design gutters on this building, and Richard believes they have no intentions to do so. Motion made by Dave, seconded by Chris, approved unanimously. (this one is in limbo)

LR-237/PCO-208: Paint the folding partition in the gym. \$3,424.00. This pertains to the existing partition, refinish the folding partition. Turner missed this, there was a note to refinish, we missed the note on the drawings, missed in the scoping process. Even though it is on the drawings, still has to be assigned by the architect, they should be responsible. This should have been bid up front. Motion made by Dave, seconded by Chris, approved unanimously.\*\*

LR-238/PCO-185: Furnish and install metal panels w/masonry backup in lieu of brick and light gauge framing at door E106-2. \$7,050.00. There is an existing curtain wall drain, it needed to be replaced, they built a solid CMU back up wall with metal panels, had to rebuild to make the door frame work. Per Larry, this is an unforeseen condition. Motion made by Dave, seconded by Chris, approved unanimously.

LR-239/PCO-286: Create flange in ductwork drop from Area A Unit #14, to increase the airflow to meet required CFM's per design. \$3,161.00. 3<sup>rd</sup> floor science rooms, shy of CFMs, air was trapped at the 90 degree turn, needed to create wider flange, the air was getting trapped in the corner. Larry feels this is a design flaw, charged back to Newman Architects. Richard mentions the subconsultants, Larry advises that the change order comes from Newman Architect, their design. Richard advises that DTC and other subconsultants will be looking for additional funding, they should be aware of the whole picture of what all the subconsultants are doing or not doing. Issue they are under contact, any E&O is with Newman Architects. Motion made by Dave, seconded by Chris, approved unanimously.\*\*

LR-240/PCO-297: Furnish a circulator pump and separate the high temp. domestic water return from the tempered water return in D110A. \$3,962.00. Water temperature fluctuates, the plumber checked, needed a second circulator pump and a second return loop. Larry feels the engineers should have known this, it is a design flaw. Motion made by Dave, seconded by Tom. Approved unanimously.\*\*

LR-241/PCO-265: Credit for acoustical wall panel attic stock fabric. (\$430.00) In the music/band room-material that will just sit in the closet. Motion made by Dave, seconded by Chris, approved unanimously.

LR-242/PCO-289: Modifications to life skills room C211, Time out room C211C lights, door lights and tackboards in Rooms C211A & D104. \$2,762.00 relocate and add a light in C211, changes to ductwork in the timeout room. Second part of change order is in the timeout room. Someone kicked out circular door light to the door, room furnished with a hanging light fixture, change to reassessed light and remove tackboard. Larry, room was put together correctly, not designed for lights to be knocked out. Motion made by Dave, seconded by Chris, approved unanimously.

LR-243/PCO-172: Furnish and install (7) surface mount boxes for XA fixtures. \$1,235.00. For low handicapped emergency exit fixtures for certain locations. Larry advised it could have been coordinated better, should have given us face mounts. A miss by Newman Architects, on Larry's list. Motion made by Dave , seconded by Chris, approved unanimously.\*\*

LR-244/PCO-221.2: Additional services requested by owner per K&P invoice #15, dated 12/26/09, 12/27/09 & 12/29/09. \$3,550.00 They had only 3 days to move furniture, clean up the building. To meet the time frame this was the easiest way to go and the most cost effective. Motion made by Dave, seconded by Chris, approved unanimously.

\*\* these items are on Larry's list, feels they are the architects responsibility

Steve mentions that Larry does have a list of items that he assigns responsibility to the architect, are we correct in assuming this list will be given to Jeff Donofrio—per Larry the last list was given to him in January, he will be provided a current list.

Tony asked about water events at the school. Per Bill, water came in again, no damage to the gym floor. Clean Sweep has come in, lays down series of plastic mats that adhere to the floor, pulls up the moisture from the floor. Series of dehumidifier that collects moisture. 40% of the gym floor at a level of 20-25% humidity, after completion it is where he wants it, floor has not returned to its original state, is usable. The cupped edges are substantial, gym teachers should not put students on the floor if they feel there is any possible liability.

Had a couple of roof leaks, CT Mason will fix. Three locations still leaking. Still has not showed up to fix these areas, he has been notified several times a day that he needs to show up.

Richard mentions the drainage issue. In the old science wing, now utility rooms, it is below grade, surface ground water is coming in. A sump pump will be installed here. The concern is exterior grading on the west side of the building. Langan Engineer has been put on notice. Exterior grading done by Xenelis is not going to be the finished grade., water comes off the roof, no gutters and positive drains. Council was looking at these items on their tour today, look up the hill there is no topsoil. At the back of the auditorium building there is a swale that goes to a drain. Langan needs to come up with a system that Xenelis can execute to get the water away from this building. Langan is subconsultant to Newman, needs to have some responsibility to this. Do not pay Xenelis on this list tonight. Richard advises we should not be responsible for this water damage. This should have been watched by the designer. Tony mentions the three options that were presented last week to address the water issue.

Per Richard, the position that the Town should be taking in this particular case is that all of this exploratory work is good, but the Town should not be responsible at all. Michelle has put our insurance company on notice as a courtesy, we have no intentions of filing a claim against our policy for any of the water damage. This should have been watched over, either in the design or installation, this is ridiculous that we have to deal with this.

One last comment from Richard, there is a zero tolerance for water at this location, none is acceptable. One issue brought up today is whether the window systems were installed properly. The construction manager feels they were, however, they were caulked on the inside, Council wants this reviewed by design to make sure it complies with the manufacturers guidelines. On the exterior there is no caulk between the aluminum frame of the window and the brick. Per Richard, he wants the Construction Manager to verify the windows were installed per specs and that windows are not causing this problem.

Second roof inspection by Newman Architects, listed all his corrections that he thought should be made. Turner has sent a letter to Greenwood on behalf of the Town to put them on notice they are not in compliance with their contract documents, they installed their roofing system per Firestone's documents. Firestone has inspected, and they need to fix multiple items that are not in compliance in order for the warranty to apply. David Klein from Greenwood is disputing the items. Advised HVAC units are leaking, and they

are not his responsibility. Michelle advised him that he needs to address these issues. All of this information is going to Jeff Donofrio.

Construction:

Progress to date:

Construction Schedule:

- Elevator #2 – material ship date is 3/28/10. Electrical work and carpentry completed.
- Spray Booth – Michael Scott reviewed again on 2/18/10, and will issue sketches with resolution
- Electrical requirements for Theater Arts Room – Erik has not seen the design yet- cannot get these from DTC.
- Final fire alarm inspection was completed with Fire Marshal on 3/13/10.
- Breeching Support – calculations submitted to BVH for review. Will be installed during April vacation
- Test wells by Lagan in progress – test wells being drilled between Friday and today.

Just about wrapped up with punch list. – 75% complete

Close Out – getting closer to final numbers for contractors.

K&P Cleaning are ready for their final numbers.

Day Two Work:

- PCO-272 – waiting for costs from Ferguson
- PCO-273 – questions on pricing from Newman
- PCO-306 – work is being scheduled

Michelle asks Erik if Peter has responded on the falling roof debris in gym, no he has not responded, he has not seen anything, he is also waiting for the electrical design in the Theater Arts Room.

Bills to Pay:

Michelle advised that Jeff Donofrio advises we should not pay Newman Architects, we are waiting on them to do some work, Turner Construction has been approved, and spoke with Peter Zannis, he will work 8 hours per week, Jeff recommended hold payments to Xenelis Construction.

Dave makes a motion to pay:

K & P Cleaning	Application #: 3	\$ 18,522.50 (includes retainage)
SimplexGrinnell	Application #: 13	\$ 6,703.50
Turner Construction	Application #: 28	\$ 36,100.26

Motion seconded by Chris, approved unanimously.

Other items are just FYI

Minutes from 3/8/2010 meeting, motion made by Tony to approve the minutes, motion seconded by Dave, approved unanimously

Adjournment: On a motion made by Tony Sidera, seconded by Kirk Engstrom, the meeting adjourned at 10:00 p.m.

Respectfully submitted,

Janet Canning  
Clerk