

PERMANENT PROJECT BUILDING COMMITTEE

**Town Council Chambers
North Branford Town Hall
Monday, April 12, 2010**

MINUTES OF REGULAR MEETING

Vice Chairman Steve Whalen, called the meeting to order at 7:07 p.m.

Roll Call: Steve Whalen, Jack Krasko, Al DeRosa, Tom Bailey, David McMahon, Chris Manna, Carolyn Candelora (arrived late)

Absent: Anthony Sidera, Kirk Engstrom, Carol Davidson

Others Present: Michelle Knockwood, Purchasing Assistant; Bob Hull, Libraries; Bill Choti, BOE; Larry Secor, Nafis & Young Engineers; Keith Goldberg, Arcadis; Mark Hopper, Schoenhardt Architects; Michael Scott, Newman Architects; Erik Bengtson, Turner Construction Co.; Richard Branigan, Town Manager; Joseph Vita, resident; Joanne Wentworth, Town Council; Anthony Candelora, Mayor; Brian Oblon, Pinnacle One; Scott Schoonmaker, BOE; Anthony Esposito, Finance Director; E. Robert Gregan, Landscape Architect

Citizens Statements: None.

NBIS Renovation and Expansion Project

North Branford Intermediate School Staff Concerns
No staff concerns at this time.

Purchasing/Operations

Contractor Allowance Summary Sheet – updating the allowance summary sheet

Recommendation Letter Log – attached

Potential Change Order Log – open items only

PCO'S

PCO's approved by Jack Krasko-none at this time

PCO's for Building Committee Approval

LR-245/PCO-314: Credit from AAIS for change orders previously issued with incorrect labor rates – PCO-014, 022, 028, 029 & 108. (\$5,282.00) All beginning labor rates were based off of what was in their contracts, we finally received the wage rate breakdown, and the rates were adjusted accordingly. Jack made a motion to approve, seconded by Dave. Approved unanimously.

LR-246/PCO-107: Temporary work needed for the cafeteria swing space. \$11,557.00 . Change order consisted of a lot of temporary piping. Anthony Esposito questions the charge, Erik and Larry advised what the electrical connection cost was, as well as the mechanical cost. Jack made a motion to approve, seconded by Dave, approved unanimously.

LR-247/PCO-112: NA ASI-047: Structural changes for roof top mechanical units at existing Area E, per SSK-047 & SSK-048 dated 3/18/09. \$32,107. When the existing deck was opened up the existing steel had to be increased due to the weight of the units on the roof. Had to increase the load bearing strength of the steel, additional steel had to go in. Michael from Newman Architects advised that heavier units were used, lighter ones on the plans. Jack questions why heavier ones were used, was it an architectural problem? Michael will check into this, he assumes the units were accepted based on overall criteria. Michael Scott will check with Jim Fox and Peter Horton on this issue, and get back to the Town Manager on this issue. Jack made the motion to approve this, seconded by Dave with the reservation on approving it, weight and additional steel should have been taken into account by the architect, all opposed.*

LR-248/PCO-152: Overtime costs for M. Frank Higgins. \$1,760.-this change order, as well as the next two have to do with the smaller contractors, in order to meet the deadlines we had to use the overtime fund. Motion made by Jack, seconded by Dave, approved unanimously.

LR-249/PCO-152: Overtime costs for Atlantic Masonry. \$514.00-motion made by Jack, seconded by Dave, approved unanimously.

LR-250/PCO-152: Overtime costs for Xenelis Construction. \$917.00 – motion made by Jack, seconded by Dave, approved unanimously.

LR-251/PCO-160: RFI-203: Ventilation Requirements for the FM-200 System. \$1,004. This change order has to do with Room B213, the main server room. The manufacturers recommendations were not followed. Something that was not in the bid documents, that was installed, an oversight in the documents. Jack is aware of this, not acceptable. When you put in a halon system, the room needs to be sealed. Need to discuss this with the architect. Jack made the motion, seconded by Dave, all opposed.*

LR-252/PCO-261: Run separate water line to steam oven in kitchen: Tkt: 4562 dated 4/23/09. \$321.00 Specs required (2) lines be run, only (1) was on the documents. Motion made by Jack, seconded by Dave, opposed unanimously.*

LR-253/PCO-310: Provide elevator #2 access to 3rd floor stop in storage room C210 (day two work). \$7,808.00. This is below what Erik estimated. There was no cost from the drywall contractor. Jack made a motion to approve, seconded by Dave, approved unanimously.

LR-254/PCO-311: Provide tinting film at gym windows, south elevation (day two work). \$3,918.00 This work has not been performed and will not be unless approved by Committee. The teachers have concerns about the sunlight in the southerly windows, including the port hole windows, it is a glare issue, you can see in the locker room from the gymnasium if the shades are not drawn. Jack made a motion to approve, seconded by Tom, approved unanimously.

LR-256/PCO-325: Generator testing – cost from Ferguson and Cummings for 2nd test due to low fuel in tank during 1st test. \$2,780.00. Fuel ran out on second test. 1,000 gallons were purchased for a 2,000 gallon tank. They did the first test and ran out of fuel. For the second test 1500 gallons of fuel were purchased, ran the test and there is 1,000 gallons left in the tank. Larry feels there should be no charge. Ferguson blamed Turner for not getting the right amount of fuel. Ferguson should be responsible. Bill Choti is going to get the ticket to show how many gallons of fuel were delivered. Some think we received 300 gallons instead of 1,500 gallons. Larry advises we need to obtain more information on this. Al advises that someone needs to answer for this. Bill Choti questions who has the domain over the generator, FEMA Homeland Security, or the Board of Education? Who is to put fuel in the generator? The schools emergency lighting is on this generator. To date BOE has put in 1800 gallons of fuel in this tank. We need clarification, BOE or the Town. Bill needs to purchase a maintenance contract in order to satisfy the building department in order to obtain a final CO on this project. Jack made a motion to instruct the Town Manager to ask the Town Council who is responsible for the maintenance and upkeep of this generator. This was seconded by Al, approved unanimously. Motion to approve this change order made by Jack, seconded by Dave, opposed unanimously to approve the change order.*

*these items are on Larry's list, feels they are due to architect error

Construction:

- Should be getting the elevator parts this week, Tuesday or Wednesday. Should take a week to a week and ½ to install.
- Requirements for the spray booth have been received, Michelle advises no, she has not heard back from Peter Horton. Michelle will check with him. The old spray booth is going back. The cost for the new one is \$3,420. We will receive a partial credit for the first one. Back charge Newman Architects for sizing the first spray booth incorrectly. *And the new one will be replacing that. Michelle advises there is paperwork on this for their review.
- The electrical requirements for the Theater Arts Room have not been received yet, Erik advises he should have these by Wednesday. Don't know what the price will be, if it is under \$5,000. Jack can approve. Michelle asks what is the time frame once sketch is received? Will give it immediately to Ferguson, advising them we will need it ASAP.
- Breeching Support- will start on Monday
- Survey by Xenelis is completed. Waiting to hear from Langan.
- Landscaping punchlist is in the process.

Richard mentions that the island by the parent drop off needs to be regraded, make sure there is top soil in there too.

- Hill cleanup is scheduled to begin tomorrow, or Wednesday, and will take 2-3 days to seed and put in topsoil.

Richard wants someone to look at the topsoil that is brought in, make sure there is no stone or glass.

Last Thursday there was a meeting regarding the water issues at the school. Erik has made a matrix that monitors and tracks what is going on. Listing the location, what the problem was, what the fix has been. This is being sent out to the design team tomorrow. Newman Architects and Nafis and Young have been designated to be present for an inspection and test. The majority of the items listed have been issued and addressed. Greenwood has (1) item outstanding. Conn Mason has (1) item outstanding, #15 on the matrix. The caulk joints installed by the mason were not properly sealed, they will be recaulking horizontal caulk joints to correct this. This is not causing the leak, but it was not installed properly.

The mason contractor was onsite last week. He repointed the chimney, the cost for this is \$2,000. Jack asks who approved that? This was in discussion with Richard Branigan and Erik. Jack, why wasn't it fixed free? Erik advises it was never included on a contract for that chimney to be repointed. Jack discusses that the work was done prior to being approved, so as of right now the Building Committee has no liability to pay that bill. It was never brought to them. Erik advises it was in between meetings, Jack advises he can always be contacted by cell phone. Richard advises that he was less concerned about who was paying what, more concerned about solving the water problem. Jack advises that is a matter of protocol. Erik advises next time he will call Jack.

The mason came out and fixed the flashing on the cavity wall in Choral Room F115

Advanced Performance Glass, had the most outstanding items. Item #19 on the matrix, is repairing the intersections where water is allowed in. Richard asks Michael if this list is all inclusive, Erik responds that he has not given it to Michael and Peter. Larry advises this is a design issue, discussed previously with Newman Architects, everyone agreed to the mock up. Richard asks how much longer until the windows are done, Erik advises the end of next week.

Previously there were three solutions listed that Newman Architect brought to the Board. Al asks how the drawings are coming, according to Michael they should be done by Wednesday. Richard mentions item #20, in addition to the swale and berm there was to be additional drainage contemplated against the building, can you look at that and see if we can get positive discharge. Xenelis did the initial survey work. The Committee questions did they do the old gym floor? Erik advises that due to rain they were not on site. Erik advises we can shoot it tomorrow, Erik will get it done.

Richard asks that Erik make that one change under Item #23 that Michael added, make another version of this and send it to him tomorrow so he can pass it on to the Building Committee. Also, change Item #20

Day Two List

Only new one is #7 – Dust collection system in Tech Ed room – Peter is drawing this up. Erik will send out email once it is received.

Michelle asks Michael about signage, it is next on DTC list.

Larry discusses the letter that was submitted on his contract – Steve advises we can discuss this in detail after the bills are discussed.

Steve asks if Bill has any concerns, he advises that he does have concerns on the water issue. The roofing contractor followed the warranty for Firestone, not the design for the building. Two roof inspectors have to come back to inspect the repair work, one from Newman Architect and one from Firestone. Michelle spoke with David Klein from Greenwood two or three weeks ago. What Firestone requires them to do is not what the contract documents stated. We purchased more from them in the specs than what Firestone mandates them to do. He is not doing what is in his contract. Greenwood is responsible for roof repairs for the first 2 years, then Firestone takes over after that. Erik advises that he will have Bruce give Mr. Kline a phone call on this.

Dave makes a motion to approve the following bills:

Advanced Performance Glass	Application #: 16	\$ 4,944.75
Conn Mason Contractors Inc.	Application #: 19	\$ 57,699.20
S.G. Milazzo & Company	Application #: 21	\$ 24,402.25

W.J. Mountford Company	Application #: 9	\$ 64,397.65
Turner Construction	Application #: 29	\$ 36,999.78
Xenelis Construction Co. Inc.	Application #: 21	\$ 38,166.55
Ciulla & Donofrio, LLP	Invoice #: 13428	\$ 900.00
Eagle Environmental, Inc.	Invoice #: 8125	\$ 275.00
Clean Sweep Restoration	Invoice #: 2010-03-06-1347	\$ 4,303.86
Nafis & Young	Invoice #: 206-10	\$ 4,526.00
Newman Architects	Invoice #: 17910	\$ 12,273.70
Newman Architects	Invoice #: 17926	\$ 17,059.93

Motion second by Al.

Michelle mentions that the item for WJ Mountford is their retention, once we pay this bill that is it for them. The second invoice for Newman Architects does not include subconsultants until we have a meeting with them.

Richard asks Mr. Chairman to note that the bill for Clean Sweep Restoration will be paid, but it is part of the water assessment and remediation, this one, along with others may get back charged to another contractor or consultant.

Above bills approved unanimously.

Letter received from Nafis and Young for additional monies:

This is a change to a change. Larry advises the last change received was through the end of March, since then numerous issues have been added in. Jack feels the money should be paid by the people that are delaying this work to be done. Nafis and Young should be paid, but where does the money come from? Richard asks if he can track his time allocated to various issues? Larry advises he has done this on his spreadsheet. Jack feels we should approve once we see the detail on this. Michelle advises that the PO to Nafis and Young is almost depleted, need to encumber now. Richard advises that there may be credits from contractors that have delayed the project, opportunity to recoup our portion of the expense. Jack made a motion to approve the money to Larry, subject to determination of who is responsible, seconded by Dave, approved unanimously.

Minutes

Only two regular members present, Jack made a motion to table the minutes, Al seconded the motion to table, approved unanimously.

Financial Report presented by Anthony Esposito, Finance Director

Synopsis on a monthly basis to the Building Committee

Already spent 32.3 million dollars, amount of retainage 1.1 or 1.2 million, plus any other costs. Working with Larry on this, will not know what the interest and borrowing costs

will be until November, good news is any money that comes in under the 36 million will be less money that comes into bonding in November.

Construction project is broken out on the report.

Smith Library, no activity this month, still locked in at the \$4.761

Atwater to date is at 2.7 million dollars, 1.7 million to construction so far.

Richard asks about NBIS, Anthony advises \$32.3 out the door, with 1.1 or 1.2 million in retainage.

Richard advises that the range for charge backs is in the \$250,000 to \$350,000 range.

Atwater Library Renovation and Expansion Project

Report and Action on the Library:

Keith advised where we stand today with the library:

- Inside the original building, all the painting is done, all the millwork trim is done.
- Casework in the technical services is being started
- Whole building is primed, tape is done, except for the bathroom downstairs
- Community Room is painted
- Ceiling grid is done in the entire building
- Now focusing on the accent tiles

Punchlist on the Outside

- Firestone came by on Thursday, picked up (4) items, once these items are done, will get a letter for the 30 year warranty.
- There are no water issues
- The outside will be painted Wednesday or Thursday
- Doing punchlist items for Hardy Plank—they came out again
- Joists on outside being primed

On the inside:

- Starting ductwork drops
- Light fixtures will start going in tomorrow
- Thursday permanent power will go in
- Trailer should be out by the end of this month

Al advises that all the flooring should be in before the millwork in case millwork is moved in the future, there would be blank spots

Outside

- Driveway curb is done

- Back filling and grading Mr. Helmrich's side, so the fence can go in
- Preparing for the patio in the front
- Preparing for the parking lot

No schedule issues, project going just fine.

Change orders:

#40 – at Owners meeting advised that the price has gone up for painting the Historical Society building, \$7,680.00. Would like to move forward on painting the building, would like to know if we will be painting the Historical Building or not. Richard asks would the Building Committee be willing to pay if the Town Council resolves to ask the Building Committee to pay for it out of the project, would the Building Committee be willing to do that, Jack advises no, the Building Committee would not be willing to pay. Jack advises that it is technically not part of the Library. Jack feels this should be part of the operating budget. Richard asks Michelle to remind him to bring it up to the Town Council, he needs a contingency transfer

#79 – the additional frame to enclose the roof drain pipe \$1,665.00 Jack made a motion to approve, seconded by Al, approved unanimously.

#80 – for additional supports, all railing sections are to have a “clip” on either end to be tied into the new millwork, the screw will go all the way through. \$347.00 Motion made by Al, seconded by Jack, approved unanimously.

#81 – front entrance, vestibule created, want to put sleepers and ¾” plywood so there is no step at all to raise the existing floor. \$ 786.00 Al made motion to approve, seconded by Tom, approved unanimously.

Next two items have to do with Mr. Vita's property.

#82 – stockade fence following North Street to the woods, 180 linear feet. Price is \$7,080.00

#83 – Water is ponding on Mr. Vita's property. This request is to supply and install a new yard drain at rear of parking lot (next to Vita property) \$3,500.

Mr. Vita is present, advises due to the grade of the parking area, the rain backed up and flooded his property. A drain of some sort would drain out or mitigate some of the problem. The water previously dissipated. Jack has walked his property. It seems the tree line is higher than Mr. Vita's property line. He is puzzled how the water even got through there in the past. It is considerably higher than our property. Richard was asked if the Town Engineer looked at this, no Kurt has not gotten back to him. Need to know what the previous topography was. Richard has advised that if we approve this Mr. Vita will still get ponding with a yard drain. Keith advises that the yard drain can only be set at 90”

with a control swale around it. Al makes a motion to send it to the Town Engineer for his opinion, seconded by Tom, approved unanimously.

Richard asks Mr. Vita if we need to go on his property to shoot some grades if that is okay, Mr. Vita gives his permission for this.

Back to the fencing issue, #82 – there will be a fence in front of the existing fence. The Committee decides to move on.

#84 – Concerns roof water control. The building presently has a trench drain system that goes around the building. There are no gutters. Keith obtained a price for gutters, \$28,864. These are not residential gutters. Jack and Al feel it should be left as is. Keith does suggest a \$2166 cost for Cosgrove to put the T's in with caps, and down the road if gutters have to go in, the T's will be there. There also is a price of \$1425 to replace a copper downspout, the one there is crushed and dented, Bob Hull suggests going with a brown gutter, actually (2) gutters. Both brown, blend in with the building. Keith is looking for authority, not to exceed number. Best thing to do is proceed and get okay from Jack. We are saying no to the \$28,864., and the \$2,166. items.

#85 – Supply and install new window sills at the base of (6) basement windows. \$1,384. PCV around 6 basement windows. They cut out the old sill, water is sitting on the sill. Keith states they have created a custom sill for upstairs, want to create sills for these 6 windows. One sill each, it is a custom sill with an angle. Motion made by Al, seconded by Carolyn, approved unanimously.

#86 – New collars to be installed for the columns at the main entrance. \$816.00 Mark explains that the smaller column touches the soffit, the collar was not large enough to cover the base plate, and the roof soffit did not clear underneath. Base plate of steel is exposed. This finishes the columns up to the roof. Al makes a motion to approve. Tom says it is a design flaw, Town should not pay for this. Mark will look at the detail. Tom advises to table it, Jack seconds this

#87 – Remove and replace complete ADA warnings strips at Smith Library. \$3,840.00 The warning strips have deteriorated. They would like to set a precast unit in there. Richard wants to know how many blocks at Smith Library, 6 locations need to be changed, where all the handicap spots are. Motion made by Al to approve, seconded by Tom, approved unanimously.

#88 - Replace ADA warning strips with precast at Atwater Library. \$960.00. Motion made by Al to approve, seconded by Tom, approved unanimously.

Richard advises that these strips may be on State contract. Maybe for Smith we should buy the pieces.

#89 –(5) Existing columns in the basement level are to be painted complete and remain. Replace with millwork surrounds to match other areas. \$3,788.00. After discussion with

Mr. Hull and Mr. Hopper, Keith advises they are going to leave them as painted and abandon this.

#90 – Additional framing for the handicap lift, the wall had to be made larger, did not propose it to the Committee previously. \$865.00 Should have been included with PCO 53, it was missed. Motion made by Jack, second by Al, approved unanimously.

Richard asks if these have been approved in advance. Jack advises no, the concrete was done for the lift, but Keith forgot to include the additional framing.

Back to the \$3,788. that was deleted, it has to do with the seminar room, CO 23. Propose to add cherry top to the new oak shelving units. The new furniture in these rooms has a cherry veneer. They want to maintain cherry veneer throughout the whole building. Want to put cherry cap on the oak shelves. Committee wants to get a price on this.

Keith explains they wanted to get input from the Historical Society on the landscaping, and the sidewalk that is going in. Mr. Gregan has a plan for the landscaping. We have accepted Alternate #3. Mr. Gregan took the drawing with all the utilities and pipes, and he came up with a plan for adding items.

Richard mentions that as part of the P&Z process Mr. Gregan serves as the landscape advisor. As part of the site plan approval for the project it was expected that the plans would be approved ultimately at the P&Z with Mr. Gregan's input.

Mr. Hull is bringing the proposal from the Historical Society, he is speaking on their behalf. The Historical Society proposes that the sidewalk be done in natural material, and not in concrete. They would like it to be done in some form of brownstone, and the stones be laid in stone dust. Would like the construction manager to go out and get a price for this, versus the stamped concrete that we have been discussing up to this point. Jack wants to know if there was a sidewalk there before, answer was no. They discussed eliminating the sidewalk, not sure if it will meet building code. The Historical Society also told Bob that if it could not be done in stone, it could be done in stamped concrete with the understanding that the color and pattern be done with their approval. The patio is being done in stamped concrete. The stamped concrete can be any color, and any pattern.

Mr. Gregan goes back to what was there originally. He wants to make sure it is safe and maintenance free as possible. Trying to keep it from the era that the house is from, it needs to reflect the historical aspect of the Beers House. Feels there should be a different stone that reflects the aspects of the building. A simple stone walk that comes off of the concrete and connects to the stone. Does not feel stamped concrete should go in front of a building like this, he would like the loose stone that was brought to the meeting, set in stone dust. Al asks what is the cost of the stone? Mr. Gregan is not sure. Al advises that the cost of the sidewalk is going to be outrageous. Al advises we need pricing. Asks Keith to price it out just the way they want to do it. Al requests that Keith obtains prices from other landscapers, as well as Cosgrove.

The other issue is that Mr. Gregan has taken the time to put together another landscape plan. He is not using the products that we have already. Alternate #3 will stay as is. What Mr. Gregan suggests:

- Three Trees along North Street, since there are no trees there
- Pear trees on the side
- Hedge around the patio

So the total will be adding 10 trees

Mr. Gregan advises that he has gone through the plant list, each item is wrong, the Town is wasting its money. Richard asked him to tweak the plan, not redo the whole plan. We have a goal to reach, to get it done with no delays. If there are plant materials that will be consumed by the deer, then bring this to our attention.

Richard advises to price out what Mr. Gregan has proposed. Mr. Greegan advises that 75% of Alternate #3 are prone to be eaten by deer. We should eliminate Alternate #3, and start over. Alternate #3 was a dollar amount, and a contract, we cannot pick and choose. Mr. Gregan advises that his plan would be cheaper. Al wants to know how long will this new plan take? Keith advises he will have to give it to Cosgrove, then he will give it to his landscaper. It is not only Alternate #3, it is the contract. But Jamie has not bought anything yet. This will take at least 2 weeks. The plants have to be available immediately. Mr. Gregan did look up the material at local nurseries, and they are available now. Cosgrove did a lot or work for us, they need to move on this ASAP.

Steve read a letter from Carol Davidson, Carol votes to proceed with Alternate #3.

Mr. Gregan has also advised that the plants/trees will not work where they are placed, because of where they are being placed with the underground utilities.

Keith advised that the understanding was to stay with Alternate #3, then get approval for the additional trees. Jack can approve up to \$5000.

Jack advises to contact him for the additional trees. Keith will continue with the way the contract is, make some adjustments, then add the additional trees, then discuss with Jack.

Jack makes a motion to pay the following bills:

Action Air Systems Inc	Application #: 7	\$ 33,994.80
R&L Acoustics Inc.	Application #: 5	\$ 74,042.71
WJ Mountford	Application #: 6	\$ 1,187.50
Pat Munger Construction	Application #: 7	\$ 11,282.90
Spectrum Floor, Inc.	Application #: 1	\$ 36,717.50
State-Wide Electric	Application #: 7	\$ 71,078.09
Ciulla & Donofrio LLP	Invoice #: 13428	\$ 281.25
MT Group	Invoice #: MTCT109189	\$ 310.00

MT Group	Invoice #: MTCT109878	\$ 798.00
MT Group	Invoice #: MTCT110068	\$ 483.00
Pinnacle One	Invoice #: 0315216	\$ 45,033.02
Cosgrove Construction	Application #:8	\$ 13,537.50

Second by Tom, approved unanimously.

Minutes tabled.

Adjournment: On a motion made by Jack Krasko, seconded by Tom Bailey, the meeting adjourned at 10:17 p.m.

Respectfully submitted,

Janet Canning, Clerk