

TOWN OF NEWINGTON
TOWN HALL RENOVATIONS PROJECT BUILDING COMMITTEE

REGULAR MEETING MINUTES


Town Clerk

July 22, 2020

Zoom Event, Originally Scheduled for the Town Hall Lower Level, Room L101

- I. Call to Order – Chairperson Joe Harpie called the meeting to order at 5:01 PM.
- II. Roll Call – Members present (via Zoom): Joe Harpie, Chairperson; Gail Budrejko, Chris Miner, Anthony Claffey, Rod Mortensen, Ed Murtha and Don Woods. Others participating: Frank Tomcak, Downes Construction Company; Tom Arcari and Chris O’Neill, Quisenberry Arcari + Malik Architecture; Graham Curtis, DTC (Project Engineer); Mark Schweitzer, Colliers International; Paul Boutot, Chief Information Officer; James Krupienski, Town Clerk; and Jeff Baron, Director of Administrative Services.
- III. Approval of Prior Meeting Minutes –Mr. Murtha made a motion that the minutes of the June 24, 2020 meeting be approved as written. A second to the motion was made by Mr. Miner. The motion then passed by a vote of 7 YES to 0 NO.
- IV. Public Participation – Sue Mazzoccoli, 129 Harris Drive, thanked the Committee for preserving Mazzoccoli Way.
- V. Project Update – Presented by Mr. Tomcak. He began by presenting a financial summary of the project. It showed change order requests approved to date totaling \$912,709.55. If the Change Order Proposals (COPs) he is requesting action on this evening, along with the other approximate cost COPs, are approved, he shows the Construction Manager’s remaining contingency will be \$288,633.38, and the remaining Owner’s Contingency to be \$44,112.58. The Total Project Budget is \$30,473,761. One change, for the fiber optic network (for \$176,556.88), has been taken out of Capital Improvement Plan (CIP) funds.
Mr. Tomcak then presented his schedule update. These items included work completed, work in progress, work to start, and other critical items/milestones. Work completed included the elevator, which was certified by the State on July 15th; receipt of a Temporary Certificate of Occupancy (TCO) on July 15; receipt of a certificate of substantial completion on July 15th; the balance of the flooring within the Community Center; the balance of the accessories (such as chair rails, toilet accessories, fire extinguisher cabinets, and interior signage); systems testing (such as the fire alarm, plumbing, the vault, lighting, and standby power); and site improvements (such as the final pave, signage, line striping, and site furnishings) – Mr. Tomcak was pleased that members of the Mazzoccoli family were happy with how Mazzoccoli Way turned out.

Work in progress consists of completing the taping and painting of the underside of the canopies; completing the hand sink relocation required by the Health Department in the Parks and Recreation Department kitchen (the TCO excludes the kitchen); gym lighting (they are working to get the overhead lighting done); the balance of the Change Order work (such as the mail room cabinets); and the balance of the open punch list items, which are assigned to the responsible sub-contractors to complete upon receipt by the Construction Manager from the Architect.

Work to start includes the exterior signage (this is wrapping up – it will be installed on the east side only at this time); stair 2 rubber (the material to finish the flooring is scheduled to be shipped from Rhode Island the following day); the Town Hall panel partitions (scheduled to ship on August 17th); the gymnasium floor finishing (this includes sanding, taping, and seal coating – the bleachers are at the factory in Michigan but may end up being stored on site prior to installation); hydroseeding (at the end of August); the gymnasium and Community Center panel partitions (scheduled for September); and the phase II abatement and demolition.

Under other critical items and milestones, Mr. Tomcak stated that these included expediting the balance of any remaining work from phase I (the Parks and Recreation kitchen and the gymnasium); and the post move-in work to remain and complete (such as the stair 2 rubber, the panel partitions, and expediting any other deliveries).

Mr. Tomcak then presented the fourteen COPs he was requesting action on at this meeting. These include #228, additional support for wood canopies (this is to add support cables at the ends), for \$2,360.00. ; COP # 230, feeder repair (this was done as an emergency repair, and later became a sensitive issue, this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #245, expedite mill work and electrical work in the Community Center on June 16th (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #247, credit for the 6" wall base originally specified, of (\$793.00); COP #250, expedite hardware and fire alarm wiring on June 25th (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #254, feed power to the unit heater in the main water room, for \$1,932.33; COP #255, add traveler cable for the camera and card reader in the elevator, for \$5,353.00; COP #256, line striping for eight badminton courts, for \$7,198.00; COP #257, provide two new whiteboards for the 2nd floor conference room, for \$635.00; COP #260, credit wood door for the 2nd floor storage room, for (\$538.75); COP #261, provide metal base for gym lockers (to get them off the ground), for \$1,269.00; COP #262, relocate main fence gate for binder prep/placement, (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #264, provide speak throughs at the Human Services lobby for the public to communicate with the receptionist, for \$1,561.70; and COP #272, replace hardware at the main switchgear room, for \$2,315.52. The total of all these COPs is \$21,292.80.

Mr. Claffey asked about COP #255. Was this required by the change in the elevator or was it missed regardless of what elevator it went in? Mr. Tomcak responded that it wasn't specified in the elevator. Mr. Arcari added that the tracking cable that was installed was an amenity. It provides wiring for the card reader equipment that was

needed. Mr. Schweitzer stated that he was tracking this as an owner request. It adds to the function of the elevator. Mr. Boutot added that there was always an intent to have a card reader in the coach of the elevator. Mr. Arcari also added that it was an asset to the project and any premium charged for it would be discussed at a later date. Mr. Harpie concluded discussion on this COP by stating that when the project went out to bid, the Schindler elevator was cheaper, but the specifications for this item did not follow. Mr. Claffey also asked about COP 254, were the feed wires missed or not in the scope of work? Mr. Tomcak replied that the unit heater was specified, but there was no wire to the unit heater. Mr. Claffey then asked if it was installed by the subcontractor even if there was no power present? Mr. Tomcak responded that he had made it very clear in the Guaranteed Maximum Price amendment that he was not responsible to coordinate between disciplines. They did try to identify what was not on the drawings. There were four bid addendums before the project began, but not everything was picked up. Mr. Claffey also asked about COP #261 and noted that these three COPs totaled about \$9,000 and came at the end of the job. Mr. Tomcak responded that he vets the changes with the subcontractor when they come in, and that both Colliers and Quisenberry Arcari + Malik review change order requests as well.

Mr. Tomcak then discussed the order of magnitude/pending revisions. These included COP #s 34, 216, 233, 240, and 246, 248, 249, 251, 252, 258, 259, 265-268, 270-271, and 273-283. Mr. Harpie asked for an explanation of COP #258. Mr. Tomcak will void COP #265. Mr. Tomcak asked for a verbal go-ahead for COP #248, for additional exterior control joints at the cast stone panels. There is 150 linear feet to do. The price has come down. Mr. Miner asked if there was some manufacturer's assistance? Mr. Tomcak replied that this was built into the COP already. Mr. Miner asked if the manufacturer had accepted any additional responsibility or agreed to extend the warranty. He felt that needed to be done. Mr. Tomcak responded that the manufacturer's representative feels that the control joints should always have been there. Any credit was because Downes had concerns about aesthetics also, and had returned some product earlier in the project. There was no specification for control joint locations. Mr. Harpie will contact the other Committee members and will convey any consensus to Mr. Tomcak about this COP. Ms. Budrejko asked if this was a safety issue. Mr. Tomcak responded that it was neither structural nor safety related. It was a good time to do the work and to get the mason's work out of the way.

This concluded Mr. Tomcak's presentation.

- VI. Consider and Take Action on Change Order Requests— Mr. Miner made a motion that the Committee accept the COPs presented at this meeting for review and approval, the COPs from #228 to #272 (#s 228, 230, 245, 247, 250, 254, 255, 256, 257, 260, 261, 262, 264 and 272) totaling an amount of \$21,292.80. A second to the motion was made by Ms. Budrejko. There was no further discussion. The motion passed by a vote of 7 YES to 0 NO.
- VII. Consider and Take Action on Fund Transfers – Mr. Baron requested a transfer out of the Owner's Contingency and into Construction. Mr. Mortensen made a motion that the

Committee transfer \$21,292.80 from the Owner's Contingency account, account number 31110-9912, to the Construction account, account number 31110-9911. A second to the motion was made by Mr. Miner. The motion passed by a vote of 7 YES to 0 NO.

VIII. Generator – This was a presentation by Graham Curtis of DTC, the Project Engineer. It touched on three subjects, the generator, storm drainage, and a method to prevent individuals from climbing onto the low roof outside the gymnasium. No formal action was taken. Mr. Arcari opened by introducing Mr. Curtis, noting that there had been a lot of questions about the generator and its capacity. He had asked Mr. Curtis to speak about the design and the loads on the generator. Mr. Curtis said that he would speak about how his firm approached the process. There were no plans to have the building fully operational on the generator. What is on the generator and why is it so large? Mr. Curtis presented a table showing the 12 items that were on the generator. It includes the Variable Refrigerant Flow (VRF) heat pumps in freeze protection mode, which constitute a potential draw of 415 kilowatts (kw). That is why the generator is so large. A lot of the Information Technology (IT) equipment is included. Not all that is on the generator will work simultaneously. Could more be added to the generator? The load will come down as units start up. They will model the building to determine what we are actually seeing. The air conditioning mode is actually less (than heating). The Town will want to operate the building to see what the capacity is. A load test was performed but there was not much load running. The generator is more than adequately sized to handle the life safety items found at the building. He expects the actual load to be less. Mr. Miner stated if the cooling side was on 100%, most of the heat pumps are on the generator, but not the controls. Is the freeze generator on? Mr. Curtis responded that the heat pumps were wired, the IT equipment is on, the rest is not. Mr. Claffey observed that the generator is not there to run the whole building. It is there for emergency use. Mr. Boutot added that the IT rooms were not part of the base and had to be added. Mr. Curtis stated that there was quite a bit of growth in IT equipment. Mr. Boutot stated that in the IT rooms, all outlets and the emergency generator racks were not on the generator and the Town was charged every time it had to be changed. Load had to be added. He had identified what was to be included. At the beginning of the project, that is where we identified that all the outlets in the telecommunications rooms were not on the emergency generator, and then we found out that the power serving the equipment racks was not on the emergency generator. That was added for those locations and we are still going through that right now with Newington Community Television, and the channel gets charged every time that comes our way. When it is mentioned that the vendor came out and did a load test on the generator, on the day of the test I was outside with them. They basically said that when they hooked the generator up they only had a 20-amp load on that particular generator, and we had to put 740 amps of load on in order to put it under load. Mr. Curtis replied that there wasn't much load. It is a very efficient building. He doesn't disagree that there was only 20 amps on the emergency circuits. That is why they had to bring in a large load bank to test it out. It is a big generator, obviously.

Mr. Harpie asked what is the preference of the Town historically to have on the generator, to have greater parts of the building lit, rather than 25%. Mr. Boutot replied that, at that particular time in the project, he had limited involvement, but he will just go but what he does know, that the initial part of the project started out with another

gentleman, Steve Gendreau, that worked for Graham Curtis' company. Before he left there was discussion between Mr. Langdon and Mr. Gendreau, at that time, about having the building be powered by the emergency generator in order to function during emergency operations to run regular Town business. At what point that deviated from that particular sizing, Mr. Boutot did not know when that change came up. He was not involved in the project at that time. All he looks at are the interests of the Town when he did get involved, to try to determine that we were getting what we were paying for and that the design aspects included life safety areas. We identified areas that may have refrigeration. We looked at whether emergency generator power was there so we wouldn't have spoilage in Human Services. For example, those locations that had refrigerators were installed on the generator or we would have lost food or perishables in those particular locations in Human Services. We have certain life safety areas with code requirements for the Town Clerk's Office vault. For that particular location it requires that they have circulation in order to keep those records compliant with State of Connecticut records retention standards. Mr. Boutot was not sure when those things were pulled out. Mr. Harpie then asked, going back to Mr. Claffey's inquiry, how would Mr. Boutot view the status of what is on there now versus what could be a preference of the Town to add if possible. Mr. Boutot responded that he views it as if you want to say whether the whole building is on or whether you are able to conduct business, he thinks they are two different things. If you had an emergency event right now, what has been adjusted so far in the project is the data rooms have been put on the generator that were not on originally, and we have some offices that had emergency outlets. We do not have a major part of the building where, at a minimum, you would think you would have emergency outlets, say a set or least a series of them for each department. So, you could go over and say, at the public counter in the Tax Collector's Office, and then maybe a secretarial or administrative position so that way even with minimal staffing you can maintain operations. Some areas where you might want to function within conference rooms, where then employees work with laptops or things of that nature, so you could strategically place outlets throughout the building to accomplish functionality as far as maintaining operations until the emergency passes and then hopefully, moving forward, we can find that kind of capacity. Mr. Harpie asked Mr. Curtis if that worked under the scenario he was laying out where there would be two meters read from EverSource. Mr. Curtis responded that ideally, we will see what the actual use will be. There would actually be three meters, each for certain parts of the building. We originally had 50% of the building. We are up to 118 now, he is sure we could add more, if the math would work. Now that is the problem. In reality there are things we can adjust, the controls, what you actually put on the generator, operations. Mr. Harpie then asked what type of time frame would Mr. Curtis think, based on his experience with the things we would be looking at, to come up with either some sort of trade-off or addition to the areas? Mr. Curtis replied, hopefully by the end of next month, by August 15th you will be in the building, using it, and be under load. We will have a pretty good feel for how much power you are actually using compared to the theoretical capacity.

Mr. Arcari added that the real challenge is in regards to the VRF heat pumps. The heat pump load in max heating scenarios is what really taxes the size of the generator. There is, in theory, about 600 capacity so, outside of these heat loads we are always going to show a significant amount of capacity. He thinks, ideally, the scenario would be

to get in the heart of winter and do a second evaluation and identify what is the actual usage on most days, peak days, then establish how much could we really push on the capacity of that generator. Mr. Harpie then asked, to go to Mr. Boutot's point that there are two silos here, one on the business side, which is the operation of the building apart from certain limitations presently on the generator, and on the other side is, as Mr. Claffey points out, what most people think of as the function of a generator and for what it was designed. Mr. Harpie is not saying either one is wrong or right, but he thinks there is some room for negotiation in terms of how we can plot this. The more history we can get on this situation, the better. As to the 25% of the full lighting system, is that plugged in as an industry average? How did we get to that? Is it a standard? Mr. Curtis responded that most people use task lighting and computers, they don't run a lot of field lighting. He thinks you could work around that pretty readily. Mr. Harpie asked when you say work around it, do you mean to add to it? Mr. Curtis replied that if you had 25% of the lighting, and you have task lighting, it is fairly standard, operationally, how that would work out. Mr. Harpie asked how the Town would explore a plug in, an additional situation on the business side. Mr. Curtis responded that there is a light load that is LED lights. If you look on the list it is about 15kw. It is mild. It would only be, theoretically, 25 additions, worst case, and if you only did half a load it would be 15 additions.

Mr. Harpie stated that what the Town is saying is that what they are considering for future use, how much does this load mimic the original energy source in that building. How many things can mimic it to the satisfaction of the Town on the business side? We can argue or disagree on this but it is obviously important to the Town or they wouldn't keep bringing it up. He thinks what we have to do, he would ask you to continue this type of cooperation, with Mr. Curtis involved if he has the time. Mr. Curtis responded that for an engineer to design a building and then see how it really works, he is intrigued to see what the reality is. They also modelled this for the rebate, so they have a lot more information on how the building can operate. It is supposed to be a very efficient building. He thinks it is 35-40% below comparable buildings, so he will be intrigued to get that information and see how what you bought compares to what you actually saved. Mr. Harpie suggested that Mr. Curtis, Mr. Boutot, and Mr. Arcari work together to look at the history of the building and come to conclusions as to what can be stepped up to reach what the Town is looking for. Mr. Curtis stated that when you read the meters on or around August 15th, by late August you should know how much draw exists for the heat pumps. You will see if what they are drawing is more efficient. Mr. Miner asked, on the VRF system, if the 415-kw draw was from a dead start in a cold building? Mr. Curtis responded that it was. Mr. Miner followed up that in the reality of operation, the units would not be starting from a dead start. That was his general understanding of the system. It was never the Town's intent to be 100% operational on a generator. Hopefully the Town can bump up some areas to be more user friendly. Mr. Curtis agreed that he had never planned for full operation. Mr. Harpie added that if the 415-kw was at 75%, if it was below 75% could they tweak some other areas? Mr. Curtis responded that they could. Mr. Arcari asked, if the capacity was found to pick up most of the lights, was it simpler to connect to the main service or was it simpler to add circuits? Mr. Curtis responded that he would go the most cost-effective way. Mr. Miner felt that would be the easiest way to handle it. Mr. Harpie stated that the Committee would rely on these three gentlemen to have those discussions and develop a strategy.

Mr. Miner noted that the original consideration was for solar panels on the gym. He asked if Mr. Curtis had any experience with an owned solar voltaic system with stored circuits? Mr. Curtis responded that he had talked about it but had never implemented it. It is theoretically possible.

The Chair then asked about the storm and sanitary sewer conditions that led to flooding in the new building on July 3rd. Mr. Curtis stated that the building drainage was a temporary solution, and that it was designed for a ten-year frequency event. The Town experienced a fifty-year event. He can talk with Downes about what risks make sense. Mr. Miner added that Downes had already taken steps to reduce the amount of water entering the storm sewer system. Mr. Harpie asked about re-sequencing the demolition of the old Town Hall. Mr. Tomcak responded that Downes could check into options to see what they are. Demolition is scheduled under an October timeframe. Mr. Arcari added that the temporary situation may work well during warm weather, but the Town can't take life safety matters for granted. There is a need to reconnect the storm sewer line so there are no life safety issues on Mazzoccoli Way. He is not sure what the solution is, but life safety will have to be considered.

On roof access at the low point near the gymnasium, Mr. O'Neill presented an Artic Climb product. Mr. Arcari stated that this was still being explored. It can be installed at the top of the roof edge. He doesn't want to perpetually hurt someone, as that would be a potential liability issue. You could also put in a rail. Mr. O'Neill noted that this product shouldn't hurt you. It would make one uncomfortable if you tried to traverse it. Ms. Budrejko asked if the material would just be around the perimeter and what the estimated cost would be. Mr. Arcari responded that it would be placed around the roof edge in areas that are low, just around the wall. Mr. O'Neill added that no cost had been obtained yet. Mr. Miner stated that it is about safety and esthetics. He felt that it would not prohibit anybody for getting on the roof. He also likes the idea of a roof screen. Mr. Harpie thanked the design team for getting on top of this. Mr. Harpie also requested a timeline for the generator issue from Mr. Arcari.

IX. Any Other Business Pertinent to the Committee – None.

X. Public Participation – None.

XI. Comments by Committee Members – Ms. Budrejko asked if Downes anticipated major issues with the abatement. Mr. Tomcak replied that he hoped that they didn't have any major issues. They have allowances. They won't know until they get into the demolition phase. After the next six to eight weeks they will have a better idea. Ms. Budrejko asked about demolition. Mr. Tomcak responded that after abatement, the Police Department Building has to be separated from the old Town Hall. Then the old Town Hall would be demolished. Some wrecking equipment will be used to munch up parts and pieces of the old building. Mr. Harpie stated that, now that the building tour was complete, he sensed energy from the community, with optimism and potential for the future.

XII. Adjournment – the meeting adjourned at 6:43 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron,
Director of Administrative Services