

TOWN OF NEWINGTON  
TOWN HALL RENOVATIONS PROJECT BUILDING COMMITTEE  
SPECIAL MEETING MINUTES

October 21, 2020

Zoom Event

*John O. Harpie*  
Town Clerk

2020 OCT 22 PM 4: 03

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NEWINGTON, CT

- 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; Chris Miner, Anthony Claffey, Rod Mortensen, Ed Murtha (participated at 5:03 PM), and Gail Budrejko (participated at 5:10 PM). Others participating: Frank Tomcak, Downes Construction Company; Chris O’Neill, Quisenberry Arcari + Malik Architecture; 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. Mortensen made a motion that the minutes of the September 30, 2020 meeting be approved as written. A second to the motion was made by Mr. Miner. The motion then passed by a vote of 4 YES to 0 NO.
- IV. Public Participation – None.
- V. Project Update – Presented by Mr. Tomcak. He began by presenting a financial summary of the project. It showed a total anticipated Guaranteed Maximum Price of \$28,729,927.85. 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 \$210,248.11, and the remaining Owner’s Contingency to be \$37,024.34. These amounts include give backs from the Construction Manager’s Contingency to the Town’s Contingency of \$40,000. The Total Project Budget is \$30,473,764.08. Mr. Harpie asked if this number included the combined contingency amount and retainage? Mr. Tomcak replied that it did.

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 stair 2 rubber (this work is substantially complete, although there are some missing stair noses); hydro seeding and sod placement/phase 1 plantings, primarily at the north and south ends of the building; gymnasium wall padding/floor base; and the gymnasium turnover (the Construction Manager is still chasing down the retrofit for the door divider, which will be provided at no additional cost to the Town).

Work in progress consists of the remaining Owner/Architect’s punch list items (the Construction Manager is down to about twenty or so items, plus items from the Town’s list that would be additional cost items, which they are working on pricing for); approved change order work; and phase 2 building demolition (men are taking down the

chimney on the west side of the old Town Hall by hand during the course of this meeting).

Work to start includes the police department exterior veneer (new framing and masonry veneer on the police department building).

Under other critical items and milestones, Mr. Tomcak stated that these included the balance of the phase 2 activities (sitework, concrete, masonry, paving and landscaping – the Construction Manager is trying to avoid winter weather challenges).

Mr. Tomcak stated that there had been water in the building near the south side entrance. They peeled back the stone, addressed the waterproofing, and re-sealed. There was also a small amount of water in the gymnasium. The Construction Manager has ruled out the roof. It is most likely a roof drain piping cleanout. This is in the southeast corner of the gymnasium. Mr. Mortensen asked how much water there was and at how many locations? Mr. Tomcak replied that it was a small leak that resulted in a 3"-4" diameter puddle. Mr. Mortensen noted that the gymnasium had been used over the weekend and that there was a possibility that this could be from a water bottle. Mr. Tomcak replied that Downes Construction was performing due diligence from their end. Councilor Budrejko stated that there was mud in the photo that she saw, so she was doubtful that it was from a water bottle. On the leak by the south entrance, she asked if this failure of the waterproofing was indicative of a larger problem? Mr. Tomcak replied that they were talking about a very small area. The air vapor barrier was also inspected. He sees this as an isolated incident. It was a small space where the water got in. Mr. O'Neill added that it was also a grading issue and that the area around the brick would be re-graded. Mr. Tomcak concluded discussion on this matter by stating that the landscaper has to make minor grading adjustments.

Mr. Tomcak then presented the ten COPs he was requesting action on at this meeting. These are #312, to expedite phase 2 abatement demolition (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP # 313, a credit for redundant storm drainage pipe for (\$9,573.03); COP #315, to remove/replace the cracked condensate tank in the basement (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #318, for phase 2 additional storm line (there is 220 feet of new storm line to install and 2 storm structures), for \$23,754.38; COP #321, phase 2 temporary wiring/lighting at the police department 3<sup>rd</sup> floor, (replacing some fixtures removed during abatement) for \$4,101.65; COP #322, phase 2 plywood at the police department parapet for air vapor barrier installation for \$1,513.00; COP #323, remove and replace the damaged beam detector in the 2<sup>nd</sup> floor conference room (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #324, to remove, relocate and stockpile a portion of the temporary fence for the school buses; (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #325, to provide low voltage controls for fan control in the art room, for \$1,595.80; and COP #326, phase 2 reconciliation of unspent Construction Manager's Contingency, for a credit of (\$20,000.00). The total of all these COPs is \$1,391.80.

Mr. Harpie asked how long the arrangement with the Board of Education for the busses was good for? Mr. Krupienski replied that it continued until the completion of the Town Hall Renovation project, including demolition.

Mr. Tomcak then discussed the order of magnitude/pending revisions. These included COP #s 251, 266, 300, 307, 308, 327, 328, 329, 330, 331, and 332. No action was taken. There was considerable discussion about COP #300, additional HVAC for Human Services refrigerators, currently at \$29,595.09. Mr. Mortensen will investigate further to determine what type of freezers, etc. are in this room. He questioned if air conditioning was truly needed in this space. The Chair stated that the Committee should get answers to the issues raised by Mr. Mortensen, think the matter through, talk among themselves, and then get back to Mr. Tomcak with direction. Mr. Schweitzer assured Mr. Miner that he was tracking this COP on the potential errors and omissions log.

Mr. Tomcak then presented the photos of the project that he had taken. There were four of them. All were of demolition activities. The first photo showed the demolition of the old Town Hall. The chimney was coming down now. The second photo showed the remnants of the elevator on the left side of the photo. Demolition is exposing the east end of the police department. The third photo showed that they were starting to unveil the west side of the new Town Hall as demolition goes past the chimney stack of the old Town Hall. The fourth photo was taken earlier in the day. The boom lift is being used to take down the chimney stack.

Mr. Tomcak said there were no new rejected COPs. The total project is roughly 90% completed. This concluded Mr. Tomcak's presentation.

- VI. Consider and Take Action on Change Order Requests— Ms. Budrejko made a motion that the Committee accept the ten change order proposals presented at this meeting for review and approval, the COPs (#s 312, 313, 315, 318, and 321- 326) totaling an amount of \$1,391.80. A second to the motion was made by Mr. Mortensen. Discussion: Mr. Miner asked if COP #318 (for the storm line) was due to the separation of the north end of the building? Mr. Tomcak replied that originally the project was going into a tunnel with two separate lines. They couldn't do that. There is a temporary tie in to the boiler room. They are adding a storm line. This way is a benefit to the project. The motion passed by a vote of 6 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 \$1,391.80 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. Murtha. The motion passed by a vote of 6 YES to 0 NO.
- VIII. Any Other Business Pertinent to the Committee – Mr. Harpie stated that Downes Construction had been collecting bricks, so that each member could have brick from the old Town Hall as a keepsake. Mr. Tomcak informed the Committee that a second time capsule had been found, encased with the cornerstone from 1950. Mr. Krupienski notified

the Construction Manager that he had received complaints from the public about construction vehicles parking in front of, and blocking, the ballot drop off box.

- IX. Public Participation – None.
- X. Comments by Committee Members – None.
- XI. Adjournment – the meeting adjourned at 6:00 PM.

Respectfully submitted,

*Jeff Baron*

Jeff Baron,  
Director of Administrative Services