

TOWN OF NEWINGTON

TOWN HALL RENOVATIONS PROJECT BUILDING COMMITTEE

2020 DEC -2 PM 3:07

**CORRECTED** SPECIAL MEETING MINUTES

  
Town Clerk

November 18, 2020

Zoom Event

**Corrections are in Bold**

- I. Call to Order – Chairperson Joe Harpie called the meeting to order at 5:02 PM.
- II. Roll Call – Members present (via Zoom): Joe Harpie, Chairperson; Gail Budrejko, Chris Miner, Rod Mortensen, Ed Murtha, and Don Woods. Others participating: Frank Tomcak, Downes Construction Company; Tom Arcari and Chris O’Neill, Quisenberry Arcari + Malik Architecture; Mark Schweitzer, Colliers International; Paul Boutot, Chief Information Officer; James Krupinski, 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 October 21, 2020 meeting be approved as written. A second to the motion was made by Mr. Mortensen. The motion then passed by a vote of 6 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 \$28,740,609.65. 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 \$151,187.15, and the remaining Owner’s Contingency to be \$26,342.43. The Total Project Budget is \$30,473,762.08. Mr. Harpie noted that this number included the combined contingency amount of \$177,529. Mr. Miner asked if there was any update on the State School Facilities Grant Reimbursement. Mr. Harpie responded that the Board of Education’s Chief Finance and Operations Officer and the design team had been working on that. They had provided the value management amounts to the State. Mr. Murtha asked what the total came to. Mr. Harpie replied that it was roughly \$1.5 to \$1.6 million. Mr. Miner stated that will come off the total cost of the project. Mr. Harpie also stated that it may be a while before the money comes in. It could be up to a year. It is his understanding that it has been approved by the State Bond Commission.

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 Phase 2 demolition (the old Town Hall is down and this work is substantially complete); the stair 2 rubber (this work is substantially complete, and

remaining material shipped on November 16<sup>th</sup>); and the Police Department temporary shoring (the reinforcement work that is in place on the east and south sides of the police building).

Work in progress consists of structural fill placement; and underground utilities (they will be working on the storm drainage next week). Mr. Murtha asked about the structural fill, how much was needed, what type, and where it was coming from. Mr. Tomcak replied that he did not know off the top of his head. He will respond back to Mr. Murtha. Other work in progress includes the remaining Owner and Architect punch list items. Mr. Tomcak prefers to refer to the Owner's list as a Day 2 list, rather than a punch list, as they were not items that were a part of the contract. They will be discussed in greater detail after the COPs have been considered. The final work in progress item was approved change order work (they put up the placards for the anti-climb spikes, they had some camera moves, and there was some work in the gymnasium).

Work to start includes the police department permanent reinforcement/concrete (on the south and east sides), and exterior framing/masonry veneer.

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 parking lot is critical. The Construction Manager is trying to get a binder course down by the middle of December. Mr. Murtha informed Mr. Tomcak that the State does not recommend that binder courses be applied unless the air temperature is over 50 degrees. Mr. Tomcak replied that he would go back and have a conversation with the asphalt plant. Ms. Budrejko asked what the best and the worst time estimates were for the parking lot. Mr. Tomcak replied that the goal was to put down a binder course by the middle of December, wrap up the project in the middle of January, and then return in the spring. Mr. Harpie noted that you could park on the area even if it was stone.

Mr. Tomcak then presented the six COPs he was requesting action on at this meeting. These are #300, to provide standby power to the Human Services' refrigerators (verbal approval had been given for this item previously, for \$6,000, this is for four dedicated outlets to a standby power source), for \$4,716.46; COP # 332, to credit a portion of the Construction Manager's Contingency to assist with the Town's budget constraints, for (\$20,000.00); COP #334, to relocate three interior cameras within the Parks and Recreation lobby for \$1,022.10; COP #335, for police department temporary shoring/new reinforcements (including some permanent reinforcement, new steel to connect the south wall to the floor slab), for \$25,635.18; COP #336, hollow metal frames for police department openings, (this is coming out of the Construction Manager's contingency, with no change to the GMP); and COP #337, off shift coverage for phase 2 demolition (this is coming out of the Construction Manager's contingency, with no change to the GMP. The total of all these COPs is \$11,373.74.

Mr. Harpie asked about COP #300. Have the refrigerators gone out again or has the situation been resolved? Mr. Tomcak responded that he did not know. Councilor Budrejko believed this was considered a temporary standby. Is that correct and how long is it good for? Mr. Tomcak responded that this was a permanent fix. It is for the electrical circuits. Another COP addresses the temperature concerns. Mr. Murtha asked if Mr.

Mortensen had checked these units? Mr. Mortensen replied that he had, the units couldn't be moved because it was a tight room. The coils needed to be cleaned. Mr. Boutot stated that Human Services had asked early on about distributing the units throughout the building. They were told that they all would go in the small back room. The heat loads are substantial and have an effect on adjacent areas. The coils were cleaned after Mr. Mortensen's inspection. They have a hard time keeping the units running. Mr. Murtha asked for Mr. Mortensen's opinion. Mr. Mortensen stated that commercial applications were designed for greater heat. The heat is affecting the air in other rooms. He doesn't know how it got that way or what can be done now. Mr. Murtha stated that he felt this would be a problem down the road. It should be addressed now in some way. Mr. Harpie replied that the Committee had done the first part, dedicated circuits on standby power. Ventilation is under a separate COP that is still being discussed.

Mr. Tomcak then discussed the order of magnitude/pending revisions. These included COP #s 251, 266, 307, 308, 327, 328, 330, 331, 333, 338, and 339. No action was taken. COP #338 would potentially be for new ventilation for the Human Services refrigerator/freezer area, for a random order of magnitude amount of \$20,134. Mr. Tomcak stated that this was for the overheating issue, and they were looking at more cost-effective options. Mr. Miner asked if this COP currently was for a mini-spilt unit to condition the space? Mr. Tomcak replied that was correct. Councilor Miner then asked if he had looked at a thermostatic controlled exhaust unit? Mr. Boutot noted that heat is a major issue. Mr. O'Neill stated that the mechanical engineer, DTC, had looked at this and they had recommended cooling over exhaust. Councilor Miner made a comment about the door staying closed. Mr. Boutot stated that the door was staying open for now to allow heat to escape. Mr. Miner concluded that there was a need to eliminate the heat build up within the space. Mr. Harpie concluded discussion on this COP by stating that the Committee did step one to put on dedicated circuits while we work on the permanent fix. Mr. Tomcak mentioned that there was a small pocket of fuel contaminated soil. Mr. Murtha asked how big the contaminated area was. Mr. Tomcak replied that it could be 10 x 10, he was not certain, the matter just came up. Councilor Budrejko asked if most COPs were going against the Owner's Contingency? Mr. Harpie replied that some dollars were coming out of the Construction Manager's Contingency. Councilor Budrejko asked if there was roughly \$26,000 left in the Owner's Contingency, and was told that was correct. **Mr. Tomcak also mentioned a possible COP #339, for additional winter weather/extended General Conditions. Due to the delays in the work, that would put the police department work into winter weather conditions. Coming back in the spring to do the final course of the bus turn around and parking area, and plantings, would extend the general conditions. Mr. Tomcak expected to do a time impact analysis for this.**

Mr. Tomcak also mentioned that there was a list of items from the Town (what he referred to earlier as the Day 2 list). These had been discussed earlier in the day. It was generated some time ago. It included items such as a pre-action system, instead of a wet pipe system for the data rooms. The pre-action system would delay setting off the fire suppression system so that data equipment could be moved into other rooms. There are

other systems that could be considered. This can be a significant cost. There was a request for privacy partitions for the men's rooms on the first and second floors, such as was installed on the third floor. There was a request for telecommunications pathways from the conference room tables. Mr. Boutot added that some of these items were observations during the walk through of the building after the end of construction. The pre-action system is looking to avoid the risk of water damage in the data rooms. There would normally be a dry system in a room where data equipment is located. If not addressed here, it can be addressed in the future. Mr. Arcari added that this was discussed early on in the project. There is a cost associated with having multiple fire suppression systems in the building. Councilor Budrejko asked if, considering the costs, these items could be added at a later date through the Town's Capital Improvement Program budget? Mr. Tomcak replied that they could always be done down the road. Mr. Murtha asked if it would be more expensive do these things later? Mr. Tomcak responded that all the trades have packed up and gone home. There could be a premium for them to re-mobilize.

Chairperson Harpie then stated that at each step of the way the Committee looked at all expenses on a time-frame basis. The Project Building Committee evaluated what it could afford or not afford. Some of the items came up today. He looked at the list of value management items developed by Downes Estimator David Heer. Fire retardation is not on the list, the Building Committee never voted on it. Actual safety items were not removed. The Committee did rely on the comments of professional staff and the previous owner's representative. If you look at the police department shoring, that hadn't been expected. The Committee hadn't expected more contaminated soil. The Finance Director told him we have enough to finish the project. We have about \$177,000 in contingency. It sounds like a lot, but it can go rapidly. It seems reasonable that we look at the pricing of the data rooms for fire suppression. The cost will be measured against the savings of the equipment if something should happen. The GMP amount is still within the bond issue amount. This project is being done in a professional, deliberative way. The Project Building Committee has stayed the course. It doesn't have the opportunity to do a lot until the Finance Director has done a financial reconciliation. Councilor Miner asked Mr. Boutot if this audio-visual discussion was in addition to what was approved at the Town Council level? Mr. Boutot replied that this was for the conference room table and display locations. Normally there is a box on the floor with wires that run to the wall. That didn't occur here. Mr. Miner asked Mr. Tomcak if he had prepared a Random Order of Magnitude cost estimates on the Town's items? Mr. Tomcak replied that he would be working on that.

Mr. Tomcak then presented the photos of the project that he had taken. There were five of them. The first photo showed the old police department, outside the dispatch area. It showed a temporary shoring post holding up a corner outside of dispatch. This will be replaced by a permanent column. The second photo showed the police department on the south side. Temporary shoring is in place. The third photo showed the temporary shoring on the east side of the police department. The left hand portion of this wall was constructed in 1950, the middle portion in the mid-1950's, and the right hand portion in the mid-2000s. The fourth photo shows demolition removal activities. The



