

TOWN OF NEWINGTON

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TOWN HALL RENOVATIONS PROJECT BUILDING COMMITTEE 10:09

REGULAR MEETING MINUTES

April 22, 2020

John O. Krupinski
Town Clerk

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, Ed Murtha, Anthony Claffey (participated starting at 5:06 PM), and Rod Mortensen (participated starting at 5:07 PM). Others participating: Beth DelBuono, Mayor; Keith Chapman, Town Manager; Frank Tomcak, Downes Construction Company; 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 April 8, 2020 meeting be approved as written. A second to the motion was made by Mr. Miner. The motion was approved by a vote of 4 YES to 0 NO.
- IV. Public Participation – Barbara Squillacote, 275 Field Street, spoke about the generator, COVID-19 measures and Zoom.
- 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 \$696,855.55 and, if the Change Order Proposals (COPs) that he is requesting action on this evening are approved, a total anticipated Guaranteed Maximum Price (GMP) of \$28,353,739.36. If the COPs he is requesting action on this evening, along with the other approximate cost COPs, are approved, he shows the Owner’s remaining contingency will be \$333,833.54. The Total Project Budget is \$30,394,383. Ms. Budrejko asked Mr. Tomcak if he was comfortable that the combined Owner and Construction Manager contingencies totaled less than \$1 million, that this was sufficient for the project through the second/demolition phase? Mr. Tomcak responded that he was comfortable with what is in contingency. Mr. Miner noted that a reconciliation of the Construction Manager’s contingency was coming up soon, and asked when the following reconciliation would be. Mr. Tomcak replied that would occur close to the end of the second phase of the project.

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 as of Monday (April 20th) included masonry veneer at the gym, footings and foundations for the Town Hall main entries (west and east sides), steel columns and beams for the Town Hall main entries (there is still some detailing to do), millwork on

the 2nd floor (this is substantially complete, it includes the cabinetry in the kitchenettes), wire and cable terminations on the second floor (they are terminating all the power, and also the fire alarm, wiring), porcelain tile in the 1st floor bathrooms, preparation and painting on the 3rd floor, in-wall electrical and plumbing rough-in for the Community Center, Community Center interior door frames (all have been set), gymnasium interior wall preparation, and furring and sheetrock on the walls inside the vault (the taper is working now).

Work in progress consists of installation of exterior door frames and doors (set along the Community Center), set the remaining cornice at the top of the gym exterior walls (all sides are now done), installation of the roofing system at the Community Center canopy roofs (small overhangs at six locations), install ductwork serving the gymnasium (from the unit on the connector; roofers are also setting the metal fascia), 1st floor flexible ductwork and diffusers (set on the 1st and 3rd floors at the same time), 3rd floor acoustical ceiling grid (enclosed offices are complete), millwork on the 3rd floor, porcelain tile on the 3rd floor, hanging drywall in the Community Center (rooms are completed on the hallway side), mechanical equipment start up (Swan Associates has been on site with the Commissioning Agent, Innovative Engineering Services, going over a pre-functional checklist of all equipment), setting the plumbing fixtures in the Town Hall (toilets, urinals, and some sinks), and pulling backbone cabling to each data room (working on the 1st floor termination of data cabling).

Work to start includes setting the flag poles (by the Town Hall west entry), vinyl plank and carpet installation on the 3rd floor (Downes wants to finish the building from the top down), above ceiling inspection for the Grand Hall (scheduled for April 23rd), acoustical ceiling grid in the Grand Hall and on the 1st floor, the elevator cab construction, relocate the temporary fencing for the Mazzoccoli Way binder course, sidewalk and curbing along Mazzoccoli Way (the preparation work starts next week), and tracking the delivery of the general trade packages (there have been factory shut downs for bleachers and also for the operable partitions that are in the gymnasium and the conference rooms).

Under other critical items and milestones, Mr. Tomcak noted that there were 31 contracts on this project. Monitoring 31 COVID-19 mitigation plans involves time and effort. Regarding labor shortages from COVID-19, three workers exhibited signs of the virus (one last Thursday, one last Friday, and one over the weekend). All will be self-quarantined for the next 14 days. Before returning to work they must show evidence from a doctor that says it is OK for them to return. They are all from the same trade. It is having an impact. That trade added a worker today and hopefully can add another one shortly. Downes is sanitizing the job site twice a week. They have started, and will continue, temperature monitoring of everyone who comes on site. Even though this is an unforeseen condition, this is being charged to the Construction Manager's contingency.

Mr. Harpie asked if the items affected by factory shutdowns were critical path items for the Community Center. Mr. Tomcak replied that the operable partitions were located not only in the Community Center but also in the Town Hall. They serve a programmatic function. The building could function for a short time without them if it

came to that. The gymnasium bleachers are the biggest holdup right now. There is not a lot of information coming from the factory. They are out of Michigan. Mr. Miner asked if they on a performance contract with a “drop dead” date for delivery. Mr. Tomcak replied that the requirement for a bond for the general trades had been excluded. Mr. Miner asked if the three employees had tested positive for COVID-19. Mr. Tomcak explained that they had not, they only exhibited symptoms. Mr. Miner stated that on another job he is familiar with, it is required that the workers have two negative tests before they are allowed to return, but there have not been any tests taken to confirm that they have COVID-19. Mr. Tomcak replied that he will have to educate himself some on that aspect.

Mr. Tomcak then presented the ten COPs he was requesting action on at this meeting. These include #182, reconcile temporary heat allowance, a credit of (\$5,373.99); COP # 183, set/wire weatherproof enclosures for duct smoke detectors (mounted on the ductwork for Roof Top Unit 1 that serves the gym), for \$5,271.26; COP #189, sealed concrete in lieu of vinyl composite tile originally specified within the vault (this price is for 1,200 square feet of sealed concrete), for \$1,789.00; COP #190, install bedpan cleanser for the Transition Academy (this is coming out of the Construction Manager’s contingency, with no change to the GMP [Guaranteed Maximum Price]); COP #192, expedite electrical rough-in for the Community Center (this is coming out of the Construction Manager’s contingency, with no change to the GMP); COP #194, precautionary measures against COVID-19 (this is coming out of the Construction Manager’s contingency, with no change to the GMP); COP #195, enclose 10” storm drain pipe with framing/drywall outside room 1210, for \$863.09; COP #196, reconcile winter weather concrete allowance, a credit of (\$23,087.95); COP #203, expedite electrical rough-in for the gymnasium (this is coming out of the Construction Manager’s contingency, with no change to the GMP); and COP #204, remove/re-install temporary fencing along the east side of the site (this is coming out of the Construction Manager’s contingency, with no change to the GMP). The total of all these COPs is a credit of (\$20,538.59).

Mr. Tomcak then discussed the order of magnitude/pending revisions. These included COP #s 34, 154, 173, 181, 197, 198, 199, 200, 202, and 205. The amounts have not been finalized. Mr. Tomcak stated that there were two Order of Magnitude COOPs that had come to his attention after the document for this evening’s meeting was prepared. They are COP # 206, to add Call-for-Aid stations in three single bathrooms; and COP #207, to provide for access panels in the ceiling of the Grand Hall in order to access volume dampers. Mr. Harpie asked if the access panels were not in the specifications or bid documents. Mr. Tomcak replied that there were several specifications for access panels. The Grand Hall has a different type of ceiling set up. It is a unique condition. Mr. Miner asked about several of the other order of magnitude/pending revisions, was each an omission or a change? For COP #181, Mr. Tomcak felt this was an omission. COP #173 was an end user request. For COP #205, Mr. Tomcak would have to defer to the design team. COP #206, Mr. Tomcak felt that was an omission. In response to a question from Mr. Miner, Mr. Schweitzer said that he was continuing to track the potential omissions. There were no new rejected COPs.

