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Town Clerk

TOWN OF NEWINGTON

TOWN HALL RENOVATIONS PROJECT BUILDING COMMITTEE

REGULAR MEETING MINUTES

June 10, 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 5:03 PM.
- II. Roll Call – Members present (via Zoom): Joe Harpie, Chairperson; Gail Budrejko, Chris Miner, Anthony Claffey, Rod Mortensen, and Don Woods. 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. Woods made a motion that the minutes of the May 20, 2020 meeting be approved as written. A second to the motion was made by Mr. Mortensen. The motion was approved 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 change order requests approved to date totaling \$832,326.88 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 \$28,646,863.59. If the 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 \$344,490.42, and the remaining Owner’s Contingency to be \$159,087.29. The Total Project Budget is \$30,512,760. One change, for the fiber optic network (for \$176,556.88), will be 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 preparing and setting the binder course for Mazzoccoli Way (Downes is getting ready for the final pave later this month); the toilet partitions at all bathrooms; the porcelain tile in the 2nd floor lobby (completed and grouted); vinyl plank flooring on the 2nd floor corridors (installation is now complete); rubber roofing at Town Hall vestibules; registers, grilles, diffusers and ceiling tile at all floors of the Town Hall; rubber roofing at the community center canopies/metal trim; coiling grilles at the community center; concrete floor sealer at the food pantry and in the vault; and final painting on the 3rd floor.

Work in progress consists of installation of the exterior door frames and doors in the community center (this is substantially complete); Town Hall vestibules (there is some masonry to do, otherwise they are substantially complete); final painting and touch up on the 1st and 2nd floors; install the floor base (some is installed already); swing balance of doors in the Town Hall (the 3rd floor is complete, there are about 20 in the community center left to do and some on the 1st and 2nd floors); Grand Hall metal panel system, drywall soffits at the community center (they are wrapping up the multi-purpose room); the ceiling grid and millwork in the community center; mechanical equipment start up (this is substantially complete, there are two units to start up in the community center); the dry chemical system for the vault (they started to run the wiring for this system); gymnasium flooring; north side (Cedar Street side) final grading; and topsoil, landscaping and turf establishment.

Work to start includes the community center flooring; install whiteboards (whiteboards are now substantially complete) and picture rail; install fiber reinforced panel in the Parks and Recreation kitchen (this is a washable surface); final flooring finishes throughout; install the food service equipment; final cleaning (this will follow the installation of the flooring); the punch list; fire alarm testing; preliminary air balancing; final paving of Mazzoccoli Way (slated for the week of June 22nd); the temporary bituminous walkway on the west side (this links up with the western entry to Town Hall); generator start up and testing; set the light poles and the exterior building lights; set the light poles (Downes does not have the space to do this, so it has been moved off to the second phase of the project); and the gymnasium equipment (basketball hoops and the mat system will be on-site next week).

Under other critical items and milestones, Mr. Tomcak noted that there were potential material and labor shortages due to COVID-19. The elevator contractor installer tested positive for COVID-19. This is a specialized field. Mr. Tomcak will keep tabs with the vendor. They could have a crew on site next week. They are looking at other options. A second critical item is to expedite the balance of the remaining work in the community center and gymnasium. The number of electrical changes added time to the schedule. Downes may need to continue to work the electricians on Saturdays. Mr. Miner asked about the elevator, if that would prevent the Town from getting a Certificate of Occupancy. Mr. Tomcak replied that it would, but that he has been having discussions. He may have to try and get a Temporary Certificate of Occupancy for the 1st and 2nd floors. He doesn't know if it is possible. If that happens the Board of Education would have to move last. Mr. Miner asked if Schindler (the elevator company) had any liability for not meeting their delivery date. Mr. Tomcak replied that COVID-19 is not anything they would have control over. Mr. Miner expressed concern that there was only one person in the state who could do this work. Mr. Tomcak responded that Schindler was looking at other options. The union will not allow out of state employees to substitute. There are not a lot of people who can install this type of elevator system. Mr. Tomcak informed the Committee that the work in place through May of 2020 is \$21,742,474.46 (excluding retainage). The balance to finish is \$7,840,226.98 (including retainage), and the current retainage held is \$989,385.56. Mr. Harpie asked of the \$21,742,474.46, what

percentage of the \$989,385.56 is related to that cost? Mr. Tomcak responded that the \$989,385.56 was for the subcontractors. Mr. Harpie stated that the purpose for his question was to determine how much more was to be completed. Mr. Tomcak can determine that and respond to the Committee later.

Mr. Harpie then asked if the Town's questions about the generator had been answered. Mr. Boutot stated that they had not. Mr. Harpie stated that he did not know how that would affect the critical path. He asked if the construction manager was hoping that the issues would be resolved. Mr. Tomcak replied that yes, he was hoping they would. Mr. Miner stated that he felt a load test would resolve some of the issues. Mr. Harpie asked Mr. Tomcak if there was another place for the laydown of the elevator materials, as they are taking up a large laydown area. Mr. Tomcak replied that it was not yet an issue, but that they would find another home for their components if they had to. Mr. Claffey stated that, regarding the generator, outside of the load, there were a lot of issues outside of the load test. Mr. Boutot stated that the Town had asked pointed questions about the load in the building in order to determine what load of the new building would be. Mr. Harpie added that the Town had not gotten answers back from DTC. The load test may answer some of the issues. There are calculations that were provided when the previous Facilities Manager was here. There was some information that was not properly provided. Mr. Claffey stated that there were no answers outside of running the machines. Mr. Harpie concluded discussion by stating that Mr. Arcari had DTC in, and what they gave the Town then is all we have gotten or were anticipating to receive.

Mr. Tomcak then presented the fourteen COPs he was requesting action on at this meeting. These include #199, supply/return diffusers and grilles for the vault (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP # 200, continuous soffit vent at community center canopies, (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #210, flag pole light (photo cell) mounted to the west entry roof, for \$9,410.83; COP #212, new switches for gym equipment (to accommodate wiring in the gymnasium), for \$936.00; COP #215, extend mini-spilt cabling between condenser/split unit (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #219, add drop ceilings to each council chamber entryway (in lieu of a hard ceiling) for \$809.95; COP #220, extend drop ceiling/add lighting within multi-purpose rooms (adding 6 light fixtures), for \$1,263.83; COP #221, furnish and install picture rail on the 2nd floor, (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #222, furnish and install fiber reinforced panel within the Parks and Recreation kitchen, (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #223, extend COVID-19 measures (through June 26; trades will ramp down after that), (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #224, temporary heating for the community center (this is coming out of the Construction Manager's contingency, with no change to the GMP); COP #227, provide standby power for room 2114 (the room where the card readers go back to), for \$1,371.60; COP #231, expedite wiring terminations for the community

