

## PUBLIC BUILDING COMMITTEE

### TOWN OF SIMSBURY

Minutes of the Regular Meeting  
March 4, 2024

There being a quorum present, Chair Derr called the Regular Meeting of the Public Building Committee to order at 7:05 p.m., conducted via Zoom. The meeting was streamed live on Simsbury Community Television.

#### Present

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Mr. David Soskin     | <input checked="" type="checkbox"/> Mr. John Salvatore |
| <input checked="" type="checkbox"/> Mr. Michael Egan     | <input type="checkbox"/> Mr. Ryan Burns                |
| <input checked="" type="checkbox"/> Mr. Lucian Dragulski | <input checked="" type="checkbox"/> Mr. William Clegg  |
| <input checked="" type="checkbox"/> Mr. Richard Derr     | <input checked="" type="checkbox"/> Mr. David Moore    |
| <input type="checkbox"/> Ms. Dagny Griswold              |  |

#### 1 Guests

2 **Simsbury Engineering Department:** Thomas J. Roy, PE, Director of Public Works, Town  
3 Engineer

4 **Simsbury Public Schools:** Jason Casey, Director of Infrastructure; Neil Sullivan, Assistant  
5 Superintendent for Administration; and Mike Luzietti, Latimer Lane Elementary School  
6 Principal

7 **Tecton:** Justin Hopkins, Architect, and Rachel Pepin

8 **Arcadis:** Zach Machold, Onsite Project Manager

9 **O&G:** David Pariseault, Project Manager, and David Cravanzola

10 **Minutes Recorder:** Jessica Campbell, Administrative Secretary with WPCA

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#### 12 **1. PUBLIC AUDIENCE**

13 There were no public audience comments.

#### 14 **2. MINUTES OF THE JANUARY 8, 2024, REGULAR MEETING**

15 *Mr. Miller made a motion to approve the February 5, 2024 Meeting Minutes. Mr. Clegg*  
16 *seconded the motion, and it passed unanimously.*

17 **3. VOTING FOR OFFICERS**

18 *Mr. Salvatore made a motion to nominate Richard Derr for PBC Chairman, Mike Egan for*  
19 *PBC Vice Chairman, and Ryan Burns as PBC Secretary. Mr. Dragulski seconded the motion,*  
20 *and it passed unanimously.*

21 **4. LATIMER LANE RENOVATION**

22 **a. Arcadis Report**

23 Mr. Machold reported that construction has continued throughout the month of February.  
24 Included in the report is a 90-day construction look ahead. There have been no major budget  
25 changes; currently, they have expended 61.1% of the overall budget and 65% of the owner's  
26 contingency. They're at 70.6% complete with the project. Mr. Machold stated that 35% of the  
27 owner's contingency remains, with a balance of \$476,000. Mr. Pariseault shared that the CM  
28 contingency stands at \$395,094, and projected the completion to take place in December of  
29 2024.

30 **b. Tecton Report**

31 For the month of February, Mr. Hopkins reported a total of 10 new construction RFIs, for a total  
32 of 251, and 6 new submittals, for a total of 436. There is an application for payment number 15  
33 in the amount of \$1,118,742.59. Tecton has conducted meetings/work-meetings with Arcadis,  
34 O&G, OAC, core project team, and Simsbury Public Schools. PBC approved FF&E and  
35 technology package ~~in~~at February's meeting; the Board of Education similarly approved the  
36 package. Tecton held a PCR Meeting with the ~~s~~State in late February and will be following up  
37 with open items.

38 Mr. Hopkins shared that Tecton anticipates being able to turn over some areas [of the school]  
39 after April vacation, which is ahead of schedule. While most of the furniture and the FF&E will  
40 be purchased for installation at the conclusion of the project, interactive display boards will be  
41 installed in order to facilitate the turnover.

42 **c. O&G Report**

43 Mr. Pariseault shared that Phase 2A has had significant progression; mechanical, electrical, and  
44 plumbing systems are being installed, as well as the windows and classroom cabinets. Framing is  
45 near complete with sheetrock. Building inspectors have been on-site multiple times to review in-  
46 wall inspections of electrical and plumbing. Painting in the classrooms and hallways, as well as  
47 flooring, is underway. Phase 2A is on track to be turned over the week of April vacation.

48 For Phase 2B, demolition is near complete. ACM demolition and capsulation are near complete.  
49 The mechanical, electrical, and plumbing rough-~~i~~ns are in progress. The sheetrock in the media  
50 center and surrounding rooms are under-way, as well as forming and pouring the concrete ramp.  
51 The punch list has been addressed. Tecton performed their inspections.

52 Mr. Pariseault disclosed there is \$395,000 left in the CM contingency, approximately \$36,000 in  
53 CM allowances, and \$386,454 remaining in contractor allowances.

54 **d. Request for Purchase Orders**

55 Mr. Casey explained there is a purchase order request from Three-Way Communication for  
56 licensing for access control server for the FF&E purchase of \$1,014.80.

57 ***Mr. Egan made a motion to approve the purchase order for Three-Way Communication in the***  
58 ***amount of \$1,014.80. Mr. Salvatore seconded the motion, and it passed unanimously.***

59 Mr. Machold discussed the PO increase #1 to William B. Meyer, Inc.'s purchase order by \$800  
60 for storage costs. This is based off increased billing and the total projected costs through August  
61 2024, bringing the current purchase order amount to \$3,422.20.

62 ***Mr. Salvatore made a motion to approve the increase of \$800 to the purchase order for***  
63 ***William B. Meyer, Inc. Mr. Moore seconded the motion, and it passed unanimously.***

64 **e. Proposed Change Orders (PCOs)**

65 ***Mr. Moore made a motion to approve PCO-112 (R1) change of \$958 from owner's***  
66 ***contingency with no cost change to the project. Mr. Egan seconded the motion with Mr.***  
67 ***Salvatore opposing. Motion carries.***

68 ***Mr. Clegg made a motion to approve PCO-127 (R3) credit back to the project of \$1,370. Mr.***  
69 ***Moore seconded the motion, and it passed unanimously.***

70 ***Mr. Salvatore made a motion to approve PCO-143 change of \$6,350 from the owner's***  
71 ***contingency with no cost change to the project. Mr. Moore seconded the motion, and it passed***  
72 ***unanimously.***

73 ***Mr. Moore made a motion to approve PCO-151 change of \$28,218 from the owner's***  
74 ***contingency with no cost change to the project. Mr. Clegg seconded the motion, and it passed***  
75 ***unanimously.***

76 ***Mr. Salvatore made a motion to approve PCO-152 at \$0 and no cost change to the project. Mr.***  
77 ***Egan seconded the motion, and it passed unanimously.***

78 ***Mr. Moore made a motion to approve PCO-167 (R3) change of \$4,217 from the owner's***  
79 ***contingency. Mr. Clegg seconded the motion, and it passed unanimously.***

80 ***Mr. Egan made a motion to approve PCO-174 (R) at \$0 and no cost change to the project. Mr.***  
81 ***Moore seconded the motion, and it passed unanimously.***

82 ***Mr. Moore made a motion to approve PCO-175 (R1) change of \$2,791 from the owner's***  
83 ***contingency. Mr. Egan seconded the motion, and it passed unanimously.***

84 ***Mr. Moore made a motion to approve PCO-177 change of \$1,631 from the owner's***  
85 ***contingency. Mr. Clegg seconded the motion, and it passed unanimously.***

86 ***Mr. Moore made a motion to approve PCO-180 (R1) change of \$15,908 from the owner's***  
87 ***contingency. Mr. Egan seconded the motion, and it passed unanimously.***

88 ***Mr. Moore made a motion to approve PCO-182 (R2) credit back to the project of \$217. Mr.***  
89 ***Egan seconded the motion, and it passed unanimously.***

**Comment [VC1]:** Do you have many were in favor versus not? If it's not unanimous, we usually include that.

90 *Mr. Moore made a motion to approve PCO-184 at \$0 and no cost change to the project. Mr.*  
91 *Egan seconded the motion, and it passed unanimously.*

92 *Mr. Moore made a motion to approve PCO-185 change of \$2,365 from the owner's*  
93 *contingency. Mr. Egan seconded the motion, and it passed unanimously.*

94 *Mr. Egan made a motion to approve PCO-189 at \$0 and no cost change to the project. The*  
95 *cost of this change order is \$3,099 and is being deducted from the CM contingency. Mr.*  
96 *Salvatore seconded the motion, and it passed unanimously.*

97 *Mr. Salvatore made a motion to approve PCO-190 at \$0 and no cost change to the project. The*  
98 *cost of this change order is \$1,828 and is being deducted from the CM contingency. Mr.*  
99 *Moore seconded the motion, and it passed unanimously.*

100 *Mr. Moore made a motion to approve PCO-192 at \$0 and no cost change to the project. The*  
101 *cost of this change order is \$3,884 and is being deducted from the CM contingency. Mr. Egan*  
102 *seconded the motion, and it passed unanimously.*

103 *Mr. Moore made a motion to approve PCO-195 (R1) at \$0 and no cost change to the project.*  
104 *The cost of this change order is \$16,961 and is being deducted from the CM contingency. Mr.*  
105 *Egan seconded the motion, and it passed unanimously.*

106 | Mr. Soskin left the PBC meeting at 7:55 PM. The PBC meeting continued, as there was a  
107 quorum.

108 *Mr. Egan made a motion to approve PCO-196 at \$0 and no cost change to the project. The*  
109 *cost of this change order is \$868 and is being deducted from the CM contingency. Mr. Moore*  
110 *seconded the motion, and it passed unanimously.*

111 *Mr. Moore made a motion to approve PCO-198 at \$0 and no cost change to the project. The*  
112 *cost of this change order is \$1,948 and is being deducted from the CM contingency. Mr. Egan*  
113 *seconded the motion, and it passed unanimously.*

114 *Mr. Salvatore made a motion to approve PCO-199 at \$0 and no cost change to the project.*  
115 *dollars). The cost of this change order is \$1,459 and is being deducted from the CM*  
116 *contingency. Mr. Moore seconded the motion, and it passed unanimously.*

117 **f. Arcadis Invoice #34419537**

118 *Mr. Clegg made a motion to approve the payment of Arcadis Invoice #34419537, dated*  
119 *2/26/2024, in the amount of \$13,318. Mr. Salvatore seconded the motion, and it passed*  
120 *unanimously.*

121 **g. Tecton Invoice #47029**

122 *Mr. Clegg made a motion to approve the payment of Tecton Invoice #47029, dated 2/22/2024,*  
123 *in the amount of \$57,413. Mr. Egan seconded the motion, and it passed unanimously.*

124 **h. Meyer Invoice #220-054008**

125 *Mr. Moore made a motion to approve Meyer Invoice #220-054008, dated 2/26/24, in the*  
126 *amount of \$100.80. Mr. Egan seconded the motion, and it passed unanimously.*

127 **i. TRC Invoice #632900**

128 *Mr. Moore made a motion to approve TRC Invoice 632900, dated 1/31/23, in the amount of*  
129 *\$9,946. Mr. Egan seconded the motion, and it passed unanimously.*

130 **j. TRC Invoice #636163**

131 *Mr. Clegg made a motion to approve TRC Invoice 636163, dated 2/20/24, in the amount of*  
132 *\$7,997. Mr. Moore seconded the motion, and it passed unanimously.*

133 **l. O&G Pay Application #15**

134 *Mr. Moore made a motion to approve the payment of O&G Payment Application #15, dated*  
135 *2/27/2024, in the amount of \$1,118,742.59. Mr. Egan seconded the motion, and it passed*  
136 *unanimously.*

137 **5. Eno Memorial Hall HVAC Upgrade Project**

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139 *Mr. Roy, PE, Director of Public Works, Town Engineer, shared that on February 14, 2024, the*  
140 *Board of Selectman discussed the Eno Memorial Hall HVAC upgrade and decided that, because*  
141 *there is no grant or state funding, they took the Town Manager's recommendation and the project*  
142 *will not go through the full PBC process. Mr. Roy offered to share updates; with other projects to*  
143 *consider, Chair Clegg declined.*

144 **ADJOURNMENT**

145 *Mr. Moore made a motion to adjourn the meeting at 8:23 p.m. Mr. Dragulski seconded the*  
146 *motion, and it passed unanimously.*