

Minutes of the Suffield Permanent Building Commission

Tuesday January 20, 2015

PBC Members Present:

Joe Sangiovanni, Chairman
Glenn Neilson, Vice Chairman
Cathie Ellithorpe, member
Kevin Goff, member

Absent: Bill Gozzo, member

Also Present:

John Cloonan, Public Works Director
Julie Oakes, Facilities Manager
Ted Flanders, Building Official
Brian Baril, Enterprise Builders
Mike McNaboe, Enterprise Builders
Jeff Brodaski, Enterprise Builders
Jackie Hemond, Library Director

Call to order: The meeting was called to order at 6:59 p.m.

Public Comment: None

Correspondence: None

Approval of Minutes:

- Mr. Neilson made a **motion** to approve the minutes of December 22, 2014, Mr. Goff seconded. All in favor motion approved unanimously.

Kent Memorial Library Projects:

- Mr. Flanders reiterated his comments from the kickoff meeting about project coordination. Any building issue should go through the building department. Enterprise should check with the architects first regarding any changes that need to be made. He cautioned Enterprise not to take direction from other individuals in the town. It is important to go through the correct channels to avoid any miscommunication.
- Mr. Baril outlined the proposed project schedule as being on track for a March 2 start date. October 15 is the target date for substantial completion and November 15 is the target date for final completion. The critical path is the glass procurement. APG is the glass contractor who has begun the shop drawings which will take 4-6 weeks. Then the architects will review them. The procurement of the product has an 8-10 week lead time once there is an approved submittal. During that lead time, Enterprise will begin the abatement work at the windows and masonry. Rebuilding the window jams and installation of the glass and ancillary rebuilding of interior architectural features will follow. Enterprise has it in writing from their vendor that 8-10 weeks is the time needed for fabrication and delivery of the window glass.
- The schedule of values for "Project 1-- the Existing Building" was presented. All the general conditions are in Project 1. The Board of Finance has merged all the funding into one account, but Enterprise will still bill for the projects separately.
- Enterprise will be submitting a list of their subcontractors soon. They mentioned a few of them by name and assured the commission they have worked with each company in the past.
- Mr. Flanders brought up the long lead time for the state to approve the submittal for the elevator.
- Haz-Pros is being used for the Hazmat. Mr. Cloonan stated that TRC is monitoring for PCB's. They were at the kickoff meeting last Friday. The tree and the shrubbery in the courtyard cannot be saved due to contamination by PCBs.
- Mr. Baril explained that nine inches of the perimeter needs to be removed from any concrete or brick wall. They will dig a trench 5 feet wide by 1 foot deep, then the soil will be sampled every 2 feet. The excavated abatement soil as well as the pavers will be put in a covered dumpster and removed as hazardous waste.
- Enterprise bills general conditions as a division per month. There was confusion related to the zero balance on the general conditions and how that would be looked at by an outside auditor from the grant office. Mr. Cloonan will check with Mr. McMahon regarding the absence of general conditions and how that relates to regulations for any grant paperwork.
- Mr. Baril explained the need for a change order because the glazing was allocated incorrectly to the addition project in the bid. To keep consistency of contract and schedule of values, they originally maintained the -\$25,000 and the \$593,000 on the addition project #2. The PCO and CO1 would remove -\$529,000 from the addition contract as a credit and add it to the existing building project #1. Between the two projects it is a net zero change.
- Ms. Ellithorpe and Mr. Goff asked that a similar accounting change be made to the general conditions. Mr. Baril said they would put it together.
- Enterprise filed for a permit today with the Building Department. The official will review the plan again and discuss any issues with the architects. There was discussion related to the slope of the ramps in the existing library. Since they are out of compliance for ADA, it will be necessary to apply for a modification.

- The Value Engineering review followed. Ms. Oakes explained the comments from the architects. The commission made the following recommendations as ways to lower costs. (Noted as YES).

For Project 2: Addition

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| <ul style="list-style-type: none"> A) In the addition, put the skylight directly on roof blocking. NO B) Eliminate skylight completely. <u>YES</u> C) Precast cap on retaining wall. Finish concrete. <u>YES</u> D) Take out metal ceiling in ground floor vestibule. <u>YES</u> E) Outside overhang put in linear soffit instead of act. <u>YES</u> F) Eliminate concrete retaining wall handicap ramp. NO G) Put in steel picket instead of glass infill on steel stair north side of building. <u>YES</u> H) Put in steel picket on interior stair. NO I) On the East side of addition, take out retaining walls put in grading swales. NO J) Steel bollard instead of granite bollards in front of building. NO | <ul style="list-style-type: none"> 3a) Broom finish entry and crosswalk in lieu of stamped concrete. NO 3b) 3" thick sidewalk instead of 5" sidewalks. NO 3c) Eliminate smooth dowels, change expansion joints. NO 5a) Delete stainless steel protection rail at lobby. NO 6a) Red oak instead of white oak treads. NO 7a) Eliminate on site supervisor for roofing. <u>YES</u> 7b-d) Remove copper flashing and copings use 040 Aluminum NO 7e) Spray applied membrane <u>YES (if Barritech)</u> 7f) Use 4mm Metal panel facade of curtain wall instead of 6mm. NO 8d) Use Nabco instead of Stanley for automatic door operator NO 9a) Standard grout instead of epoxy grout. NO 14a) Remove rescue device in elevator. NO |
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For Project 1: Existing Building

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| <ul style="list-style-type: none"> 2a) Change the location of where the fire alarm is fed from. Bank Lane. NO 2b) Fire alarm off Bridge Street is not feasible (CT Water Co. wants to keep it as is- off Rte. 75) NO 4a) Eliminate all paver and granite work from west side of building. NO 4b) Eliminate 2000 sq.ft. of paver work. Target worn areas only. NO 5b) Delete area where metal grating installed in mechanical area. NO 5c) Go to Kawneer or EFCO curtain wall in lieu of Sentech at existing NO 5d) Knock down hollow metal frames in lieu of continuously welded frames NO 15a) Standalone controls in lieu of direct digital controls for mechanical NO | <ul style="list-style-type: none"> 15b) Trane standard equipment in lieu of Aon custom made equipment. NO 15c) Eliminate duct cleaning NO 15d) Condensing units are on stands now, put them on lower rails instead. NO 15e) Eliminate underground piping; provide raceway above walkways to condensers YES 15f) Existing louvers on roof to remain. NO 15g) Eliminate extra system balancing on unit outlets. NO 16a) Use aluminum conductors in lieu of copper conductors. NO 16b) Move the main CT cabinet disconnect to the interior of building. NO 16c) Outdoor disconnect and indoor starters for mechanical units. NO |
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- Ms. Ellithorpe requested a change order to swap out the stone tile in the first floor vestibule between the doors to a non-removable walk off carpet.
- Mr. Cloonan asked if there was a schedule of values for the tree work. The Town will most likely do the work depending on the cost savings. The dirt on the hill can also be transported by the town trucks. The 12 x 12 timber rail fence will be removed by the town to be used for another project. The town has their own dumpsters, we can provide the dumpsters and remove the general debris to our landfill.
- Mr. Neilson suggested that Enterprise take care of dust control on the site to alleviate issues with neighboring businesses.
- Mr. Baril presented Enterprise Change Orders:
 1. Accounting adjustment to properly allocate the glazing costs between projects 1 and 2. Enterprise will be removing \$529,000 from the addition contract (project 2) as a credit and adding it to the existing building project (project 1). The net change order is \$0 cost to the overall two projects.
 2. Proposed CO for the entrance addition: Kawneer is now the accepted vendor for the curtain wall. The engineer wants to change it to an Old Castle fin wall to match the balance of the rest of the building. It will add \$26,550 which includes the upcharge for glass, and steel back channels. The benefit is consistency of

product with one vendor of glass which will make it easier for any repair work. The PCO will be submitted by Enterprise and then executed by the PBC.

3. The next Change Order was for the ceiling at the upper level of the addition. On the plans, USG Gridware was used as an option showing an exposed 2x2 ceiling. This product is not available in the 3x3 size or wood finish as listed. Enterprise presented 4 options from Chicago Metallic. The most cost effective option is a 3x3 grid which comes in white to mimic the existing waffle ceiling. It would add \$15,684 to the price. This change order was tabled to have Mr. Tommasini from Tecton explain his choices and to look at the options.
- Chairman Sangiovanni mentioned there may be a future change order related to the window fins. They were drawn in the courtyard showing the fin crossed through the two panels. The manufacturer can't do that. They want to bring the two panels together and back it up on one side. Mr. Ireland is looking at this now and it will be a change order later on. Enterprise will confirm fin needs to be on the inside and they will come up with a price to take the fins out in the inside of the courtyard.
 - Ms. Ellithorpe made a **motion** to accept Enterprise's Change Order #1 to reclassify the glazing costs between the two projects for a net change of zero dollars. Mr. Goff seconded, all in favor, motion passed unanimously.
 - The requisition and payment schedule was discussed. Mr. Sangiovanni wants to implement 2 regular meetings per month to keep the project moving. Enterprise gets approvals Thursdays at 9am. After the architect signs it, the payment requisition will come to the PBC on first or third Thursday of the month. Certified Payroll will be sent to the DPW office at 230c Mountain Rd.
 - Ms. Oakes proposed a possible change order to exterior exits to add drainage by the mechanical room door and employee entrance door. Mr. Ireland will work on the change.
 - Mr. Cloonan asked what safeguards will be taken regarding the existing carpet. We want to be sure it is preserved during construction to prevent having to reorder and get mismatched lot numbers. Mr. Baril stated that one row of tile will be cut back and replaced with parquet.
 - Mr. Sangiovanni suggested to the PBC that it would be best to put the historical records collection in storage during construction. Ms. Hemond will come back to the PBC with a proposal for storage of the entire historical collection.
 - Enterprise will be building a mockup wall on a window to test for any issues that may arise. They will remove one window, the carpet and railing and will build a temporary wall. This will reveal any possible problems that may arise such as removal of additional shelving. They will keep the building closed up while waiting for new glass to be installed. The building will be secured with plywood at night during actual window replacement.
 - Enterprise will issue the project directory to everyone and issue Pro-core invites to all.
 - Chairman Sangiovanni noticed the back wall of the downstairs lobby is blank. The Library Commission needs to think about how they want to decorate and use the walls in the downstairs entrance lobby. This is the time to add any special electrical or video wiring. A change order may be necessary. Ms. Hemond will check with the library commission to decide what is needed for that area.
 - Ms. Ellithorpe wanted to know what was decided about enclosing the bottom area of the stairwell. The current design is a hazard for someone to bump their head. There is no guard rail there. Mr. Tommasini will need to make a change to address this issue.

Other Business:

- The PBC discussed the Suffield Middle School Phase IV roof project. Mr. Cloonan stated that it has all been inspected and approved and all invoices have been paid. Mr. Goff made a **motion** to close out the Suffield Middle School Phase IV Roof Project, Ms. Ellithorpe seconded, all in favor. Motion approved unanimously.

Invoices:

- None

Adjourn:

- There was a **motion** made and seconded to adjourn at 9:25 p.m.

Submitted by Linda Zaffetti,
Executive Assistant to the Director of Public Works