

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE

MINUTES – MONDAY February 9, 2009

Chairman Coombs and called the meeting to order at 6:00 PM in Conference Room One.

Present:

| Committee Member Name | Present | Absent | Excused |
|------------------------------------|---------|--------|---------|
| Joseph Coombs, Chairman | X | | |
| Tim Tuell, Vice Chairman | x | | |
| Raymond Grasso | x | | |
| Richard Lepore | x | | |
| Luke McEntire | x | | |
| Carmen Pace | | | X |
| Stuart Temple, Clerk Pro Tem | x | | |
| Liaison Present | | | |
| Paul Montinieri, Council Liaison | x | | |
| Tony Martino, Staff Liaison | | | X |
| Mike Turner, Staff Liaison | X | | |
| Staff & Guests Present | | | |
| Laurel Goodgion | x | | |
| Peter Wells | x | | |
| Alan Chandler (Swezcak Associates) | x | | |

Today is day 636 of the Project

1. Public Comments:

1. None

2. Approval of Minutes:

- A. Minutes of January 26, 2008 Meeting – Tim Tuell advised the minutes need to be amended within section 2A, where Tim asked Mike Turner if we were breaking the rules by having two quotes that combined exceeded the \$20,000 to go to Council. Mike advised we were not.” The work “breaking” should be replaced with “complying” with the rules. Stuart Temple made a motion, seconded by Ray Grasso to approve the minutes as amended. **All but one member voted in favor (Luke McEntire abstained).**

3. Items for Discussion:

I. Town Hall / Library Renovations – Phase 2

A. Expenditures

1. Kronenberger & Sons – App. 18 - \$58,292 – Motion made by Stuart Temple seconded by Luke McEntire to approve payment, pending receipt of outstanding insurance certificates. **All members voted in favor.**
2. Tuthill & Wells – Invoice 3847 - \$3,000.00 – Motion made by Stuart Temple, seconded by Ray Grasso, to approve this payment. **All members voted in favor.**
3. Tucker Invoice – Ray Grasso questioned why the Tucker invoice which was tabled at last meeting was not on the agenda. Laurel Goodgion commended that Tucker had removed “defective” end panels which are scheduled for replacement this coming week. Chairman Coombs said the item will appear on the next agenda pending a favorable report from Laurel advising the work has been completed to her satisfaction.

B. Change Orders

Motion made by Luke McEntire, seconded by Stuart Temple to remove item B.1 from the table. **All voted in favor.**

1. PCO 50 – Request Additional Supervision - \$40,500.00 – (Previously tabled)
Chairman Coombs advised there was a memo from Architect Peter Wells dated Jan. 11, 2009 and an email from Town Attorney Chappell concurring with Peters findings. Tim Tuell requested a clarification of Peter’s second paragraph. Peter explained KSR was paid for supervision in past change orders when it was requested as part of the CO and deliberated by the committee. It was not allowed in the agreement to come back at a later date and request supervision. All costs must be submitted with the PCO’s. Peter noted he made special announcement of this clause during the

- pre construction meeting, and again in Job meeting No. 1. Motion made by Stuart Temple, seconded by Tim Tuell, to deny this change order request, based on Peter Wells Jan, 11, 2009 memo and Jonathan Chappell's email.. **All members voted in favor.**
2. PCO 57 – Library Electrical Changes – \$7,319.88 – Mike Turner submitted a memo dated today which explained each of the PCO elements and budget from which they would be paid. Motion made by Stuart Temple, seconded by Rich Lepore to approve this change order. **All members voted in favor.**
 3. PCO 58 – Electrical Changes Bloomfield Electric – \$2307.75 – Chairman Coombs advised that several items , particularly the power hookup for the children's program room projector screen, and the 2x2 closet fixture were base bid items , not additional work. Staff reworked the costs and allowable OH&P to determine the value of the approvable work was \$ 1924.40. Motion made by Stuart Temple, seconded by Ray Grasso to approve this PCO in the amount of \$ 1924.40. **All members voted in favor.**
 4. PCO 59 – Ext Condensation & Elec. Closures Vestibule Clear Story Returns – \$1,888.66 – Chairman Coombs advised he had directed KSR to do this work at the clearstory windows, but was confused by the detail on the plans and thought it applied to all windows. Motion made by Stuart Temple, seconded by Ray Grasso to approve this PCO. **All members voted in favor.**
- C. Staff Information
1. Job Meeting Minutes – January 23 & 30, 2009 – Motion by Stuart Temple, seconded by Ray Grasso to receive this as information. **All members voted in favor.**
 2. Budget Update – Mike Turner handed out updated budget sheets. Motion by Stuart Temple, seconded by Ray Grasso to receive this as information. **All members voted in favor.**
- D. Old Business
1. Construction Status – Chairman Coombs advised the Library is open, with punch list items remaining. Chairs for the Town Hall Meeting Room were delivered today and the dolly's work great. Work remaining includes carpeting, fixing railing, and electrical PCO work. Chairman Coombs noted the freezestat on the pre-heat coil went off Friday causing the coil to freeze and crack. Mike Turner has asked Ed Flynn if the sequence during freezestat should have been controlled by NE Energy computer program, and therefore if KSR bore any responsibility to fix the frozen coil. Chairman noted town hall heat complaints are almost nil. Work continues in the Council Chamber- doors and hardware were delivered, plywood Soffit top near complete, recessed lights in Soffit are in place and wired. We are awaiting pendant and fluorescent up lights and carpet tile delivery. Bruno Zavarella will be given notice to proceed with dais fabrication tomorrow.
- E. New Business
1. PCO 29 R – Structural Strapping – Chairman Coombs advised that Peter Wells and his structural engineer Alan Chandler of Swezcak Associates were here to explain this PCO.
Peter noted the design was based on the original building plans of 1958. The façade was designed around normal circumstances. Thru bolts installation determined the wall was not as shown, but instead rubble infill. Alan Chandler designed the angle brace and the town paid for its installation. Later Tim Tuell and the committee requested a peer review of the need for the angle brace. KSR continued with their work. Alan Chandler did their own in house review during the peer review and determined the need for a thin plate due to the quality of masonry

and the need for interlock at the top of the wall. Alan was concerned that without interlock at top, the wall system would not perform as intended.

Alan Chandler felt the strap was necessary and Peter Wells issued a CCD to direct KSR to install and keep project moving. It was confirmed to Luke that the strap was not in the original brace design. Tim Tuell questioned why this was being brought to the committee now. Peter Wells explained he had tried unsuccessfully to barter this work for other welding and steel work on our behalf. He did note the original PCO 29 was about \$19,584.38 and he negotiated the price down.

It was confirmed Alan Chandler never reviewed or discussed the Luchs peer review results with Luchs. Tim Tuell noted Total fab did charge additional because this work was done at a later date, rather than at same time as angle brace.

Mike Turner questioned if need for steel plate would have been discovered if town had not done its peer review. Peter and Alan both suggested that John Thomas (works for Alan) had noted differing field conditions and that they had begun to do their own checks anyway. Motion by Stuart Temple, seconded by Ray Grasso, to receive this as information; they also requested clarification of the dates of original SK and subsequent revisions. **All members voted in favor.**

2. Sound System Town Council Chambers - \$19,949.36 – Mike Turner distributed a memo dated this date which compared the Unitech scope of work with a proposal from HB communications. He also presented the proposed budget for this work. All work was below our budget. Mike noted this work was priority of the Town Council for both council and EOC functions contemplated for this room. Motion made by Luke McEntire, seconded by Ray Grasso to award this purchase and installation to Unitech in the amount of \$ 19,949.36. **All members voted in favor.**
3. Sound System Optional Equipment - \$3,999.14 – Motion made by Luke McEntire, seconded by Ray Grasso to award this purchase and installation to Unitech in the amount of \$ 3,999.14. **All members voted in favor.**
4. Video Projection Town Council Chambers - \$13,607.00 – Mike Turner noted this was work for LCD projection and screens, not for any work related to TV broadcast over government access channel. Motion made by Ray Grasso, seconded by Stuart Temple to award this purchase and installation to Unitech in the amount of \$ 13,607.00. Motion made by Tim Tuell, seconded by Luke McEntire to amend the motion to confirm this bid included installation of the screen. **All members voted in favor of the amendment. All members voted in favor of the amended motion.**

4. Next Scheduled Meeting:

- A. The next regular scheduled meeting will be Monday February 23, 2009 at 6:00 PM in Conference Room One.

5. **Adjournment:** Motion made by Ray Grasso, seconded by Rich Lepore to adjourn. **All members voted in favor.** Meeting adjourned at 7:37 PM.

NOTE: Once the meeting was over Chairman Coombs took members interested up to see the progress made to date in the Council Chambers.

I hereby certify that the above is a true copy of the minutes approved by the Town Hall Renovation Committee.

Stuart Temple, Clerk