

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - TUESDAY October 10, 2006

Chairman Coombs called the Meeting to order at 6:05 P.M. in Conference Room 1 (Ground Floor). Members present were Joseph Coombs, Luke, McEntire, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner, Library Director Laurel Goodgion, Architect Peter Wells and Ed Flynn and Peter Luchini of LMG were also present. Committee Members Paul Camarco and Raymond Grasso were absent.

Today is day 733 of the project.

NOTE: Financial Items were not discussed until a quorum of 5 was met.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of September 25, 2006 Meeting](#) - Motion by Tim Tuell seconded by Carmen Pace to approve the minutes. **All members voted in favor.**

3. Projects for Discussion:

I. Town Wide Radio System

A. Staff Information

1. Motorola Final Report - System Outage July 22, 2006 - Chairman Coombs advised you can draw your own conclusions. At the last radio committee meeting this was the solo issue. The technician who came to the site should have been more observant and seen that the system was on battery power, and looked to see what caused the battery charger to be down. Motion made by Carmen Pace seconded by Tim Tuell to accept this as information. **All members voted in favor.**

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resource Management - Invoice 20 - \$1,145.00 - Motion by Tim Tuell seconded by Stuart Temple to approve payment. **All members voted in favor.**
2. Nutmeg Companies - App # 24 - \$45,906.85 - Motion by Stuart Temple seconded by Luke McEntire to approve payment. **All members voted in favor.**

B. Change Orders

1. PCO 178 - Lighting Change at A/V Area - \$1,608.72 - Peter Wells advised this area was originally for chair storage and appropriate lights were ordered for that. This PCO is to install four lights to match the other lights in the area. We will keep the old lights and use them in Phase II. Motion by Carmen Pace seconded by Stuart Temple to approve this change order. **All members voted in favor.**
2. PCO 181R - Emergency Lighting - \$10,333.11 - Ed Flynn advised we needed two more lights in the corridor. The lion share of this request is to meet the request from the Fire Marshal. To install emergency lights in all rooms. Ed disagrees with this request because what was installed meets building codes. Unfortunately, a legislation change gave Fire Marshals jurisdiction similar to the Building Officials. As such we have to install the additional lighting to meet the request of the Fire Marshal. Peter Wells advised we have to do this work to get a Certificate of Occupancy for the area. Peter noted our original lighting requirements were on the original plans the Fire Marshal signed off on. This is a change we have to comply with. Motion made by Stuart Temple seconded by Carmen Pace to approve this Change Order. **All members voted in favor.**
3. PCO 182 - Ventilation Ducts - \$904.17 Ed Flynn advised this is a common odor problem it is caused by the flooding problem back in July as well as well as no air movement. The fan motor is three phase circuit and the contractor cut one of the phases. The fan circuit motor is being fixed. We are installing ducts at both ends of the corridor to keep the air moving. The

odor condition was compounded by the fan being down. Ed Flynn advised this fix will correct the problem. Motion by Tim Tuell seconded by Stuart Temple to approve this Change Order.

All members voted in favor.

C. Staff Information

1. Budget Report Dated October 4, 2006 - Tony Martino advised now that the funds have been transferred from the Police Account and the Town Attorney has frozen the Radio Account there will be no further changes to the bottom line on the Town Hall Account. As such page one of this report will no longer be furnished. Motion made by Tim Tuell seconded by Stuart Temple to accept this report as information. **All members voted in favor.**
2. Change Order Log Dated October 4, 2006 - Motion made by Tim Tuell seconded by Carmen Pace to accept this report as information. **All members voted in favor.**
3. Construction Change Schedule dated October 3, 2006 - Motion made by Carmen Pace seconded by Tim Tuell to accept this report as information. **All members voted in favor.**
4. Job Meeting Minutes - September 21, 2006 & September 27, 2006 - Motion made by Tim Tuell seconded by Carmen Pace to accept this as information. **All members voted in favor.**
5. Library Grant Drawdown Request Dated September 26, 2006 - Motion made by Tim Tuell seconded by Carmen Pace to accept this as information. **All members voted in favor.**
6. Dale Kroop September 27, 2006 E-Mail - Mike Turner advised that the Small Cities work is done and the final drawdown requested from the State. Chairman Coombs advised he didn't think we needed Dale's services in the future. We can keep on top of the Contractor. If he doesn't submit certified payrolls we will hold up payment requests until paperwork is received. If there are other issues we can go to the Labor Department ourselves. Motion by Tim Tuell seconded by Carmen Pace not to extend Dale Kroop's services. **All members voted in favor.** Tim suggested a thank you be sent to Dale thanking him for his past service to the Committee and advising him we would not need his services in the future. **All members voted in favor.** Motion made by Tim Tuell seconded by Carmen Pace to accept this e-mail as information. **All members voted in favor.**

D. Old Business:

1. Construction Status - Peter Wells advised the Library has moved into the lower level. Demo work has started on the first floor (ahead of schedule). We have been advised some of the areas where they first thought tiles contained asbestos are asbestos free. Peter advised he still has a problem with Nutmeg's schedule software. It does not have logic in it to allow you to adjust days down from a pre-calculated formula. **NOTE:** Stuart Temple arrived at 6:22 PM. Modular furniture has been installed in the new areas. Phone and data lines are complete or close to completion. Emergency lighting is done. Ed Flynn advised the boilers work is moving along. The boilers are in and the burners arrived today. They started installing the burners in the boilers. They hope to fire up a boiler the end of this week or beginning of next week. Ed Flynn suggested we install isolation valves while the system does not have water in it. Request for proposals were faxed to Nutmeg and Barry Associates for quotes. It will be cheaper to install the valves before water is fed into the system to avoid having to drain the system in the future to install the valves. Ed Flynn also advised he told Barry Associates they did not have to install a concrete pad under the fuel pumps as called for in the specs. Mike Turner has called six chimney sweeps for quotes to clean the flues before the system is turned on. One firm came in today and the rest are due in over the next couple of days. The one vendor that came in today said the flues need to be replaced. We were originally told by Nutmeg's mason that the flues were in good shape. We're waiting to hear comments from the other chimney sweeps. If new flues are required Ed Flynn suggested dropping new flues inside the current flues. It will not affect airflow or efficiency of the system. Peter Wells advised he has sent a letter to Nutmeg requesting a credit for: (1) elevator pinning not performed. (2) Not removing paving blocks under the canopy replacing with concrete and (3) Dismantling of Library Steel shelving that was performed by Town Staff. Peter also advised that he is waiting for ADA evaluation on the Library elevator. Kone elevator wanted to completely rebuild the elevator. We received information that only partial work to the elevators might be needed. We asked Bay State to give us their proposal on this. There is a

\$9,000 allowance in Nutmeg's contract to do this work.

2. ADA Status - Chairman Coombs advised we are waiting for a report on the ADA requirements for the Library Elevator. It is our last ADA issue. This has no affect on the Small Cities Grant. The final Small Cities Grant was requested from the State. Carmen Pace asked the status of the caulking on the canopy. Peter Wells advised that the caulking used will last fifteen years. Stuart Temple asked how we allowed the facing to go up with seams. Peter advised we never received shop drawings. The caulking will work and last. Chairman Coombs advised the problem we have is the lettering contractor showed up the day after the sheet metal was installed so now we would have to fix lettering and holes. If the lettering had not been put up yet we might have been able to fight this issue. To make this an issue now would require us to mediate the issue which will incur us legal costs. The legal costs would cost us more than the work to be redone.

E. New Business:

1. None

III. Town Hall / Library Renovations - Phase 2

A. Expenditures

1. Hartford Sprinkler - Invoice 5 - \$2,280.00 - Ed Flynn advised he has this on his desk to be reviewed. He will get it to us as soon as possible. This item will remain tabled.
2. National Library Relocations Inc - Invoice 0013692 -\$27,092.40 - Motion by Tim Tuell seconded by Stuart Temple to approve this payment. **All members voted in favor.**
3. Barry Associates - App. No. 1 - \$99,485.90 - Chairman Coombs advised Barry is doing good work. They are neat and clean. After the meeting Chairman Coombs will take members over to see the status of the boiler installation. Motion by Carmen Pace seconded by Tim Tuell to approve this payment. **All members voted in favor.**
4. CDW -G - Invoice BWG6091 - \$330.00 - Motion by Carmen Pace seconded by Stuart Temple to approve this payment. **All members voted in favor.**
5. CDW -G - Invoice BVV8081 - \$48.00 - Motion by Carmen Pace seconded by Stuart Temple to approve this payment. **All members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. Barry Associates - Schedule of Values - Motion by Stuart Temple seconded by Carmen Pace to receive this as information. **All members voted in favor.**

D. Old Business

1. None

E. New Business

1. Additional Fees - Increase Scope of Work - Peter Wells advised there is a lot of additional work they and LMG have been doing where they are now looking for additional compensation. There was more design work for LMG than there is for architectural services. This is why their fee request is so much higher then Tuthill & Wells Request. Ed Flynn first went over his October 5, 2006 letter that was attached to the agenda. The letter was broken down into four categories
 1. Additional scope of work for the Phase II Project - Lighting in corridors other than corridor; removing wiring in Walker Duct; Removing surface mounted wiring; new wiring and data lined for new furniture layout ; reconfigure standby generator; additional CAD. - Total estimate \$22,350.00
 2. Additional work for the Boilers and Burners - Additional work for bidding separately burners and boilers from the rest of the project and construction services for this separated work. Total estimate \$6,130.00
 3. Additional Construction Administration for Phase I - Original plans for contract work estimate 113 hours for Shop Review and Construction Administration. With project taking so long they are 745 hours into the project to date (**NOTE:** The project is already one year over scheduled completion date). They are looking for credit for 168 hours for the balance of the project - Estimate \$16,800.00

4. Additional Fees for PCO's above the scope of work, both Phase I and II - Fourteen PCO's were listed for both Phase I and II. Total estimate for reimbursement is \$27,600.00 broken down \$11,800 for Phase I and \$15,800 for Phase 2.

Peter Wells then reviewed his August 28th color coded memorandum that was handed out tonight. In the memorandum he listed all PCO's to date. Those in black or green he was not looking for reimbursement on. Those in red are the ones he is looking for payment consideration. The red items totaled \$10,200.00. Once their presentation was completed Tim Tuell asked if the new bid specs were being held up awaiting an answer on this item. He was told no. Tim agrees payment is due for some of this work, but would like more time to study this and see where money is available in the budget to cover this. He asked Ed Flynn to redo his October 5, 2006 memorandum separating expenses for Phase I from Phase II. Once we receive the revised memorandum we will look at our budget and see where we have to go with this. Mike Turner advised since the amount is over \$20,000 we would have to go to Town Council for approval to increase the scope of their work. Mike advised that to get something on the Town Council Schedule it would have to be put on their schedule tomorrow. They do not meet the first week in November due to the election. Their next schedule meeting would be November 20, 2006. Mike Turner advised the additional payments we authorize for Construction Administration for Phase 1 for the Contractor going over the original schedule can be considered liquid damages that we can go after in mediation. Chairman Coombs advised that we will end up in litigation on Phase I. He also advised that walking thru the Library demolition on the main floor he sees items that will generate additional PCO's. Now that the walls are being opened we are finding ductwork in areas they are not suppose to be. They were never listed on the original plans. Ed Flynn also advised members today he was up on the mezzanine floor heading into the mechanical room. The main circuit breaker on the electrical panel does not work. When you shut the main breaker it does not kill power to the sub-breakers. Mike Turner will have the Town Electrician look at this. Tim Tuell made a motion seconded by Stuart Temple to accept Ed Flynn's October 5, 2006 letter as information. **All members voted in favor.** When Messer's Flynn, Luchini and Wells finished with the presentation and comments Stuart Temple asked if the Committee could have further discussions without these gentlemen present. Messer's Flynn, Luchini and Wells left at 8:00 PM. Stuart Temple said shame on us for getting a letter like this at the end of the project. With the project going beyond the scheduled completion date we should have been looking for additional fees. Mike Turner advised that Peter Wells said in the past it is his firm's policy to never charge for additional services. He passes this policy on to his subcontractors. Chairman Coombs advised that last summer he started getting comments from LGM about additional fees. Unfortunately their contract is with Tuthill & Wells and not us. At one point Chairman Coombs asked if they wanted him to get involved and they said no. Tim Tuell suggested we might need an executive session to discuss this. Chairman Coombs advised it might be a good idea after we receive the revised material from LMG.

Stuart Temple then asked when we go out to bid on Phase II do we expect the prices to come in within budget? Stuart is afraid we will have the same problem the Hartford Courant just reported on Avon High School coming in so far over budget because of delays in bidding. Chairman Coombs advised we have no assurance of that. That is why we are putting the bids out with addendums so we can cut back where needed or go to Town Council for additional funds.

NOTE: Prior to adjourning the meeting Chairman Coombs asked if anyone had any questions on anything on the Agenda. No one had any questions.

4. Next Scheduled Meeting:

A. The next regular scheduled meeting will be Monday October 23, 2006 at 6:00PM in Conference Room 1.

5. **Adjournment:** Motion by Tim Tuell seconded by Like McEntire to adjourn. **All members voted in favor.**

Meeting adjourned at 8:15 PM.

NOTE: Once the meeting was over Chairman Coombs took Committee members over to the Library Ground Floor to show members the Library in their new temporary quarters as well as the status of the boiler work.

Paul T. Camarco, Clerk