

WETHERSFIELD TOWN HALL / LIBRARY RENOVATIONS BUILDING COMMITTEE MINUTES - MONDAY May 23, 2005

Chairman Coombs called the Meeting to order at 6:00 P.M. in the Public Works Conference Room. Members present were Paul Camarco, Joseph Coombs, Carmen Pace, Stuart Temple and Tim Tuell. Staff Liaison Tony Martino, Mike Turner and Library Director Laurel Goodgion were also present. Committee Members David Edwards and Raymond Grasso were absent.

Chairman Coombs advised that today is day 231 of the project.

1. Public Comments:

A. None.

2. Approval of Minutes:

A. [Minutes of May 9, 2005 Meeting](#) - Motion by Stuart Temple seconded by Carmen Pace to approve minutes. **All but one member voted in favor (Paul Camarco abstained).**

3. Projects for Discussion:

I. Town Wide Radio System

A. Expenditures

1. Martin AG (USA) - Invoice WCT-63-REG - \$468.75 - Mike Turner advised that this was for regulatory work under the bond. Fred Martin is still working on getting us a permanent license for one frequency we still have a temporary license for. The Feds issue temporary licenses to get systems up and running then you have to follow with more detailed paperwork to get the permanent license. Motion by Carmen Pace seconded by Stuart Temple to approve payment. **All members voted in favor.** Chairman Coombs advised that we have two new tenants (Nextel and Verizon) going up at 250 Silas Deane Highway. Nextel is looking to go up to Firehouse 3. If they do then there will be one opening left at Firehouse 3 for another vendor.

II. Town Hall & Library Renovations - Phase 1:

A. Expenditures

1. Community Resource Management - Invoice 7 - \$762.50 - Motion by Stuart Temple seconded by Paul Camarco to approve payment. **All members voted in favor**
2. Special Testing Labs - Invoice 18842 - \$85.00 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All members voted in favor**

B. Change Orders - Chairman Coombs advised the members of the fact Nutmeg was adding language to the final change orders that states "Contractor specifically reserves all of its rights and remedies for all matters associated with the performance period relating to or impacted by this change including but not limited to costs, damages, and delays". This language had not shown up on the preliminary proposed change orders and was not approved by this Committee when they approved the proposed change orders. On proposed change orders under "Summary" below line 22 reference to "Estimated time extension and justification: NCI Reserves the right to add additional Time/cost to PCO" is to be eliminated. This is not the proper format for requesting time delay. An opinion from Town Attorney Bradley advised that this language in the Change Order can be ignored and the contractor has to follow the procedure in the Contract to request time delay or additional costs. After some discussion a motion was made by Stuart Temple seconded by Paul Camarco that any language within change orders or proposed change orders regarding additional time and costs is to be deleted from all change orders and proposed change orders. Such changes are to be submitted under proper procedures as written in the contract. **All members voted in favor.** Prior to voting on the proposed change orders Mike Turner advised Tony Martino was still working on the detailed spreadsheet of where the project stands to date. Mike handed out a simplified version of the budget versus actual to date. There is currently \$110,507 left in contingency and \$88,556.41 in proposed change orders listed below.

1. PCO 57 - \$ 1,332.42 (T&M Plumbing Work) - Chairman Coombs advised it was more cost effective to have the contractors plumber do this work than try and bring in the Town Plumber

to do the work Mike Turner advised that the number to be voted on has to be reduced to \$866.08 as some of the ductwork quoted was handled under a previous work order. Motion by Paul Camarco seconded by Stuart Temple to approve the proposed change order in the amount of \$866.08 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**

2. PCO 56 - \$27,778.81 - (Toilet exhaust replacement) - Chairman Coombs advised due to the increase in the number of toilets the existing duct work or fans did not meet the air exchange needs for the facilities. Motion by Paul Camarco seconded by Stuart Temple to approve the proposed change order in the amount of \$27,778.81 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**
3. PCO 46 - \$2,461.65 - (Substitute Carpet) - Motion by Paul Camarco seconded by Carman Pace to approve the proposed change order in the amount of \$2,461.65 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**
4. PCO 32 - \$31,022.63 (Auto Doors at Pitkin) - Mike Turner advised these doors are being installed by the Community Center Office, the Janitor's area in the West Wing and the inside doors of the main entrance. Motion by Stuart Temple seconded by Paul Camarco to approve the proposed change order in the amount of \$31,022.63 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**
5. PCO 39 - \$9,929.74 - (Option add at Pitkin) - Mike Turner advised this option is to replace the first automatic door coming in the main entrance. These doors are on borrowed time and need replacement. They are from a different vendor then the new doors we are purchasing. The doors need to be timed to open with the new inner doors. It is recommended we change out this door at the same time to avoid problems. Motion by Paul Camarco seconded by Stuart Temple to approve the proposed change order in the amount of \$9,929.74 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**
6. PCO 55 - \$8,268.60 - (Electric Work in Food Bank) - Motion by Paul Camarco seconded by Stuart Temple to approve the proposed change order in the amount of \$8,268.60 be approved. **All members voted in favor.**
7. PCO 34R - \$7,763.29 (Library Areaway / Transformer Room Access) - Motion by Paul Camarco seconded by Stuart Temple to approve the proposed change order in the amount of \$7,763.29 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**
8. PCO 29R - \$465.61 (3 Access Panels) - Motion by Paul Camarco seconded by Carmen Pace to approve the proposed change order in the amount of \$465.61 be approved with the elimination of the language referencing additional time and costs. **All members voted in favor.**

C. Staff Information

1. Construction Progress - Chairman Coombs advised that the chimney is coming along. The contractor needs to caulk the chimney where it joins the building. The chimney cap needs to be approved. The architect is working on a copper flashing cap that will eliminate jack hammering out the current cap avoiding the possibility of cracking the flue. The proposed metal capping will protrude beyond the brick line causing the water to gravity drop to the ground not hitting the brick. The elevator company representative was in today and observed the elevator shaft. The elevator is due to be shipped the beginning of July. It will take approximately 100 man-hours to install the elevator. If all goes according to schedule the elevator should be ready by the end of July. This Wednesday Chairman Coombs and Mike Turner will meet with the mechanical engineer to get the specs together to go out to bid for the boiler replacements. We need to get this in the works now to get the work finished before the start of the next heating system. Accomplishing this task will provide more energy efficient boilers that will reduce the Town's energy cost next heating system. Taking this out of the project will still leave enough work to go with a General Contractor Bid for the rest of Phase II work. We cannot think of doing the roof work until we finalize the facade of the

building. The contractor is almost finished with the sprinkler work and the electric panels have been installed. Committee Members requested the Contractor be reminded we are still looking for an updated schedule. Lack of an updated schedule makes it hard to consider any request for increase in time justification.

D. Old Business:

1. Small Cities Grant - Letter from Dale Kroop - This was provided for information and is self-explanatory.
2. Technology Committee - No Report. Chairman Coombs advised we have already approved one cable tray for the lower area. We will be looking for them on the other floors in the future. When we did the preliminary budget for the bond we had CCCI come in and do a rough plan and cost estimate for us. They also did the cable work for us at the Police Facility. Within their preliminary plan CCCI planned to have the Data Processing Staff and equipment move to the lower level. It has now been agreed they will stay in their current location and expand into what is now the Building Inspection Vault area. We need someone to come on board to develop our plan of attack for the cabling requirements. Chairman Coombs requested the Committee's approval to have Mike Turner check with the State Public Works to see who's on the State's approved vendors list for this type of work and report back to the Committee. Members agreed to this request. If CCCI is still there we might want to consider them based on their past good service to the Town.

E. New Business:

1. None

III. Town Hall & Library Renovations - Phase 2:

A. Expenditures

1. Tuthill & Wells - Invoice 3698 - \$22,950.00 - Motion by Paul Camarco seconded by Stuart Temple to approve payment. **All Members voted in favor.**

B. Change Orders

1. None

C. Staff Information

1. Construction Status - Status of this Phase was incorporated in the Phase 1 narrative. Next step of this Phase is to get Town Council approval of the exterior design and then forward it to Design Review and Planning and Zoning for approval. Sample drawings were received today and will be forwarded to Council. They are not for public view until Town Council has had a chance to review them. Council will be given copies of all three scenarios not just the one recommended by this Committee.

D. Old Business

1. None

E. New Business - None

4. Next Scheduled Meeting:

- A. The next regularly scheduled meeting will be Monday June 13, 2005 at 6:00PM in the Public Works Conference Room.

5. Adjournment: Motion by Paul Camarco seconded by Tim Tuell to adjourn. Meeting adjourned at 7:10 PM. **All members voted in favor.**

Paul Camarco, Clerk