

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE PUBLIC BUILDING AND SITE COMMISSION.

Minutes of the regular meeting of the Public Building and Site Commission held on Tuesday, August 26, 2014. Chairman Robert Mitchell called the meeting to order at 7:00 p.m.

Present: Robert Mitchell, Anthony D'Angelo, James Juliano, Joseph Borst, Rick Matschke, Thomas Hanlon, Peter Samoskevich. **Absent:** Thomas Catalina, Roger Letso. **Also Present:** Clerk of the Works William Knight, GERALYN HOERAUF, Senior Project Manager from Diversified Project Management, one member of the press.

Public Participation. None noted.

Minutes. Upon motion of Mr. Borst, the minutes of the regular meeting of July 22, 2014 were unanimously accepted as presented.

Review of Town Initiated Projects - ESCO Status.

Mr. Matschke noted that there was very little to report.

- Celtic suggested that we review first two sections of Ameresco report but these have not yet been provided so Mr. Matschke copied them himself.
- Mr. Mitchell reported that Ameresco was to respond to 186 questions from Celtic and Celtic was to make a presentation to PB&S but Ameresco has not responded to the questions.
- Mr. Mitchell feels there has been no good rationale demonstrated to replace lights old fluorescent lights with a newer version of the fluorescent lights. This is still old technology. Ameresco should demonstrate a full life cycle cost analysis between fluorescent fixtures and with LED lights. This should include replacement bulb costs, maintenance personnel costs and haz mat disposal costs as a starter. Lifetime service and bulb replacement was not included in the 20 year payback.
- Mr. Mitchell said we have not seen a determination as to who would get the upgrade credit/reimbursement. Mr. Matschke agreed.
- We may go to a CM project delivery system if it is in the best interests of the town.
- We are paying a 28% project premium. Mr. Matschke questioned why.

High School.

Mr. Knight reported that

- A meeting was held with the concerned parties.
- Greenwood agreed to do caulking to repair the leak but they have not yet done that.
- Flood test will be done after that.
- Mr. Mitchell will ask Attorney Monte Frank to follow up.

Community Center.

Ms. Hoerauf distributed Town of Newtown Public Building and Site Commission Status Update August 26, 2014. (Attachment A).

- RFQ's were distributed.
- Aug 7 pre project meeting was held.

- Aug 22 packages were received and are in Finance and Mr. Mitchell's office. PB&S should review them prior to Sept 12 and provide written comments.
- Ad Hoc Advisory Committee will recommend a maximum 5 architects and 5 construction managers to interview.
- PB&S with the Ad Hoc Committee will then interview architects Sept 24 and construction managers Sept 30.

Sandy Hook Elementary School.

- Architects will be at the next meeting scheduled for September 9 to give an update on the project.
- They will finish construction documents by Sept 12.
- Sept 30 documents will be 100% complete and turned over to PB&S.
- Site bid documents are out. On or about Oct 16, site work will begin.

Invoices for payment.

Svigals invoice #1360-11. Mr. Mitchell is concerned about the printing costs of \$7,142.42 which have no explanation of what they were for. He suggests recommending payment of the Professional Services amount only of \$241,992.36. Mr. Borst moved to recommend payment of Svigals and Partners invoice #1360-11 in the amount of \$241,992.36. Second by Mr. Samoskevich. All in favor.


Mr. Borst moved to recommend approval of CT State DEEP invoice #201407213 in the amount of \$1,187.50 for Discharge of Stormwater and Dewatering Wastewaters from Construction Activities. Second by Mr. Matschke. All in favor.

Mr. Borst moved to recommend payment of R. W. Bartley & Associates invoice #OT1018.WA30 in the amount of \$803.42. Second by Mr. Samoskevich. All in favor.

New Items.

- Mr. Mitchell received email from Keith Alexander, Chairman of BOE looking for a joint meeting with PB&S September 9. Mr. Mitchell would like to invite BOE to PB&S next meeting on September 9.
- Mr. Mitchell reminded that the contract with Diversified Project Management expires in October.
- Mr. Borst moved to extend Mr. Knight's contract as Clerk of the Works at a rate of \$32.00/hour. Second by Mr. Matschke. All in favor.
- Mr. Samoskevich said that many residents think there is a peaked roof on the new Sandy Hook School, and he feels that this should be done away with. It was noted that the classroom roofs are flat. Mr. Borst noted that the peaks represent churches and the flat roofs are rolling hills.
- Mr. Mitchell said that the cistern will be made to look like a giant fish tank to be decorated by the town's people as part of a community project. More info will be available at the Sandy Hook meeting on September 9.

Adjournment. Upon motion of Mr. Borst the meeting adjourned at 7:55 p.m.


Ann M. Mazur, Clerk

A



**Town of Newtown
Public Building & Site Commission
STATUS UPDATE
August 26, 2014**

Newtown Community Center:

- ◆ Request for Qualifications: Architect and Construction Manager
 - Requests for Qualifications available as of August 1
 - Informational meeting held August 7 for prospective applicants
 - Two sets of clarifications distributed
 - Qualifications packages due Friday, August 22
 - Responses received:
 - 14 Architectural Firms/Teams
 - 10 Construction Management Firms

- ◆ Timeline for A/E and CM Selection Phase
 - Individual review of RFQ responses thru September 12
 - Meeting to determine interview short-list on Sept. 12, time/location TBD
 - Proposed dates for interviews: Architects on Sept. 24, CMs on Sept. 30
 - Review balance of Selection Phase schedule

Sandy Hook School:

- ◆ CT DEEP Stormwater Discharge Permit
 - Approve corrected fee of \$1500 (check amount requested = \$1187.50)

Qualifications Packages Received
 RFQ Newtown Community Center
 8/26/2014



RFQ	Company	Address	Rcvd Electr.
A/E	Arbonies King Vlock, PC	Branford, CT	22-Aug-14
A/E	Bargmann Hendrie + Archetype Inc.	Boston, MA	21-Aug-14
A/E	BL Companies	Meriden, CT	22-Aug-14
A/E	Centerbrook Architects	Centerbrook, CT	22-Aug-14
A/E	Kaestle Boos Associates	New Britain, CT	22-Aug-14
A/E	Moser Pilon Nelson, Architects, LLC	Wethersfield, CT	21-Aug-14
A/E	Newman Architects	New Haven, CT	22-Aug-14
A/E	Perkins Eastman	Stamford, CT	22-Aug-14
A/E	Quisenberry Arcari Architects/Amara Associates	Farmington, CT	22-Aug-14
A/E	Svigals + Partners	New Haven, CT	22-Aug-14
A/E	Tai Soo Kim Partners Architects	Hartford, CT	23-Aug-14
A/E	Tecton Architects	Hartford, CT	21-Aug-14
A/E	The S/L/A/M Collaborative	Glastonbury, CT	21-Aug-14
A/E	TLB Architecture & Ames Whitaker Architects	Chester, CT	22-Aug-14
CM	Bismark Construction	Milford, CT	22-Aug-14
CM	Caldwell & Walsh Building Construction	Newtown, CT	20-Aug-14
CM	Consigli Construction	Hartford, CT	22-Aug-14
CM	Downes Construction	New Britain, CT	22-Aug-14
CM	Newfield Construction	Simsbury, CT	25-Aug-14
CM	O & G Industries	Torrington, CT	22-Aug-14
CM	PAC Group LLC	Torrington, CT	22-Aug-14
CM	Shawmut Construction	North Haven, CT	19-Aug-14
CM	Turner Construction	Shelton, CT	22-Aug-14
CM	Whiting Turner	New haven, CT	21-Aug-14



TOWN OF NEWTOWN
PUBLIC BUILDING AND SITE COMMISSION

**NEWTOWN COMMUNITY CENTER
 PROPOSED PROJECT TIMELINE**

August 26, 2014

DATE	ACTIVITY	COMMENTS
Aug. 22	Qualifications Packages Due	Noon, to Purchasing Dept.
Aug. 25 – Sept. 12	Review all submissions	PBSC and Advisory Committee members should review all submissions at the Municipal Center
Sept. 12	Determine interview short list	Meeting to discuss individual evaluations and come to a consensus on interview lists
Sept. 15	Notify Interview Short List	DPM to schedule interview times and create written notification letters
Sept. 24	Architect Interviews	All day commitment: interviews to be held at 8:30am, 10am, 11:30am, 2:00pm, 3:30pm
Sept. 30	CM Interviews	All day commitment: interviews to be held at 8:30am, 10am, 11:30am, 2:00pm, 3:30pm
Oct. 1 – Oct. 6		PBSC and Advisory Comm members submit written evaluations of RFQ packages and interviews; DPM compiles all evaluations and distributes
Oct. 7	Determine Short List for Fee Proposals	Meeting to discuss interview results and come to a consensus on short list for fee proposals
Oct. 8	Fee Proposals Requested	DPM notifies firms and requests fee proposals
Oct. 15	Fee Proposals Due	DPM provides fee leveling and distributes to PBSC on Oct. 20
Oct. 21	Determine final Recommendation List	Meeting to review fee proposals, discuss all evaluation results and come to a consensus on final list of three firms for each discipline
Oct. 28 PBSC Meeting	PBSC Meeting to approve final recommendations for submission to the Purchasing Authority	
Oct. 29 – Nov. 6		Purchasing Authority finalizes selection of Architect and Construction Management firms

Nov. 10 – Nov. 17		Contract Execution by Town Attorney
Nov. 17 & Nov. 24	BoS and BoF approve contracts	
Dec. 1	Programming Phase Begins	