

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, December 16, 2014 in the Reed Intermediate School. Chairman Robert Mitchell called the meeting to order at 7:00 p.m.

Present: Robert Mitchell, Anthony D'Angelo, Thomas Hanlon, Roger Letso, Rick Matschke, Peter Samoskevich, Joseph Borst. **Absent:** Thomas Catalina, James Juliano. **Also Present:** Clerk of the Works William Knight, GERALYN HOERAUF, Project Manager from Diversified Project Management, Aaron Kruger from Consigli, Gino Faiella, Board of Ed Director of Maintenance, Rusty Malik of Quiesenberry Arcari (7:30).

Minutes. Upon motion of Mr. Samoskevich, the minutes of the meeting of November 25, 2014 were unanimously accepted as presented.

Review of Town Initiated Projects - ESCO Status.

- Mr. Mitchell reported that Middle Gate School is being reviewed by Mr. Hurley and Mr. Faiella as the first school to be considered for this project. The full scope has not been determined.
- Sustainable Energy Commission last night moved to recommend that PB&S develop a procedure to evaluate each new building project for sustainable energy potentials and present this protocol to the Town. Mr. Mitchell feels that the PB&S Commission should develop this protocol since it has the most comprehensive approach to the project development.

High School Expansion Project - Roofing Issues Status Report Update.

- Mr. Knight noted that the roof is still leaking. There have been no further meetings on the matter. It is not known where the leak is coming from.
- Mr. Knight will contact Ralph Noblin for an updated status and next steps.

Community Center.

- Ms. Hoerauf reported that the contracts for construction manager and architect have been approved.
- The consultants have met with Commission on Aging and Senior Center patrons.
- The consultants will attend a PB&S meeting for a review of the scope developed.
- Mr. Hanlon is the PB&S contact for this project.
- PB&S is dealing now with Phase I only which is the Senior Center and the aquatic center. Phases II and Phase III are to be determined and developed in the future.
- It must be determined the best way to communicate this information to the community.

Mr. Matschke moved to recommend approval of Diversified Project Management invoice #2014357 in the amount of \$11,175.31. Second by Mr. D'Angelo. All in favor.

Sandy Hook Elementary School.

- Ms. Hoerauf discussed the present status of the project (see attached report).
- Mr. Kruger noted that the contract document bid packages have been separated into two sets, due on December 18 and January 6.
- Mr. Mitchell has concerns about having two dates. Mr. Mitchell noted that the opening of first packages may impact the costs for the second packages; Mr. Kruger said this was considered but that the initial packages and minor and stand alone. The PB&SC had considerable discussions on the potential for difficulties but determined that they were minor and that the two dates should hold.
- Mr. Mitchell noted that PB&S should have been made aware of addendum as they are issued. Mr. Kruger said that in his experience a sit down was held to review all of the addenda after the bids were received. Mr. Mitchell noted that since PB&SC has approved the original bidding documents and that the addenda revise the approved documents. The PB&SC will need to approve the revised documents as changes to the contract.
- Mr. Kruger reviewed what has been done on the project to date, mainly the dynamic compaction to the soils and the excavation and grading.
- Ms. Hoerauf distributed a photographic documentation service proposal the purpose of which is to enhance the as built aspect of the building. She requested action on this proposal at the next PB&S meeting. Mr. Mitchell asked whether this should be part of the non-public security information. Mr. Faiella asked why this would need to be part of the public record and feels that the photos should be deemed security. Ms. Hoerauf noted that this would be in possession of the owners of the project. Ms. Hoerauf will ask the Town Attorney to research this.
- Mr. Faiella said that this company has a demo on their website that he reviewed and found very informative.
- Requests for potential additional professional services were reviewed tonight in great detail by Mr. Mitchell and Ms. Hoerauf. This will be voted on at the next meeting after receipt of additional back up documentation
- Mr. Kruger noted that there was a change order for \$572.00 for potential damage monitoring at a resident's house. This will be presented at the next meeting.

Invoices for payment.

Mr. Matschke moved to recommend approval of Diversified Project Management invoice #2014356 in the amount of \$15,544.00. Second by Mr. D'Angelo. All in favor.

Mr. Matschke moved to recommend approval of Svigals invoice #1360-15 in the amount of \$71,550.07. Second by Mr. D'Angelo. All in favor.

Mr. Borst moved to recommend approval of Consigli invoice #14 in the amount of \$379,307.25. Second by Mr. D'Angelo. All in favor

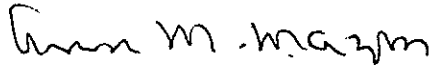
Mr. Matschke moved to recommend approval of the July, August, September and October reimbursables invoice #1560-11-12-12-14 contingent upon approval by the Finance Director totaling 30,567.98. Second by Mr. D'Angelo. All in favor.

Unfinished Business.

Schedule of 2015 Meeting Dates. Mr. Borst moved to approve the 2015 schedule of meetings as presented. Second by Mr. D'Angelo. All in favor.

Community Center. Mr. Malik of Quisenberry Arcari was introduced by Mr. Mitchell. Mr. Malik made a brief presentation on the status of the project development to date and the next actions to be undertaken.

Adjournment. The meeting adjourned at 9:00 p.m.



Ann M. Mazur, Clerk

Attachment A Newtown Community Center Project STATUS UPDATE
December 16, 2014

A



**Town of Newtown
Public Building & Site Commission**

**Newtown Community Center Project
STATUS UPDATE
December 16, 2014**

- ◆ Architect and Construction Manager Contract Award
 - Consultants selected through RFQ/RFP process during August – October
 - Architectural Firm selected = Quisenberry Arcari LLC, Farmington
 - Construction Manager selected = Caldwell & Walsh Building Construction Inc., Newtown

- ◆ Consultant Contract Development
 - Contract negotiations completed by Owner’s Rep and Town Attorney
 - Contracts reviewed by both architect and construction manager
 - Contracts submitted to the BoS for review and approval Dec. 15

- ◆ Project Kick-off
 - Project Team met Dec. 11 to begin project work
 - Introductory meetings scheduled
 - Commission on Aging – Dec. 15
 - Senior Center – Dec. 16
 - Parks & Rec Director – Dec. 16
 - Public Building & Site Commission – Dec. 16
 - Parks & Rec Commission – January 13

- ◆ Project Development Begins: Programming Phase
 - Architects will schedule programming meetings to gather stakeholder information and project requirements through February
 - Construction Manager has already begun analysis of preliminary project requirements in an effort to validate initial construction cost projections of \$8 - \$8.5 million

- ◆ Critical Milestones
 - Referendum to accept \$9,550,000 balance of GE grant for construction
 - Architect’s to produce initial schematic design drawings for community presentations in advance of the referendum