

These minutes are subject to approval by the Public Building and Site Commission

The Public Building and Site Commission held a regular meeting Tuesday, July 26, 2022. The meeting was held in the Council Chamber at the Newtown Municipal Center, 3 Primrose Street, Newtown. Vice Chairman Allen Adriani called the meeting to order at 7:00p.m.

Present: Allen Adriani, Gus Brennan, Anthony D'Angelo, Sally Feuerberg, Gordon Johnson, Kristian Otten, Patrick McCleary, Tom Catalina

Absent: Art Norton

Also Present: Michael Dell'Accio of Downes, Christopher Williams of Christopher Williams Architects, Ben Waldo of SWA (remote), First Selectman Rosenthal, Purchasing Agent Kerri Mubarek and two members of the press (one remote).

Public Participation: none

Approval of Minutes S. Feuerberg moved to approve the minutes of the June 28, 2022 meeting.

A. D'Angelo seconded. All in favor.

Hawley Elementary School

Documentation Status and Schedule Update: n/a

Construction Manager - Update: Floors are protected and ceiling demo is just about done. There is temporary lighting and electrical salvage. The submittal process & material procurement is approximately 80% done. Work in process includes MEFP coordination, MEFP demolition, demolition and abatement as well as MEFP layout. Work to start includes MEP penetrations and openings, MEP rough installations and roof demo & structural steel. The project is on schedule and on budget. Switch gear is a critical item. Lead time does not work with the job schedule. There was discussion on Eaton new design vs. current design and parts availability. G. Brennan suggested using the current design, parts are on the shelf and will arrive within 2.5 months. M. Dell'Accio will look into that. Christopher Williams will review differences between the old design and the current design and consult with the design engineer. G. Johnson asked if there will be training on the control package. Christopher Williams talked about the RFP for commissioning which includes training.

Project Budget and Phasing Review – Update & Summary: n/a

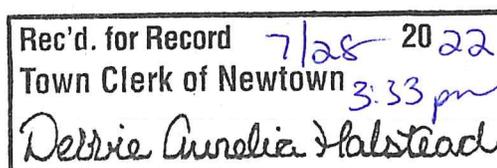
Invoices for Payment:

G. Brennan moved PCO #-1 – PR #01 – Eliminate Low Roof Area RTU 1-6 for a zero impact to the project. This is relative to the rooftop units on the 97 wing. G. Johnson seconded. All in favor.

G. Brennan moved PCO #003 - RFI #006 – Update Existing Panel Circuits in the amount of \$8,938.00. This is relative to building 3, area C of 1921 building; not proper rating. G. Johnson seconded. All in favor.

G. Johnson moved to approve invoice #2013.11 for Christopher Williams Architects, LLC in the amount of \$4,550.20. S. Feuerberg seconded. All in favor.

A. D'Angelo moved to approve invoice #002 for Downes in amount of \$132,198.57. G. Johnson seconded. All in favor.



Sandy Hook Permanent Memorial:

ADD TO AGENDA: A. D'Angelo moved to add acceptance of Certificate of Substantial Completion for the Sandy Hook Permanent Memorial to the agenda for discussion and possible action. S. Feuerberg seconded. All in favor.

There are twenty punch list items remaining. The oxidation of the steel plate is in process; the mill scale is coming off. The handrail has not been installed but is still on track for August. S. Feuerberg said the electrician would like to view the lighting set up at dusk, in case any adjustments are needed. First Selectman Rosenthal suggested doing this after the cameras are installed. Concern about the level of maintenance required with river rocks was discussed. Both S. Feuerberg and First Selectman Rosenthal believe river rock should not be part of the project. A. Adriani agreed, saying there is potential for algae and silt. Four options for lightening protection and surge protection will be priced. An audible cellular alarm panel will be priced to put in the vault with a power and water sensor. First Selectman Rosenthal talked about mulching a weeded area on the hill that separates the parking area from the memorial.

A. D'Angelo moved to accept the Certificate of Substantial Completion for the Sandy Hook Permanent Memorial (att.). B. Waldo of SWA has been tracking the punch list and is good with the Certificate of Substantial Completion. G. Brennan seconded. All in favor.

Documentation Status - SWA Update: n/a

Construction Manager – Downes Status Update: The project is in the close out stage. Close out documents will be turned in next month. There is a healthy contingency of \$60-\$70,000 left, without all the approvals.

Update on Construction Schedule: Close out documents will be ready for the August meeting.

A. D'Angelo moved to approve PCO #052 – In Scope – Gravel Path Revision for a zero impact on the project contingent upon document revision to be made by Downes Construction and submitted to the purchasing authority. G. Brennan seconded. All in favor.

A. D'Angelo moved to approve PCO #026 – Wood Gate at Driveway and Temporary Fence Relocation in the amount of \$5,938.00 (\$5,616 on another page) contingent upon the revised document to be made by Downes Construct to be submitted to the purchasing authority. First Selectman Rosenthal said the fence gives plantings an opportunity to mature; then the fence will be removed. G. Brennan seconded. All in favor.

Invoices for Payment: S. Feuerberg moved to approve invoice #011 for Downes Construction in the amount of \$278,773.54 contingent upon the revised document to be submitted to the purchasing authority. G. Johnson seconded. All in favor.

First Selectman Rosenthal introduced Purchasing Agent Kerri Mubarek to the commission.

The next meeting will be held on August 23, 2022 at the Newtown Police Department at 7:00p.m.

Adjournment: Having no further business the Public Building & Site Commission adjourned their regular meeting at 7:52p.m.

Att: Downes Construction update Hawley & Downes Construction update Sandy Hook Permanent Memorial, 7/26/22; Certificate of Substantial Competition, Sandy Hook Permanent Memorial

Respectfully submitted,
Susan Marcinek

BUILDING COMMISSION MEETING UPDATE

Date: 7/26/22

To: Town Newtown
Public Building and Site Committee Members

Project: Sandy Hook Permanent Memorial & Hawley Elementary School – Air Quality Improvements

Subject: Downes Building Commission Meeting Agenda.

Hawley Elementary School - Air Quality Improvements Project:

1. Project Update

A. Project Financial Summary (Downes GMP)

Original GMP	\$ 7,491,086.00	
Approved Change Order Proposal's	\$ 0.00	
Total Revised GMP	\$ 7,491,086.00	
Pending/Approximate Change Order Requests	\$ 8,938.00	
Total Anticipated GMP	\$ 7,500,024.00	
Construction Manager's Construction Contingency	\$ 212,865.00	included in above GMP
Approved COP's	\$ 0.00	
Pending COP's	\$ 0.00	
Remaining CM Contingency	\$ 212,865.00	

B. Owner's Contingency	\$ 350,000.00	
Approved COP's	\$ 0.00	
Pending COP's	\$ 8,938.00	
Remaining Owner Contingency	\$ 350,000.00	

2. Schedule Update

- I. Work Completed
 - Site Mobilization
 - Floor Protection
 - Ceiling Demolition
 - Electrical Salvage and Demolition

- Temporary Lighting

II. Work in Progress

- Submittal Process & Material Procurement
- MEFP Coordination
- MEFP Demolition
- Demolition & Abatement
- MEFP Layout

III. Work to Start

- MEP Penetrations and Openings
- MEP Rough Installation
- Roof Demolition & Structural Steel

3. Critical Items for Discussion

- Material Procurement
- Electrical Switchgear and Transformer Procurement

4. Action Items

A. PCO Approvals

- PCO #001 – PR #001 – Eliminate Low Roof Area A RTU 1-6 = \$0.00
- PCO #003 – RFI #006 – Update Existing Panel Circuits - \$8,938.00

Sandy Hook Permanent Memorial Project:

1. Project Update

A. Project Financial Summary (Downes GMP)

Original GMP	\$ 3,384,903.00
Approved Change Order Proposals	\$ <u>96,440.00</u>
Total Revised GMP	\$ 3,481,343.00
Pending/Approximate Change Order Requests	\$ <u>39,462.00</u>
Total Anticipated GMP	\$ 3,520,805.00

Construction Manager's Construction Contingency	\$ \$98,700.00 included in above GMP
Approved COP's	\$ 73,495.00
Pending COP's	\$ <u>6,523.00</u>
Remaining CM Contingency	\$ 18,682.00

B. Owner's Soft Cost

Architects and Consultants Fees	\$ 374,584.00
Builder's Risk Insurance	\$ 3,418.00
Permanent Site Security	\$ 20,000.00

Owner's Contingency	\$ 151,327.00
Approved COP's	\$ 96,440.00
Pending/Approximate COP's	\$ <u>39,462.00</u>
Remaining Owner Contingency	\$ 15,425.00

2. Schedule Update

- Work in Progress
- Punchlist
 - Project Closeout

3. Action Items

A. PCO Approvals

- PCO #036 – Wood Gate at Driveway and Temporary Fence Relocation = \$5,938.00
- PCO #052 – Gravel Path Revisions– CM Contingency = \$0.00

B. Substantial Completion

- Review and approve substantial completion form.
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PREPARED BY:
Downes Construction Company
Construction Manager

Michael Dell'Accio
Project Manager
7/26/22



AIA® Document G704® – 2017

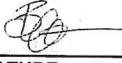
Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> Sandy Hook Permanent Memorial 32 Riverside Road Sandy Hook, CT	CONTRACT INFORMATION: Contract For: Sandy Hook Permanent Memorial Date: 8/1/2020	CERTIFICATE INFORMATION: Certificate Number: 1 Date: 6/16/2022
OWNER: <i>(name and address)</i> Town of Newtown 3 Primrose Street, Newtown, CT	ARCHITECT: <i>(name and address)</i> SWA Group 530 Bush Street, 6 th Floor San Francisco, CA 94108	CONTRACTOR: <i>(name and address)</i> Downes Construction 200 Stanley Street New Britain, CT 06051

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

June 16, 2022 the Sandy Hook Permanent Memorial project located at 32 Riverside Road, Sandy Hook, CT is substantially complete.

<u>SWA Group</u>		<u>Ben Waldo, Associate/PLA</u>	<u>6/16/2022</u>
ARCHITECT <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:
(Identify the list of Work to be completed or corrected.)

Please see the attached itemized list of items to be completed or corrected, identified as Exhibit A dated 7/8/2022

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within Sixty (60) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$80,000.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner shall except full responsibility of the security, maintenance, utilities, damage to the work, insurance for the Sandy Hook Permanent Memorial noted above.

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

<u>Downes Construction</u>	<u>Michael Dell'Accio</u>	<u>Michael Dell'Accio, PM</u>	<u>7/21/2022</u>
CONTRACTOR <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE
<u>Town of Newtown</u>	<u></u>	<u></u>	<u></u>
OWNER <i>(Firm Name)</i>	SIGNATURE	PRINTED NAME AND TITLE	DATE