

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

The Public Building and Site Commission held a regular meeting Tuesday, October 25, 2022. The meeting was held in the Council Chamber at the Newtown Municipal Center, 3 Primrose Street, Newtown. Chairman Art Norton called the meeting to order at 7:00p.m.

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

Also Present: Jason Smith of Downes, Christopher Williams of Christopher Williams Architects, Tara Vincenta (via remote) of Artemis Landscape Architects, Dan Affleck of SWA (via remote), First Selectman Rosenthal, Purchasing Director Kerri Mubarek, David Schill, C.H. Booth Library and one member of the press (via remote)

Public Participation: none

Approval of Minutes A. D'Angelo moved to approve the minutes of the September 27, 2022 meeting. G. Brennan seconded, all in favor.

Hawley Elementary School

Documentation Status and Schedule Update: The project is on schedule.

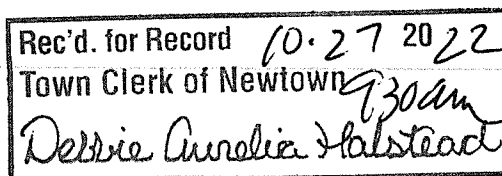
Construction Manager - Update: Demo and abatement of A, B and C are complete as well as the MEP Penetrations and Openings, Structural Steel at the roof and equipment curbing and roofing at areas A & B. Christopher Williams said they just discussed a solution for the location of the switch gear which seems to be the best and the one everyone is comfortable with. Christopher Williams also recommended to get a Commissioning agent on board as soon as possible. They have gotten three prices and the lowest is \$36,000. The Commission asked to cut what can be cut to get the cost closer to \$30,000. Christopher Williams cautioned that the low bid we have now, is at the bottom line. Cutting more would not be beneficial. J. Smith suggested having the vendors come to the project and get eyes on it to hopefully get the lowest best proposal. They will turn the proposal over to the Town's Purchasing Director by the end of the week. She will then start negotiations with a ceiling of \$36,000 with a target closer to \$30,000.

Project Budget and Phasing Review – Update & Summary: All project information was covered under Construction Managers report.

Invoices for Payment:

A. Adriani moved to approve invoice #5 for Downes in the amount of \$767,557.13. G. Brennan seconded. All in favor.

A. Adriani moved to approve invoice #2013.14 for Christopher Williams Architects, LLC in the amount of \$4,582.02. A. D'Angelo seconded, All in favor.



Sandy Hook Permanent Memorial:
Documentation Status - SWA Update: n/a

Construction Manager – Downes Status Update: A. Norton and S. Feuerberg will do a walk through with Downes tomorrow. There are some items they want to make sure are addressed. Downes received an estimate of \$5,268 for fall leaf clean up. The estimate does not include removal, they will bring the leaves to the perimeter that is already embedded with leaves. The work will not happen until it is closer to the 11/13/22 public opening. The funding for this will come from the project contingency.

Invoices for Payment:

A. D'Angelo moved to approve PCO #065 for Downs for Fall Leave Cleanup 2022 in the amount of \$0. S. Feuerberg seconded. All in favor.

S. Feuerberg moved to approve PCO #058 for bonds and PCO #059 for signs both in the amount of \$0. A. D'Angelo seconded. All in favor.

A. Adriani moved to approve invoice #14 for Downes in the amount of \$ 52,728.72. A. D'Angelo seconded. All in favor.

S. Feuerberg moved to approve invoice #192072 for SWA in the amount of \$8,850. A. D'Angelo seconded. All in favor.

Close Out Documents: To be discussed at the 11/22/22 meeting.

C.H. Booth Library – Design RFQ Status: Design RFQ Status: David Schill from the C.H. Booth Library put together a proposal for RFP for engineering services to inspect and design an HVAC system. This could be repair or replace. The building has 42 units and lots of duct work. The Commission asked for a few revisions in the RFP and David Schill will forward it to the Town's Purchasing Director.

The next meeting will be held on November 22, 2022 at the Newtown Municipal Center at 7:00p.m.

Adjournment: Having no further business the Public Building & Site Commission adjourned their regular meeting at 8:24p.m.

Att.: Downes SHPM and Hawley Building Commission Meeting Update, 9/27/22

Respectfully submitted,
Arlene Miles

BUILDING COMMISSION MEETING UPDATE

Date: 10/25/22

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	\$ 22,910.00
Total Revised GMP	\$ 7,513,996.00
Pending/Approximate Change Order Requests	\$ 2,571.00
Total Anticipated GMP	\$ 7,516,567.00

Construction Manager's Construction Contingency	\$ 212,865.00	included in above GMP
Approved COP's	\$ 0.00	
Pending COP's	\$ 17,879.00	
Remaining CM Contingency	\$ 194,986.00	

B. Owner's Contingency	\$ 350,000.00
Approved COP's	\$ 22,910.00
Pending/Approximate COP's	\$ 2,571.00
Remaining Owner Contingency	\$ 325,239.00

2. Schedule Update

I. Work Completed

- Demolition and Abatement Areas A, B and C
- MEP Penetrations and Openings
- Structural Steel at Roof
- Equipment Curb and Roofing at Areas A & B

- II. Work in Progress
 - MEFP Rough Installation
 - Demolition, Equipment Curbs and Roofing at Area C1 Roof
 - Drywall & Taping at Soffits

- III. Work to Start
 - Demolition at Dormers
 - Structural Steel at Attic
 - Delivery and Installation of Roof Top Units

3. Critical Items for Discussion

- Electrical Switchgear and Transformer Procurement

4. Action Items

A. PCO Approvals

- PCO #021 – RFI #026 – Building C Return Air Duct Connection = \$2,571.00

Sandy Hook Permanent Memorial Project:

1. Project Update

A. Project Financial Summary (Downes GMP)

Original GMP	\$ 3,384,903.00
Approved Change Order Proposals	\$ 110,170.00
Total Revised GMP	\$ 3,495,073.00
Pending/Approximate Change Order Requests	\$ 13,143.00
Total Anticipated GMP	\$ 3,508,216.00

Construction Manager's Construction Contingency	\$ \$98,700.00 included in above GMP
Approved COP's	\$ 84,573.00
Pending COP's	\$ 5,611.00
Remaining CM Contingency	\$ 8,516.00

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	\$ 110,170.00
Pending/Approximate COP's	\$ 13,143.00
Remaining Owner Contingency	\$ 28,014.00

2. Action Items

A. PCO Approvals

- PCO #058 – Additional Subcontractor Bond Premiums – C&M, GT Landscape, MSM = \$0.00
- PCO #059 – Town Signs = \$0.00



PREPARED BY:
Downes Construction Company
Construction Manager

Michael Dell'Accio
Project Manager
10/25/22