

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

The Public Building and Site Commission held a regular meeting Tuesday, April 25, 2023. 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 7:00 p.m.

**Present:** Art Norton, Allen Adriani Gus Brennan, Anthony D'Angelo, Sally Feuerberg, Kristian Otten, Patrick McCleary

**Absent:** Gordon Johnson, Tom Catalina

**Also Present:** Michael Dell'Accio of Downes, Christopher Williams of Christopher Williams Architect and First Selectmen Dan Rosenthal, Purchasing Director Kerri Mubarek and one member of the press (via phone).

**Public Participation:** none

**Approval of Minutes:** A. D'Angelo moved to approve the minutes of the March 28, 2023 meeting.

A. Adriani seconded. All in favor.

**C.H. Booth Library**

**Status of Pending Contract:** Town Counsel reviewed the contract today. The contract has been sent to Marchetti for revision. K. Mubarek is not concerned with the revisions but expressed concern about the timeline. She will strongly encourage Marchetti to have the revised contract back to her by Friday so that the Board of Selectman can vote on it at the May 1 meeting. The Ad Hoc committee has also reviewed the contract.

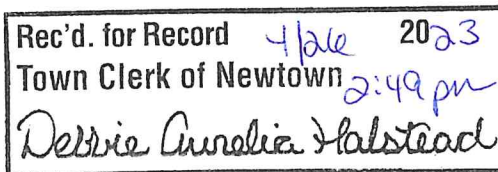
**Hawley Elementary School:**

**Documentation Status and Schedule – Update:** n/a

**Construction Manager – Update:** Roughing, ceiling grid and shaft wall are complete. The above ceiling inspections are complete. Some phase 2 work is being done which includes flooring and painting. Jason Smith is still on site, at no cost to the town. Switchgear is shipping on May 26. June 1<sup>st</sup> starts phase 2. The switchgear installation is scheduled to be approved by June 12 (this date obtained after the meeting). Eversource's six week lead-time for the transformer will begin at that time.

**CWA Update –** A punch list reviewing the current status of existing conditions has been completed by Christopher Williams Architects and has been sent to Downes. Downes is working on completing punch list items. The punch list process will continue as areas of Hawley School are completed by Downes. Current work includes finishing and touching up areas; the ceiling pads still need to go in. Painting in the contract was relative to walls that were planned to be disturbed. The school has someone painting as well. A. Adriani attended a walk through, the walls look nice. Christopher Williams said he anticipated a few bridges would be required to keep safe and not destroy sheetrock if ductwork maintenance needs to be done. Area A & B was bump started; five units are 85% start up complete.

**Project Budget and Phasing Review – Update:** The project is approximately 90% complete. Previously approved CO value is \$185,549; a pending amount of \$50,992 which includes \$26,000 approved tonight and any other line items on the change orders. There is a Board of Education credit of \$28,579, a savings from the fire alarm system. This amount is included in the \$50,992. The CM contingency is at \$169,016, the owner contingency is at \$113,459, which includes the BOE credit. There are trade and CM allowances of \$70,000 or \$80,000, M. Dell'Accio projects using \$50,000. The commission would like to see updated numbers on the CM and owner contingencies as well as notes on unused allowances.



**Invoices and PCO's for payment:**

There was discussion relative to RFI #020, replace Sinks in Area C. #013b, the lower tier was decided upon.

C. Williams would not suggest laminate countertops next to a sink as it will be damaged from water. He prefers cultured countertops. G. Brennan moved to approve option PCO #013b to replace existing base cabinets and reuse (4) existing sinks and faucets with a not to exceed amount of \$15,000 that includes solid surface counter options. A. D'Angelo seconded. All in favor.

A. D'Angelo moved PCO #036, cutting and patching II for a net zero dollar impact. A. Adriani seconded. All in favor. \$443.00 is an allowance; \$19,461 is CM Contingency.

A. D'Angelo moved PCO #039, Premium Time, which is in the scope of the CM Contingency for Downes and a zero dollar impact to the project. A. Adriani seconded. All in favor. \$6,784 is CM Contingency.

A. D'Angelo moved PCO#041 – RFI #043, Floor Joist Support at Storage Room 1222, for Downes, in the amount of \$6,246.00. A. Adriani seconded. All in favor.

A. D'Angelo moved PCO #042, MEEP relocation #5, for Downes, in the amount of \$2,668.00, out of owner's contingency. A. Adriani seconded. All in favor.

A. D'Angelo moved PCO #044, glass transoms at Area C, for Downes, in the amount of \$4,884.00. A. Adriani seconded. All in favor.

A. D'Angelo moved to approve invoice #2013.20 for CWA in the amount of \$4,550.20. K. Otten seconded. All in favor. This brings it to 83% completion.

A. D'Angelo moved to approve invoice #011 for Downes in the amount of \$769,372.79. A. Adriani seconded. All in favor. This brings it to 93% completion.

**Sandy Hook Permanent Memorial:**

**Construction Manager – Downes Status Update:** The parking lot revisions are complete. In recent rain there was no erosion to the lower path; there was a small amount around the corner but not all the way down the path. The water feature is up and running. There was heavy pollen; Carl Samuelsson is working with a company on an additive that targets organic material in water. The water has cleared up. There has been additional mowing of the meadow. The landscape warranty ends June 16; there is enough time to see if all the plants made it through. The project walk through with the owner and design team is April 28.

**Documentation Status – SWA Update:** n/a

**Invoices/PCO's for Payment:** n/a

**Close Out Documents:** All surge protection work is expected to be complete by the May meeting; the only left over cost is \$1,200 for Custom Electric.

The next regular meeting is scheduled for May 23, 2023 at the Newtown Municipal Center.

**Adjournment:** Having no further business the Public Building & Site Commission adjourned the regular meeting at 8:06p.m.

*Attachment: Downes Building Meeting Update, SHPM & Hawley, 4/25/23; Downes Change Events, 4/21/23*

Respectfully submitted,  
Susan Marcinek

*[Faint, illegible text and stamp]*

**BUILDING COMMISSION MEETING UPDATE**

**Date:** 4/25/2023

**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	\$ 185,549.00
Total Revised GMP	\$ 7,676,635.00
Pending/Approximate Change Order Requests	\$ 50,992.00
<b>Total Anticipated GMP</b>	<b>\$ 7,625,643.00</b>

Construction Manager's Construction Contingency	\$ 212,865.00	included in above GMP
Approved COP's	\$ 27,603.00	
Pending COP's	\$ 26,246.00	
<b>Remaining CM Contingency</b>	<b>\$ 159,016.00</b>	

<b>B. Owner's Contingency</b>	<b>\$ 350,000.00</b>
Approved COP's	\$ 185,549.00
Total Remaining Owner Contingency	\$ 164,451.00
Pending/Approximate COP's	\$ 50,992.00
<b>Remaining Owner Contingency</b>	<b>\$ 113,459.00</b>

## **2. Schedule Update**

- I. Work Completed
  - MEFP Rough Installation Area A/B/C including Attic
  - Ceiling Grid in Area C
  - Area C Shaft Walls
  - Above Ceiling Inspections
  
- II. Work in Progress
  - Painting
  - Finishes
  
- III. Work to Start – (June/July 2023)
  - Switchgear Delivery and Installation
  - Electrical Switchgear Inspection
  - Transformer Delivery and Installation
  - HVAC Startup and Commissioning

## **3. Critical Items for Discussion**

- Electrical Switchgear and Transformer Procurement

## **4. Action Items**

### **A. PCO Approvals**

- PCO #013 – Out of Scope – RFI #020 Replace Existing Sinks and Cabinets = \$24,418.00
- PCO #013a – Out of Scope – RFI #020 Replace Existing Sinks and Cabinets (Mid Tier) = \$19,372.00
- PCO #013b – Out of Scope – RFI #020 Replace Existing Sinks and Cabinets (Lower Tier) = \$11,136.00
- PCO #036 – In Scope-CM Contingency – Additional Cutting and Patching II = \$0.00
- PCO #039 – In Scope-CM Contingency – Premium Time = \$0.00
- PCO #041 – Out of Scope – RFI #043 – Joist Support at Storage Room 1222 = \$6,246.00
- PCO #042 – Out of Scope – MEFP Relocation #5 = \$2,668.00
- PCO #044 – Out of Scope – Glass Transoms at Area C = \$4,884.00
- PCO #044a – Out of Scope – Glass Transoms at Area C = \$3,769.00



**Sandy Hook Permanent Memorial Project:**

**1. Project Update**

**A. Project Financial Summary (Downes GMP)**

Original GMP	\$ 3,384,903.00
Approved Change Order Proposals	\$ 135,381.78
Total Revised GMP	\$ 3,520,284.78
Pending/Approximate Change Order Requests	\$ 13,870.00
<b>Total Anticipated GMP</b>	<b>\$ 3,534,154.78</b>

Construction Manager's Construction Contingency	\$ \$98,700.00 included in above GMP
Approved COP's	\$ 94,253.00
Pending COP's	\$ 1,200.00
<b>Remaining CM Contingency</b>	<b>\$ 3,247.00</b>

**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	\$ 135,381.78
Pending/Approximate COP's	\$ 13,870.00
<b>Remaining Owner Contingency</b>	<b>\$ 2,075.22</b>

**2. Action Items**

**A. PCO Approvals**

- PCO #068 – Parking Lot and Path Adjustments – Reviewed with Town of Newtown DPS

**3. Spring Activities**

- Parking Lot Revisions – 4/20 and 4/21
- Lightning Surge Protection – tentative
- Water Feature Startup - Complete
- Mowing of Meadow and Landscaping Review
- Project Walkthrough

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**PREPARED BY:**  
**Downes Construction Company**  
**Construction Manager**

Michael Dell'Accio  
Project Manager  
4/25/2023



**DOWNES**  
CONSTRUCTION COMPANY

Downes Construction Company

Job #: 25-01-0436 Hawley Elementary School - Air Quality Improvements  
29 Church Hill Road  
Newtown, Connecticut 06470

## Change Events

Status : Open, Pending

#	Title	Scope	Type	Reason	Status	Origin	ROM	Prime Totals	Commitment Totals	RFQs	Commitment COs	Prime PCOs
051	MEFP Relocation #6	Out of Scope	Owner Change	Allowance	Open		\$7,500.00	\$0.00	\$0.00			
050	Cutting and Patching III	Out of Scope	Owner Change	Allowance	Open		\$15,000.00	\$0.00	\$0.00			
049	Additional Break Metal in Area A, B, C	Out of Scope	Owner Change	Existing condition	Open		\$10,000.00	\$0.00	\$0.00			
048	Duct Smoke Detectors in Low Roof Area A and Additional Duct Smoke Tubes	Out of Scope	Contingency	Design development	Open		\$0.00	\$0.00	\$0.00			
047	Fire Alarm BOE Credit	Out of Scope	Owner Change	Client request	Open		-\$28,579.00	-\$29,746.32	-\$28,579.00	1		PCO #047
046	RFI #041 - Storage Room 1222 Alternate Fire Damper	Out of Scope	Owner Change	Existing condition	Open	RFI #41: Storage Room Duct Size Change Due To Electric Power	\$1,108.00	\$0.00	\$0.00			
045	Dedicated Truck for Switchgear	Out of Scope	Allowance	Existing condition	Open		\$0.00	\$0.00	\$0.00			
044	Glass Transoms at Area C	Out of Scope	Owner Change	Existing condition	Open		\$4,693.00	\$4,884.00	\$0.00			PCO #044
43	Repair to Existing Building Systems	Out of Scope	Allowance	Existing condition	Open		\$10,000.00	\$0.00	\$0.00			
042	MEFP Relocation #5	Out of Scope	Allowance	Existing condition	Open		\$2,563.00	\$2,668.00	\$0.00			PCO #042
041	#43: Floor Joist Conflict in Storage Rm1222 Clarification	Out of Scope	Owner Change	Existing condition	Open	RFI #43: Floor Joist Conflict in Storage Rm1222 Clarification	\$6,002.00	\$6,246.00	\$0.00			PCO #041
039	Premium Time	Out of Scope	Contingency	Existing condition	Open		\$0.00	\$0.00	\$0.00			PCO #039
036	Cutting & Patching II	Out of Scope	Owner Change	Existing condition	Open		\$0.00	\$0.01	\$0.00			PCO #036
035	Additional Painting at Walls and Trim	TBD	Owner Change	Client request	Open		\$0.00	\$0.00	\$0.00			
029	Shaft at Auditorium	Out of Scope	Owner Change	Design development	Open		-\$6,606.00	\$0.00	\$0.00			
023	Area B Roof Drain Relocation	TBD	Owner Change	Existing condition	Open		\$0.00	\$0.00	\$0.00			
021	RFI #026 - Building C R/A Duct Connection Clarification	Out of Scope	Owner Change	Design development	Open	RFI #26: Building C R/A Duct Connection Clarification	\$2,571.00	\$2,571.00	\$0.00			PCO #021
019	PR #02 - RTU A1	Out of Scope	Owner Change	Client request	Open		\$0.00	\$0.00	\$0.00			



**DOWNES**  
CONSTRUCTION COMPANY

Downes Construction Company

Job #: 25-01-0436 Hawley Elementary School - Air Quality Improvements  
29 Church Hill Road  
Newtown, Connecticut 06470

#	Title	Scope	Type	Reason	Status	Origin	ROM	Prime Totals	Commitment Totals	RFQs	Commitment COs	Prime PCOs
013	RFI #020 - Replace Existing Sinks & Base Cabinets at Area C	Out of Scope	Owner Change	Existing condition	Open	RFI#20: Existing Sinks & Base Cabinets at Area C	\$23,461.00	\$24,418.00	\$0.00			PCO #013
Report Grand Totals							\$47,713.00	\$11,040.69	-\$28,579.00			