

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

The Public Building and Site Commission held a regular meeting Tuesday, June 27, 2023. The meeting was held in at the Newtown Police Department, 191 S. Main Street, Newtown. Chairman Art Norton called the meeting to order 7:00 p.m.

Present: Art Norton, Gus Brennan, Anthony D'Angelo, Sally Feuerberg, Gordon Johnson, Tom Catalina and Patrick McCleary (7:10p.m. via phone)

Absent: Allen Adriani, Kristian Otten

Also Present: Michael Dell'Accio and Jason Smith of Downes, Christopher Williams of Christopher Williams Architect, First Selectmen Dan Rosenthal, Purchasing Director Kerri Mubarek and John Barlow, Director of School Facilities.

Public Participation: none

Approval of Minutes: A. D'Angelo moved to approve the minutes of the May 23, 2023 meeting. S. Feuerberg seconded. All in favor.

C.H. Booth Library

Project Update – Contract & COI Status: The final contract has been received; Dan Rosenthal signed for the town; it has been sent to Marchetti to sign. The COI has been reviewed by the insurance consultant and has been approved. K. Mubarek will schedule a meeting with David Schill, Marchetti and the Ad Hoc members of PBSC after the July 4th holiday week.

Hawley Elementary School:

Documentation Status and Schedule – Update: see Construction Manager & CWA – Update (below)

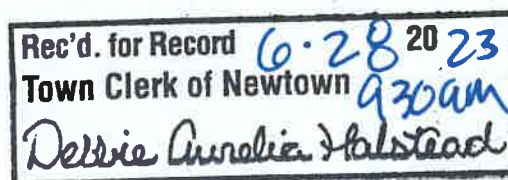
Construction Manager & CWA– Update: There continues to be a delay in switchgear. The breaker from Mexico didn't arrive. A new breaker from Windsor, CT was ordered and shipped to South Carolina where the gear is being assembled. Without giving an actual date of delivery the best case scenario is July 14 barring unforeseen circumstances. Today's update is production may begin in two weeks. They cannot start production without justifying the parts list. Testing, balancing and commissioning cannot be performed while school is in session – must be performed after hours or weekends. Downes believes that by July 7th it should be known if shipping will occur by July 14. M. Dell'Accio suggests the safest option is to do the back feed with one week lead time to disconnect, for \$51,000. Other options are difficult as there is no actual ship date. There is also the option to open the school, with no back feeding, finish the fire alarm, get the CO and not have AC. MEGA has to complete DX cooling in 60 degrees or over; this needs to be done by September 1st. John Barlow looked up the cost of a disconnect and found it to be \$8,444. A. D'Angelo made a motion to move PCO #054: TIA #01 – Existing Switchgear Back Feed to the desk of the Purchasing Authority per (att.) documentation. G. Brennan seconded. All in favor. It will be confirmed that the warranty is in place. All in favor.

Project Budget and Phasing Review – Update: see above Construction Manager & CWA – Update.

Invoices and PCO's for payment:

G. Johnson moved to approve invoice #2013.21 for CWA in the amount of \$4,550.20. A. D'Angelo seconded. All in favor.

G. Brennan moved to approve invoice #2013.22 for CWA in the amount of \$4, 550.20. A. D'Angelo seconded. All in favor.



A. D'Angelo moved to approve invoice #032, Downes for Hawley, in the amount of \$88,208.61. G. Brennan seconded. All in favor. This brings the project to 88% complete.

Sandy Hook Permanent Memorial:

Construction Manager – Downes Status Update: The surge protector has been delivered and will be installed the week after July 4th. Sally Feuerberg asked about the welcome wall penny stain and voiced concern that people are not following the rules of etiquette that are listed at the memorial. Jason Smith said the penny stain can be treated with several applications of white vinegar. 180 plants have been replaced.

Documentation Status – SWA Update: n/a.

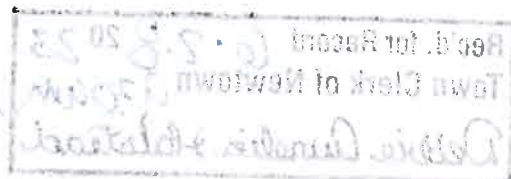
Close Out Documents: n/a.

The next regular meeting is scheduled for July 25, 2023 at the Newtown Municipal Center

Adjournment: Having no further business the Public Building & Site Commission adjourned the regular meeting at 7:49p.m.

Attachment: Downes PBSC update 6/ 27/23; PCO #054 (8 pages)

Respectfully submitted,
Susan Marcinek



BUILDING COMMISSION MEETING UPDATE**Date:** 6/27/2023**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	\$ 190,749.00
Total Revised GMP	\$ 7,681,835.00
Pending/Approximate Change Order Requests	\$ 6,374.00
Total Anticipated GMP	\$ 7,688,208.00

Construction Manager's Construction Contingency	\$ 212,865.00 included in above GMP
Approved COP's	\$ 73,479.00
Total Remaining CM Contingency	\$ 139,386.00
Pending COP's	\$ 4,781.00
Total Anticipated Remaining CM Contingency	\$ 134,605.00

B. Owner's Contingency	\$ 350,000.00
Approved COP's	\$ 190,749.00
Total Remaining Owner Contingency	\$ 159,251.00
Pending/Approximate COP's	\$ 6,734.00
Total Anticipated Remaining Owner Contingency	\$ 152,877.00

C. Allowances (Total)	\$ 208,237.36
Expended	\$ 133,367.83
Total Remaining Allowance	\$ 74,869.53
Pending/Approximate Allowance Usage	\$ 49,000.00
Total Anticipated Remaining Allowances	\$ 25,869.53

D. VE Contingency	\$ 45,317.00
Approved COP's	\$ 10,999.00
Total Remaining VE Contingency	\$ 34,318.00
Pending/Approximate COP's	\$ 0.00
Total Anticipated Remaining VE Contingency	\$ 34,318.00

Total Projected Remaining Contingencies and Allowances = \$347,669.53*

**Please note this is a current projection and is subject to change.*

2. Schedule Update

- I. Work Completed
 - Painting
- II. Work in Progress
 - 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

- None

Sandy Hook Permanent Memorial Project:

1. Project Update

A. Project Financial Summary (Downes GMP)

Original GMP	\$ 3,384,903.00
Approved Change Order Proposals	\$ 148,451.78
Total Revised GMP	\$ 3,533,354.78
Pending/Approximate Change Order Requests	\$ 0.00
Total Anticipated GMP	\$ 3,533,354.78

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

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	\$ 148,451.78
Pending/Approximate COP's	\$ 0.00
Remaining Owner Contingency	\$ 2,875.22

2. Action Items

A. PCO Approvals

- TO BE SUBMITTED - PCO #064 – In Scope (CM Contingency) - Electrical Bond Cost Increase

PREPARED BY:

Downes Construction Company
Construction Manager

Michael Dell'Accio
Project Manager
6/27/2023



PCO #054

Downes Construction Company
200 Stanley St
New Britain, Connecticut 06051
Phone: (860) 229-3755

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

Prime Contract Potential Change Order #054: TIA #01 - Existing Switchgear Back Feed

TO:	Town of Newtown 3 Primrose Street Newtown, Connecticut 06470	FROM:	Downes Construction Company 200 Stanley St New Britain, Connecticut 06051
PCO NUMBER/REVISION:	054 / 0	CONTRACT:	25-01-0436 - Hawley Elementary School
REQUEST RECEIVED FROM:		CREATED BY:	Mike Dell'Accio (Downes Construction Company)
STATUS:	Pending - In Review	CREATED DATE:	6/26/2023
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$0.00

POTENTIAL CHANGE ORDER TITLE: TIA #01 - Existing Switchgear Back Feed

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

PCO #054 - TIA #01 - Existing Switchgear Back Feed

Provide all material, equipment, labor and supervision to power the existing electrical service, temporarily wire the new transformer and back feed the AHU's, RTU's and CUs in order startup the new HVAC equipment prior to the Hawley Elementary School being occupied on August 24, 2023. In order to complete the back feeding of the new equipment the new 300KVA transformer will need to be installed by Eversource and temporarily wired in order to complete the HVAC startup. Once the new switchgear is delivered it will be installed, power will be pulled and a swap to the new gear will take place. Please reference JE Shea PCO #014 REV2 dated 6/6/2023 and PCO #017Rev1 dated 6/6/2023. JE Shea has confirmed that Eversource will provide the new transformer to temporarily wire the existing switchgear to.

ATTACHMENTS:

[2023-06-23 DCC Email Chain Switchgear.pdf](#) , [2023-06-13 DCC Email Chain Switchgear.pdf](#) , [JES PCO #17REV_HES_TempUtilityXformer..pdf](#) , [JES PCO14_REV2_HES_Hvactemp..pdf](#)

#	Budget Code	Description	Amount
1	001.26-100.S Construction.Electrical System.Subcontractor	Electrical System	\$51,977.00

#	Budget Code	Description	Amount
2	001.70-001.M Construction.CM Contingency.Material (Procore)	CM Contingency	\$(51,977.00)
Subtotal:			\$0.00
Bond (0.84% Applies to Labor (Procore), Beginning Balances, Material (Procore), Profit, Building Permit Expense, Subcontractor, Purchase Order/Mat'l Only, Sundry Job Expense, Business Development, Payroll Tax, Downes Subcontract, Workers Comp, Equipment, Consultant Hours, Fring):			\$0.00
Insurance (0.70% Applies to Labor (Procore), Beginning Balances, Material (Procore), Profit, Building Permit Expense, Subcontractor, Purchase Order/Mat'l Only, Sundry Job Expense, Business Development, Payroll Tax, Downes Subcontract, Workers Comp, Equipment, Consultant Hours, Fring):			\$0.00
CM Fee (2.50% Applies to Labor (Procore), Beginning Balances, Material (Procore), Profit, Building Permit Expense, Subcontractor, Purchase Order/Mat'l Only, Sundry Job Expense, Business Development, Payroll Tax, Downes Subcontract, Workers Comp, Equipment, Consultant Hours, Fring):			\$0.00
Grand Total:			\$0.00

Christopher Williams Architects (Christopher Williams Architect LLC)

85 Willow Street
New Haven, Connecticut 06511

Town of Newtown

3 Primrose Street
Newtown, Connecticut 06470

Downes Construction Company

200 Stanley St
New Britain, Connecticut 06051

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

June 26, 2023

Mr. Dan Rosenthal
First Selectman
Town of Newtown
3 Primrose Street
Newtown, CT 06470

RE: Hawley Elementary School – Eaton Switchgear Status

Mr. Rosenthal,

In a meeting on June 26, 2023 with JE Shea, Electrical Wholesalers and Eaton, Downes was unfortunately informed that the current ship date of the switchgear is August 3, 2023. There are working on expediting all parts but the best case scenario is to ship the switchgear on July 14, 2023. Both of these dates will push the HVAC startup of the new equipment into the school year. Our recommendation at the June 27, 2023 Public Building and Site Commission meeting is to proceed with the back feeding of the existing switchgear, PCO #054. Attached are part of this PCO are the scheduling scenarios for both options, below are the milestones.

Milestone Activities w/Back Feed	Start Date	Completion Date
Existing Switchgear Back Feed	6/28/23	7/10/23
Ceiling Pad Installation	7/7/23	7/20/23
Eversource Delivers Transformer and Permanent Power	7/11/23	7/19/23
HVAC Startup & Commissioning	7/20/23	8/16/23
Switchgear Shipment and Delivery	7/28/23	8/3/23
Install Switchgear	8/3/23	8/8/23
Inspect Switchgear	8/9/23	8/10/23
Permanent Power Swap and Shutdown	8/10/23	8/14/23
Final Testing and CofA	8/10/23	8/15/23

Milestone Activities and Impacts w/ Current Delivery Date 8/3	Start Date	Completion Date
Switchgear Shipment and Delivery	8/3/23	8/8/23
Install Switchgear	8/8/23	8/15/23
Inspect Switchgear	8/15/23	8/16/23
Eversource Delivers Transformer	8/16/23	8/28/23
Permanent Power Swap and Shutdown (Possibly during School Year Pending Eversource)	8/28/23	9/1/23
Ceiling Pad Installation	8/3/23	8/16/23
HVAC Startup & Commissioning - Completed during school year, possibly during school hou	9/1/23	9/27/23
Final Testing and CofA	9/27/23	9/29/23
Cost Impact from Downes Construction		
Cost Impact from Trade Contractors		

Also included as part of this PCO are the potential impacts to the project mentioned above from Mega Mechanical and Downes Construction if the project continues into the school year and estimated completion of the end of September, please refer to the email dated June 23, 2023 included as part of this PCO and highlighted below. Mega Mechanical letter dated 6/20/2023 is attached.

Option No. 1 Provide Backfeed:

Option 1. Total cost = \$51,977.00

Option No. 2 HVAC Startup to take place during school/off hours: - Mega Mechanical
Premium Time = \$25,640.00

- Downes Construction
General Conditions and
Requirements =
\$41,534.50

**Option 2. Total cost
\$67,174.50**

I apologize for the last minute update and decision making as part of this process. Downes will continue to work and complete this project with the best interests of the Town of Newtown, Board of Education and the Public Building and Site Committee.

Regards,

Michael Dell'Accio

Mike Dell'Accio
Downes Construction



Proposed Change

6/6/2022

Downes Construction Company
200 Stanley Street
New Britain, CT 06050
Attn: Michael Dell'Accio

PROJECT: Hawley Elementary School – Air Quality Improvements
29 Church Hill Road
Newtown, CT 06470
Bid Package #26.1, Electrical

SCOPE: JES-PCO-014 REV2 Provide Power from the existing electrical service to back feed the AHUs, RTUs and CUs—In order to meet the revised HVAC startup schedules.

Total Change – \$29,728.10

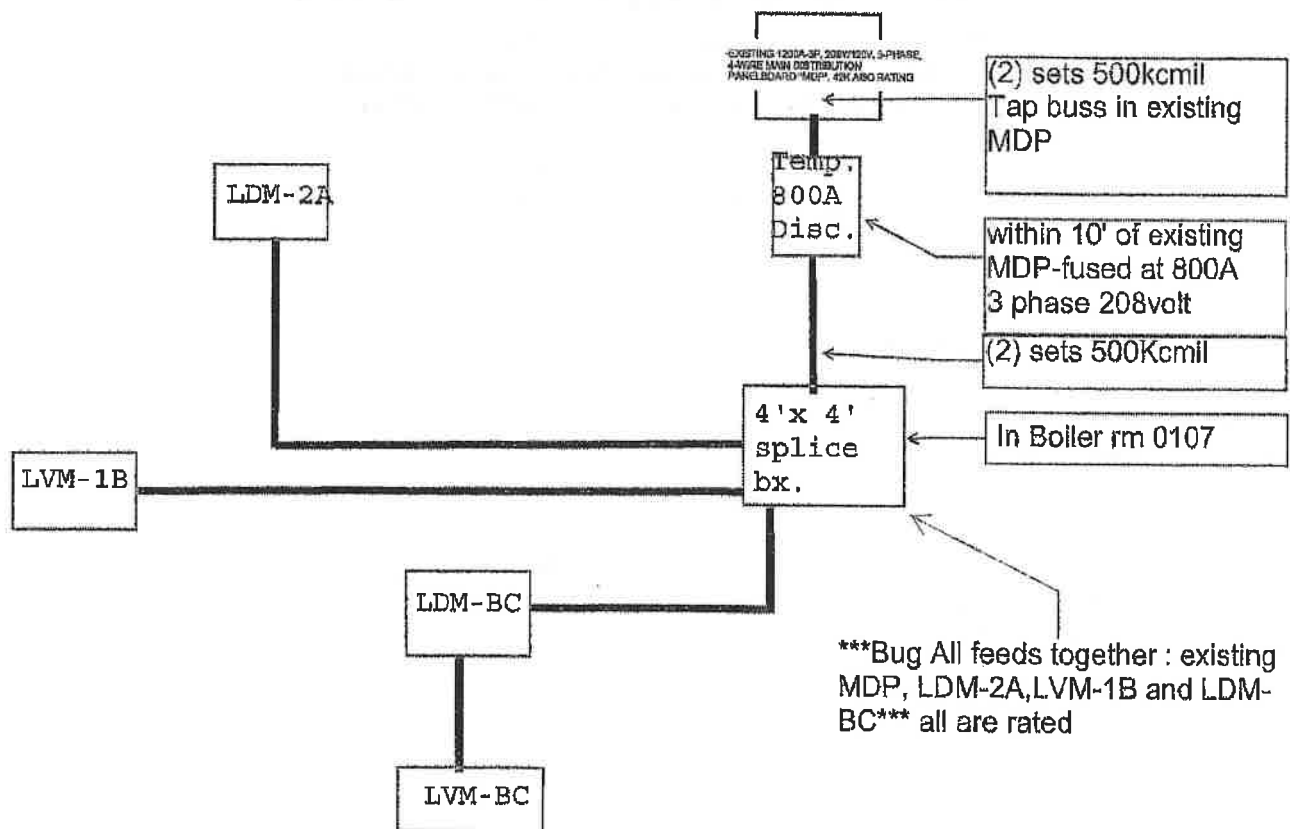
(See Attached Breakdown)

Notes: The proposed solution is shown in the attached documents. (800amp/3phase/208 - to back feed all new hvac units) BVH has confirmed this is sufficient.

Sincerely,

Jason Flood

Project Manager
C 860.877. 2315
O 860.621.7709 Ex 305



Hawley Elementary School - Newtown, CT

Change Order Proposal

To: Downes

From: JE Shea Electric Inc. BP#2.26.1

Date: 6/6/2023

Trade Contractor COP Number: JES PCO 0014 REV2

Description: Temp power back feed to accomadate hvac startup schedule. -800AMP

Quantity	Unit	Description of Material and Equipment	Unit Cost	Total
1	E	Misc Materials	\$ 8,230.99	\$ 8,230.99
0	E	Vendor	\$ 8,444.66	\$ 8,444.66
0	E		\$ -	\$ -
0	E		\$ -	\$ -
0	E		\$ -	\$ -
0	E		\$ -	\$ -
0	Unit		\$ -	\$ -
0	Unit		\$ -	\$ -
Line 1		Material and Equipment Total	\$	16,675.65

Crew	Labor Classification	Hours	Base Rate	FICA & Med Care	FUTA & SUTA	G/L, W/C Ins	Benefits	Total Rate	Total
1	Electrician	50.00	\$ 74.68	5.71	4.63	\$ 12.16		\$ 97.19	\$ 4,859.39
	Electrician 1 1/2X	0.00	\$ 95.49	7.30	5.92	\$ 15.55		\$ 124.27	\$ -
1	Forman	50.00	\$ 84.38	6.46	5.23	\$ 13.74		\$ 109.81	\$ 5,490.56
	Forman 1 1/2 X	0.00	\$ 107.90	8.25	6.69	\$ 17.58		\$ 140.42	\$ -
								\$ -	\$ -
Line 2								Labor Total	\$ 10,349.95

Subcontractor Cost (Attach Proposals)		
Trade	Name of Subcontractor	Total
		\$ -
Line 3	Subcontractor Total	\$ -

Line 4	Total Labor, Material, and Equipment	\$ 27,025.60
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Contractor Overhead and Profit	Allow %	Amount	Total
Net Value of Self Performed Work (Amount = Lines 1+2)	10%	\$ 27,025.00	\$ 2,702.50
Net Value of Subcontract Work (Amount = Line 3)	5%	\$ -	\$ -
Line 5	Contractor Overhead and Profit Total	\$	2,702.50

Line 6	Total Proposed Change Order Amount (Lines 4+5)	\$ 29,728.10
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EW Electrical Wholesalers Inc.

a US Electrical Services Co.



Quotation

ELECTRICAL WHOLESALERS-HSS
701 MIDDLE STREET
PO BOX 2786
MIDDLETOWN, CT 06457-2786
860-522-3232
Fax 860-548-3548

QUOTE TO:

QUOTE DATE	QUOTE NUMBER	PAGE NO.
05/30/2023	S123207409	1 of 1
CUST PO#:		
JOB/REL#:	HAWLEY ELEM SCHOOL A	

SHIP TO:

JE SHEA ELECTRIC INC
45 EAST SUMMER ST
PLANTSVILLE, CT 06479-1106

HAWLEY ELEM SCHOOL AIR QUALITY
29 CHURCH HILL RD
NEWTOWN, CT 06470-1612

CUSTOMER NUMBER	CUSTOMER PHONE	ORDERED BY	SALESPERSON	
411647			MERRILL LEAVENS 860-522-3232	
WRITER	SHIP VIA	TERMS	EXPIRATION DATE	FREIGHT EXEMPT
MERRILL LEAVENS 860-522-3232	UPS	MFG DISC 10TH, NET 15TH	06/29/2023	No
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	CH DH327FGK 800A 240V SFTY SW			
1ea	CH DS800NK 800A NEUTRAL KIT			
3ea	BUSS KLU-800 L TIME DELAY 600V			

Prices listed on this quotation are subject to change without notice beyond expiration date, include only the equipment listed and do not include any sales tax unless noted otherwise. Expiration date does not apply to commodity pricing which may be subject to change after 24 hours. Special order items cannot be cancelled unless the manufacturer permits cancellation.

Subtotal	8444.66
Shipping Chgs	0.00
Amount Due	8444.66