

**Regular Meeting Minutes
CAPITAL PROJECT BUILDING COMMITTEE
Room 302 - Plainville Municipal Center**

Committee: Capital Projects Building Committee

Date: January 12, 2016

Time: 6:00 pm

CPBC Attendees: Thomas Arcari, Tom Lozaw, Steve Martino, Richard Negro, Ken Restelli

Absent: Mark Belanger, Lee Toffey, Jim Tufts

Also Present: Town Manager: Robert Lee, Facilities Director: Steve Busel, Facilities Manager: Scott Martin, Eagle Environmental, Inc.: Jeff Duigou, Ashis Rowchowdhury, Kaestle Boos Associates: Chuck Boos, Jennifer Mangiagli, Director of Technical Services: John Bossi, Town Council Liaison: Danny Carrier, Plainville Citizen's Group Members

Early Departure: Plainville Citizen's Group, Jeff Duigou, Ashis Rowchowdhury, John Bossi, Chuck Boos, Jennifer, Mangiagli

Call to Order:

The meeting was called to order at 6:00 pm by Steve Martino.

RICHARD NEGRO MADE A MOTION TO APPROVE THE MINUTES FROM THE NOVEMBER 23, 2015 MEETING. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Review of the Reconstruction Bond Program:

Steve Martino introduced John Bossi, Director of Technical Services, to give an update on the proposed plan developed by his department regarding this year's road projects. Last June the Town approved a \$5,000,000 bond program for reconstruction of the roads. Last year they were able to complete reconstruction of 6 streets. This year they are planning to resurface 20 more streets with an additional 14 carry over from last year. He gave the Committee a handout with the proposed streets and how his department plans to break down the projects for 2016.

Streets Completed during 2015 Construction Season: Project 1A Completed Oct. 2015

- | | |
|----------------------|-------------------------------------|
| • East Fourth Street | Rockwell Avenue to End |
| • Burnside Avenue | Whiting Street to Hart Place |
| • Prentice Street | Bohemia Street to Forest Street |
| • Cornell Street | Bohemia Street to End |
| • Dwight Street | Cornell Street to West Broad Street |

- West Broad Street Bohemia Street to Bristol Town Line
- Approved Carry Over Streets from 2015: Project 1B Start Date April 2016**
- Fairbanks Street Forest Street to Bohemia
- Forest Street West Main Street to West Broad Street
- Bohemia Street West Main Street to Wilson Street
- West main street Bohemia Street to Forestville Avenue
- Redstone Hill Broad Street to Town Line Road

- Maple Street Whiting Street to East Street **Project 1C/2C Sept. 2016**

- East Maple Street East Street to Woodland Street **Project 1D/2C July 2016**
- Linden Street East Maple Street to Woodford Ave
- Winter Street East Maple Street to End Project
- Summer Street Winter Street to Linden Street

- Birch Tree Road Cooke Street to Wheeler Lane **Project 1E May 2016**
- Dogwood Road Plum Tree Road to Wheeler Lane
- Wheeler Lane Birch Tree Road to Dogwood Road
- Plum Tree Road Cooke Street to Hollis Lane

Proposed 2016 Paving Candidates: Project 1D/2A July 2016

- Woodland Street Milford Street to Woodford Ave.
- Milford Street Linden Street to Woodland Street
- Kent Street Linden Street to Woodford Ave.

- Ashford Road Farmington Ave to Woodside Lane **Project 2B TBD**
- Hardwood Road Farmington Ave to Ashford Road
- Woodside Lane Ashford Road
- Northampton Lane Farmington Ave to End

- Broad Street Whiting Street to East Street **Project 1C/2C Sept. 2016**
- Park Street Maple Street to East Street
- Race Avenue Whiting Street to Park Street
- Irving Street Newton Avenue to End
- Newton Ave Whiting Street to Park Street

- Neal Court Railroad Tracks to End **Project 2D TBD**

Mr. Bossi gave a copy of a color coded site map which showed all the streets that are designated for repaving. Copies will be forwarded to the committee members for their review and suggestions. He stated that the criteria to selecting which roads are done, depends of 2 factors: when was the last time that particular street was paved and the actual condition of the roadway itself. He would like the Committee to make a recommendation to the Town Council regarding the proposal. He requested the Committee review the map and proposed plan and make suggestions. Mr. Lee suggests that it could be placed on the agenda for the next meeting for approval. The Council will understand that the CPBC is in support of this project moving forward with the proposed plan. Mr. Bossi feels this is a very ambitious schedule for the size of Plainville's roadway department. Mr. Bossi stated that

there is a lot of ‘wiggle room’ and flexibility regarding which roads need reconstruction and in what order. Discussion continued.

Update Old Linden Street School Project: Authorization to go out to Bid, Project Schedule

Steve Martino then turned the meeting over to Jeff Duigou to review the updates schedule on the demolition of Old Linden Street School. At the last meeting, Mr. Duigou informed the committee that in September, Weston & Sampson decided not to renew their Safety Service Contract with the Educational Resource Consortium and it was transferred over to Eagle Environmental, Inc. Mr. Duigou now is the Vice President of Environmental Sciences for Eagle Environmental, Inc. He continues to be the lead project manager for the Linden project and everything has remained the same. Discussion continued.

Mr. Duigou then discussed the *revised* Old Linden Street School Project Proposed Schedule with the committee:

- | | |
|---|------------------------------|
| • DAS School Construction Grants (SCG) Pre-Bid Conformance Review (PCR) | November 24, 2015 |
| • Revise/Submit Additional Information To DAS, SCG | December 4, 2015 |
| • SCG Approval to Proceed Letter | December 23, 2015 |
| • Town Bid Package Announcement | January 13, 2016 |
| • Pre Bid Meeting with Contractors | January 18, 2016 |
| • Contractors Bid Due Date | February 2, 2016 |
| • Bid/Contract Award | February 10, 2016 |
| • Ten Day Abatement Notification to CT DPH | February 11, 2016 |
| • Project Kick Off Meeting with Contractor | February 12, 2016 |
| • Close off East and West Connector | February 13-16, 2016 |
| • Abatement of HAZMAT West Connector | February 21 – March 11, 2016 |
| • Selective Demolition East and West Connector | April 11-15, 2016 |
| • Abatement of HAZMAT Old Linden School | February – May 2016 |
| • Demolition of Linden Street School | May to July 2016 |
| • Repair Linden Street School | May to July 2016 |
| • Site Restoration | July to August 2016 |

*Note: The proposed schedule is subject to local and state approvals.

Mr. Duigou is going to work with the contractors to make sure the two buildings are separated before the students come back to school after the February break. Once the buildings are separated a fence will be installed and abatement can begin. Discussion continued.

Mr. Duigou reviewed with the committee the ‘Invitation to Bid’ for the project. He reviewed the new requirements for companies to be qualified to bid when the State is investing more than \$500,000. The new guidelines were put in place in June 2015.

The qualifications are as follows: ***All Bidders, General Contractors must be prequalified with the State of Connecticut Department of Administrative Services (DAS). Any bidder not on the pre-qualification list with DAS at the time of the bid opening shall be***

disqualified from bidding. Bids will not be opened if the contractor's name does not appear on the DAS pre-qualified list.

The contractor who is selected to perform this State project must comply with the Conn. Gen. Stat. as amended by June 2015 Special Session Public Act 15.5. An Affirmative Action Plan must be filed with and approved by the Commission on Human Rights and Opportunities prior to the commencement of construction. State law requires a minimum of twenty-five (25%) percent of the state funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services (DAS) under the provisions of Conn. Gen. Stat. as amended. (25% of the work with DAS certified Small and Minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned businesses.) The contractor must demonstrate good faith effort to meet the 25% set aside goals. For municipal public works contracts and quasi-public agency projects, the contractor must file a written or electronic not-discrimination certification with the Commission of Human Rights and Opportunities. A copy of the 'Invitation to Bid' is attached.

Sealed bids for Contract No. 2016-01, former Linden Street School Demolition Project, Plainville CT addressed to Robert E. Lee, Town Manager, will be received in the Office of the Town Manager in the Town Hall, Town of Plainville, One Central Square, Plainville, CT. BIDS will be publically opened at 2:00 PM Tuesday, February 2, 2016 in the office of the Town Manager in the Town Hall and read aloud. Late bids will be rejected.

A mandatory Pre-Bid Walk Through will be held at the Linden Street School 69 Linden Street Plainville, CT on Monday January, 18, 2016 at 11:00 AM local time. Discussion continued.

The Plainville Citizen's Group was on hand to ask questions regarding what items they would like to salvage from the Old Linden building. They discussed site restoration, the statues, bell and tree they want saved. Mr. Eisenhower would like to also save the gazebo that is on site. Steve Busel stated that it is in disrepair and may need a lot to work to be restored. Robert Lee suggested that the Plainville Citizen's Group look for volunteers to help with the gazebo. To ask the contractor to be responsible for it would be difficult and probably expensive because there are no specifications for it. Mr. Busel stated that they need to replace the drainage to redirect the water away from the building and that is almost exactly where the gazebo is. Mr. Lee stated that there was no plan to leave the gazebo at all. The time to take it down is before the building is demolished. Discussion continued.

Mr. Lee stated that we have concerns regarding the overall budget. There is a substantial difference between the estimate of the demolition and the amount that has been approved. Between the consultants, the estimate to bring down the building and to restore it to what is in the plans is higher than what is approved. The amount approved is \$2.6 million dollars, and the estimate is at \$3.3 million. He has asked the consultants to give him an explanation as to why it is so high on an estimate. The proof is going to be when the actual bids come in. He feels that if we bid the project as it is right now and it comes in over then they will need to sit with the contractor and value engineer to assess the project to try and get it within the budget. Our experience on the Turf Project was when the contractor has a bid in place it is very difficult to negotiate the cost down. Mr. Lee has asked Dr. Kitching and a team to identify some potential 'add alternates' as opposed to including them in the bid. The meeting is scheduled for Wednesday at 2:30 pm in the Town Manager's office. He feels that the

project would rather be in 'add alternate' instead of a 'value engineering' bid. Discussion continued.

Approval of Invoices:

These invoices were approved by Chairman Belanger on 12/28/15

Eagle Environmental, Inc.	Invoice: 13127	Amount: \$2,987.50
Eagle Environmental, Inc.	Invoice: 13164	Amount: \$1,630.00
Eagle Environmental, Inc.	Invoice: 13281	Amount: \$2,512.00
Eagle Environmental, Inc.	Invoice: 13282	Amount: \$6,511.25
Eagle Environmental, Inc.	Invoice: 13283	Amount: \$102,475.46

TOM ARCARI MADE A MOTION TO APPROVE THE EAGLE ENVIROMENTAL INVOICES APPROVED BY CHAIRMAN BELANGER ON DECEMBER 28, 2015 FOR THE MEETING MINUTES. KEN RESTELLI SECONDED THE MOTION. THE MOTION PASSED, MR. NEGRO ABSTAINED DUE TO A CONFLICT OF INTEREST. THE MOTION CARRIED.

Acceptance of Mel Masse's Letter of Resignation

RICHARD NEGRO MADE A MOTION TO ACCEPT MEL MASSE'S RESIGNATION WITH REGRETS. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Nomination of Vice Chairman of the CPBC and possible action

The Committee wishes to table this item until all members are available.

Adjournment

RICHARD NEGRO MADE A MOTION TO ADJOURN THE MEETING. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED. The meeting was adjourned at 7:00 PM.

The next scheduled meeting is Monday, January 25, 2016 at 6:00 PM at the Municipal Center.

Respectfully Submitted,



Tina Gryguc
Recording Secretary

**MOTIONS MADE AT THE
CAPITAL PROJECTS BUILDING COMMITTEE MEETING
TUESDAY, JANUARY 11, 2016**

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INVITATION TO BID

FORMER LINDEN STREET SCHOOL DEMOLITION PROJECT LINDEN STREET SCHOOL PLAINVILLE, CT

Sealed bids for **Contract No. 2016-01, Former Linden Street School Demolition Project, Plainville, CT** addressed to **Robert E. Lee, Town Manager**, will be received in the **Office of the Town Manager** in the **Town Hall, Town of Plainville, One Central Square, Plainville, CT**. **BIDs will be publicly opened at 2:00 PM Tuesday, February 2, 2016** in the **Office of the Town Manager** in the **Town Hall** and read aloud. Late bids will be rejected.

A **mandatory** Pre-Bid Walk Through will be held at the **Linden Street School, 69 Linden Street, Plainville, CT 06062** on **Monday, January 18, 2016**, at **11:00 AM** local time.

The Proposal, Specifications and Contract Documents, may be examined at the following location:

JOSEPH MERRITT & CO.
650 FRANKLIN AVENUE
HARTFORD, CT 06114
VOICE: 860-296-2500
FAX: 860-947-3288

All Drawings and Specifications shall be obtained directly from the printer, Joseph Merritt & Company, 650 Franklin Avenue, Hartford, CT **upon a non-refundable fee to be advised at the time of order/pick-up for EACH SET**. Make check payable to the **Joseph Merritt & Company**. Addenda will be issued to all Bidders who have secured Drawings and Specifications from Joseph Merritt & Company. Faxes or emails of Addenda will not be provided by the Architect.

Federal Express orders will only be considered if accompanied by a properly filled out Federal Express form (one form for each set ordered), charging the order to the Contractor's account.

As Security, each Bid must be accompanied by a Certified Check or Cashier's Check drawn upon either a State Bank and Trust Company or a National Banking Association, to the order of the **Town of Plainville**, or the Bid must be accompanied by a Bid Bond having as surety thereto, such Surety Company or Companies as are authorized to do business in the State of Connecticut of an amount not less than **(5%)** of the Bid. **NO BID WILL BE ACCEPTED UNLESS ACCOMPANIED BY THE REQUIRED BID DEPOSIT.**

Upon award and prior to any work being performed a 100% Performance, Labor and Material Payment Bond and other Bonds subject to the conditions provided for in the Bid Specifications are required. A Certificate of Insurance will also be required naming the **Town of Plainville** as an additional insured.

All Bidders shall refer to *AIA Document A701-1997 – Instructions to Bidders*, Article 4 – Bidding Procedures, paragraph 4.1.1 “Preparation of Bids.”

All Bidders must submit a Contractors Qualification Statement AIA Document A305 with the bid.

All Bidders must submit a List of Subcontractors with the bid.

Bidders shall not include Federal Excise Taxes or State of Connecticut Sales Taxes on which Public Buildings are exempt.

All bidders, General Contractors (GC), must be pre-qualified with the State of Connecticut Department of Administrative Services (DAS). Any bidders not on the pre-qualification list with DAS at the time of the bid opening shall be disqualified from bidding. Bids will not be opened if the contractor's name does not appear on the DAS pre-qualified list.

Bidders are advised that both the "DEPARTMENT OF ADMINISTRATIVE SERVICES PREQUALIFICATION CERTIFICATE" and a current "UPDATE (BID) STATEMENT" must accompany the bid proposal.

The contractor who is selected to perform this State project must comply with CONN. GEN. STAT. §§ 4a-60, 4a-60a, 4a-60g, and 46a-68b through 46a-68f, inclusive, as amended by June 2015 Special Session Public Act 15-5. An Affirmative Action Plan must be filed with and approved by the Commission on Human Rights and Opportunities prior to the commencement of construction. State law requires a minimum of twenty-five (25%) percent of the state-funded portion of the contract for award to subcontractors holding current certification from the Connecticut Department of Administrative Services ("DAS") under the provisions of CONN. GEN. STAT. § 4a-60g, as amended. (25% of the work with DAS certified Small and Minority owned businesses and 25% of that work with DAS certified Minority, Women and/or Disabled owned businesses.) The contractor must demonstrate good faith effort to meet the 25% set-aside goals. For municipal public works contracts and quasi-public agency projects, the contractor must file a written or electronic non-discrimination certification with the Commission on Human Rights and Opportunities. Forms can be found at:

http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806

All Bidders should make an effort to consider the use of local trade contractors.

Bids must be held firm and may not be withdrawn for ninety (90) days after the bid opening.

The **Town of Plainville** reserves the right to waive any informalities in Bids, to reject any or all Bids, or to accept any proposal that in their judgment will be in the best interest of the Town.

The **Town of Plainville** does not discriminate on the basis of sex, race, age, physical disability, religion or national origin.

The **Town of Plainville** is an Affirmative Action/Equal Opportunity Employer. Minority/Women's Business Enterprises are encouraged to apply.

RECEIVED

JAN 14 2016

Carol A. Abunty

TOWN CLERK

Robert E. Lee
Town Manager

Town of Plainville, CT

INVITATION TO BID