

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

Committee: Capital Projects Building Committee

Date: May 5, 2016

Time: 6:00 pm

CPBC Attendees: Tom Arcari, Mark Belanger, Tom Lozaw, Steve Martino, Richard Negro, Ken Restelli, Lee Toffey, Jim Tufts

Absent: None

Also Present: Superintendent of Schools: Dr. Maureen Brummett, Director of Administration and Personnel: Steve Michaud, Town Manager: Robert Lee, Facilities Director: Steve Busel, Custodial Manager: Scott Martin, Town Council Representative: Dan Carrier, Town Council Vice Chairperson: Scott Saunders, Kaestle Boos Associates: Chuck Boos 8:35 PM

Early Departure: None

Call to Order:

The meeting was called to order at 6:00 PM by Chairman Belanger.

STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FROM THE APRIL 25, 2016 MEETING. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

The Committee then began the interview schedule for the Construction Management At-Risk Firm for the Wheeler Elementary, Middle School of Plainville and High School projects.

- 6:00 PM - F.I.P Construction Farmington, CT
- 6:30 PM - O & G Industries, Inc. Torrington, CT
- 7:00 PM - Newfield Construction Hartford, CT
- 7:30 PM - Downes Construction New Britain, CT

The interviews concluded at 8:30 PM. The Committee discussed the Construction Managers qualifications and which Company would be the best fit for the project to have it move forward. Discussion continued.

TOM ARCARI MADE A MOTION TO APPROVE O & G INDUSTRIES, INC. FROM TORRINGTON, CT AS THE CONSTRUCTION MANAGEMENT AT-RISK FIRM FOR THE WHEELER SCHOOL, MIDDLE SCHOOL OF PLAINVILLE AND PLAINVILLE HIGH SCHOOL PROJECTS. LEE TOFFEY SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Chuck Boos from KBA submitted a proposal to Town Manager Robert Lee regarding the projects. It is as follows:

May 2, 2016

Mr. Robert Lee

Town Manager

Town of Plainville – Plainville Municipal Center

One Central Square

Plainville, CT 06062

Re: Capital Improvement Projects:

Wheeler Elementary School

Middle School of Plainville

Repaving of Plainville High School

Dear Mr. Lee;

I am writing in anticipation of the selection of a Construction Manager (CM) for the above referenced projects. The CM's services will include a determination of the individual project budgets for the three projects. In order for the CM to establish the required budgets, Kaestle Boos Associates, Inc. (KBA) and its consultant, Consulting Engineering Services, Inc. (CES) will need to produce schematic plans and specifications that depict the work in sufficient detail to allow the CM to obtain reasonably accurate estimates from the trade contractors that will be required to complete the defined scope of work established during this project's study phase.

Time is of the essence because the schematic architectural and engineering design work needs to be completed on or about June 15th in order for the selected CM to compile an estimate for each project prior to the end of July. This proposal also includes the time that we anticipate dedicating to the various meetings and presentations that will lead up to this project's scheduled referendum on September 27, 2016.

KBA is pleased to offer the following professional services fee proposal for the required preliminary schematic design services to you and the Capital Projects Building Committee:

Wheeler Elementary School:

- KBA \$20,000
- CBS \$20,000

Total \$40,000

Middle School of Plainville:

- KBA \$18,000
- CES \$17,500

Total \$35,500

Plainville High School

- KBA \$8,500

Total Lump Sum \$84,000

Two thirds of these fees will be deducted from the schematic design fees that will be established for the entire project design based upon the CM's budget for each project when this project is approved and moves forward.

If both you and the Capital Projects Building Committee find this proposal to be acceptable we will prepare a contract amendment in the amount indicated.

Very truly yours,

Charles W. Boos, AIA

Chief Executive Officer

Kaestle Boos Associates, Inc.

STEVE MARTINO MADE A MOTION TO APPROVE THE PROPOSAL FROM KAESTLE BOOS ASSOCIATES, INC. AS PRESENTED IN THE SUM OF \$84,000. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Mr. Lee explained that at this time these funds are not in place. He will meet with the Town Council regarding this matter. Mr. Boos will begin schematic plans and specifications. Discussion continued.

Discussion and possible action regarding Alternate 3: Old Linden Demolition

The Capital Projects Building Committee requested that Mr. Lee contact Manafort regarding the price that they submitted for Alternate #3 (leveling of the hallway where it connects to Old Linden). Manafort gave a bid of \$45,000 to complete the work. After speaking with Manafort and reviewing the numbers they said that they have to hold to this amount as there was very little room to make a lower cost possible. In order for Manafort to complete the project in the current timeline they are requesting whether to proceed with Alternate #3 in the sum of \$45,000.

STEVE MARTINO MADE A MOTION TO APPROVE ALTERNATE #3 ON THE OLD LINDEN STREET SCHOOL PROJECT TO LEVEL THE HALLWAY WHERE IT CONNECTS TO THE BUILDING IN THE SUM OF \$45,000. KEN RESTELLI SECONDED THE MOTION. THE MOTION PASSED 7 YES VOTES, 1 NO VOTE. (MR. LOZOW VOTED NO). THE MOTION CARRIED.

Adjournment:

STEVE MARTINO MADE A MOTION TO ADJOURN THE MEETING. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED. The meeting was adjourned at 9:15 PM.

The next meeting will be held on Tuesday, May 10, 2016 @ 6:00 pm in Room 302 at the Municipal Center.

Respectfully Submitted,



Tina Gryguc
Recording Secretary

**MOTIONS MADE AT THE
CAPITAL PROJECTS BUILDING COMMITTEE MEETING
THURSDAY, MAY 5, 2016**

STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FROM THE APRIL 25, 2016 MEETING. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

TOM ARCARI MADE A MOTION TO APPROVE O & G INDUSTRIES, INC. FROM TORRINGTON, CT AS THE CONSTRUCTION MANAGEMENT AT-RISK FIRM FOR THE WHEELER SCHOOL, MIDDLE SCHOOL OF PLAINVILLE AND PLAINVILLE HIGH SCHOOL PROJECTS. LEE TOFFEY SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

STEVE MARTINO MADE A MOTION TO APPROVE THE PROPOSAL FROM KAESTLE BOOS ASSOCIATES, INC. AS PRESENTED IN THE SUM OF \$84,000. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

STEVE MARTINO MADE A MOTION TO APPROVE ALTERNATE #3 ON THE OLD LINDEN STREET SCHOOL PROJECT TO LEVEL THE HALLWAY WHERE IT CONNECTS TO THE BUILDING IN THE SUM OF \$45,000. KEN RESTELLI SECONDED THE MOTION. THE MOTION PASSED 7 YES VOTES, 1 NO VOTE. (MR. LOZOW VOTED NO). THE MOTION CARRIED.

STEVE MARTINO MADE A MOTION TO ADJOURN THE MEETING. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.