

Regular Meeting Minutes
CAPITAL PROJECT BUILDING COMMITTEE
This was a VIRTUAL ZOOM MEETING

Committee: Capital Project Building Committee

Date: Tuesday, March 9, 2021

Time: 6:00 pm

Attendees: Tom Arcari, Mark Belanger, Tom Lozaw, Gil Nadeau, Richard Negro, Ken Restelli, James Tufts

Absent: Danny Carrier, Steve Martino

Also Present: Superintendent: Steven LePage, Director of Business and Operations: Sam Adlerstein, Facilities Director: Steve Busel, IT Director: Kevin Ross, Town Council Liaison: Jesse Gnazzo,

Early Departure:

Call to Order:

The meeting was called to order at 6:00 pm by Chairman Mark Belanger. Chairman Belanger was unable to access the ZOOM Meeting on his computer so he joined the meeting by phone.

Approval of Minutes

RICHARD NEGRO MADE A MOTION TO APPROVE THE MINUTES FROM THE MEETINGS HELD ON FEBRUARY 24, 2020 (THE LAST MEETING HELD IN 2020) AND FEBRUARY 22, 2021. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Discussion regarding the hiring of an Owner's Project Management Service for the Middle School Project.

The Committee entered into a discussion regarding hiring an OPM to manage the Middle School Project. Chairman Belanger stated that he and Steve Martino are in favor of hiring an OPM.

What is an OPM?

An owner's project manager (OPM) is a member of the project team under contract with the Owner, responsible for providing management and oversight of capital projects (on behalf of the Owner) throughout the planning, design, construction, commissioning, occupancy, and closeout phases.

At the last meeting, Colliers International presented information offering services as an OPM for the Middle School Project. They stated that they had worked with several districts in the state including Wethersfield and Newington. Steve LePage, Superintendent was able to talk with the District Superintendents. They both gave Colliers International rave reviews. Mr. Restelli stated that he had spoken with people associated with the Rocky Hill renovations and they were also happy with their work. Mr. Arcari stated they may provide a good service but their cost could be higher than the 1% of the total project budget. Mr. Negro stated he thought the fee was also low

but the fees are reimbursed by the State. Once the reimbursement rate is locked in and if the cost does go up to 2% or 3%, the reimbursement may even it out. Chairman Belanger's questioned if we can bring Colliers on board without going out to bid? The Committee felt that there would be an advantage to bringing them on early to handle the Pre Referendum and if they were satisfied with their performance they could hire them for the entire project. The Town could use help dealing with the State on certain issues that may arise.

Mr. Belanger and Mr. Negro feel they could help pick up things that are missed by the architect and avoid some of the scope issues and the need to create change orders. Mr. Negro feels that it is inevitable that things are going to come up, it is never going to be 100%, but if they work as closely with the Architect as they say they do, then maybe they can pick up a few of these issues that the Committee usually needs to deal with at the end of the project. Mr. Negro had in his notes from the last meeting that there were 3 or 4 other Companies that are OPM's. Mr. Negro is wondering what the timetable is to get this going to get through the Pre Referendum Process? Mr. Arcari stated the Charter allows the Town to hire professional services without going out to bid for Pre Referendum services. Mr. Lozaw would like the Committee to interview at least one other company that does the same thing that Colliers does.

Chairman Belanger will inform Robert Lee, Town Manager that the result of discussion this evening regarding hiring an OPM for the 'Renovate as New' Middle School Project, the Committee would like the opportunity to interview 2-3 OPM Companies in addition to Colliers. At the conclusion of these interviews the Committee will decide whether or not an OPM would be feasible for the project or revert back to an At-Risk contractor and also make a decision on who to use for the Pre Referendum services. Discussion continued.

Adjournment

RICHARD NEGRO MADE A MOTION TO ADJOURN THE MEETING. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED. The meeting was adjourned at 6:33 pm.

Respectfully Submitted,

Tina Gryguc

Tina Gryguc
Recording Secretary

**MOTIONS MADE AT THE
CAPITAL PROJECTS BUILDING COMMITTEE MEETING
TUESDAY, MARCH 9, 2021**

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