

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, March 24, 2021 - 5:00 P.M.
VIRTUAL MEETING

Exhibit A

Members Present: Mr. Jim McKenney
Mr. Richard Gusenberg
Mr. Richard Clavet
Mr. David Arai
Mr. Steven Durkee
Mr. Don Nidoh
Ms. Diane Waldron

Members Absent: Mr. Vincent Robitaille
Mr. Phillip Bowman

Additional Present: Mr. George Noewatne, Director of Public Works
Mr. Vincent Masciana, BOE Chief Operating Officer
Anne McBain, Assistant to Director of Public Works

I. PLEDGE OF ALLEGIANCE

The assembled group recited the Pledge of Allegiance.

II. ROLL CALL

Mr. McKenney called the meeting to order at 5:00 p.m. Roll was called and a quorum was determined.

III. PUBLIC ADDRESS

There was no public address.

IV. GENERAL CORRESPONDENCE

Mr. McKenney stated that Mr. Robitaille and Mr. Bowman have both resigned from the PBC. There was a brief discussion about the resignations and filling vacancies on subcommittees.

V. APPROVAL OF MINUTES

MOTION by Mr. Clavet to approve the minutes of the February 24, 2021 regular meeting.

SECONDED by Ms. Waldron and passed unanimously by all those present and voting.

VI. MONTHLY FINANCIAL STATUS

Commission members reviewed the Monthly Financial Status report of open Town projects.

VII. CONSENT CALENDAR

MOTION by Mr. Durkee to approve the Consent Calendar without the Jacunski Humes Architects, LLC invoices.

SECONDED by Ms. Waldron and passed unanimously by all those present and voting.

There was a brief discussion about the Jacunski Humes Architects, LLC invoices.

MOTION by Mr. Durkee to approve the Jacunski Humes Architects, LLC invoices in the total amount of \$21,500.00.

SECONDED by Ms. Waldron and passed unanimously by all those present and voting.

VIII. OLD BUSINESS

A. Utility Tunnel Improvements at CHS

There was no update on this project.

B. CHS ADA Interior Code Compliance

Mr. Calvet stated that the Town Council awarded this project contract to Nosal Builders in the amount of \$750,000.00. There was a brief discussion.

C. School Security Improvements - Districtwide

Mr. Clavet stated a recommendation has been made for the Town Council to award this project to A. Secondino & Son. It is anticipated the Town Council will vote on this project tomorrow night (3-25-2021).

D. Parks Bathroom Upgrades

Mr. Noewatne stated the bid documents are in process.

E. Districtwide Lavatory Improvements

There was a brief discussion about the bid results.

MOTION by Mr. Clavet for the PBC to recommend the Town Council award this project contract to Aresco Construction Company in the amount of \$289,000.00.

SECONDED by Mr. Durkee and passed unanimously by all those present and voting.

F. Cafeteria Renovations - Norton School

Mr. Durkee stated there is a pre-bid conference scheduled for April 6th and a project walkthrough on April 19th. An update is expected for next month's meeting.

G. Locker Room and HVAC Improvements at Police Station

Mr. Durkee stated the final design is under review.

Mr. Noewatne stated this project should go to the Energy Commission for review.

H. HVAC Improvements - CHS

Mr. Clavet three bidders submitted proposals for this project. A review is in process and a recommendation is expected for next month's meeting.

Mr. Noewatne stated this project should go to the Energy Commission for review.

IX. OTHER OLD BUSINESS OF THE PBC

There was no discussion.

X. NEW BUSINESS

There was no new business.

XI. ADJOURNMENT

MOTION by Ms. Waldron to adjourn at 5:35 p.m.

SECONDED by Mr. McKenney and passed unanimously by all those present and voting.

Attest,

Karen Gill
Recording Secretary

PUBLIC BUILDING COMMISSION APRIL CONSENT CALENDAR

April 28, 2021 Regular Meeting

Invoices:	Invoice Date:	Invoice #:	Amount:
Locker Room and HVAC Improvements at the Police Department			
Jacunski Humes Architects, LLC	4/1/2021	21081	\$3,500.00
Districtwide Lavatory Improvements-Doolittle Elementary School			
Silver-Petrucelli & Associates	3/1/2021	21-528	\$1,567.50
Silver-Petrucelli & Associates	4/1/2021	21-816	\$1,197.50
Cafeteria Renovations at Norton School			
Wojas.Arch LLC	3/25/2021	302	\$13,966.00
ADA Code Compliance Cheshire High School			
Silver-Petrucelli & Associates, Inc.	3/1/2021	21-501	\$580.41

April 1, 2021

Invoice No. 21081

Mr. George Noewatne
Director of Public Works and Engineering
Town of Cheshire
84 South Main Street
Cheshire, CT 06410

Received
Town of Cheshire Public Works Dept

APR 05 2021

BY: _____

Re: Locker Room and HVAC Improvements
Cheshire Police Department
500 Highland Avenue
Cheshire, CT
JH2020

INVOICE FOR PROFESSIONAL SERVICES RENDERED TO DATE

Schematic Design	\$ 7,000.00
Design Development	\$10,500.00
Contract Documents	\$35,000.00
Bidding	\$ 3,500.00
Construction Administration	<u>\$14,000.00</u>
Total Architectural Fee, Bid #1920-24	\$70,000.00
<u>Progress Billing to Date</u>	
Completion of Schematic Design, Design Development and 100% of Contract Documents	\$52,500.00
Billing through March 2, 2021 Invoice	<u>(\$49,000.00)</u>
<u>Total Now Due</u>	<u>\$ 3,500.00</u>
Balance on Total Architectural Fee	\$17,500.00

Please make check payable to: **Jacunski Humes Architects, LLC**

INV CHESHIRE02

C: Steve Durkee, via email

Silver Petrucelli & Associates, Inc.
3190 Whitney Avenue, Bldg 2
Hamden, CT 06518
2032309007
bpetrucelli@silverpetrucelli.com
http://www.silverpetrucelli.com



Received
Town of Cheshire Public Works Dept

MAR 18 2021

BY: _____

INVOICE # 21-528
DATE 03/01/2021
DUE DATE 03/31/2021
TERMS Net 30

INVOICE

BILL TO
Cheshire Public Schools
George D. Noewatne, Jr.
84 South Main Street
Cheshire, CT 06410

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

SP&A JOB NUMBER
20.072

PROJECT MANAGER
DP

ACTIVITY	FEE AMOUNT	RATE	AMOUNT
CD-Const Docs Construction Documents	18,850	1.00	18,850.00
BID Bid Phase 95% billed this month	1,650	0.95	1,567.50
CA-Const Admin Construction Administration	5,900		
Total Fee Total Fee	26,400		
Add. Services Asbestos Pre-Renovation Inspection	7,683.50	0.2489269	1,912.63
Previously Billed			-20,762.63

Lavatory Improvements in Doolittle Elementary School

BALANCE DUE

\$1,567.50

Silver Petrucelli & Associates, Inc.

3190 Whitney Avenue, Bldg 2

Hamden, CT 06518

2032309007

bpetrucelli@silverpetrucelli.com

http://www.silverpetrucelli.com



Received
Town of Cheshire Public Works Dept.

APR 19 2021

BY: _____

INVOICE # 21-816

DATE 04/01/2021

DUE DATE 05/01/2021

TERMS Net 30

INVOICE

BILL TO

Cheshire Public Schools

George D. Noewatne, Jr.

84 South Main Street

Cheshire, CT 06410

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

SP&A JOB NUMBER

20.072

PROJECT MANAGER

DP

ACTIVITY	FEE AMOUNT	RATE	AMOUNT
CD-Const Docs Construction Documents	18,850	1.00	18,850.00
BID Bid Phase 100% completed, 5% billed this month	1,650	1.00	1,650.00
CA-Const Admin Construction Administration 10% billed this month	5,900	0.10	590.00
Total Fee Total Fee	26,400		
Add. Services Asbestos Pre-Renovation Inspection \$525.00 billed this month	7,683.50	0.3172552	2,437.63
Previously Billed			-22,330.13

Lavatory Improvements in Doolittle Elementary School

BALANCE DUE

\$1,197.50

Chem Scope, Inc.
15 MOULTHROP STREET
NORTH HAVEN, CT 06473 US
203.865.5605
gina@chem-scope.com
http://www.chem-scope.com

Job No: 20.072
Base Contract: X Line Item: Add'l Fee:
Date: 3/25/2021 Initial: RH

Ryan

INVOICE

BILL TO
Silver Petrucci & Associates
3190 Whitney Avenue, # 2-1.
Hamden, CT 06518

**BILL AGAINST ITEMS 1, 2, 3
PER CHEMSCOPE PROPOSAL*

INVOICE # 202-476-Mar21-1
DATE 03/16/2021
DUE DATE 04/15/2021
TERMS Net 30

DATE	DESCRIPTION	QTY	RATE	AMOUNT
03/02/2021	CS#202-476 Doolittle Elementary School, 735 Cornwell Avenue, Cheshire CT First Floor-Bathroom Renovations Revised Asbestos Abatement Technical Specifications Prep - NATHAN R YERGEAU	0:15	110.00	27.50T
03/03/2021	Inspection/Report - NATHAN R YERGEAU	1:45	90.00	157.50T
03/05/2021	Revise Report - NATHAN R YERGEAU	1:15	110.00	137.50T
03/05/2021	Asbestos Bulk Analysis-3Day TAT	7	25.00	175.00T
03/09/2021	Report - NATHAN R YERGEAU	0:15	110.00	27.50T

Your business is greatly appreciated.
Chem Scope, Inc.

SUBTOTAL 525.00
TAX (0%) 0.00
TOTAL 525.00
BALANCE DUE

\$525.00

5 Race Track Hollow
Middlefield, CT 06455
860-930-5322
jan@wojas.us



MAR 30 2021

Invoice #:
Invoice Date:

Town of Cheshire
George Noewatne
Director of Public Works and Engineering
84 South Main Street
Cheshire, CT 06410

Description	Proposal Am...	Curr %	Prior Amount	Current Amou...
Construction Documents - Drawings and Specifications	29,700.00	47.02%	10,534.00	13,966.00

Balance Due	\$13,966.00
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Silver Petrucelli & Associates, Inc.
3190 Whitney Avenue, Bldg 2
Hamden, CT 06518
2032309007
bpetrucelli@silverpetrucelli.com
http://www.silverpetrucelli.com



INVOICE

Received
Town of Cheshire Public Works Dept.

MAR 18 2021

BY: _____

INVOICE # 21-501
DATE 03/01/2021
DUE DATE 03/31/2021
TERMS Net 30

BILL TO
Town of Cheshire/Public Works
Attn: George Noewatne
84 S. Main Street
Cheshire, CT 06410

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

SP&A JOB NUMBER
18.005

PROJECT MANAGER
DP

ACTIVITY	FEE AMOUNT	RATE	AMOUNT
Design initial design and cost estimating phase	18,200	1.00	18,200.00
BID construction and bid document phase	30,900	1.00	30,900.00
CA-Const Admin Construction management phase	9,300	0.10	930.00
CO1 Change Order #1 Code Conformance	6,148	1.00	6,148.00
CO2 Change Order #2 Additional Rebidding and Construction Administration services. 100% completed, 5% billed this month	5,900	1.00	5,900.00
Reimbursable Expense Item Printing \$259.46x1.10=\$285.41 billed this month			285.41
Previously Billed			-61,783.00

Code Compliance Improvements at Cheshire High School

BALANCE DUE

\$580.41

Invoice #
10398917

Page #: 1
Invoice Date: 1/18/2021
Customer ID: 000468
Due Date: 2/17/2021
Ship Via:
Tracking No.:
Balance Due: 259.46

Remit To:
P.O. Box 845169
Boston, MA 02284-5169

Sold To:
Silver Petrucelli & Associates
3190 Whitney Avenue
Building 2
Hamden, CT 06518
United States
Rebecca Bouchard

Ship To:
Silver Petrucelli & Associates
3190 Whitney Avenue
Building 2
Hamden, CT 06518
United States
Rebecca Bouchard

P.O. Number	Contact	Salesperson / Agent	Terms	SO #
18.005	Rebecca Bouchard	60	NET 30 DAYS	SO0406285

Ordered	B/O	Shipped	Size	Originals	Copies	Product Code Description	Price	U/M	Extended
540	0	540	30 x 42	20	3	RGP	0.15	SQUARE FT	81.00
						PRINT LARGE FORMAT B&W			
3	0	3		0	0	92218	1.50	EACH	4.50
						STAPLING W/BINDING STRIP			
3	0	3		0	0	98DOCS	51.32	SET	153.96
						SPEC SETS (604pgs/Acco)			
1	0	1		0	0	DR	25.00	LOT	20.00
						DELIVERY & HANDLING			

Limited Warranty
Notwithstanding any other provision herein contained or imposed by the law, sellers warranty hereunder shall be limited to the sales price of the merchandise and the services recited in the invoice. Seller expressly denies any other warranty, expressed or implied. SELLER REPRESENTS THAT WITH RESPECT TO ITEMS COVERED HEREBY, IT HAS COMPLIED WITH SECTION 12(A) OF THE FAIR LABOR STANDARDS ACT OF 1938, AS AMENDED.

Invoice #: 10398917
Invoice Date: 1/18/2021
Customer ID: 000468
Due Date: 2/17/2021
Ship Via:

Subtotal:	259.46
Sales Tax:	0.00
Total:	259.46

Exhibit B

Change Request

To: FRIAR ARCHITECTURE, INC.
21 TALCOTT NOTCH RD
FARMINGTON, CT 06032

Number: 1R
Date: 4/20/21
Job: 21-3195 CHESHIRE ENTRYWAY PROJ
Phone:

Description: Acoustical Tile Product Change

We are pleased to offer the following specifications and pricing to make the following changes:

Change in Acoustical Tile Product to requested via email dated 04/13/2021.

Description	Labor	Material	Equipment	Subcontract	Other	Price
Change in ACT to Armstrong Armatuff				\$3,678.00		\$3,678.00
					Subtotal:	\$3,678.00
			OH&P	\$3,678.00	5.00%	\$183.90
					Total:	\$3,861.90

If you have any questions, please contact me at (203)481-3496.

Submitted by: VINCE BRANNIGAN
A. SECONDINO & SON, INC.

Approved by: _____
Date: _____

Exhibit C

BID #2021-12 for Cafeteria Renovations at Norton School (Construction) Monday, April 19, 2021 @ 11:00 AM - Town Hall Entryway, 84 South Main Street, Cheshire, CT 06410					
<i>Company Contact Information</i>	<i>Base Bid</i>	<i>Alternate #1 (Walk-in Cooler/Freezer)</i>	<i>Alternate #2 (Renovation of Existing Kitchen)</i>	<i>Alternate #3 (Kitchen Equipment)</i>	<i>Total</i>
Northeast Building Group, 5 Northfield Road, 1st Floor, Wallingford, CT 06492	354,100	127,286	84,510	38,840	604,736
J. A. Rosa Construction, LLC, 17 Town Line Road, Wolcott, CT 06716	359,701	129,922	114,688	37,527	641,838
Authorized Signature _____ Date _____					
Recording Clerk _____ Date _____					

Exhibit D

ChemScope INDUSTRIAL HYGIENE • ENVI

15 Moulthrop Street, North Haven, CT 06473-3686 • Phone (203) 865-5605 • chem-scope.com

Richard Clavet – Facilities Manager
Cheshire Public Schools
525 South Main Street,
Cheshire, CT 06410
rclavet@cheshire.k12.ct.us

3/24/2021

**PROPOSAL FOR ASBESTOS PRE-RENOVATION INSPECTION, LEAD BASED PAINT PRE-RENOVATION SCREENING, ASBESTOS/LEAD TECHNICAL SPECIFICATION, AND POST ABATEMENT CLEARANCE TESTING
NORTON ELEMENTARY SCHOOL – 414 NORTH BROOKSVALE ROAD, CHESHIRE, CT
KITCHEN RENOVATION PROJECT, PAGE 1 OF 3**

After review of the proposed renovation plans, dated 3/19/2021 and prior sampling data, we are pleased to quote the following prices for the subject project:

BACKGROUND: We understand that there are plans to renovate the kitchen, food service areas, and food storage areas at the subject single story school building, of masonry and steel frame construction, totaling approximately 43,880 SF, and built in 1955. It is our understanding that the renovation plans include the disturbance of the floors, walls, and ceilings in CS-38 Kitchen, CS-39 Food Storage, CS-41 Kitchen Office, CS-42 Freezer Area, and CS-43 Receiving Area. It is also our understanding that there are areas of existing plumbing that will be upgraded, the concrete slab/masonry walls will be cut into for new plumbing and new door openings, and a new freezer is to be installed outside on a concrete pad. We understand that you would like ChemScope to conduct the required asbestos pre-renovation inspection prior to the start of any work and would also like us to include lead-based paint testing as the building was constructed before 1978. We also understand that you would like pricing upfront for potential services throughout the project. We have included pricing for the writing of an asbestos and lead technical specification and for post abatement clearance testing in the event that asbestos containing materials are discovered during the course of our asbestos pre-renovation inspection.

ASBESTOS SAMPLING: Destructive testing is required for the asbestos sampling. We will try to focus our sample locations to already damaged and/or discrete (least noticeable) areas. If it is necessary to sample undamaged material, the sampling will leave a hole, cut, or gouge. We will not make finish repairs, only repairs sufficient enough to prevent asbestos fiber release.

SCOPE OF SERVICES:

ITEM 1: This is an Asbestos Pre-Renovation Inspection which is required by the EPA NESHAP Regulations for Building Renovations and Demolition, 40 CFR PART 61 intended to thoroughly inspect the affected part of the facility for asbestos prior to the demolition. The inspection is also needed for compliance with OSHA 1926.1101 and CT DPH 19a-332a-1 through 16.

Our work would include the following:

- Collection and analysis of suspect materials within the path of the kitchen renovation project.
- A list with type, quantity and location of asbestos containing materials.
- Site Drawing with ACM (if any) and Sample locations
- A report of the findings.

For sampling, EPA Wet Methods are used to prevent fiber release. Building materials sampled are analyzed at our laboratory per EPA Appendix E to Subpart E of 40 CFR Part 763 and EPA Test Method 600/R-93/116. This is currently the approved EPA Test method, which uses Polarized Light Microscopy with Dispersion Staining. The laboratory is accredited by NIST/NVLAP and AIHA, and is a Connecticut Approved Environmental Laboratory for Asbestos Analysis.

**PROPOSAL FOR ASBESTOS PRE-RENOVATION INSPECTION, LEAD BASED PAINT PRE-RENOVATION SCREENING, ASBESTOS/LEAD TECHNICAL SPECIFICATION, AND POST ABATEMENT CLEARANCE TESTING
NORTON ELEMENTARY SCHOOL – 414 NORTH BROOKSVALE ROAD, CHESHIRE, CT
KITCHEN RENOVATION PROJECT, PAGE 2 OF 3**

ITEM 2: XRF Screening for Lead Based Paint. The scope of the survey is screening for lead painted surfaces associated with the boiler replacement project. Testing is done according to the applicable regulations. A spectrum analyzer XRF (X-Ray Fluorescence Spectrometer) is used for screening which is one of the acceptable methods under the regulations. Instrument used: RMD LPA-1. This instrument is registered with the State of Connecticut DEEP and is Generally Licensed under the NRC. This is a non-destructive test. The XRF detects paint in all layers down to the painted substrate. In other words, if lead paint is painted over with new paint, the lead paint is still detected by this inspection. When paint is covered with metal or plastic trim such as siding or by carpet, the lead paint is usually not detectable.

Our work would include the following:

- XRF Screening of building components associated with the boiler replacement project. *If lead is detected above the action level, a Hazardous waste evaluation will be conducted using a modified form of the CT DEEP "knowledge of process" procedure.
- Site reference drawings.
- A report of the findings.

*This is one of six methods outlined in the *CT Department of Energy and Environmental Protection (DEEP) Guidance for the Management and Disposal of Lead-Contaminated Materials Generated in the Lead Abatement, Renovation and Demolition Industries" (11/4/94)* for hazardous waste evaluation. For this method data gathered during the XRF inspection is used to calculate for hazardous waste vs other methods that require TCLP (Toxicity Characteristic Leaching Procedure) testing. This method is the least expensive but has limited applicability. It may be the best choice for now since it is difficult to propose the best method for hazardous waste evaluation without first having the XRF data from the lead inspection to provide direction for TCLP sampling. So depending on Chem Scope's findings you may wish to have us conduct TCLP testing for Hazardous Waste evaluation, which is not included in this proposal.

ITEM 3: Project Design Specifications - Asbestos and Lead Technical Specification (Design) and scope of work for the purpose of bidding by abatement contractors.

We would use the information from Items 1 and 2 to help prepare Abatement Technical Specifications (project design) that would provide general instructions for the intended work. These documents would also be useful for the purpose of bidding by abatement contractors to remove asbestos and/or lead that is in the scope of intended work. Our work would include the following:

- The specification documents.
- Prepare and send you draft specifications for review.
- Make any needed changes and issue a final bid document.

These specifications will be done by an Accredited and CT DPH Licensed Asbestos Project Designer and CT DPH Licensed Lead Planner/Designer as required by State and Federal Regulations.

**PROPOSAL FOR ASBESTOS PRE-RENOVATION INSPECTION, LEAD BASED PAINT PRE-RENOVATION SCREENING, ASBESTOS/LEAD TECHNICAL SPECIFICATION, AND POST ABATEMENT CLEARANCE TESTING
NORTON ELEMENTARY SCHOOL – 414 NORTH BROOKSVALE ROAD, CHESHIRE, CT
KITCHEN RENOVATION PROJECT, PAGE 3 OF 3**

ITEM 4: Post Abatement Clearance Testing: Our work would include the following:

- Project monitor will conduct pre-abatement inspection of the work area for compliance with regulations and scope of work. Our rate includes a CT DPH Licensed project monitor.
- Required Post Abatement visual inspection.
- Collection and analysis of required Post Abatement Air Clearance samples.
- A report of the findings.

Our rate includes a CT DPH Licensed project monitor and collection of all air samples. TEM final air samples will be analyzed by EMSL Inc. PCM final air samples will be analyzed by ChemScope Inc.

Not included in this work:

- If the final visual or final air tests fail, additional work would be at unit pricing provided.

QUOTATION: ITEM 1: Total Not to Exceed **\$ 1,275.00**

The cost for Chem Scope's work is based on the following:

- Up to 5-man hours @ \$95/hr - \$475.00
- Up to 40 PLM bulk samples for 1 week turnaround at \$20/sample - \$800.00

QUOTATION: ITEM 2: Total Not to Exceed **\$ 380.00**

The cost for Chem Scope's work is based on the following:

- Up to 4-man hours @ \$95/hr - \$380.00

QUOTATION: ITEM 3: Total Not to Exceed **\$ 770.00**

The cost for Chem Scope's work is based on the following:

- Up to 7-man hours @ \$110/hr - \$770.00

QUOTATION: ITEM 4: Total Not to Exceed **\$2,050.00**

The cost for Chem Scope's work is based on the following:

- Up to (1) Pre-Abatement Inspection @ \$250 each - \$250.00
- Up to (1) Visual Inspection @ \$250.00 each - \$250.00
- Up to (1) PCM Final Air Clearances @ \$350.00 each - \$350.00
- Up to (1) TEM Final Air Clearance for 24 hr. @ \$1,200.00 each - \$1,200.00

QUOTATION: Total for Items 1, 2, 3, and 4: Not to Exceed **\$4,475.00**

The charges include all travel, site time, XRF analysis, and reporting.

Sincerely,

Nathan Yergeau
Field Operations Manager

ChemScope INDUSTRIAL HYGIENE • ENVIRONMENTAL CHEMISTRY

15 Moulthrop Street, North Haven, CT 06473-3686 • Phone (203) 865-5605 • chem-scope.com

Client Name:

Richard Clavet – Facilities Manager
Cheshire Public Schools
525 South Main Street,
Cheshire, CT 06410
rclavet@cheshire.k12.ct.us

3/24/2021

Site(s) Where Work is to be done: Norton Elementary School – 414 North Brooksvale Road, Cheshire, CT.

See proposal dated 3/24/2021.

Description of work: Asbestos Pre-Renovation Inspection, Lead Based Paint Pre-Renovation XRF Screening, Asbestos Technical Specification, and Post Abatement Clearance Testing.

See proposal dated 3/24/2021.

Charges for the work: Not to exceed \$4,475.00 for Items 1, 2, 3, and 4. See proposal dated 3/24/2021.

Terms of Payment: Net 30.

Special Conditions:

This agreement must be signed by our client before we proceed with the work.

Agreed by: _____
Client Signature Date

Charge this work to Visa _____ MasterCard _____ American Express _____

Credit card number _____ Expiration date _____ Code # _____

Card holder's name _____ Signature _____

Card holder's billing address _____ Zip _____

Tax Exempt Number (If Applicable): _____

PLEASE SIGN AND RETURN VIA E-MAIL NATHAN@CHEM-SCOPE.COM

**Once this agreement is signed and returned to us, we will schedule and proceed with the work.*

Dear Laboratory Customer or Potential Customer,

Laboratory accreditation standards require us to provide our clients information about our services to make sure that your requirements for testing are adequately defined, documented and understood. The following is for your information. Please call us if you have any questions or comments.

Type of Samples:

/ / PCM cassettes are routinely run by NIOSH Method 7400.

/X/ Bulk materials are run by EPA Method: #600/R-93/116.

Air Samples: NIOSH 7400 Method counts all fibers. This method may be used for personal air samples and for finals. Two field blanks must be submitted for each set of samples. In the unlikely event that there is to be any deviation from the standard test, you will be consulted by phone before the work begins. Those clients who have not had NIOSH 582 or AHERA asbestos training courses (either supervisor or project monitor) should consult with the lab director for more information. The test parameters are further explained in the analytical report.

Bulk materials: sampled are analyzed by the latest EPA Method: (#600/R-93/116) which uses polarized light microscopy (PLM). When asbestos is detected and the amount is estimated to be <10%, we automatically point count the samples. When there are interfering substances present, we may use ashing, acid washing or other procedures described in the method to handle the interference. Those clients who have not had AHERA asbestos training courses (either inspector, supervisor or project designer) should consult with the lab director for more information. The test parameters are further explained in the analytical report.

All Samples must be clearly labeled with source name and identification number or sufficient information from the client to make this sample uniquely identified. (We will then add our notebook #, page # (batch) and unique number within the batch.) Samples must be in a clean, air-tight package such as a zip loc bag. Appropriate completed paperwork must accompany the sample. Bulk and air samples may not be submitted in the same package.

As soon as available bench top results will be faxed to you and reports will then be mailed. We will retain air samples for at least one month and bulk samples for 6 months unless you advise us otherwise.

You are welcome to visit the laboratory at any time to discuss the work, monitor the work or verify our testing services. We appreciate your business and encourage any feedback regarding improving our services or our quality system. Please take a minute to complete the following survey and mail/fax it to ChemScope, Inc.

Customer Service Survey

To help us improve our services give your opinions to the following:

The printed laboratory report was complete and easy to understand. ☐ YES ☐ NO

If no, please explain _____.

The turn around time for results met your expectations/needs. ☐ YES ☐ NO

If no, please explain _____.

How likely are you to recommend ChemScope Inc. to someone?

☐ Excellent ☐ Very Good ☐ Good ☐ Fair ☐ Poor

How likely are you to return to ChemScope in the future if the need arises?

☐ Excellent ☐ Very Good ☐ Good ☐ Fair ☐ Poor

On a scale of 1 to 5 where 1 represents "Satisfied" and 5 represents "Dissatisfied", how would you rate your level of overall satisfaction. ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5

Please add any additional comments or suggestions that would be helpful when you use our services:

Name _____

Company _____

Address _____

Telephone/e-mail _____

Can we contact you regarding this survey? ☐ YES ☐ NO

April 23, 2021

Steve Durkee
Chairman of the Building Committee
med3787@aol.com

Re: Recommendation for contractor selection for bid #2021-12

We receive two bid packages for Cafeteria Renovations Norton School Bid #2021-12:
The lowest bidder is Northeast Building Group – total \$604,736 versus J.A. Rosa Construction, LLC, - total \$641,838. Two bids are close in base bid and alternates with exception of alternate #2- NBG - \$84,510 and J.A. Rosa - \$114,688
I learned from J.A. Rosa estimator, they received updated (much lower) cost estimate from sub-contractor (reflecting Addendum #2), but it was too late to include it in the bid.

Here is the side by side comparison of both bidders:

Bidder	Northeast Building Group, Wallingford, CT	J.A. Rosa Construction, LLC, Wolcott, CT
Years in business	8	21
Experience in School Construction	4 projects	6 projects
Experience in Commercial Kitchens projects	3 projects	5 projects
References list	design professional reference provided by request after bid	Long list
DAS prequalification Aggregate Work Capacity	\$8,000,000	\$20,000,000
Professional experience of architect of record with the contractor	none	Know for a long time and worked with on number of projects

Exemptions provided	eight items	None
Insurance certificate provided	none	Acord (bid compliant coverage)
Additional on-line information	Was not able to verify few projects from portfolio listed on contractor's website	Successfully confirmed information provided by contractor

Our recommendation is based on gathered verifiable information of bidders, their longevity in business, and experience with school and commercial kitchen projects.

Both bidders are qualified to perform the work.

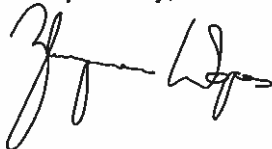
The exemption #3 and #5 listed in Northeast Building Group bid package are a concern and suggest potential change orders starting May 19,2021..

The exempt #4 does not say anything about timely submittals by the contractor, but hinges the project start date on responses.

The exemption #6 indicates the contractor did not include painting of the steel as it shows on drawings.

The exemption #8 will affect base bid number, but we have not addressed it in detailed estimate.

Respectfully,



Jan Wojas, AIA
Architect of the record

Exhibit F

**Public Building Commission
Subcommittee Meeting Minutes
Locker Room and HVAC Improvements at the Police Station
Friday, April 16, 2021 @ 3:00 PM
Virtual Zoom**

Members Present: Steven Durkee, Subcommittee Chair Richard Clavet, PBC
Jim McKenney, PBC Chair Diane Waldron, PBC
David Arai, PBC

Others Present: Jeffrey Sutherland, Cheshire Police Nate Spear, IES
Brian Humes, Jacunski Humes Dave Maurer, IES
Andrew Whitehouse, Jacunski Humes
George Noewatne Jr., Director of Public Works and Engineering
Daniel Bombero, Capital Projects Manager

The meeting was called to order at 3:07 PM. A quorum was present.

Mr. Brian Humes from Jacunski Humes Architects shared that the drawings and specifications are complete and asked if anyone had any questions regarding the final plans. A brief discussion ensued about the elimination of the doors leading into the weight training area.

Chairman Durkee asked if all the subcommittee members had had an opportunity to review the final plans. David Arai shared that he had not been able to review them due to extenuating circumstances and he would review them prior to the full Public Building Commission meeting on April 28th. Mr. Durkee shared that he would like to move the project forward.

MOTION by Ms. Waldron to approve the final plans for the Locker Room and HVAC Improvements at the Police Station and make a recommendation to the full PBC.

SECONDED by Mr. McKenney.

Mr. Arai abstained from voting.

Mr. Arai requested a PDF of the plans from Mr. Humes. Mr. Humes shared that the project completion timeline is 8 to 10 months and the contract should include liquidated damages.

Diane Waldron motioned to adjourn the meeting; it was seconded by Mr. McKenney and passed unanimously by all those present and voting. The meeting was adjourned at 3:22 PM.

Attest:


George Noewatne, Director of Public Works

GN/am

MEMO

FROM: The Energy Commission
TO: The Public Building Commission



DESIGN REVIEW RECOMMENDATIONS

DESIGN REVIEW DATE	PROJECT NAME	PROJECT #/BID #
Date 4/19/21	Renovations To Cheshire Police Department	

LIST OF RECOMMENDATIONS:

- The architect recommends review by the utility be sought, it is recommended that this document be shared with Eversource for their comment
- it is recommended that a 3rd party independent A&E firm with extensive project oversight experience and sole allegiance to Cheshire be hired to act as project manager.
- The control system design is restricted to one company in Glastonbury, it seems to be a "Cadillac" system and probably very good but will require extensive training on the towns part, or relegation of control to the design company.
- Page 815-816 of tech spec. references "Tolland School district graphic and programming standards already in place"
It is suggested that this language be removed.

Exhibit H

RFP # 2021-10 Design Professional Services for HVAC Improvements at Cheshire High School Friday, March 19, 2021 at 2:00 PM - Virtual Opening (Room 207/209)

[illegible]

Authorized Signature

Recording Clerk