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PUBLIC BUILDING COMMISSION

**CAFETERIA RENOVATIONS HIGHLAND SCHOOL
(Replacement of Government Freezer)
SUBCOMMITTEE – Meeting Minutes
Wednesday, December 18, 2019 11:00 AM
Highland School, 490 Highland Avenue, Cheshire**

Members Present: Steven Durkee, Subcommittee Chair
Richard Clavet, PBC

Additional Present: Jan Wojas, Wojas.Architecture
Steve Durkee, PBC
Chris Luce, FPT
Timothy Keegan Jr., John L. Simpson Company

The meeting was called to order at 11:00 AM. A quorum was determined to be present.

A group discussion ensued regarding the following items:

OLD BUSINESS:

New masonry opening location was discussed. The revised opening location would start from edge of existing opening (approximately 18 ft. 6 inches), minus the dimension of the new "C" channel to the inside corner of the exterior wall. The new opening will be approximately 12 ft. wide. Mr. Keegan will verify and forward the information to Mr. Silverman to update freezer opening layout.

Mr. Silverman stated the new masonry opening needs to be wider. He will provide detailed freezer box sliding door shop drawings.

Architect's Supplemental Information (ASI). Mr. Wojas will issue a revised set of drawings showing all changes discussed. Mr. Wojas distributed revised sets.

Potential Change Orders (PCO): Mr. Keegan will send PCOs to Mr. Wojas for review and he will forward them to PBC for approval. The following PCOs were requested:

- To clean, brushed off loose rust from underside of existing metal roof deck and steel structure of the roof, prime it and install spray-on insulation of R-40.
- To install 2" rigid insulation on the top of new freezer unit.
- Add humidistat to existing exhaust fan

- Increase ventilation - close up existing openings between freezer compartment and storage room. Add rooftop exhaust as recommended by Mr. Durkee.
- Potential installation of new dry sprinkler system (TBD)

Mr. Durkee informed the installation of 2" rigid insulation on the top of new freezer unit was eliminated from the scope of work. Mr. Wojas informed the size of the roof top hood was increase to 30" x 30".

Change Orders: Any change order proposals would have to approved by the PBC.
Mr. Clavet stated all changes should stay within the budget.

Shop drawings in PDF form: All shop drawing PDFs to have final approval by WOJAS.ARCH.
No updates.

As-built set: John L Simpson Company is responsible for updating drawings to as-built conditions.
No updates.

The Schedule of Values: Mr. Keegan to create the Schedule of Values and send it to WOJAS.ARCH for distribution.

Process the invoices: (PDF draft) goes to Mr. Wojas to be reviewed. Once signed / dated then forward to Mr. Noewatne. The application for payment will be emailed to Mr. Noewatne after approval and hard copy will follow in the mail.

Working Hours: 7:00AM to 3:30PM.

Demolition: The demolition of the inside of the building enclosure was completed at the time of the meeting with exception of the interior steel columns and beam and exterior masonry opening. Mr. Keegan offered to remove interior steel columns and beams and old condenser unit with no additional charges. Mr. Keegan informed the demolition is completed with exception of the masonry opening.

Meeting Schedule: The job meetings are scheduled to be at 8:00 AM in the freezer of Highland School on a bi-weekly basis, unless otherwise announced.

Mr. Wojas stated the date of next meeting will be announced.

Fire Protection. The fire Marshal requested modification of existing sprinkler system in the school to provide new dry system in the new freezer. Mr. Wojas to discuss this issue with Fire Marshal.

Mr. Wojas informed the Fire Marshal determination is to extend the existing sprinkler system to a new freezer. Mr. Keegan is working with FPT on details. There would be three wall mounted

dry head installed 6" below the ceiling of the freezer box. Mr. Luce to coordinate with school staff for the access to investigate existing conditions.

Submittal status: Mr. Keegan stated all submittals are up to date. Mr. Wojas asked for resubmission of freezer shop drawings.

Material lead time: Mr. Keegan informed all material lead time does not affect final deadline as of today.

Schedule: Mr. Keegan informed the project is on schedule.

Start/stop times: Mr. Keegan informed that construction started on 11/5/19.

Construction update: Mr. Keegan provided an update on the construction activities: The demo of existing freezer is done. The location of the new masonry opening needs to be verified. The fabrication of the new freezer is awaiting this verification.

Mr. Keegan confirmed the masonry opening, steel sizes and canopy size will be coordinated with verified masonry opening requirements.

Revisions to original design: Mr. Wojas informed about previously discussed elimination of the ice/snow melting system. The shape and structure of metal canopy may change slightly and will be shown on shops provided by New Haven Awning. The quote for the canopy was forwarded to Mr. Keegan. The location of new masonry opening will be adjusted. Mr. Wojas is meeting with the Fire Marshal to discuss their request for a sprinkler system. Based on today's meeting and observed damage to existing steel of the roof, it was proposed to provide additional insulation outside of the freezer box and additional ventilation of the space between exterior of the freezer box and interior of existing building enclosure.

Mr. Silverman confirmed the new location of two evaporators inside the freezer box to be on West wall. The one of the condensation pipes will be modified and reused. The other one will be removed.

Hazardous Materials: Mr. Keegan stated there were no hazardous materials discovered during the demolition.

NEW BUSINESS:

Modification to the top of the stair: It was discussed to possibly extend the top landing due to actual location of the freezer sliding door.

A motion to adjourn was made by Richard Clavet, seconded by Steve Durkee and approved unanimously by all those present and voting. The meeting was adjourned at 12:00 PM.

Respectfully submitted,

George Noewatne, Director of Public Works and Engineering

Prepared by: Jan Wojas, AIA