

TOWN OF KILLINGLY

PERMANENT BUILDING COMMISSION (PBC)
Killingly Town Hall – Meeting Room 102, 172 Main Street, Danielson, CT 06239

SPECIAL MEETING MINUTES Monday, July 10, 2017, 7:00 p.m.

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1. Call of the Meeting and Roll Call: Vice Chairperson Kyle Zadora called the meeting to order at 7:00 p.m.

Members Present: Marcel Lussier, John Navarro, Stewart Rivers, Kyle Zadora. **Member Absent with notification:** Thomas Weaver. **Alternate Member Present:** Daniel Toth. **Also Present:** Community Development Administrator, Mary Bromm

Mr. Toth was seated as a voting member.

2. Citizens Participation: None
3. Adoption of Minutes: None
4. Unfinished Business:

- a. **KCS Roof Replacement Project:** Mary Bromm has been in contact with the Architect Silver / Petrucelli regarding the "responsiveness" of the contractor at bid time and in bid documents. It was noted, PBC is allowed to deny a low bidder if it deems that there was a lack of responsiveness in bid responses. Apparently, Greenwood Industries indicated in its bid response that project completion would be 120 days instead of a substantial completion before the start of the school year.

Mary Bromm contacted Greenwood Industries about this issue and asked for clarification. The principals of Greenwood Industries explained that the 120 day completion date was in fact an administrative error and their intention was always to complete the project in 45 days prior to the start of school. In summary, Mary Bromm indicated, with that clarification, Greenwood Industries is indeed the lowest responsible bidder.

MOTION #1 (07/10/17): made by Mr. Rivers SECONDED BY Mr. Lussier that the Permanent Building Commission award KCS Roof Replacement Project to Greenwood Industries Inc., in the amount of \$967,000.00

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

CLERK OF THE WORKS PROPOSALS: Mary Bromm has been in contact with CREC Expert Solutions since PBC awarded the Clerk of the Works services to CREC at their July 5, 2017 meeting. CREC has indicated, since their interview and award, there has been a need to change the bid proposal amount. CREC felt that they needed to add more persons to accomplish the PBC's goals which would cost additional money. CREC indicated this scenario would require more personnel and work than was planned for in the original estimate. The days would in fact be longer and meeting times would increase. In summary, CREC increased their bid proposal amount by \$15,000.

MOTION #1 (07/10/17): made by Mr. Rivers SECONDED BY Mr. Lussier that the Permanent Building Commission reject the CREC Bid Proposal and deem the original proposal non-responsive

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

MOTION #2 (07/10/17): made by Mr. Rivers SECONDED BY Mr. Toth that the Permanent Building Commission authorize Mary Bromm to modify the Bid Proposal to be advertised for one Clerk of the Work position working at least four hours to be worked per day for five days per week

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

MOTION #3 (07/10/17): made by Mr. Rivers SECONDED BY Mr. Toth that the Permanent Building Commission appoint the Assistant Building Official as a temporary Clerk of the Works

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

b. KMS ADA Project

MOTION #4 (07/10/17): made by Mr. Toth SECONDED BY Mr. Rivers that the Permanent Building Commission accept Silver & Petrocelli's proposal for the KMS ADA Project in the amount of \$3,400 plus 7.5% total construction costs

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

c. KCS ADA Project

MOTION #5 (07/10/17): made by Mr. Toth SECONDED BY Mr. Rivers that the Permanent Building Commission accept Silver & Petrocelli's proposal for the KCS ADA Project in the amount of \$3,400 plus 7.5% total construction costs

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

5. New Business: None

6. Other: None

7. Correspondence: None

8. Council Member Reports: None

9. Adjournment:

MOTION #6 (07/10/17): made by Mr. Navarro SECONDED BY Mr. Toth that the Permanent Building Commission adjourns the meeting at 8:00 p.m.

VOICE VOTE: UNANIMOUS;

MOTION CARRIED

Respectfully submitted,
Sherry Pollard,
Recording Secretary