1007th Meeting

The 1006th a Special Meeting of the Seymour Housing Authority was held Monday, March 27, 2020 was held via Tele-conferencing pursuant to Governor Ned Lamont’s Executive Order 7B, Suspension of In-Person Open Meeting Requirements, Sections 1-206, 1-225 and 1-226, and was called the order at 11:33 A.M. by Chairperson White.

ROLL CALL

Answering the Roll Call Commissioners Bellucci, Golebieski, Horelick, Ortiz and White.

Also present was Secretary and Executive Director David Keyser and Attorney Gregory J. Stamos.

NEW BUSINESS

Chairperson White introduced Change Order # 2 in the amount of $50,474 to West State Mechanical to repair the attic sprinkler system at the Norman Ray House and the recommendation letter from Donald W. Smith, Consulting Engineer. (Exhibit I)

The Executive Director explained that we discovered a malfunction with the attic sprinkler system at the Norman Ray House. He explained that the sprinklers in the attic at Norman Ray House are filled with air. He stated there is a system whereby in the event a sprinkler head was activated, the air would empty out of the system and be replaced by water. He stated this is a special system adapted to be installed in attic space to avoid the pipes from freezing. He told the Commission that the sprinkler system is approximately 26 years old. He stated that the sprinkler pipes in Norman Ray House Attic have exceeded their useful life and had pin holes in the galvanized pipe and caused the pump motor that keeps the system full of air to malfunction. He stated that this required repair immediately and that it is considered an emergency by the Fire Marshall. He informed the Board that there is funding left in the 2019 CFP as we have not awarded the Norman Ray House Stair/Ramp Handrail repair/replacement or the carpeting on the first floor at Callahan House. He linked the work on the sprinklers in the attic with the work on the Sprinkler back flow preventer already being done under contract with CFP funds by West State Mechanical at the Norman Ray House. He stated since this is an Emergency as deemed by a letter received by Fire Marshall Tim Willis that our Procurement Policy has provisions to authorize this work without public bidding.

Attorney Stamos informed the Board of Commissioners that this request to award a change order to West State Mechanical requires also the elements to waive the formal bidding procedure.

After some further brief discussion, Commissioner Bellucci motioned to authorize the Executive Director to Award Change Order # 2 in the amount of $50,474.00 to West State Mechanical and to utilize the emergency provisions of the Procurement Policy for purchased under $100,000 to waive the bidding process, and revise the budget to add this work item for the sprinkler work from CFP 2019 to the back flow preventer work item. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Aye</th>
<th>Nay</th>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bellucci</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Golebieski</td>
<td>X</td>
<td></td>
<td></td>
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</tbody>
</table>
MINUTES

Horelick  X
Ortiz      X
White      X

Chairperson White declared the motion carried.

ADJOURNMENT

Chairperson White asked for a motion to adjourn the 1007th special meeting of the Seymour Housing Authority. At 11:44 AM. Commissioner Golebieski motioned to adjourn the 1007th special meeting of the Seymour Housing Authority. Commissioner Horelick seconded the motion. Chairperson White acknowledged the motion and its second and asked for a Roll Call Vote which was recorded as follows:

<table>
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<tr>
<th>Commissioner</th>
<th>Aye</th>
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</tr>
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<tbody>
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<td></td>
<td></td>
</tr>
<tr>
<td>Golebieski</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Horelick</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ortiz</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>White</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Chairperson White declared the motion carried.

Submitted by:

David J Keyser, Secretary and Executive Director
March 5, 2020

Board of Commissioners
Seymour Housing Authority
28 Smith Street
Seymour, CT 06483

RE: Norman Ray House
2019 Modernization Project
Change Order No. 2

Dear Commissioners,

Pursuant to the Owner's request, we have reviewed Change Order Proposal No.2 (copy attached) submitted by West State Mechanical for the above referenced project and offer the following for your consideration:

This proposal reflects an increased scope of work for the Fire Alarm work that includes the following:

- Replacement of the sprinkler system mains (some of which are failing) in the attic of the Norman Ray House in accordance with the Design/Build Performance Specification prepared by Silver Petrucelli & Associates.

In our opinion, the proposal is fair and equitable for the required work. Accordingly, we recommend approval of Option 1 of this Change Order proposal in the total amount of $50,474.00.

Please feel free to contact me with any questions you may have regarding this matter.

Very truly yours,

Donald W. Smith, Jr., P.E.
Consulting Engineer

CC: D. Keyser, PHM
CHANGE ORDER
WEST STATE MECHANICAL, INC.
38 BOX 1045, 3000 SOUTH MAIN STREET
Torrington, CT 06790
"AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER"

CHANGE ORDER SUBMITTED TO: Seymouir Housing Authority
PHONE DATE 203-888-4579 February 21, 2020

STREET CITY, STATE AND ZIP CODE 28 Smith Street Seymour, Ct. 06483

JOB NAME SPRINKLER SYSTEM MODIFICATIONS AT NORMAN RAY HOUSE

DESCRIPTION OF PCO ATTENTION CONTACT E-MAIL ADDRESS
PCO-02: PRICING FOR REPLACEMENT OF ATTIC SPRINKLER MAINS DONALD SMITH JR., P.E. DWSJRPE@SBGLOBAL.NET

OPTION 1: REPLACE SPRINKLER MAINS WITH SCH. 40 GALVANIZED STEEL PIPING:

North Wing (smaller): HTH Automatic Sprinkler as subcontractor: $21,851.90
West State Mechanical as G.C.: 10% O&P: $ 2,185.19
Bonding Fees @ $17.00 per thousand: $ 408.00
TOTAL PCO: $24,445.00

TOTAL: $50,474.00

South Wing (larger): HTH Automatic Sprinkler as subcontractor: $23,260.95
West State Mechanical as G.C.: 10% O&P: $ 2,326.09
Bonding fees @ $17.00 per thousand: $ 442.00
TOTAL PCO: $26,029.00

OPTION 2: REPLACE SPRINKLER MAINS WITH SCH. 40 BLACK STEEL PIPING PLUS PROVIDE A NITROGEN GENERATOR:

North Wing (smaller): HTH Automatic Sprinkler as subcontractor: $19,790.05
West State Mechanical as G.C.: 10% O&P: $ 1,984.00
Bonding Fees @ $17.00 per thousand: $ 374.00
TOTAL PCO: $22,143.00

South Wing (larger): HTH Automatic Sprinkler as subcontractor: $21,407.94
West State Mechanical as G.C.: 10% O&P: $ 2,140.79
Bonding Fees @ $17.00 per thousand: $ 408.00
TOTAL PCO: $23,956.00

Nitrogen Generator: HTH Automatic Sprinkler as subcontractor: $26,144.56
West State Mechanical as G.C.: 10% O&P: $ 2,614.45
Bonding Fees @ $17.00 per thousand: $ 429.00
TOTAL PCO: $29,202.00

***Copy of PCO by HTH Automatic Sprinkler, LLC is attached, please see clarifications as noted.

Previous Contract Amount: $49,700.00
Add or (Deduct) for this Change Order: $ TBD
Revised Contract Amount incl. this Change Order: $ TBD
All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Signature: ________________________________

Steven Grening, P.E. – Estimator/Project Manager

Acceptance of Change Orders—The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: ________________________________

Date of Acceptance: _______________________

Exhibit 1
Thursday, February 20, 2020

Steve Grening
West State Mechanical
3000 South Main Street
P.O. Box 1045
Torrington, CT 06790-1045

Phone: (860) 482-5919 ext:
Fax: (860) 489-4686
E-Mail: wsm_steve@yahoo.com
Cell Phone: (860) 601-1691

Project: Norman Ray House
Seymour Housing Authority

Re: PCO pricing for attic sprinkler main replacement and nitrogen generator

Option #1:

Replace sprinkler mains with schedule 40 galvanized steel.
- North Wing (smaller) Quote: $21,851.90
- South Wing (larger) Quote: $23,260.95

Option #2:

Replace sprinkler mains with schedule 40 black steel plus provide a nitrogen generator.
- North Wing (smaller) Quote: $19,790.05
- South Wing (larger) Quote: $21,407.94
- Nitrogen Generator Quote: $26,144.56
- Includes an allowance of $3,500.00 for electrical and alarm work

Clarifications:
- No taxes included.
- No permit fee(s) included.
- Prevailing wages are included.
- No new sprinkler drawings or hydraulic calculations are included. This scope shall be considered a repair
- An allowance of $3,500.00 is included for electrical and alarm work associated with the nitrogen generator.
- Due to the probability of material price increase, these quotes are good through April 15, 2020.

Any questions, please do not hesitate to contact our offices.

Sincerely,

Scott Tillmann
Member/Manager/Owner

ST/dam
Cc: File
February 20, 2020

RE: Norman Ray House Sprinkler

To whom it may concern:

This letter is in regard to the attic sprinkler system installed at the Norman Ray House located at 133 Walnut Street in Seymour. This sprinkler was installed as condition of State of Connecticut Office of the State Fire Marshal Modification Request FM-0405-08. This “Mod Request” was applied for and granted in relief of Connecticut State Fire Safety Code Part IV Section 7.1.3.2.1 (1) “Separation of Exits.” Based on the physical hardship as a result of existing building conditions, and the dynamics of fire burning upward and outward, this request to allow automatic sprinkler protection in accordance with NFPA 13. As such and due to the lack of corridor separation, this sprinkler system is required.

It is imperative that this sprinkler system is repaired. The modification that was approved in 2008 requires this system to be there. If the system is unable to be repaired, this Office will require the exits be separated from the rest of the building with fire rated construction. This must be made a priority. Failure to complete this project as soon as possible would result in the need to vacate the building. Please do not hesitate to contact us with any questions or concerns you may have regarding this repair.

Respectfully,

Timothy P. Willis
Fire Marshal
Seymour