

PUBLIC SITE & BUILDING COMMISSION

Clifford J. Hurgin Municipal Center
1 School Street
Bethel, CT 06801

Regular Meeting Minutes

Wednesday November 27, 2013

7:30 pm

C.J. Hurgin Municipal Center - Meeting Room "B"

PRESENT: Co-Chair Nancy Ryan, Deno Gualtieri, John Perna, Jim Lacey, Jim Wright, Jane Bickford (8:09 pm)

ABSENT: Ellen Connell, Jon Menti, Co-Chair Scott Perry

ALSO IN ATTENDANCE: No one

CALL TO ORDER:

Co-Chair Nancy Ryan called the meeting to order at 7:37 pm followed by the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES:

Deno Gualtieri made a motion, seconded by John Perna, to approve the minutes of the Regular Meeting of October 23, 2013 as submitted. Vote, "All in Favor" with the exception of Jim Lacey and Jim Wright who abstained. Motion approved. (Note: Jane Bickford was not present at the time of the vote).

CORRESPONDENCE: None

PUBLIC INPUT: None

OLD BUSINESS:

Bethel Library Project

- Nancy Ryan provided a brief update on remaining punch list items. Steve Hickle advised Nancy Ryan that he planned get most of the remaining items done over the Thanksgiving weekend.

South Street Fire House

- Nothing new to report.

Police Station Project

- Nancy Ryan advised that the Board of Selectmen has accepted our proposal regarding the Hawley Construction Corporation proposal presented on Sept 25, 2013 contingent

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2013 DEC -2 A 8:29

TOWN OF BETHEL
TOWN CLERK

on updating the space needs assessment. This proposal will include a geo-technical report, an accurate land survey and cost update of existing plans.

- Nancy Ryan made a motion, seconded by Deno Gualtieri to accept the proposal from Brian Humes dated November 20, 2013 for Jacunski Humes, Architects, LLC to work with the police department to update the space needs assessment for the Police Department at an hourly rate with the total cost not to exceed \$2,000 (copy of proposal attached). Vote, "All In Favor". Motion approved unanimously.

NEW BUSINESS:

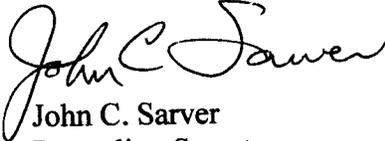
Calendar 2014 Meeting Schedule

- Nancy Ryan agreed to solicit input from the group to resolve what meeting night will work best for the group in C2014.

AJOURNED:

Nancy Ryan made a motion, seconded by Jim Wright, to adjourn the meeting. Vote, "All in Favor". Motion approved unanimously. Meeting adjourned at 8:19 pm.

Respectfully submitted,


John C. Sarver
Recording Secretary

11/27/13

----- Forwarded Message -----

From: Brian W. Humes <bhumes@jharchitects.net>
To: James Wright <jwright61@yahoo.com>
Sent: Wednesday, November 20, 2013 5:02 PM
Subject: Bethel Police

Jim,

Based upon our conversation regarding the Bethel Police Department project, Jacunski Humes Architects, LLC would be willing and able to work with your department to update the Space Needs Assessment for Bethel Police. I would request that the Building Committee grant us direct access to department personnel to perform this task.

An hourly rate, not to exceed \$2,000, will be utilized to review and update the Space Needs Assessment. I have attached our Hourly Rates / Professional Fee schedule for your use and review. There will be no additional costs associated with this task for travel, printing, communications, or project related expenses. I will be the staff member that will perform this work. If approved, I can be available in early December to meet with department staff, document any requested revisions, and reissue the Space Needs Assessment with a new revision date. Eight (8) copies of the final revision will be presented to the Building Committee for their use. One (1) electronic copy will also be provided if additional copies are required.

If you have any questions, please do not hesitate to contact me. I will await your authorization to proceed either by email, or by the presentation of a Purchase Order.

Thanks,

Brian W. Humes, AIA, LEED AP
Jacunski Humes Architects, LLC
15 Massirio Drive, Suite 101
Berlin, CT 06037
Tel. 860-828-9221
Fax 860-828-9223
E-Mail bhumes@jharchitects.net

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Schedule of Hourly Rates
Professional Fees

January 2013

Jacunski Humes Architects, LLC

Principal Architect

W. Albert Jacunski, AIA	\$140.00/hour
Brian W. Humes, AIA	\$140.00/hour

Project Architect

Kevin W. Lipe, AIA	\$115.00/hour
Mark Allen, AIA	\$115.00/hour
Jay T. Willerup, AIA	\$115.00/hour

Job Captain

Jared J. Magoon	\$90.00/hour
Michael J. Rinaldi	\$90.00/hour
Rui A. DeSousa	\$90.00/hour

Draftsperson

Michelle Lanney	\$70.00/hour
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Clerical

Gail C. Evarts	\$50.00/hour
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Reimbursable Expenses (if applicable)

Mileage	\$0.57/mile
Consultant Services	cost + 15%
Reimbursable Expenses	cost + 10%

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