

South Windsor Public Building Commission
Minutes – Regular Meeting – September 9, 2015

A regular meeting of the Public Building Commission was held on September 9, 2015 in Room 106 at Ellsworth School, 1737 Main Street. The following people were in attendance:

Members Present: Hap Fitts, Carol Kelley, Charley Lyons, Matthew Montana, Jim Neary and Edward O'Connell

Also Present: SWPS Representatives, Dr. Kate Carter and Patrick Hankard, Colliers Representative Chuck Warrington, Drummey Rosane Anderson Representative Scot Woodin and, Gilbane Representative, Karrie Kratz.

Chairman Fitts called the meeting to order at 6:30 PM.

Approval of Minutes

A motion was made by Mrs. Kelley, seconded by Mr. Lyons to approve the minutes of the July 8, 2015 and August 19, 2015 regular Public Building Commission meetings.

Motion approved unanimously.

Review Correspondence Communications and Comments from the Public: No comments were made.

OPM Report: Mr. Warrington advised that the 90% construction documents were distributed by DRA and are currently under review by Colliers and Sustainable Engineering Solutions. He advised that six full sets of the plans and specifications were delivered and are available in Ann Walsh's office. The site plans were distributed a week ago Friday for estimating for the site work, with which Gilbane and DRA estimators are working. Comments regarding the design are due back on September 25th. He noted that any commission member having comments on the drawings should transmit them to him and he, in turn, would forward them to DRA to ensure that all comments are incorporated into the document. He noted that the third party structural review will be taking place following the acceptance of a contractor at tonight's meeting and the third party code review will take place at the end of the month.

Mr. Neary questioned whether the project was a design-build project, to which Mr. Warrington indicated that it was not. He advised that once the design documents are complete Gilbane would put together bid packets and advertise the project through the town for the project bid.

DRA Report: Scot Woodin reported that DRA's focus has been to update the drawings and specifications. He noted that there were three third party reviewers (Colliers, Sustainable Engineering Solutions and the Public Building Commission) all of whom submitted comments on the design. He advised the commission that all of the comments had been addressed and that he had been remiss in not providing the responses to the respondents. He advised the commission that a matrix would be forwarded which would indicate how each question/comment was addressed. He reviewed the next steps and noted that the project would go out to bid in November. Mr. Warrington noted that the Plan Completion Review at the State, which was originally scheduled for November 12, has been moved to November 17 and it is anticipated that the bid packets would be released shortly thereafter.

Open Bid Proposals for Independent Thirty Party Code Review: Mr. Warrington advised that at the last meeting the committee rejected the bids and reissued the RFP for Third Party Code Review. Mr. Warrington opened the bids and read the results aloud:

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| 1. Strong Design Associates, Manchester CT | Lump Sum \$22,800 | No hourly rate |
| 2. Craig A. Smith, Boca Raton, FL | Lump Sum \$12,250 | \$500 per meeting \$125 hourly rate |
| 3. Friar Associates, Farmington, CT | Lump Sum \$14,500 | Fees = \$12,000 |
| 4. Pierz Associates, Wethersfield, CT | Lump Sum \$19,500 | |
| 5. AKF, Boston, MA | Lump Sum \$19,700 | |

As there was a discrepancy in the Friar Associates bidding, he indicated that he would need to confirm their bid. He also noted that Craig Smith was formerly with the Office of School Facilities and he reminded the commission that Chris Dougan had reviewed and approved his qualifications. He noted that pending confirmation of the building official regarding Friar and Craig Smith's qualifications, as well as Friar's bid, he would like the commission's approval to move forward. Mr. Neary advised commission members that he checked on each of the contractors and noted that there is nothing negative on any of the companies.

A motion was made by Mr. Neary, seconded by Mr. Montana that the PBC use Friar Associates from Farmington, CT.

Motion passed (5-1-0). Mrs. Kelley was opposed.

Discussion: Mr. Warrington requested clarification from the commission noting that if the building official took exception to Friar that Colliers can proceed to contract with Craig Smith as the low bidder. Mr. Montana clarified with Mr. Warrington that it was his intention to contact Friar Associates to clarify their bid and if they are not the lowest bidder, will then move on to Craig Smith, to which Mr. Warrington confirmed. He advised that he would report his findings back to the commission. Mr. Neary noted that the commission is looking to get the best product it can for the right amount of money and that Friar seemed to have it. He also noted their good reputation. In order to be clear, Mr. Neary amended his motion.

Mr. Neary amended his motion as follows: that the PBC use Friar Associates providing that they meet the qualifications and if not, would then use Craig Smith provided that he meets the qualifications. Colliers is to meet with Chris Dougan to determine this information. Mr. Montana seconded the motion.

Motion Passed (5-1-0). Mrs. Kelley was opposed.

Approve Lowest Qualified Responsible Bidder for Third Party Structural Review: Mr. Warrington recapped that the commission received eleven proposals at its August 19 meeting for the services of third party structural review. He relayed Collier's recommendation that the commission use Macchi Engineers who bid \$4,500. He noted that they have plenty of experience and are very well qualified.

A motion was made by Mr. Neary, seconded by Mr. Montana to use Macchi Engineers for Third Party Structural Review at a cost of \$4,500.

Motion passed unanimously.

Add presentation of PLA to October 14 PBC Agenda:

A motion was made by Mr. Neary, seconded by Mr. O'Connell to add a presentation of PLA to the October 14 PBC Agenda.

Discussion: Mr. Neary noted that if we have a motion to invite the PLA, that the commission should also allow the non-union group to make a presentation in order to be fair. He noted that he had received a business card from Keith Cornea as well. He noted that it would be a great idea to hear from the people who actually do the work. In addition, he suggested that the meeting be held in a larger room to accommodate the number of people expected. A member of the audience representing ABC also indicated that they would like the opportunity to present. Mrs. Kelley suggested that the Town Manager be invited, to which Mr. Neary indicated the meeting had been moved in order to accommodate the Town Manager. He also thought the commission should invite the Mayor, Town Council and Town Attorney.

Motion passed unanimously.

APPROVAL OF INVOICES:

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve invoice #12 from DRA in the amount of \$215,796.13 for services from August 1, 2015 to August 31, 2015.

Motion passed unanimously.

Mrs. Kelley questioned the status of the approval of the Murtha Culina invoices. Mr. Neary noted that the Town Attorney was present at the meeting and suggested that the commission extend an invitation to the Town Attorney for every meeting in order to eliminate possible problems in the future. He referenced the Town Article on Rules and Regulations which mentions the Town Attorney. Mr. Fitts noted that the commission has an attorney assigned to this project, to which Ed and Carol noted their agreement. Mr. Neary noted his disagreement indicating that the commission would have had to vote on that appointment and go through the Town Manager and Town Council. Mr. Fitts advised Mr. Neary that he would research and provide him with the information regarding the attorney.

There being no other business being brought before the commission, the meeting was adjourned at 7:00 PM.

Respectfully submitted,

Ann M. Walsh
Clerk