

**South Windsor
Public Building Commission
Minutes
November 8, 2023**

A regular meeting of the Public Building Commission was held on November 8, 2023 at 6:30 PM at the Administrative Offices, 1737 Main Street. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Montana, Edward O'Connell, Madhu Reddy, Craig Zimmerman

Members Absent: Kathy Daugherty, Miguel Proano, Corrine Bordua

Also Present: Dr. Kate Carter, Darrell Crowley (SWPS), Kate Turner (Colliers); Jim Barrett (DRA), Nick Conti, Taylor Crouse (Gilbane)

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

Approval of Previous Meeting Minutes: A motion was made by Mr. O'Connell, seconded by Mr. Reddy, to approve the minutes of the October 11, 2023 regular meeting. Motion passed unanimously. (4-0)

Review of Correspondence/Communications: No Correspondence was received.

Superintendent of Schools Report: Dr. Carter informed the commission that she met with a group of administrators from the town of Suffield who were interested in learning South Windsor's process for new building construction. The group met with Dr. Carter and then toured the Pleasant Valley Elementary School. The tour was very positive and the administrators were very impressed with the new school. She noted that throughout the 10-year plan she has had numerous requests from districts for tours and information regarding South Windsor's processes, which is a testament to all involved. In addition, Dr. Carter advised the commission that Philip R. Smith Elementary School has been named a National Blue-Ribbon School, noting that the state department identifies only four schools throughout the state of CT to be nominated. She relayed her pride in PRS.

Parks & Recreation Department Office Relocation: Chairman Montana stated that a special meeting is scheduled for November 14th at the town hall to discuss the recreation department office relocation. Given last night's election results, and the change to the Town Council, coupled with comments he had heard in opposition of expending funds on the rec department, Craig Zimmerman suggested that the PBC reach out to the new council to determine if this is still a charge they wish for the PBC to pursue. Chairman Montana advised that he would reach out to the Town Manager. All agreed that was a good idea.

Phase 3 – Pleasant Valley – Old Business

OPM Report: Ms. Turner advised that Colliers is continuing to oversee close out activities and addressing the completion of punch list items. In addition, they are continuing to work through the furniture punch list items. They met with the library media specialist to gather information relating to expanding the media shelving and adding back panels to the shelving. Colliers has received pricing related to several potential enhancements and/or replacements to improve on both the esthetics and functionality of the library. The information will be vetted and brought back to the commission for its consideration. She reviewed several of the additional items that Colliers is tracking including the

replacement of the principal and associate principal desks, as the supplier sent the incorrect desks. They are also working through challenges with the functionality of the fire-rated cabinets in the main office. In addition, there are modifications required to the nurse's suite as it was designed for two staff members, and an additional third staff member was added. Colliers continues to track completion of the Phase II soil relocation. State change orders are being prepared, and Colliers is tracking responses from the State on previously-submitted change orders. With regard to financials, Ms. Turner reviewed the funds that have been released back into the project, resulting in an anticipated remaining balance of \$232,000. In response to a question as to whether there are large exposures remaining, it was noted that the cellphone repeater is still being explored, along with potential additional requests from the Fire Marshal. Mr. Crowley will be meeting with the Fire Marshal to walk the property to determine if there are additional items needed. Following her report, Ms. Turner responded to commission member questions.

Gilbane Building Company Update: Ms. Crouse shared drone photos of the Phase II soil relocation work, noting that the stockpile has substantially been depleted. The sloped area was prioritized and hydroseeded. Taylor reviewed the sequence for hydroseeding the remaining portion of the fields. With regard to the extra soils, the plan called for a 2 ft elevation on the upper field, and 1 ft elevation on the lower field; however, the lower field will remain at the original contract grade, resulting in a lower cost for moving the soils. Gilbane continues to work through punch list and commissioning items. Out of 102 commissioning items, there is one item remaining and the punch list has a remaining 5% to be completed, out of some 2,000 items. The light fixtures on the monumental sign were swapped out, and the lantern outside the main entrance was secured with cabling. Taylor reviewed the ongoing work related to the PA and sound system, noting that the PA system issues are resolved, as are the reported issues with the microphones. The vendor, Front Row, has been on site for a week-and-a-half troubleshooting the system. There continues to be a global issue with the HDMI connections in the classrooms, for which a permanent solution has not yet been established. In response to a question regarding whether this issue is in other schools, Taylor stated that Front Row is seeing more issues being addressed, not just at PV. In response to a question regarding final completion for the project, Taylor indicated that Gilbane will have work to do over the winter break to wrap things up. In addition, the landscaper will have to come back in the spring.

Architect Report: Mr. Barrett noted that activities over the last month have been focused on the library and completing punch list items. DRA is working off of an open item listing prepared by Colliers to manage the completion of items, which has been very helpful. Mr. Barrett provided an update regarding the library, noting that he, Kate Turner, Dr. Carter and the library media specialist met to discuss specifics. He reviewed drawings that were presented to increase storage capacity. They also discussed an issue with the lack of backing on the shelving, which is causing difficulty in keeping books on the shelves. Mr. Barrett reviewed rough pricing to either add shelving which would cost \$20,000, or replacing all of the Fleetwood pieces, the quote of which is \$40,000. DRA will review pricing and come back to the PBC for final consideration. In response to a question posed as to what led up to this point, Mr. Barrett reviewed the original schematic design, noting that the current configuration is tight to the original design. The issue that arose was the configuration of the library shelving relative to the heating system and the necessity for a work around, to which Fleetwood originally indicated they could manage. However, in December, they indicated that they did not want to do it and could not do it, leading to the exploration of another vendor on state contract. Dr. Carter described the functional and esthetic issues with the library, noting that it was lacking the warmth of the past projects, to which Chairman Montana agreed. The PBC will be provided with additional information at its next meeting.

In response to a previous request for additional shading elements for the playgrounds, Mr. Barrett provided images and reviewed modifications to accommodate shade at an anticipated cost of approximately \$10,225 each. Mr. Barrett also addressed the request to provide interactive play panels in the 2-5 playscape and reviewed potential areas that could be added. He was informed that the cost of the panels could range from \$500 to \$5,000 and noted it would be best to budget \$3,000. Mr. Crowley noted that the medically fragile classroom was added after the playscape had been designed, and that the panels are a requirement for that program.

Ms. Turner & Mr. Barrett reviewed the color choices for the shed as presented by DRA. The building will be a Victorian grey with white trim and heritage shingles. Commission members agreed.

Phase 3 – New Business

Approval of Invoices: A motion was made by Mr. O'Connell, seconded by Mr. Zimmerman, to approve the following invoices for Pleasant Valley Elementary School in the amount of \$354,627.99.

INVOICES			
Company	Invoice No.	Date	Amount
Gilbane	22	11/2/2023	\$ 326,981.91
DRA	37	10/31/2023	\$ 6,962.50
DRA	PSS6 - Inv 4	10/31/2023	\$ 2,275.00
Tristate	11882	5/21/2023	\$ 2,181.00
Tristate	11926	5/20/2023	\$ 1,897.00
Tristate	11964	6/24/2023	\$ 1,801.00
Tristate	12067	6/24/2023	\$ 1,771.00
Tristate	12076	6/24/2023	\$ 1,946.00
Insight	1101097563	9/28/2023	\$ 476.00
Langan	604280	10/9/2023	\$ 5,677.83
Statewide Electric	48971	6/25/2023	\$ 2,658.75
Total: \$			354,627.99

Motion passed unanimously. (4-0)

FF& E Invoice Packet: Ms. Turner reviewed the FF&E invoices and responded to commission member questions. A motion was made by Mr. Zimmerman, seconded by Mr. O'Connell, to approve FF&E invoices in the amount of \$55,996.71.

INVOICES			
Company	Invoice No.	Date	Amount
Amazon	IX4P-VVFG-6KFC	10/17/2023	\$ 555.27
OFl	115792	7/6/2023	\$ 8,366.22
C&C Janitorial Supplies	398751	10/18/2023	\$ 9,130.55
RH Lord	35030-2	7/13/2023	\$ 2,632.00
Gopher	IN325130	10/13/2023	\$ 327.55
Marcus Communications	86019	10/17/2023	\$ 9,273.78
Wenger	860797	10/25/2023	\$ 21,476.86
RH Lord	35030	7/13/2023	\$ 2,357.68
School Outfitters	14066251	10/16/2023	\$ 1,876.80
Total: \$			55,996.71

Motion passed unanimously. (4-0)

Approval of Change Orders: Ms. Turner reviewed the change orders being presented for approval and responded to commission member questions. A motion was made Mr. Zimmerman, seconded by Mr. O'Connell, to approve the following change orders in the amount of \$121,288.00.

CHANGE ORDERS		
OS/IS #	Description	Amount
167	PR-133 Relocate LK2 Panels at IPOP Classroom	\$ 7,015.00
183	RFI 427 - Add Lockable Door Hardware at Stair 2&3	\$ 5,452.00
184	PR-119 Additional Power & Data	\$ 16,677.00
185	GC's for Switch Gear - \$53,371 from CM Contingency	\$ -
189	PR-118 Revised Grading at Long Hill Road	\$ 24,020.00
190	PR-115 Access Control at Courtyard Doors	\$ 7,162.00
191	PR-120B Revised Kindergarten Toilets	\$ 25,962.00
192	GC's for Soil Relocation	\$ 35,000.00

Motion passed unanimously. (4-0)

Approval of FF&E: A motion was made by Mr. Reddy, seconded by Mr. O'Connell to approve the total FF&E in the amount of \$22,171.18. Motion passed unanimously. (4-0)

QUOTES AND/OR BIDS		
Company	Quote	Amount
RH Lord	Replacement Browing Bins, Replacement Horseshoe Tables	\$ 8,826.18
WB Mason	Library Chairs	\$ 10,770.00
Ofl	Replacement Power Modules at Conference Tables	\$ 2,150.00
RH Lord	Medically Fragile Teacher's Chair	\$ 425.00

Adjournment

A motion was made by Mr. O'Connell, seconded by Mr. Zimmerman, to adjourn the meeting at 8:25PM. Motion passed unanimously. (4-0)

Respectfully submitted,



Ann M. Walsh, Clerk