

South Windsor Public Building Commission
Minutes
May 8, 2019

A regular meeting of the Public Building Commission was held on May 8, 2019 at 6:30 PM at the administrative offices, 1737 Main Street, South Windsor. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Beaulieu, Matthew Montana, Carol Kelley, Edward O'Connell, Phil Koboski, and Craig Zimmerman

Member Absent: Bernard Thomas

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representative Chuck Warrington, Moser Pilon Nelson Representative Hugh Pearson; and Gilbane Representatives Karrie Kratz, Taylor Gladding and Marcus Brennan.

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

Approval of Previous Meeting Minutes: A motion was made by Mrs. Kelley seconded by Mr. O'Connell, to approve the minutes of the April 16, 2019 special meeting. Mr. Zimmerman noted that he was not in attendance at the meeting. The minutes will be adjusted accordingly. Motion passed unanimously. (6-0)

Review of Correspondence/Communications and Comments from the public: None.

Update from the Superintendent: Dr. Carter provided the commission members with a Ten-Year lookback article that was recently published which reflects nicely on the PBC, the project professionals and the entire project.

Old Business

Discussion of i-Pad procurement use by PBC: Mr. Warrington revisited the topic of the procurement of i-pads for PBC members given the amount of paper that will need to be reviewed for the two projects. The i-pads would serve to assist in the digital review of those documents. Commission members discussed whether or not they were interested in a device and the team discussed the funding source; either funding through the project or through the board. It was determined that i-pads would be purchased through board funds and signed out through the district's technology department. Mr. Couture, district IT Director, provided guidance as to the types of devices and their capabilities and advised that he would place an order based on the feedback received.

Phase Two Eli Terry and Philip R. Smith Updates: Mr. Marcus Brennan provided an update on the Philip R. Smith and Eli Terry projects, reviewed images of the installation of footings and foundation walls and provided updates on both construction sites. Both sites are tracking on schedule. Mr. Brennan responded to commission member questions. In response to a question regarding work being done on the Eli Terry site over the summer months, which had been a concern of some residents, Mr. Brennan advised that the steel for ET will be mobilized from the middle of June through the summer months.

FF&E Design Progress: Mr. Hugh Pearson provided an update on the status of the FF&E procurement. He advised that in March MPN held programing meetings to identify the types of furniture that were

desired in both buildings and that sample student and teacher furniture has been received. MPN is requesting staff to provide feedback on those samples. Follow up meetings will be held next week with principals to get feedback as well. He advised that MPN's technology consultant has been coordinating with the district's IT director, Mr. Couture regarding the technology equipment. In addition, Henry Thomas, the landscape architect has been having discussions regarding playscape equipment. Mr. Pearson reviewed the timeline for submission of approval requests to the Board of Education, Public Building Commission and the state. Commission members questioned whether there would be the same lag time with the FF&E procurement as was experienced with Orchard Hill. Mr. Warrington advised that the team is looking to get to the state earlier for those approvals. Mr. Pearson also noted that he will be attending a prep meeting with the state later this month in order to review the process to gain ultimate state approvals in order to expedite the process.

Review of Revised Budgets for Eli Terry and Philip R. Smith: Mr. Warrington provided an update on the project financials. Eli Terry currently has a remaining contingency of \$3,841,000, including the change orders that will be approved at this meeting. Philip R. Smith contingency of \$2,147,000, including the change orders that will be approved at this meeting. Mr. Warrington encouraged commission members to reach out to him if they would like to review their budgeting system. Mr. Warrington responded to commission member questions. Mr. Zimmerman questioned when the commission would see a spreadsheet about the bidding results as it relates to union and non-union bidders, to which Ms. Kratz advised that she could provide that information on the bid tabulation sheet.

New Business

Discussion Regarding Establishment of Finance Subcommittee: Mr. Warrington advised that a meeting is scheduled tomorrow at 10:00 AM with the Town Attorney to get his input on the potential establishment of a subcommittee.

Approval of Invoices:

A motion was made by Mr. Koboski, seconded by Mr. O'Connell, to approve the following invoices for the Eli Terry Elementary School in the amount of \$818,339.77. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	22163	4/30/19	\$32,209.04
Colliers International	1756	3/31/19	\$8,769.25
Gilbane Building Company	5	4/30/19	\$777,361.48

Motion passed unanimously. (6-0)

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley, to approve the following invoices for Philip R. Smith Elementary School in the amount of \$961,039.34. Colliers endorsed the payment of the invoices presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	22162	4/30/19	\$28,290.91
Gilbane Building Company	8	4/30/19	\$883,112.09
Colliers International	1722	3/31/19	\$11,697.48
Langan	56052	4/9/19	\$34,878.86
Langan	55610	11/30/18	\$3,060

Motion passed unanimously. (6-0)

Approval of Change Orders

Eli Terry Elementary School:

Mr. Warrington reviewed in detail the change order requests and responded to commission member questions. Following which the commission made the following motion:

A motion was made by Mr. Beaulieu, seconded by Mrs. Kelley to approve the following change orders for Eli Terry Elementary School:

- OS-1: Credit for Cast Iron to PVC Underground Piping in the amount of \$20,030
- OS-2: Credit for revised grease trap and concrete flared ends in the amount of \$12,773
- OS-5: Alt #2 Radiant Heating in Kindergarten Rooms in the amount of \$50,690
- OS-6: Alt #3 Infrastructure for Emergency Communication Antenna in the amount of \$8,483
- OS-7: Added Mop Sink in the amount of \$8,741.

Motion passed unanimously (6-0)

Philip R. Smith Elementary School:

Mr. Warrington reviewed in detail the change order requests and responded to commission member questions. Following which the commission made the following motion:

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve Philip R. Smith Change Orders in the amount of \$54,889.

- OS-2 Sewer Manhole Modifications in the amount of \$873.00
- OS-3 Credit for Cast Iron to PVC Underground Piping in the amount of \$14,536
- OS-4 Drainage Modifications at Avery Street in the amount of \$22,000
- OS-5 Alt #2 Radiant Heating in the amount of \$46,552.00

Motion passed unanimously (6-0)

Adjournment

On a motion made by Mr. O'Connell, seconded by Mr. Beaulieu, the meeting was adjourned at 8:45 pm.

Motion passed unanimously (6-0)

Respectfully submitted,



Ann M. Walsh, Clerk