

South Windsor Public Building Commission
Minutes
May 13, 2020

A regular meeting of the Public Building Commission was held on May 13, 2020 at 6:30 PM virtually through Zoom.

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

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter, Patrick Hankard; Colliers International Representatives Chuck Warrington, Kate Turner; Moser Pilon Nelson Representatives Hugh Pearson and Dave Symonds; and Gilbane Representatives Marcus Brennan, Drew Nelli, Taylor Gladding; and Town Council Liaison, Erica Evans.

Election of Officers:

Mr. O'Connell called for nominations for Chairman. Mr. Koboski nominated Mr. Montana to serve as Chairman. There were no additional nominations. Mrs. Walsh called the roll and Mr. Montana's nomination was unanimously supported.

Mr. Montana called for nominations for Vice Chairman. Mrs. Kelley nominated Mr. O'Connell to serve as Vice Chairman. There were no additional nominations. Mrs. Walsh called the roll and Mr. O'Connell's nomination was unanimously supported.

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

Approval of Previous Meeting Minutes: A motion was made by Mr. Beaulieu, seconded by Mr. Koboski to approve the minutes of the April 8, 2020 Public Building Commission meeting. Motion passed unanimously. (7-0)

Review of Correspondence/Communications and Comments from the Public: There were no communications received.

Superintendent's Update: Dr. Carter provided an update of the status of schools given the COVID-19 pandemic. All schools will remain closed for the remainder of this school year. She noted that this will allow the administration to mobilize packing at Eli Terry and expedite the demolition schedule. Teachers will be coming in to Eli Terry on Monday to start packing their classrooms, adhering to social distancing. In addition, Philip R. Smith teachers will also be packing up. With respect to Phase III, Pleasant Valley, Dr. Carter advised that after consultation with Chairman Montana, she, Patrick Hankard and Ann Walsh will facilitate the RFQ/RFP process for the owner's representative selection process.

Old Business

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status: Ms. Taylor Gladding provided an update on the Philip R. Smith school providing drone images of the exterior and images of the interior work being completed. She advised that she has been working with the Building Official regarding the temporary certificate of occupancy and does not see any issues with obtaining the temporary CO. The Fire Marshal was on site to do a test of the generator start up. Final paving will take place Thursday of next week. The interior classrooms are near completion and final cleaning of classrooms will commence on Monday. There are four classrooms on the second floor awaiting

casework and the Pennsylvania manufacturer has now reopened and the casework will be delivered. Ms. Gladding continued to review the buildings progress and stages of completion. The gym floor was poured today. All water heaters, boilers and pumps in the mechanical room have been started and the air conditioning unit was started up today. Ms. Gladding responded to commission member questions.

Mr. Drew Nelli provided an overview of the Eli Terry building. He advised that the administrative area is 95% complete, the kitchen and kiln room are 100% complete. The last piece of equipment for the kitchen is in and final cleaning will take place next week. Floor mitigation is underway within the media center. Rubber flooring for the gymnasium has started; the stage clouds are installed as well as the theatrical lighting. Final cleaning is taking place in the South corridor. Following his presentation Mr. Nelli responded to commission member questions.

Architect Update: The commission was provided with an update regarding the expansion of the ballfield at Philip R. Smith including the Planning and Zoning review. Moser Pilon and Colliers responded to questions from commission members. In addition, Mr. Pearson provided an update on the delivery of materials for the playscape which have started and will continue through May, with expected completion in mid-July.

Review of Project Financials: Mr. Warrington advised that Eli Terry is tracking under budget with \$285,000 balance including potential change orders. Philip R. Smith is also tracking under budget at \$533,000 remaining balance with \$50,000 of potential change orders.

Approval of Invoices: Mr. Warrington reviewed the invoices for Eli Terry. A motion was made by Mr. Zimmerman, seconded by Mr. O'Connell, to approve the following invoices for the Eli Terry Elementary School in the amount of \$1,925,097.51. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Co.	17	5/7/20	\$1,888,165.42
Colliers International	5843	3/31/20	\$13,121.21
Moser Pilon Nelson	30744	4/30/20	\$20,969.88
Test-Con	10604	4/21/20	\$2,041.00
Weston & Sampson	4200289	4/13/20	\$800.00

Motion passed unanimously. (7-0)

Mr. Warrington reviewed the invoices for Philip R. Smith school. A motion was made by Mr. O'Connell, seconded by Mr. Koboski, to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$1,573,180.50. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Company	20	4/30/20	\$1,513,855.73
Colliers International	5894	3/31/20	\$14,412.48
Moser Pilon Nelson	30743	4/30/20	\$18,295.50
Weston & Sampson	4200288	4/13/20	\$800.00
Hartford Courant	18508298	3/13/20	\$187.23
AAIS	14564	4/20/20	\$22,100.00
JMM Wetland Consulting Services	3278	4/23/20	\$625.00
Granite Telecommunications	486236697	5/1/20	\$2,904.56

Motion passed unanimously. (7-0)

Approval of Change Orders: Mr. Warrington and Mr. Nelli reviewed the change orders presented.

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

- OS-065-GMP Alternates 5 & 6 Wall Adhesive in the amount of \$89,994.00 contingent upon testing by Langan,
- OS-066-SI 35 Site work Clarifications in the amount of \$10,880.00
- OS-070 – RFI 121 Power for Ceiling SSR Boxes in the amount of \$2,465.00
- OS-072 – Gymnasium Subwoofer in the amount of \$3,356.00
- OS-073 – Clay Paver Upcharge in the amount of \$1,925.00
- OS-074 – SI44 Graham Road Curb Cut in the amount of \$24,958.00
- OS-076 – RFI 120 Mdf/idf pa Speakers Rough in the amount of \$486.00
- OS-079 – RFI 124 Cafeteria Audio Speakers in the amount of \$724.00
- OS-080 – Contract Terms Sect. 1.4 – Substantial Completion Extension in the amount of zero dollars

With respect to OS-080, Mr. Warrington explained that given some delays due to COVID-19, Gilbane is requesting substantial completion be extended to July 5th. He noted that he did not see any reason why this could not be approved. Gilbane is also requesting substantial completion for PRS be extended to August 31st; however, it was Mr. Warrington's suggestion that that date be moved up to August 15th, to which Gilbane did not object. Dr. Carter and Mr. Hankard indicated that they did not object to those extensions.

Motion passed unanimously. (7-0)

A motion was made by Mr. Zimmerman, seconded by Mr. O'Connell to approve the following change orders for Philip R. Smith School in the amount of \$30,509.00.

- OS-045-SI25 Revised Clestory at Media & Cafeteria Rev. 1 in the amount of \$9,779.00
- OS-080 – RFI 147 Fire Alarm Bell Power Rev. 1 in the amount of \$1,334.00
- OS-081 – SI32 Additional Snow guards Rev. 1 in the amount of \$15,226.00
- OS-082 – RFI 153 Café Ceiling Speakers & Projection Screen Switches in the amount of \$613.00
- OS-085 – Gymnasium Subwoofer in the amount of \$3,557.00
- OS-086 – Time Extension Request Due to COVID-19 in the amount of zero dollars

Mr. Warrington advised that the commission was also being asked to approve an amount of \$131,000 for Gilbane to proceed with the expansion of the multi-purpose playing field on a time and materials basis not to exceed that number. He cautioned that the number was quite a bit higher than what the PBC was originally contemplating, as the original number came in at \$60,000. Mr. Pearson advised that the new figures included work for the required sub-drainage. Dr. Carter noted that she believed the \$60,000 was a more reasonable number, and although not a voting member, would not have supported the increased figure for the playing field, to which Chairman Montana agreed. Commission members continued to discuss the matter and it was determined to hold off on an approval and request the architect and Gilbane to review the numbers and revisit the matter at an upcoming meeting.

Motion passed unanimously. (7-0)

Approval of FF& E Quotes for Eli Terry: A motion was made by Mr. Beaulieu, seconded by Mrs. Kelley, to approve the following FF& E quotes for Eli Terry:

- Digital Back Office #40093655764-2 dated May 7, 2020 in the amount of \$53,374.12
- Bacher Corp's (Tractor) quote #3194 dated April 20, 2020 in the amount of \$37,976.60
- WB Mason (Music Equipment Bid) dated April 2, 2020 in the amount of \$56,118.75 contingent upon scope review
- Kittredge (Kitchen Equipment Bid) dated April 2, 2020 in the amount of \$8,015.08
- WB Mason (Maintenance Equipment Bid) dated April 2, 2020 in the amount of \$6,296.00
- Hillyard (Maintenance Equipment Bid) dated April 2, 2020 in the amount of \$26,126.44
- Follett School Solutions dated May 12, 2020 in the amount of \$125,000.65

Motion passed unanimously. (7-0)

Approval of FF&E Quotes for Philip R. Smith School: A motion was made by Mr. Zimmerman, seconded by Mr. Koboski to approve the following FF&E quotes for the Philip R. Smith school:

- Digital Back Office's quote #40093655764-1 dated May 7, 2020 in the amount of \$43,874.82
- Bacher Corp's (Tractor) quote #3195 dated April 20, 2020 in the amount of \$37,976.60
- WB Mason (Music Equipment Bid) dated April 2, 2020 in the amount of \$56,016.75
- WB Mason (Gym Equipment Bid) dated April 2, 2020 in the amount of \$1,468.00
- Kitteredge (Kitchen Equipment Bid) dated April 2, 2020 in the amount of \$8,015.08
- WB Mason (Maintenance Equipment Bid) dated April 2, 2020 in the amount of \$6,057.00
- Hillyard (Maintenance Equipment Bid) dated April 2, 202 in the amount of \$26,132.20
- Follett School Solutions dated May 12, 2020 in the amount of \$124,999.87

Executive Session – Review of Architectural Statement of Qualifications for Design Services for Pleasant Valley Elementary School

A motion was made by Mr. Thomas, seconded by Mrs. Kelley to enter into executive session inviting Dr. Kate Carter, Ms. Ann Walsh, Mr. Patrick Hankard, Mr. Charles Warrington, Ms. Kate Turner and Mr. Krishna Mistry to discuss qualification packages associated with the architectural and engineering services for the Pleasant Valley Elementary School Project.

Motion passed unanimously. (7-0)

The commission adjourned the executive session by consensus.

Possible Action to Shortlist No More than Four firms to Submit Design Proposals for the Pleasant Valley Elementary School

A motion was made by Mr. Beaulieu, seconded by Mrs. Kelley to shortlist Moser Pilon Nelson, JCJ Architecture, SLAM Collaborative and Drummey Rosane Anderson to submit proposals for architectural and engineering services for the Pleasant Valley Elementary School project.

Motion passed unanimously. (7-0)

Possible Action to approve the RFP for Architectural and Engineering Services for Pleasant Valley Elementary School.

Chairman Montana advised that he and Mr. Warrington worked closely on the RFP. Mr. Warrington reviewed the proposed schedule for architect selection.

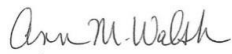
A motion was made by Mr. Zimmerman, seconded by Mr. Koboski to approve the request for proposal for architectural and engineering services associated with the architectural and engineering services for the Pleasant Valley Elementary School project.

Motion passed unanimously. (7-0)

Adjournment:

On a motion made by Mr. Koboski, seconded by Mrs. Kelley, the meeting was adjourned at 9:29 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ann M. Walsh".

Ann M. Walsh, Clerk