

South Windsor Public Building Commission
Minutes – Regular Meeting – July 8, 2015

A regular meeting of the Public Building Commission was held on July 8, 2015 in Room 106 at Ellsworth School, 1737 Main Street. The following people were in attendance:

Members Present: Howard (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 Jim Barrett and, Gilbane Representative, Karrie Kratz.

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

Approval of Minutes

MOTION: Move to approve the minutes of the June 10, 2015, June 17, 2015 and June 22, 2015 minutes. *(Kelley/O'Connell)*

Discussion: Mr. Neary shared the concerns of Mr. Montana as expressed at the June 22, 2015 meeting regarding the budget overrun.

VOTE: Approved/Unanimous (6-0)

Review Correspondence/Communications and Comments from Public: No discussion.

OPM Report: Mr. Warrington reported that since the last meeting the primary focus has been on the permitting process. He reported that on July 1, 2015 town officials including the fire marshal, police, inland wetlands and planning and zoning, among others discussed their concerns. Among the concerns raised were parking for major events, wetlands issues and vernal pools and impacts, potential reduction of plantings, bike paths and walkways. The discussion regarding bike paths and walkways will be reviewed further with town officials and the police department. A public hearing was held with the Inland Wetlands Commission on July 1 and DRA is working to resolve questions presented at that meeting. Another meeting was scheduled for July 15, however, in order to accommodate vacation schedules, they have agreed to meet on August 12. Mr. Warrington reviewed the milestone dates as well as a revised calendar. Chairman Fitts noted that the design team should be sensitive to the fact that the Inlands Wetlands Commission agreed to reschedule the meeting in order to accommodate their schedule.

DRA Report: Mr. Barrett reviewed the concerns that were addressed regarding the number of questions at the Inland Wetlands meeting and noted that going forward the team has begun to schedule informal meetings with the representatives from various commissions to work on their questions. He reviewed the four areas of concern raised at the meeting; including, 1) vernal pool, 2) parking for full school events 3) south parking area and 4) east parking lot. Mr. Barrett reviewed each of the concerns in depth with possible solutions that will be reviewed with the Planning and Zoning Commission. He also discussed ongoing value engineering and design issues and provided the commission with information regarding a change in the design to the canopies at the entrances as well as a different clapboard material that will be used in the

North entrance and other areas that are not main entrances. He provided the commission with a sample of those materials.

Mr. Barrett also advised that the State of CT Office of School Facilities is changing their methodology of taking projects into Plan Completion Test (PCT) DRA was advised that the manner by which the state is less involved review of documents. In speaking with representatives from the State, they were advised that the State would like this project to go through the new third party review process. Mr. Barrett indicated that this does nothing to the process or schedule. He also noted that they reached out to the local building and fire department to discuss the process and they fully understood and were on board with proceeding in that manner.

Opening of Proposals for Third Party Code Review: Mr. Warrington opened and read the bid proposals aloud:

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| 1. AKF, Boston, Massachusetts | \$20,000 lump sum |
| 2. Craig A. Smith, Boca Raton, FL | \$12,250 / Hourly rate of \$125.00 |
| 3. Friar Associates, Farmington, CT | \$14,500 / various rates for different members of staff |
| 4. Pierz Associates, Wethersfield, CT | \$21,500 |

Mr. Warrington advised that he would be reviewing the bids with Chris Dougan and Walt Summers to see if they have any recommendations and will share the recommendations at the next meeting.

Approval to publish RFP for Independent Third Party Structural Peer Review: Mr. Warrington provided a draft RFP for a third party structural peer review. He advised that pursuant to State of CT statutes buildings that meet certain thresholds are required to go through a third party structural peer review. The Orchard Hill School falls under the threshold due to the fact that the combination of students, teachers and visitors could exceed 1,000 person occupancy. Structural engineering firms will review the primary load bearing system for the building and provide findings and share with owner and design team. It is anticipated this will cost between \$6,000 - \$10,000 based upon other projects that Colliers has seen. A motion was made by Mr. Neary, seconded by Mr. O'Connell to approve the advertisement of the RFP for Independent Third Party Structural Peer Review. Motion passed unanimously.

New Business

Mr. Neary requested whether the Wednesday meetings are still being held and if they will continue. He suggested that the PBC have an emissary go to those meetings and recommended that the commission designate Ed O'Connell as official individual that can answer questions for the PBC's interest. A motion was made by Mr. Neary, seconded by Mrs. Kelley to appoint Ed O'Connell as the official PBC designee for the Wednesday working group meetings for the project. Motion passed unanimously.

Mr. Neary suggested that sometime in August at one of the regular meetings the commission allow the gentlemen who have visited the meeting previously on behalf of PLAs to make a presentation to the commission. Mr. Fitts noted that he would pursue the matter with the Town Manager, although noted that the neither the Town Manager nor Town Attorney have had interest in moving in that direction. Mr. Neary requested that he be notified if the Town Manager was planning to attend a meeting, to which Chairman Fitts agreed. There was some discussion regarding whether the PBC or the Town Manager would have the final say in that matter.

Approval of Invoices: A motion was made by Mr. Lyons, seconded by Mrs. Kelley to approve the following invoices:

- Invoice #10 from Drummey Rosane Anderson in the amount of \$39,385.55 representing professional services from June 1, 2015 to June 30, 2015.
- Invoice#14252 from Strategic Building Solutions in the amount of \$6,849 representing professional services from June 1, 2015 to June 30, 2015.
- Invoice #509700 from Murtha Culina in the amount of \$1,454.00.

Motion passed unanimously.

There being no other business being brought before the commission, the meeting was adjourned at 7:30 PM.

Respectfully submitted,

Ann M. Walsh
Clerk