

**South Windsor  
Public Building Commission  
Minutes  
March 13, 2024**

A regular meeting of the Public Building Commission was held on March 13, 2024 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, Miguel Proano, and Stephanie Dexter

Member Absent: Corrine Bordua, Kathy Daugherty, Madhu Reddy

Also Present: Kate Turner & Chuck Warrington (Colliers); Jim Barrett (DRA), Taylor Crouse (Gilbane); and Richard Balboni, Town Council Liaison

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

Approval of Previous Meeting Minutes: A motion was made by Mrs. Dexter, seconded by Mr. O'Connell to approve the minutes of the February 14<sup>th</sup> and March 5<sup>th</sup> meetings. Discussion: Chairman Montana noted that the March 5<sup>th</sup> minutes needed to be amended to delete several attendees who were not in attendance.

Review of Correspondence/Communications: No communications were received.

Parks & Recreation Department Office Relocation: Mr. Warrington advised that the floor plans and documentation related to the old Orchard Hill were provided to Architect, Tom Arcari of QA&M, as requested. Mr. Warrington is following up on contract signatures with the town.

Phase 3 – Pleasant Valley – Old Business

OPM Report: Ms. Turner advised the commission that since last month there was significant amount of punch list work completed over February break. The shed permit was approved by Planning & Zoning and construction on the shed will commence at the end of this week. The approved permit included vertical siding with glass transoms in the doors. Chairman Montana reiterated what was stated at the last meeting, that it was the district's and commission's preference to have no glass in the doors, noting that if there are issues with the glass, it was not a decision of the commission. Ms. Turner advised that Gilbane will be mobilizing again to start grass establishment on the site and work along the Long Hill section to build a berm. The A2 survey was distributed to the design team, with minor corrections. It will serve to evaluate the site to ensure it was built to plan and grade. FF&E deliveries are still being received. Work is ongoing to close out purchase orders for FF&E. State Change Order #9 is in district's hands for approval. Ms. Turner reviewed the financial status report, indicating that the current balance is \$166M. Following her presentation, Ms. Turner responded to commission member questions.

In response to a question as to why the FF&E package was over by \$765,000, Mr. Warrington and Ms. Turner provided detailed background information on the overages, the majority of which could be accounted for with the required cellphone repeater, the additional playground (two were budgeted and one needed to be added due to the addition of a classroom), and several additional FF&E purchases since the opening of the new school. Following a review of the details, Mr. Warrington noted that Colliers could provide detailed backup if the commission wished.

Gilbane Building Company Update: Ms. Crouse advised that the work on the storage shed will begin next week. She advised that following the excavation of the soils, those soils will be utilized in the berm along Long Hill Road. Gilbane has been continuing to work on erosion and sediment controls. This week, following a visit from the inspector, they will be addressing storm water issues raised. With regard to punch list items, she reported that the interior listing is under 20 items, with the sitework items totaling 40, that are expected to be completed once the team remobilizes in the spring. Work on the Stair 5 panels will commence. The dock leveler will be installed on March 28<sup>th</sup>. Gilbane continues to work on closing out final invoices. Ms. Crouse responded to commission member questions.

Architect Report: Mr. Barrett noted that punch list activities continue, with some site punch list items to be followed. DRA is working on close out activities, and finalizing the High Performance Building Standard paperwork.

Mr. Barrett reviewed several professional service supplements for the commission's consideration. First, professional services for landscape architect's work on the Rapid Flashing Beacon that SLR will be installing on Ellington Road. Although not a requirement, this was a request of the Planning & Zoning Commission. The remaining requests are for the site Civil Engineer (DPI) to address: 1) the South End of the Lawn, 2) Storm Water Piping Modification, and 3) Design services for additional trench drainage at the shed, additional trench drainage at sidewalk, and an additional catch basin/yard drain at West Drive. Mr. Barrett described these requests in detail and provided drawings and backup for the commission's consideration. Mr. Barrett advised that the numbers that were being proposed were purely the consultant's pricing and did not include any markups from DRA. He and Ms. Crouse responded to commission member questions.

### Phase 3 – New Business

Approval of Invoices: Ms. Turner reviewed the invoices for approval and responded to commission member questions. A motion was made by Mrs. Dexter, seconded by Mr. O'Connell, to approve the following invoices for Pleasant Valley Elementary School in the amount of \$412,169.00. Motion passed unanimously. (4-0)

<b>INVOICES</b>			
<b>Company</b>	<b>Invoice No.</b>	<b>Date</b>	<b>Amount</b>
Gilbane	26	3/8/2024	\$ 403,939.43
Colliers	929509	3/7/2024	\$ 7,309.57
Weston & Sampson	2240600	2/9/2024	\$ 920.00
Total: \$			412,169.00

FF&E Invoice Packet: Ms. Turner reviewed the FF&E invoice packet and responded to commission member questions. A motion was made by Mr. O'Connell, seconded by Mrs. Dexter, to approve FF&E invoices in the amount of \$44,695.99. Motion passed unanimously. (4-0)

INVOICES			
Company	Invoice No.	Date	Amount
HP	211170103	4/14/2024	\$ 12,903.72
Atlantic Computing	Closeout Statement	1/29/2024	\$ 4,781.62
RH Lord	35424	12/29/2023	\$ 4,914.00
RH Lord	95433A	12/29/2023	\$ 9,818.90
RH Lord	35460	2/14/2024	\$ 3,955.68
RH Lord	35420	2/14/2024	\$ 1,675.00
RH Lord	35433B	2/23/2024	\$ 3,465.80
RH Lord	35433-1	1/8/2024	\$ 425.00
Red Thread	9252387	6/30/2023	\$ 2,756.16
Total: \$			44,695.88

Approval of Proposals: A motion was made by Mrs. Dexter, seconded by Mr. O'Connell, to approve proposals in the amount of \$14,000, as presented. Motion passed unanimously. (4-0)

PROPOSALS			
Company	Description	Date	Amount
SLR	Supplemental Traffic Engineering Services	1/16/2024	\$ 8,000.00
DPI	Additional Drainage Review	12/8/2023	\$ 3,500.00
DPI	Drainage for 3 Additional areas of concern	12/13/2023	\$1,500
DPI	P&Z Change Order Application for field adjustments	12/21/2023	\$ 1,000.00
Total: \$			14,000.00

Ms. Turner introduced another topic approval, which was the labor for the Stairwell 5 materials replacement. The committee approved the addition to the agenda of "Approval Stairwell Modifications for Stair 5."

Ms. Turner advised that the design team worked with the manufacturer to cover the replacement materials for the panels in question and they agreed to pay for the materials, but are disputing paying the costs of labor. Colliers is seeking approval for Steeltech to receive and install those panels during April break for a value not to exceed \$13,500. Of that cost, \$12,592.50 is the cost for installation and the remainder is for Gilbane to oversee the installation. Mr. Proano relayed his opposition to paying for the installation as he believed the labor costs should be covered by the manufacturer. Chairman Montana advised that this was a time sensitive matter in order to get the installation done, and that the labor dispute is in the hands of attorneys. Mr. Proano indicated his preference that the commission table the discussion until the dispute is resolved.

A motion was made by Mr. O'Connell, seconded by Mrs. Dexter, to approve a not to exceed value of \$13,500 to cover labor costs to install the replacement panels on Stair 5 at Pleasant Valley. Motion passed. (3-1-0) Mr. Proano was opposed.

Adjournment

A motion was made by Mrs. Dexter, seconded by Mr. O'Connell, to adjourn the meeting at 7:50 PM. Motion passed unanimously. (4-0)

Respectfully submitted,

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

Ann M. Walsh, Clerk