

**South Windsor Public Building Commission
Minutes – Special Meeting April 5, 2017**

A special meeting of the Public Building Commission was held on April 5, 2017 at 6:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

Members Present: Matthew Beaulieu, Carol Kelley, Phil Koboski, Matthew Montana and Edward O'Connell

Also Present: Town Council Liaison, Billy Carroll, South Windsor Public Schools Representatives, Kate Carter and Patrick Hankard; Colliers International Representative Chuck Warrington; and Gilbane Representatives Nick Conti and Taylor Gladding.

Chairman Koboski called the meeting to order at 6:30 PM

Review and Possible Approval of Recommendation to Award Final Cleaning Services: A bid comparison for final cleaning of the Orchard Hill Elementary School was reviewed and Gilbane recommended awarding the bid to Premier in the amount of \$26,500. Mr. Conti advised that Premier was the lowest bidder, are very reputable, and that Gilbane is working with them on three other projects. The GMP allowance for the cleaning is \$57,000. Mr. Conti reviewed two bid alternates and recommended that the commission consider approving them as well. Mr. Conti responded to commission member questions.

Mr. Warrington recommended approving both of the alternates with the caveat that a test spot be done in order to determine if the \$6,500 power washing expenditure is necessary. He also recommended that both of the alternates take place in the first week of August, to which commission members agreed.

A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve the recommendation to award the final cleaning to Premier of Bridgeport, CT in the amount of \$26,500. Motion passed unanimously.

A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve Alternate #1 for light power washing of the building exterior and roofs in the amount of \$6,500. Motion passed unanimously.

A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve Alternate #2 for cleaning and squeegeeing of the exterior side of all exterior window glass and frames in the amount of \$7,500. Motion passed unanimously.

Overview of Phase 2 of Elementary School Master Plan: With the passage of the referendum for Phase 2, Mr. Warrington updated the commission on the next phase of the 10-year plan. He provided the commission with the educational specifications and budgets that were approved by the board of education on October 13, 2016. He noted that Daniel Hansen was instrumental in developing the educational specifications. He reviewed the activities that have taken place to date related to this new project for which Colliers has been assisting the school

district. Updated enrollment projections were completed, as well as early studies (geotechnical, hazardous materials and Phase 1 environmental site assessments). Site surveys were completed by Design Professionals. He advised the commission that all of the reports are available for their review. Colliers met with OSCGR to share the plan, which was received very favorably. He reviewed the grant application process, noting the advantages of submitting a grant application now, given the proposed changes in OSCGR guidelines and reimbursement rates. Mr. Warrington noted that Colliers recommends utilizing one Architect and one Construction Manager for both projects for consistency and efficiency. He advised that he is looking to finalize the grant application this month and would recommend getting the architect on board in June or July. At its April 3 meeting, the Town Council appointed the PBC as the building committee for these projects.

Mr. Warrington responded to commission member questions. Several members questioned the rationale for not including a regulation-sized gymnasium in Phase 2, noting that this had been a request of the public during the Orchard Hill construction. Dr. Carter relayed the board's thinking that the regulation-sized gym would be better placed in Phase 3 – the Pleasant Valley Elementary School. As the board already approved the educational specifications, any changes would be required to go back to the board for its approval, to which she did not believe they would do so. Colliers indicated that the full-sized gym would cost an additional \$1MM. As Phase 2 was a larger ask of the community, the board felt it was necessary to defer this community feature. Mr. Koboski concurred with Dr. Carter noting that he did not think the board would support a full-sized gym. Commission members voiced their opinion that this would be a concern of the general public, who were expecting to see a larger gym in this phase of the plan.

Mr. Warrington reviewed a milestone schedule for meetings through the end of this school year as well as a macro schedule which shows completion of construction of the new Eli Terry and Philip R. Smith elementary schools in 2020.

Review of the architect Request for Qualifications and Request for Proposals: Mr. Warrington distributed a draft for the Request for Qualifications for architectural services for the Eli Terry and Philip R. Smith elementary schools and reviewed the draft schedule for the architect selection. Mr. Montana suggested that more time be allotted in the schedule for architect selection as commission members may want to visit schools to see completed projects, to which Mr. Warrington advised that he would amend the schedule to allow for additional time. The commission will be asked to approve the RFQ at its next meeting.

Review and Possible Approval of Colliers Proposal to Provide Architectural Selection Services to the PBC: Mr. Warrington provided a proposal to the commission for its consideration for Colliers to serve as a consultant to hire the Architect for the projects, as they had done for the first phase.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Colliers International's proposal for architectural selection services with a not-to-exceed amount of \$5,000 on a time and materials basis. Motion passed unanimously.

Adjournment

Prior to adjournment Mr. Koboski inquired whether commission members would be available earlier for special meetings as there will be weekly meetings through June. The commission decided to hold special meetings starting at 5:30.

On a motion made Mr. O'Connell, seconded by Mr. Beaulieu, the meeting was adjourned at 8:10 PM. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann M. Walsh".

Ann M. Walsh, Clerk