

South Windsor Public Building Commission
Minutes – Regular Meeting April 12, 2017

A regular meeting of the Public Building Commission was held on April 12, 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: South Windsor Public Schools Representative Patrick Hankard; Colliers International Representatives Chuck Warrington and Andy Gentile; DRA Representative Angela Cahill; and Gilbane Representatives Nick Conti and Taylor Gladding.

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

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion made by Mr. O'Connell, seconded by Mrs. Kelley, the minutes of the March 8, 2017 Regular Meeting were approved unanimously.

UNFINISHED BUSINESS

Review of Updated Project Budget: Mr. Gentile reported that \$23,598,700 of the project has been spent to date, with available funds remaining in the amount of \$778,830. Mr. Warrington noted that there are no new expenditures since the last meeting.

Review of Upcoming Construction Schedule: Mr. Conti reviewed the construction schedule and provided updates on the progress of each building area as well as upcoming activities. He reviewed images of various stages of completion throughout the building. The project remains on target for completion by the end of this month. Mr. Conti responded to commission member questions. Gilbane will begin scheduling trainings for the South Windsor Public Schools' facilities staff on the mechanical systems.

Review of Updated CM Contingency Expenditures: Mr. Conti reviewed the CM contingency expenditures. The sum of recent items funded from contingency was \$17,041. There currently remains a balance of \$576,716 of uncommitted contingency funds. Mr. Conti provided a detailed explanation of the recent expenditures. In addition he reviewed an in-depth cost report and indicated that Gilbane will be realizing a savings in the project of \$580,619 that will be returned to the town. Additionally they are forecasting an additional savings of \$322,500 which will be held in order to ensure that the funds are not needed to close out the project. Mr. Warrington commented that it was rare to have this magnitude of savings on a \$32M project and noted that the funds reported by Gilbane do not include the earlier reported balance of \$778,830.

NEW BUSINESS

Prior to moving on to new business, Mr. Koboski requested that a motion be made to add item (e.) to the agenda in order for the commission to discuss the draft RFQ for architectural services.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to add Item (e.) under NEW BUSINESS to discuss the RFQ. Motion passed unanimously.

APPROVAL OF INVOICES

Mr. Gentile reviewed each of the invoices being presented to the commission for consideration. On a motion made by Mr. Beaulieu, seconded by Mr. O'Connell, the following invoices were approved for payment totaling \$1,984,899.33. Motion passed unanimously.

- Invoice #26107 from Anchor Engineering dated December 6, 2016 in the amount of \$338.00
- Invoice #26532 from Anchor Engineering dated March 8, 2017 in the amount of \$845.00
- Invoice #17200004-00 from Pierz Associates dated February 25, 2017 in the amount of \$3,600.00
- Invoice #312553 and #312554 from Connecticut Water dated March 30, 2017 in the amount of \$419.41
- Invoice #15431 from Materials Testing Inc dated March 31, 2017 in the amount of \$981.00
- Invoice #2025 from Sustainable Energy Solutions dated March 31, 2017 in the amount of \$2,400.00
- Invoice #31 from Drummey Rosane Anderson, Inc. dated March 31, 2017 in the amount of \$17,330.40
- Invoice #17804 from Colliers Project Management Northeast dated March 31, 2017 in the amount of \$14,527
- Invoice #20 from Gilbane dated March 31, 2017 in the amount of \$1,944,458.52

DISCUSSION AND POSSIBLE ACTION ON PROPOSED CHANGE ORDERS

Mr. Gentile provided a brief overview of each of the change orders and Mrs. Cahill responded to commission member questions, providing additional detail. Mr. Warrington commented on OS#114 (*Remobilize for Card Access & Security Cameras*) noting that the additional costs incurred is directly related to the state's hold up on the approval of the technology package. Mrs. Cahill noted that the district's IT department has been very gracious in providing temporary switches while the approval was being sought from the state, but noted that they needed to move forward and incur an additional expenditure. Mrs. Cahill also noted that there will be additional change orders presented at the next meeting for the commission's consideration which will be considered enhancements to the design of the project. She noted that as individuals are now touring the building, suggestions are being made which would serve to augment the design. One change being considered is the addition of glass panels at the top of the stairways in order to address a safety concern that was raised by Dr. Carter. She noted that the current design is up to code, but that Dr. Carter and Mr. Tortora are still considering

whether a change needs to be made. Mr. Montana suggested that the design did not need to be changed.

On a motion made by Mr. Montana, seconded by Mr. O'Connell, the following change orders were accepted in the amount of \$51,842.00. Motion passed unanimously.

- OA # 003 – Credit for Duplex Outlet Allowance in the amount of (\$12,921.00)
- OS # 039 – ASI-45 Add Sink to OTPT Room in the amount of \$9,696.00
- OS # 093 – ASI-77 Add Fence & Guardrails at Detention Basin in the amount of \$22,086.00
- OS # 103 – ASI-67R.1 Monumental Sign in the amount of \$13,671.00
- OS # 108 – ASI-73 - Power for Scoreboard in the amount of \$4,889.00
- OS # 109 – ASI-75 - Added Gym Wall Padding at Stage in the amount of \$3,524.00
- OS # 112 – ASI-74 - Revise Type S Light Fixtures in the amount of \$3,780.00
- OS # 113 – ASI-76 Relocate Millwork & Add Transfer Duct at Kiln Room in the amount of \$2,993.00
- OS # 114 – Remobilize for Card Access & Security Cameras Start-up in the amount of \$2,625.00
- OS # 115 – Bulletin 26 - Gymnasium Projector Lens in the amount of \$1,737.00
- OS # 117 – RFI-224 - Cut Out Map Rail at Whiteboards for Projector in the amount of \$3,636.00
- OS # 118 – RFI-225 - Painted Cast Aluminum Letters in the amount of \$739.00
- OS # 119 – Revisions to Owner-Furnished Toilet Accessories in the amount of \$2,055.00
- OS # 121 – Security Camera Revisions in the amount of \$1,094.00
- OS # 123 – Credit Exterior Window Cleaning in the amount of (\$7,762.00)

Discussion and Possible Action on the Monumental Exterior Sign Design: Mrs. Cahill provided commission members with the final plans for the monumental sign with color samples for their review. She provided answers to questions that had been posed at the last meeting and will plan to go to Planning and Zoning with the design for their information. Commission members were in agreement with the final design.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve the monumental exterior sign design. Motion passed unanimously.

Discussion of FF&E and Playground Equipment Packages by DRA: Mrs. Cahill advised that DRA is working with the IT staff to get the final RFQ out for the technology package. The equipment will all be in line with the package that the PBC previously approved, however, there will be no state reimbursement. Mr. Warrington recounted the process to date to obtain state approval of the technology package and noted that due to the lag time on the part of the state, there is not ample time to wait for approval for reimbursement. The total anticipated for package is \$680,000, of which reimbursement was expected to be \$40,000.

Mrs. Cahill noted that the furniture bids will be opened tomorrow at 2:00 PM and that DRA is targeting the May 3rd meeting to provide its analysis to the commission for action.

Mrs. Cahill also reported that DRA inquired with the state about adding the two proposed canopies to the playground and anticipate getting approval from the state to be able to make that purchase in the next week or so.

Discussion and Possible Action of RFQ for Architectural Services: A draft of the RFQ was presented to the commission at its last meeting. Since that time, Mr. Warrington has incorporated comments received from Mr. Montana and was seeking permission to go out to bid tomorrow for the services. He also noted that in a conversation regarding the local bid preference ordinance, there was some discussion that the ordinance would not apply to the project because state funding will be involved. He noted that advice from legal counsel should be sought to determine if that was the case.

A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu to approve the RFQ for Architectural Engineering Services issued to be April 13, 2017 for Eli Terry and Philip R. Smith Elementary schools. Motion passed unanimously.

OTHER BUSINESS

Mr. Koboski thanked Mrs. Cahill and Ms. Gladding for their participation as judges at the recent STEM competition.

The next regularly scheduled meeting on May 10th will be held at TEMS Alt 6 in order to accommodate a tour for the commission at 5:30 PM prior to the meeting.

On a motion made Mr. O'Connell, seconded by Mr. Beaulieu, the meeting was adjourned at 7:50 PM. Motion passed unanimously.

Respectfully submitted,

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

Ann M. Walsh, Clerk