

South Windsor Public Building Commission Minutes – Regular Meeting January 17, 2018

A regular meeting of the Public Building Commission was held on January 17, 2018 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, Edward O'Connell, Bernard Thomas and Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representative Charles Warrington; Moser Pilon Nelson Representatives Hugh Pearson and Dave Symonds; Gilbane Representatives Karrie Kratz, Nick Conti and Taylor Gladding and Council Liaison Andy Paterna.

Chairman Koboski called the meeting to order at 6:30 PM and welcomed Mr. Zimmerman, who had been appointed to the commission by the Town Council.

Approval of Minutes: A motion was made by Mr. Montana, seconded by Mrs. Kelley, to approve the minutes of the December 13, 2017 meeting. Motion passed (6-0-1). Mr. Zimmerman abstained.

Review Correspondence/Communications and Comments from the Public: None.

UNFINISHED BUSINESS

Orchard Hill Elementary School Project Update: Dr. Carter informed the commission that an increase in enrollment has impacted the Orchard Hill Elementary School. She noted that given the significance of the issues, the district will likely relocate the preschool program from Orchard Hill to Timothy Edwards Middle School. Other solutions that were explored included placing portables at the new Orchard Hill, which was not an option that the State of CT favored or attaching the preschool program to Phase Two; however, given that the budget is tight the additional classrooms required would not be able to be added to this phase. In addition, the project is currently well underway and changes would prove to be difficult at this stage.

Dr. Carter described the details regarding where the program would be housed at TEMS, noting that the anticipated deployment of 1:1 devices will result in collapsing fixed computer labs, creating the required space. She advised that the information will be formally presented to the board of education tomorrow at a special meeting with the district's demographers, Milone & MacBroom. Dr. Carter noted that just one year ago, the original 8-year projection for 2021 for Orchard Hill was 583, as compared to the refreshed projections now, totaling 681 students, including preschool. The increased enrollment will result in additional requests being brought before the commission for approval for additional furniture and equipment within the Orchard Hill project.

Dr. Carter noted that there is also an increase in enrollment over projections at Pleasant Valley; however, assured the commission that the design enrollments are holding for the schools on which they are currently working: Eli Terry and Philip R. Smith. She noted that the concern with the enrollment numbers is not that Milone & MacBroom's figures were inaccurate, noting that they are highly regarded and very scientific in their methodology. She noted that a part of the increase is an unexpected convergence of families or "affinity groups", which was a dynamic that the demographers would not have been able to capture. Dr. Carter responded to commission member questions.

Mr. Montana inquired whether the remaining \$700,000 of unexpended funds could be utilized in Phase Two. Given that the budget for the OH project was voted on at referendum, the language of which was specific to OH, it was not thought to be an option. Mr. Montana encouraged more investigation into the matter to ensure that the commission has done its due diligence.

Review of Updated Project Budget: Mr. Warrington reviewed the OH project budget noting that of the \$33,521,700 budget, \$31,101,700 had been expended to date, with available funds remaining of \$775,970, which includes the anticipated remaining \$566,000 CM contingency. Mr. Warrington responded to commission member questions.

Review of Punch List: Ms. Gladding advised the commission that at the end of February Gilbane will be meeting with the commissioning agent to close out the remaining commissioning items. She noted that they will also be doing a 10-month warranty walk through of the building as a lot of warranties expire in one year and they like to catch items prior to that time. Gilbane will also provide Pat Hankard and his department the final packet of information to maintain the building going forward. She noted 99% of the hardware issues have been resolved, and that the sidewalk work at the entrance to the playground will be postponed until spring as the asphalt company is closed for the season. Ms. Gladding and Mr. Warrington responded to commission member questions.

Review of Updated CM Contingency Expenditures: Ms. Gladding advised that since the last meeting, nothing had been expended, and that the contingency remains at \$566,000. She advised that Gilbane is reconciling a number of trade allowances, which will result in an increase to the remaining contingency. Mr. Warrington confirmed that as Gilbane continues to reconcile the trade allowances, more funds will become available. At this time Gilbane is showing a balance in general requirements as \$290,000 and CM Contingency of at \$764,000. He cautioned the commission that these numbers are not yet confirmed or final, but that there will be more funds available than what has been reported.

Phase Two (Eli Terry and Philip R. Smith) Updates:

Schedule Update: Mr. Warrington reported that Gilbane and Moser Pilon Nelson completed the cost estimating and reconciliation process. The team is targeting May 11 as the completion date for the design development. Programming meetings will be held with staff over the next couple of months. He advised that the team will be scheduling meetings with Planning and Zoning as well as the Architectural Review Board in February or March. Next week a meeting will be held with the State of CT OSCGR. Mr. Warrington responded to commission member questions. Mr. Zimmerman requested that the board be provided an opportunity to provide feedback earlier in the process than with the Orchard Hill project. Commission members agreed to schedule a joint meeting of the Public Building Commission and the Board of Education in March or April with the design team to provide an update on the project.

Presentation of Schematic Design Estimate Reconciliations: Mr. Warrington advised the commission that throughout the project, estimates are done three times: at Schematic Design, Design Development and 90% Construction Documents. These estimates serve to test the documents against the budget. Mr. Warrington provided an in-depth overview of the reconciliation of the estimates which were done by Gilbane and Moser Pilon Nelson's estimators. He distributed the *Schematic Design Estimate Analysis* for both the Eli Terry and Philip R. Smith schools and reviewed the analyses in-depth. In addition, Mr. Warrington and Mr. Symonds provided recommendations for cost reduction opportunities for both buildings. The control budget for Eli Terry is \$30,235,000. Once the reconciliations were complete, the overall cost for that project would be \$30,564,000 or \$325,000 (1.1%) over budget. Mr. Warrington reviewed the suggested value engineering items which would further reduce the estimated cost by \$802,000 taking the project to 1.6% below budget. The control budget for Philip R. Smith is \$26,199,800.

Once the reconciliations were complete, the overall cost for that project would be \$28,359,200 roughly \$2M (8.2%) over budget. Mr. Warrington reviewed the suggested value engineering items which would further reduce the estimated cost by \$966,100 (3.7%) over budget. The commission reviewed the suggested value engineering items for both projects and Mr. Warrington and Mr. Symonds responded to questions. In summary, Mr. Warrington recommended that the commission move forward cautiously being aware of the financial challenges with additional decisions to be made during the design development phase to realize additional savings.

Mr. Symonds reviewed images of both buildings providing information on the final site plans, bus and parent drop offs and exterior materials. He advised that the team took into consideration the comments made by commission members at previous meetings and were able to incorporate their requests into the design.

Approval to allow Moser Pilon Nelson to proceed to Design Development: At the conclusion of the discussion, the following motion was made:

A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve Moser Pilon Nelson to proceed towards the design development documents for both Eli Terry and Philip R. Smith Schools. Motion passed unanimously. (7-0)

NEW BUSINESS

Discussion Regarding Contracting with Small and Minority Business Verification Specialist: A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to table item 5A, the discussion regarding contracting with small and minority business verification specialist, until the next meeting. Motion passed unanimously. (7-0)

Approval of Invoices: Mr. Warrington reviewed the invoices, responded to commission member questions and advised that Colliers endorses payment of the invoices presented. A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve the following invoices in the amount of \$449,129.27 for the Orchard Hill project.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Company	29	12/31/17	\$400,251.85
Colliers International	19874	12/31/17	\$14,418.16
Drummey Rosane Anderson	38	01/08/18	\$2,906.40
M. E. O'Brien	1171723-IN	12/19/17	\$186.00
BSN Sports	900939034A	11/15/17	\$3,186.01
School Specialty	208119677878	12/5/17	\$8,525.13
Red Thread	678847	12/19/17	\$2,210.28
RnB	57211	12/18/17	\$1,762.77
RnB	57212	12/18/17	\$9,82.94
W.B. Meyer	COM-1579-17/3	05/31/17	\$1,443.00
Robert H. Lord	32844	11/20/17	\$1,115.00
Baker and Taylor	64945F-4	10/25/17	\$1,888.25
Baker and Taylor	649453B	10/31/17	\$1,415.48

Motion passed unanimously. (7-0)

Mr. Warrington presented invoices for payment for the Eli Terry project. A motion was made by Mrs. Kelley, seconded by Mr. O'Connell, to approve payment of the following invoices for the Eli Terry project in the amount of \$57,321.35.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	20447	12/31/17	\$38,543.85
Colliers International	19873	12/31/17	\$4,377.50
Gilbane Building	1	1/11/18	\$14,400

Motion passed unanimously. (7-0)

Mr. Warrington presented invoices for payment for the Philip R. Smith project. A motion was made by Mr. Montana, seconded by Mr. O'Connell, to approve payment of the following invoices for the Philip R. Smith project in the amount of \$51,629.50.

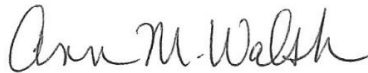
<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	20446	12/31/17	\$33,300.00
Colliers International	19875	12/31/17	\$3,919.50
Gilbane Building	1	1/11/18	\$14,410.00

Motion passed unanimously. (7-0)

Adjournment

On a motion made by Mrs. Kelley, seconded by Mr. O'Connell, the meeting was adjourned at 8:50 PM. Motion passed unanimously. (7-0)

Respectfully submitted,



Ann M. Walsh, Clerk