

South Windsor Public Building Commission
Minutes – Regular Meeting March 8, 2017

A regular meeting of the Public Building Commission was held on March 8, 2017 at 6:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

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

Also Present: South Windsor Public Schools Representatives, Kate Carter and 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: Mr. Koboski requested a change to the "Review of Updated Project Budget" section as follows: "Mr. Gentile reported that \$21,663,400 of the project has been spent to date, with **available** funds remaining in the amount of \$1,125,200." On a motion made by Mr. O'Connell, seconded by Mr. Thomas, the minutes were approved as amended. Motion passed unanimously.

Review of Correspondence/Communications and Comments from the Public: Mr. Koboski advised the commission that Charley Lyons stepped down from the commission. He relayed the commission's appreciation for the many years that Mr. Lyons served the town of South Windsor.

UNFINISHED BUSINESS

Orchard Hill Elementary School Project Update

Review of Updated Project Budget: Mr. Gentile reported that \$23,543,000 of the project has been spent to date, with available funds remaining in the amount of \$787,690. Mr. Warrington provided an in-depth review of Collier's financial worksheets for the benefit of the members, noting that they are available at any time for their review. Mr. Warrington responded to commission member questions.

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. At this time substantial completion is anticipated for April 6th, which is ahead of the April 30th substantial completion date.

Review of Updated CM Contingency Expenditures: Mr. Conti reviewed the CM contingency expenditures. The sum of recent items funded from contingency was \$13,092. There currently remains a balance of \$584,000 of uncommitted contingency funds. Mr. Conti provided a detailed explanation of the recent expenditures.

NEW BUSINESS

Approval of Invoices: Mr. Gentile reviewed each of the invoices that were being presented for approval and responded to commission member questions. On a motion made by Mr. Montana, seconded by Mrs. Kelley, the following invoices totaling \$1,877,885.44 were approved for payment: Motion passed unanimously.

- Invoice #26409 from Anchor Engineering dated February 14, 2017 in the amount of \$672.00.
- Invoice #2004 from Sustainable Energy Solutions dated February 28, 2017 in the amount of \$1,350.00.
- Invoice #30 from Drummey Rosane Anderson, Inc. dated February 28, 2017 in the amount of \$22,388.48.
- Invoice #17649 from Colliers Project Management Northeast dated 2/28/17 in the amount of \$14,487.00
- Invoice #19 from Gilbane dated February 28, 2017 in the amount of \$1,838,987.96.

Discussion and Possible Action on Proposed Change Orders: Mr. Gentile reviewed the change orders being presented for approval and he and the design team responded to commission member questions. On a motion made by Mr. Montana, seconded by Mr. O'Connell, the following change orders totaling \$70,259.00 were approved. Motion passed unanimously.

- OS #78 ASI-61 Playground Modifications in the amount of \$47,394.00
- OS #96 ASI-66 Added millwork in admin in the amount of \$3,170.00
- OS #99 Add moisture resistant board in the amount of \$990.00
- OS #101 ASI-69 Added snow guards in the amount of \$9,652.00
- OS #102 ASI-70 revised epoxy flooring in the amount of \$5,042.00
- OS #104 added spare conduits at lobby in the amount of \$1,939.00
- OS #105 furred wall at computer lab in the amount of \$1,450.00
- OS #106 discontinued spec sound system in the amount of \$662.00

Action on Proposed Additional Services: Mrs. Cahill provided the commission with background information on DRA's request for approval of additional services in the amount of \$11,050. The redesign of the North and South Canopies, which was an add alternate to the project, proved to be more extensive than originally anticipated. She described the numerous meetings that DRA held with subcontractors and the structural engineer regarding the redesign, noting that while it was a very complex process, DRA is pleased with the results. She noted that the amount of time expended would fall within the "extra service" category in DRA's contract. Mr. Warrington noted that he reviewed the contract and concurred that DRA should be compensated for the work as the issue was not an error or omission on the part of DRA and would be deemed as an extra service. He noted that the request was fair. He also noted that he had consulted Mr. Montana for his opinion, to which he also concurred.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to accept Drummey Rosane Anderson's additional service request related to the revised design of the exterior canopies at

the North and South entrances dated February 11, 2017 in the amount of \$11,055.00. Motion passed unanimously.

Action of New Horizon Communications Service Order dated 01/09/17: Mr. Gentile provided background information on the request to bring cable from the street to the new school. Mr. Warrington indicated that the cost for this work has been encumbered since last August. The commission would be voting to accept New Horizon's service order to install the cable which services the Voiceover IP telephone system to the building. New Horizon is the contracting vendor for Cox Cable for this type of work and Colliers recommended approval. In addition to this request, Mr. Warrington advised that they are working with the district's IT department regarding getting fiber to the building which will be completed by Frontier. This expenditure will be presented to the commission at a future meeting.

A motion was made by Mr. O'Connell, seconded by Mr. Montana to approve the installation of new 15/3 Mbps Cable Internet connection to the new Orchard Hill Elementary School in the amount of \$4,365.52. Motion passed unanimously.

Approve Furniture Package to Go Out to Bid: Mrs. Cahill advised that the State of CT completed the review of the furniture package last Friday to be put out to bid. The cost estimate has been updated in order to take into account all of the comments from OSCGR. She noted that there were a couple of additions since the commission's approval of the ED042 which included some gym equipment and kitchen small wares. Final state approval is expected shortly. Once bids are received and reviewed, DRA will analyze the results and return to the commission for its action. The total estimate is \$630,000 of eligible items and \$60,000 of ineligible items, for a total estimate of \$688,774.86.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve the furniture package to go out to bid pending OSCGR's approval. Motion passed unanimously.

Approve the Purchase of Playground Equipment Package: Mrs. Cahill advised the commission that the State of CT completed the review of the playground package on Friday and that the letter with permission to purchase the equipment would be issued next week. She advised that an independent reviewer reviewed the package and made several comments which were addressed by Milone & MacBroom prior to being submitted to the state. The total pricing for both playgrounds is \$144,100 and DRA is seeking approval to issue the purchase orders for the equipment. In addition, she presented a couple of add alternates for the commission's consideration.

One alternate was to provide benches and picnic tables for each of the playgrounds. The total for the addition for the benches would be \$3,516 (two benches per playground) and \$2,946 for one picnic table for each playground. The other would be to provide cool toppers for each of the playgrounds which would serve as shading devices in order to reduce the heat gain on the platforms. The cost for the toppers would be \$3,726 and \$4,196. Mrs. Cahill noted that the design team did discuss ways in which to minimize heat gain which were to select colors other than black and brown as well as to orient the slides in a non-southerly direction. Mrs. Cahill responded to commission member questions regarding the alternates.

Mr. Warrington recommend the commission approve the base package of \$144,100 now. DRA would then come back to the commission at its next meeting to further discuss the alternates.

A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve the playground package in the amount of \$144,100 for purchase off of the state contract pending OSCGR's approval to purchase. Motion passed unanimously.

OTHER BUSINESS

Entrance Sign: Mr. Warrington and Mrs. Cahill provided information regarding the signage for the front of the school. The sign would be a custom product made from a polymer substance with letters that would be made to look as though they were carved, similar to other school building signage. The initial price received was \$13,671. Commission members provided feedback to Mrs. Cahill which she indicated she would discuss with the contractor and come back to the commission for its final approval.

Technology Package: Mr. Warrington and Mrs. Cahill described the arduous process undertaken to seek approval from the State of CT regarding eligible and ineligible items in the technology package. Mrs. Cahill noted that of the entire \$700,000 package, she anticipates that the most that the town could be reimbursed would be \$40,000-\$100,000 could be deemed eligible. Dr. Carter had written a letter to the state a month ago requesting permission for certain equipment to be recognized as reimbursable; however, as of this date, the state has not acted on the request. Mrs. Cahill and Mr. Warrington relayed their concern that if the team holds up the bid awaiting the state's response, that it will impact the summer schedule as well as possibly cost additional money in terms of an upcharge for calling back contractors who will no longer be on site. Mrs. Cahill noted her expectation that if the package remains in the state review system it could be another month until information is received, which would be very late in terms of installation. The suggestion was made to pull the package back from the state and purchase the technology equipment under town regulations, foregoing state reimbursement. Mrs. Cahill indicated that she was seeking approval to formulate the final bid packages for the commission's approval in April, to which commission members agreed. By that time there may be additional information available from the state.

Ribbon Cutting: Dr. Carter advised the commission that she is looking to hold the Ribbon Cutting Ceremony on Saturday, August 26th and sought the commission's reaction. Commission members responded positively.

Adjournment

On a motion made Mrs. Kelley, seconded by Mr. O'Connell, the meeting was adjourned at 8:40 PM. Motion passed unanimously.

Respectfully submitted,



Ann M. Walsh, Clerk