

**South Windsor Public Building Commission**  
**Minutes**  
**January 7, 2019**

A regular meeting of the Public Building Commission was held on January 7, 2019 at 6:30 PM at the administrative offices, 1737 Main Street, South Windsor. The following people were in attendance:

Public Building Commission Members Present: Matthew Montana, Matthew Beaulieu, Carol Kelley, Edward O'Connell, Bernard Thomas, Phil Koboski, and Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representatives Chuck Warrington and Mark Schweitzer; Moser Pilon Nelson Representative Hugh Pearson; and Gilbane Representatives Karrie Kratz, Marcus Brennan and Peter Adamowicz.

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

Review of Correspondence/Communications and Comments from the public: None.

Unfinished Business

Orchard Hill Elementary School Update: Mr. Warrington advised that there was nothing new to report at this time.

Phase Two PRS and ET Updates: Mr. Warrington reviewed the financial status reports as of January 4, 2019 for the Eli Terry and Philip R. Smith projects, noting that they are currently both on budget. He reviewed the CD estimate information noting that Eli Terry is tracking very close to budget while Philip R. Smith is tracking approximately \$460,000 over the construction budget. Although PRS is tracking over budget, Mr. Warrington indicated that it was Colliers' recommendation that the commission move forward with the project as estimated without further value engineering. He noted his confidence moving forward, in part, due to the fact that the two projects are being bid at the same time which should bring very favorable results. Their aggressive timeline and the fact that they are new construction will be very attractive to bidders, some of whom are already awaiting their release. He noted that the team will continue to look to find recommended savings without sacrificing quality. In addition, he noted that when the team meets with the bidders they can also ask for additional cost savings recommendations. Mr. Warrington provided comparisons for this project to the Orchard Hill project and responded to commission member questions.

Mr. O'Connell suggested that prior to going out to bid, the team look to include concrete in the rear of the building's sidewalks in the base bid, with asphalt being bid as an alternate. Mr. Warrington indicated that they could include that and Mr. Pearson noted that he would discuss that with the P&Z as well.

Mr. Zimmerman excused himself from the meeting.

New Business:

Approval of Invoices: A motion was made by Mr. Koboski seconded by Mr. O'Connell to approve the following invoices for the Eli Terry Elementary School in the amount of \$72,252.21. Colliers endorsed the payment of the invoices as presented.

<b><u>Company</u></b>	<b><u>Invoice No.</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>
Moser Pilon Nelson	20864	12/31/18	\$46,374.71
SES	2428	11/39/18	\$2,500.00
DTC	39350	12/15/18	\$5,377.50
Friar Associates	2018-134A01	12/26/18	\$18,000

Motion passed unanimously. (6-0)

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve the following invoices for Philip R. Smith Elementary School in the amount of \$48,191.37. Colliers endorsed the payment of the invoices presented.

<b><u>Company</u></b>	<b><u>Invoice No.</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>
Moser Pilon Nelson	20863	12/31/18	\$40,673.87
SES	2429	11/39/18	\$2,500.00
DTC	39350	12/15/18	\$5,017.50

Motion passed unanimously. (6-0)

Approval of Plans, Specifications and Cost Estimate for Eli Terry Elementary School  
Approval of Plans, Specifications and Cost Estimate for Philip R. Smith Elementary School

Mr. Warrington advised that the sets of plans and specs were reviewed over the holiday break. The third party code reviewers sent comments back to Moser Pilon Nelson. The town's building officials have seen them and Moser Pilon Nelson and the third party code reviewers are agreed on the resolution to the comments. A meeting will be scheduled with the building official and fire marshal to ensure that they are comfortable with the sign off. He advised that the comments did not affect the building programmatically and that they were well worth incorporating into the documents. Mr. Warrington stated that Colliers endorsed approval of the final plans, specs and cost estimates as presented. Following the discussion, the following motions were made.

A motion was made by Mr. O'Connell, seconded by Mr. Koboski to approve the construction documents (plans and specifications) prepared by Moser Pilon Nelson dated November 2, 2018 and construction cost estimate prepared by Gilbane Building Company dated December 14, 2018 for the Eli Terry Elementary School.

Motion passed unanimously. (6-0)

A motion was made by Mr. O'Connell, seconded by Mr. Koboski to approve the construction documents (plans and specifications) prepared by Moser Pilon Nelson dated November 2, 2018 and construction cost estimate prepared by Gilbane Building Company dated December 14, 2018 for the Eli Terry Elementary School.

Motion passed unanimously. (6-0)

Approval to advertise Third Party Storm Water Monitor Request for Proposal for Eli Terry and Philip R. Smith Schools

Mr. Warrington presented a draft RFP for storm water monitor, noting that it is a requirement of the DEEP Storm Water General Permit to have a third party monitor inspect sedimentation and provide for erosion control. He advised that the RFP requests two separate proposals given the grant

commitments, however, Colliers would recommend awarding the contract to one firm for continuity. Mr. Warrington responded to commission member questions.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve the advertisement of Request for Proposal for Storm Water General Permit Inspection and Monitoring for Eli Terry and Philip R. Smith Elementary Schools.

Motion passed unanimously. (6-0)

#### Adjournment

On a motion made by Mr. Koboski, seconded by Mr. Thomas the meeting was adjourned at 7:10 pm.

Motion passed unanimously (6-0)

Respectfully submitted,

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

Ann M. Walsh, Clerk