

South Windsor Public Building Commission
Minutes
June 12, 2019

A regular meeting of the Public Building Commission was held on June 12, 2019 at 6:30 PM at the administrative offices, 1737 Main Street, South Windsor. The following commission members were in attendance:

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

Member Absent: Bernard Thomas and Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representatives Chuck Warrington and Krishna Mistry; Moser Pilon Nelson Representative Dave Symonds; and Gilbane Representatives Karrie Kratz, Taylor Gladding, John Hawley and Marcus Brennan.

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

Approval of Previous Meeting Minutes: A motion was made by Mr. Koboski, seconded by Mr. O'Connell, to approve the minutes of the May 8, 2019 regular meeting. Motion passed unanimously. (5-0)

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

Update from the Superintendent: Dr. Carter informed the commission that the i-pads had been purchased and instructions sent to members with next steps. She also advised that following the last meeting, she and Chuck Warrington participated in a conference call with Town Attorney, Morris Borrea, regarding the establishment of a finance subcommittee. The outcome of the conversation was that the commission should simply call a special meeting when matters of an emergency financial nature arise in between meetings. A quorum of the commission (four members) could act on behalf of the commission at a special meeting; whereas a finance subcommittee would not have the authority to act on behalf of the PBC.

John Hawley introduced himself to the group noting that he would be filling in for Karrie Kratz as she moves on to another position within Gilbane and noted that he has visited both sites and is excited to assist the commission and the town/board with the projects.

Old Business

Phase Two Eli Terry and Philip R. Smith Updates: Taylor Gladding provided PowerPoint presentation showcasing images of the work that is happening on the PRS site. She provided a drone's eye view of the activities happening at PRS including the installation of footings, radiant heating and electrical. She advised that the steel will be mobilized on the site June 17th. She remarked on the new technologies available to Gilbane on these two projects which were not available for the Orchard Hill Project: Assemble Systems, which Gilbane can utilize a 3-D model to plan and track schedule and manpower and the drone technology which Gilbane can use to verify existing or as-built conditions, such as anchor bolt locations prior to steel erection or in-wall pipe stub-up locations prior to pouring a slab.

Marcus Brennan provided a PowerPoint presentation showcasing images of the work that is happening on the ET site; including the installation of footings, radiant heating and electrical and advised that the steel will be mobilized on June 19th.

At both Eli Terry and Philip R. Smith schools, a white painted steel beam was delivered prior to the last day of school to allow students to sign a beam that will be placed in the building. In August a beam signing ceremony will be planned to allow for PBC and other dignitaries to sign one of the beams to be placed in the building.

Update on Bid Package 10A re-bidding/procurement strategy: Mr. Warrington provided information on the re-bidding of bid package 10A, noting that the package had been divided into four smaller packages with the hopes of gaining more competitive pricing. He provided his recommendation that the packages be bid in order to get the items procured. There were no objections to the recommendation.

Karrie Kratz raised the discussion of Gilbane going out to RFP for a third party envelope reviewer. Mr. Warrington noted that prior to going out to bid, he thought the PBC should approve. He stated that Colliers' position was that this type of service should have been done during the 90% design phase and that it was an unnecessary expense. Mr. Warrington and the Gilbane team responded to commission member questions regarding the necessity.

In response to a question regarding the value of this type of review, Ms. Kratz noted that in buildings of this size there are a lot of items requiring coordination and that the installations should be reviewed by an expert in envelope science. The Gilbane team concurred that there was great value to having a third party envelope review completed. If hired, the reviewer would serve as a subcontractor to Gilbane and would provide feedback to the architect regarding any issues that may arise. Mr. Symonds concurred that MPN, as the architect of record, would be involved in the discussions and resolutions of any issues addressed and noted that he did see the value of having a third party envelope reviewer. He noted that with these buildings, given the level of detail, the testing aspects of the envelope are very important. It was noted that there are funds in the GMP to account for this expense. Based on commission member feedback, Mr. Warrington suggested that the RFP be advertised and the commission review the matter again once the bids come in.

FF& E Design Progress: Mr. Symonds advised that following many meetings with principals, staff and the working group, the FF&E process is near completion and the final selections for furniture have been made. A meeting is scheduled tomorrow with Mr. Hankard to discuss equipment needs. Mr. Symonds provided images of the selections for the PBC's information and reviewed information related to the playscape selections. Mr. Warrington advised that there may be a request to increase the FF&E budget which will be discussed at the commission's July meeting. He remarked that the process is much farther ahead of schedule than with the Orchard Hill building and that the team is targeting September approvals of the FF&E package from the PBC and BOE, with OSCGR approval targeted for October. He relayed his confidence in the schedule. Mr. Symonds responded to PBC member questions.

Mr. Symonds provided a summary of the brick selections for the facades of both PRS and ET and referred to samples that he brought to the meeting. He provided MPN's recommendation for the brick selection and advised that there were large mock-ups available for viewing at each of the job sites. He recommended that commission members go to each of the sites in order to view them and provide any feedback.

Review of project financials: Mr. Warrington advised that both projects are currently on budget with Eli Terry having a \$3.8M contingency and PRS having a \$2.0M contingency.

New Business

Approval of Invoices:

Mr. Warrington reviewed the invoices presented for payment.

A motion was made by Mr. Koboski, seconded by Mrs. Kelley, to approve the following invoices for the Eli Terry Elementary School in the amount of \$796,316.42. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	30188	5/31/19	\$27,408.97
Colliers International	2137	4/30/19	\$9,403.45
Gilbane Building Company	6	5/31/19	\$747,819.00
Weston	493581	5/15/19	\$610.00
Test Con	10206	5/17/19	\$8,575.00
Girard and Company, LLP	19025-01	5/31/19	\$2,500.00

Motion passed unanimously. (5-0)

Mr. Warrington reviewed the invoices presented for payment.

A motion was made by Mr. O'Connell, seconded by Mr. Koboski, to approve the following invoices for Philip R. Smith Elementary School in the amount of \$1,315,339.70. Colliers endorsed the payment of the invoices presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	30189	5/31/19	\$23,680.00
Gilbane Building Company	9	5/31/19	\$1,272,348.22
Colliers International	2138	4/30/19	\$8,640.42
Langan	56161	5/6/19	\$4,972.10
Langan	56824	06/4/19	\$2,588.96

Motion passed unanimously. (5-0)

Approval of Change Orders

Eli Terry Elementary School:

Mr. Warrington reviewed in detail the change order request and responded to commission member questions. Following which the commission made the following motion:

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve the following change order for Eli Terry Elementary School:

- OS-10 for Grease Tank Revisions in the amount of \$1,878.00.

Motion passed unanimously (5-0)

Philip R. Smith Elementary School:

Mr. Warrington reviewed in detail the change order requests and responded to commission member questions. Following which the commission made the following motion:

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell, to approve Philip R. Smith Change Orders in the amount of \$26,611.00.

- OS-4 for Drainage Modifications at Avery Street in the amount of \$24,633.00 that was previously approved for a not-to-exceed amount of \$22,000.
- OS-11 for revisions to grease tank to install a vent in the amount of \$1,978.00

Motion passed unanimously (5-0)

Final Acceptance of Orchard Hill Elementary School Project: Mr. Warrington advised that the state of CT requires that the project officially be accepted by the Board of Education. Following the commission's acceptance, the Board of Education will take action at its meeting tomorrow evening.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve the Orchard Hill Elementary School construction project, State Project Number 132-0083N, as complete. Further move to approve the request for final payment to the Office of School Construction Grants and Review.

Motion passed unanimously. (5-0)

Adjournment

On a motion made by Mr. Koboski, seconded by Mrs. Kelley, the meeting was adjourned at 7:55 pm.

Motion passed unanimously (5-0)

Respectfully submitted,



Ann M. Walsh, Clerk