

**South Windsor Public Building Commission**  
**Minutes**  
**July 10, 2019**

A regular meeting of the Public Building Commission was held on July 10, 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, Phil Koboski, Matthew Montana, Carol Kelley, Edward O'Connell and Bernard Thomas (6:40)

Member Absent: Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Superintendent Dr. Kate Carter and Patrick Hankard; Colliers International Representatives Chuck Warrington and Krishna Mistry; Moser Pilon Nelson Representative Hugh Pearson; and Gilbane Representatives John Hawley, Taylor Gladding and Connor Johnson and Mayor, Andy Paterna.

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

Approval of Previous Meeting Minutes: A motion was made by Mr. O'Connell, seconded by Mr. Koboski to approve the meeting minutes of the June 12, 2019, June 20, 2019 and June 26, 2019 Public Building Commission meetings. Motion passed unanimously. (5-0)

Review of Correspondence/Communications and Comments from the Public: There were no communications.

Update from the Superintendent: Dr. Carter advised the commission that a beam signing event will be scheduled during the month of August. She noted that students from both Philip R. Smith and Eli Terry already signed a beam prior to the close of the school year and that the upcoming event would be held in order to allow dignitaries from the Town Council, Board of Education and Public Building Commission to sign a beam that will be placed in the building(s). Student ambassadors from each of the four schools will also be present. She also advised that in the fall she will be bringing Phase III educational specifications to the board of education for approval and that she plans to share the draft with the commission to gain their perspective based on their expertise with past projects. She also advised that demographers Milone and MacBroom will be providing refreshed enrollment numbers based on the first day of school attendance.

Old Business

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status: Taylor Gladding and Connor Johnson provided the commission with information regarding the status of the construction for both projects. The commission was provided with images of both buildings and their current status showing the ongoing foundation work, steel erection and underground utility work. In addition, Taylor Gladding advised that the bid results for the third party envelope review came in slightly higher than what was budgeted and that Gilbane will update the commission on this bid at its next PBC meeting.

FF&E Design Progress and Review of FF&E Estimate vs Budget: Mr. Warrington advised that on July 23<sup>rd</sup>, August 6<sup>th</sup> and August 21<sup>st</sup> the design team will be working through the FF&E budget to finalize it. On September 12<sup>th</sup> they will be seeking the approval from the commission on these packages. Currently

there are three dates scheduled to go to the state for FF&E approvals: October 2<sup>nd</sup>, October 8<sup>th</sup> and October 9<sup>th</sup>. Mr. Warrington reported that both projects' FF&E budgets are coming in between approximately \$1.4M and \$1.5M over the established budget. He noted that the design team is continuing its review of the budget and looking to reduce it, but that he wanted the commission to be aware early in the process of the potential for an overage in that budget. He reported that the technology portion of the budget is over and explained that rather than utilizing the enrollment projection figures, the team should have utilized the educational specifications in order to determine the necessary technology equipment for the classrooms. The team, in conjunction with the school district, is reviewing those requests in-depth to determine what can be reduced in the budget. In addition, the playground budgets are coming in high. Hugh Pearson explained the factors that accounted for those overages. The playground is being planned using a more universal approach, making it fully accessible and inclusive to the general population. In addition, the playscapes' base will be a rubberized surface which is more expensive. Mr. Warrington also advised that some of the increase to the overall FF&E packages is due to the additional expense to address the needs of the classrooms that were added to Eli Terry and Philip R. Smith. Also, the installation of the Front Row public address systems is another added expense to the overall package.

Dr. Carter noted that she is working closely with the district's IT department to fine tune the technology request noting that the original request would have outfitted every classroom to its maximum capacity; however, they will reduce that ask to the number of actual students in seats in each of those classrooms. Mr. Warrington advised the commission that even with the FF&E overages, the two projects remain within budget. He did advise the commission of two potential expenditures for Philip R. Smith: an add alternate for concrete sidewalks in the back of the school rather than bituminous which would cost \$135,000 and a potential electrical tariff that the team has been put on warning for in the amount of \$103,000. With regard to the \$135,000 add alternate, Colliers recommended refraining from approving the add alternate until the FF&E budget had been approved. Mr. Warrington responded to commission member questions.

Review of Project Financials: Mr. Warrington reported that both projects are on budget at this time with Eli Terry having a remaining balance of \$3.7M and PRS having a remaining balance of \$1.9M. Mr. Warrington responded to commission member questions.

## New Business

Approval of Invoices: A motion was made by Mr. O'Connell, seconded by Mrs. Kelley, to approve the following invoices for the Eli Terry Elementary School in the amount of \$1,375,341.18. 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	30216	6/30/19	\$27,408.97
Colliers International	2432	5/31/19	\$10,307.73
Gilbane Building Company	7	6/30/19	\$1,301,800.48
Test Con	10189	4/30/19	\$3,048.00
Test Con	10223	6/12/19	\$13,553.00
Test Con	10249	7/2/19	\$15,348.00
Girard & Co.	19025-02	6/27/19	\$2,500.00
Sustainable Engineering Solutions	2583	6/28/19	\$700.00
Walti Geotechnical	1	7/8/19	\$675.00

Motion passed unanimously. (6-0)

A motion was made by Mr. Koboski, seconded by Mr. O'Connell, to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$1,040,606.50. 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	30215	6/30/19	\$23,680.00
Colliers International	2433	5/31/19	\$9,820.31
Gilbane Building Company	10	6/30/19	\$1,001,521.19
Girard & Co.	19026-02	6/30/19	\$2,500.00
Sustainable Engineering Solutions	2584	6/28/19	\$700.00
Welti Geotechnical	1	7/8/19	\$2,385.00

Motion passed unanimously. (6-0)

Approval of Increasing Material Testing Amount to \$75k at Each School: Mr. Warrington advised that they have a budget of \$100,000 for each school using the state contract and the commission has already approved the expenditure of \$25,000. As things are moving quickly Colliers is recommending the approval of the additional \$75,000 for each school at this time. A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve increasing Material Testing amount to \$75,000 for Eli Terry and Philip R. Smith schools. Motion passed unanimously. (6-0)

#### Approval of Change Orders

IS-007: Installation of Wall Boxes: Mr. Warrington advised that this would be coming out of the CM contingency, noting that there were some outlets and display panels that did not get captured in the scope with the electrician. Taylor Gladding provided an explanation for the discrepancy. Mr. Warrington advised the commission that the design team has reviewed the information and did not take any exception to the request and that Colliers recommended approval. A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve IS-007 (ATP-008) for installation of wall boxes to furnish and install panel display connection outlets for projectors, outlet for digital display panel at stage was in the amount of \$13,367.00. Motion passed unanimously (6-0)

OA-1 and OA-2: Mr. Warrington explained the change order and recommended approval. A motion was made by Mr. Thomas, seconded by Mrs. Kelley to approve OA-1 and OA-2 for a credit amount of \$15,000 for unused owner allowance associated with the early demolition package for Philip R. Smith School. Motion passed unanimously. (6-0)

IS – 009: Mr. Warrington explained the change order and recommended approval. A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve IS-009 for installation of wall boxes to furnish and install panel display connection outlets for projectors, outlet for digital display panel at stage wall in the amount of \$11,916.00. Motion passed unanimously (6-0)

#### Adjournment

On a motion made by Mr. Koboski, seconded by Mr. O'Connell, the meeting was adjourned at 7:35 pm.

Motion passed unanimously (6-0)

Respectfully submitted,



Ann M. Walsh, Clerk