

**South Windsor Public Building Commission**  
**Minutes**  
**August 14, 2019**

A regular meeting of the Public Building Commission was held on August 14, 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: Phil Koboski, Matthew Montana, Carol Kelley, Edward O'Connell and Bernard Thomas and Craig Zimmerman

Member Absent: Matthew Beaulieu

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 Representatives Hugh Pearson and Dave Symonds; and Gilbane Representatives John Hawley, Taylor Gladding and Marcus Brennan; 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 Mrs. Kelley, seconded by Mr. O'Connell, to approve the meeting minutes of the July 10, 2019 Public Building Commission meeting. Motion passed unanimously. (6-0)

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

Update from the Superintendent: Dr. Carter reminded commission members of the upcoming Eli Terry and Philip R. Smith beam signing ceremony taking place on August 22, 2019 at 6:00 p.m. at the Eli Terry School.

Old Business

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status: Taylor Gladding provided images of the PRS site and updated the commission on the status of the construction. There continues to be progress in the areas of slab work, steel erection, site work and underground work. She advised that the mason mobilized on Monday and within the month they will be working on the veneer. She also advised the commission that at the end of July five 55-gallon drums were uncovered during site work. The drums were located outside of the footprint of the building. Langan has collected samples from the site and are in the process of reviewing the material to determine the proper disposal. She will update the commission on the situation. Ms. Gladding responded to commission member questions.

Marcus Brennan provided images of the Eli Terry site and updated the commission on the status of the construction. There continues to be progress on slab work, steel erection, site work and underground work. He advised that masonry has begun in the interior of the building and that CMU installation has been completed around the entire gymnasium.

FF&E Design Progress and Review of FF&E Estimate vs Budget: Mr. Pearson advised that MPN continues to have meetings related to the finalization of the full scope of the FF&E and budget. As a proactive measure, he noted that MPN has been meeting with the state of CT to review format and draft

documents and determine eligible and ineligible costs in order to make the PCR meeting with the state seamless. Three stand-alone meetings will be held on the three aspects of the FF&E package: furniture, play scape and technology. He advised that the combined FF&E budgets have been reduced over the past month by \$250,000. As MPN tightens up the scope, they have been able to garner some savings. In addition, through the efforts of Dr. Carter, the technology request was also reduced. Mr. Pearson noted one variable which is that MPN will be looking at a single vendor on state contract for furniture in order to gain large volume discounts. He also advised that MPN would be seeking approval from the state to sole source the technology wireless access points and voice phone systems. Mr. Warrington and Mr. Pearson responded to commission member questions. With regard to the reduction in the technology request, Dr. Carter advised that the formula used to calculate the original request was based on outfitting each classroom at the maximum based on board policy as well as incorporating some extras. She advised that she and staff conducted a review of the enrollment projections against students actually in seats and that exercise made it possible to provide a significant amount of savings from the original request. She noted that while she was comfortable with the reduction in the request, enrollment continues to rise and that the district may have to come back to the commission if it determines it had been too aggressive in its reduction.

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 with potentially \$315,000 in outstanding change orders and PRS having a remaining balance of \$1.8M, with potentially \$60,000 in pending change orders. Of the \$315,000 at Eli Terry he noted that he expects that number may be reduced. He noted that the team has a good handle on any exposures and has been meeting regularly with Gilbane to track the contingency. He advised that the team would be seeking the commission's approval of the FF&E package at its September meeting.

Mr. Zimmerman requested a chart indicating union versus non-union contracts for both projects and Mr. Thomas requested that the commission be provided with the minority employment information, both of which Mr. Warrington indicated they would provide.

There was a lengthy discussion regarding the current surplus for Eli Terry and when, and if, the commission would discuss whether there is enough room in the building based on the increasing enrollment. Mr. Montana indicated that if the commission were to look into adding more classrooms, that it should be done before the parking lots are poured. Mr. Warrington noted that based on the educational specifications there are currently 500 home room seats, while projections are at 467, noting that was a pretty stable number. He also noted that the current schedule would not be able to accommodate an addition at this time. Dr. Carter questioned whether a project could be kept open to allow for an addition if the site could accommodate it and the enrollment warranted it, such as a second phase, to which Mr. Warrington indicated that that would need to be a discussion with the State. Dr. Carter noted that the current plan accommodates the 8-year projections and that we would need to demonstrate to the state that it is not enough if that is what the refreshed enrollment projections show. She advised that Milone & MacBroom had been requested to provide refreshed enrollment projections in order for the educational specifications for Phase III to be developed. They will be looking at registration patterns, kids in seats and housing permits. Dr. Carter noted that the increase in enrollment is a new trend for South Windsor and that historical long-term data needed to make informed decisions about Phase III is not available. She also advised that Milone & MacBroom met with Sara Chamberlain and the district's registrar, together with the town planning department to ensure they had all the data necessary. Mr. Montana requested that updated enrollment projections be made available to the commission at its next meeting. Commission members continued to discuss the options.

New Business

Approval of Invoices: A motion was made by Mr. Koboski, seconded by Mr. Zimmerman to approve the following invoices for the Eli Terry Elementary School in the amount of \$1,800,139.71. 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	30230	7/31/19	\$27,408.97
Colliers International	2727	6/30/19	\$8,583.13
Colliers International	2432	5/21/19	\$10,631.78
Gilbane Building Company	8	8/7/19	\$1,723,551.90
Test Con	10269	7/31/19	\$26,153.93
Girard & Co.	19025-03	7/31/19	\$2,500.00
Sustainable Engineering Solutions	2547	5/31/19	\$1,310.00

Motion passed unanimously. (6-0)

A motion was made by Mr. Thomas, seconded by Mrs. Kelley, to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$1,279,811.87. 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	30231	7/31/19	\$23,680.00
Colliers International	2728	6/30/19	\$8,237.01
Gilbane Building Company	11	8/7/19	\$1,222,163.40
Girard & Co.	19026-03	7/31/19	\$2,500.00
Sustainable Engineering Solutions	2548	5/31/19	\$1,310.00
Weston & Sampson	495277	7/15/19	\$960.00
Tri-State Testing	6657	7/14/19	\$8,448.21
Tri-State Testing	6658	8/4/19	\$1,852.50
Tri-State Testing	6723	7/30/19	\$3,120.75
Tri-State Testing	6724	7/30/19	\$6,130.00
Langan	56436	7/13/19	\$1,410.00

Motion passed unanimously. (6-0)

#### Approval of Change Orders

Mr. Pearson and Mr. Warrington provided the commission with information relating to these change orders and Colliers endorsed the change orders. A motion was made by Mr. O'Connell, seconded by Mr. Zimmerman, to approve the following change orders:

- OS-0020: Electrical and Technology Revisions in the amount of \$18,666.00
- OS-0014: Door Hardware Modifications credit in the amount of (\$11,338.00)
- OS-0016: Gym and Music Room Ductwork in the amount of \$11,795.00
- OS-0017: Millwork and Interior revisions credit in the amount of \$478.00

Motion passed unanimously. (6-0)

Third Party Building Envelope Consultant: Mr. Brennan advised the commission that Gilbane budgeted \$20,000 per building for the third party envelope consultant and that the bids came in at \$32,800. He requested approval for this change.

Mr. Warrington, commission members, Moser Pilon and Gilbane discussed the merits of having such a review and the costs associated with its timing, based on the progression of the project. Mr. Warrington noted that Colliers would not endorse the expenditure as it should have been added to the project during the design phase and before the 90% CDs. Mr. Hawley of Gilbane indicated that while it would have been best to have had this review earlier in the process, Gilbane still believes it has great value to the project, they request this service on almost every job, that it is vital and provided his strong recommendation for approval. Following the discussion, Mr. Brennan, Gilbane, clarified that \$14,500 of the \$32,800 was for the physical building envelope testing that is required per the building specifications. Based on that clarification, Mr. Warrington stated that he would agree with approving the service.

A motion was made by Mr. O'Connell, seconded by Mr. Zimmerman to approve IS-009 3<sup>rd</sup> Party Envelope Consultant (In-Scope/CM Contingency) in the amount of \$12,800 for Eli Terry in the amount of \$12,800. Motion passed unanimously. (6-0)

Approval of Langan Proposal: Mr. Warrington provided background information regarding the services to be performed by Langan as a result of the five barrels that were discovered on the Eli Terry site. Langan has taken samples of the tar that was discovered and will provide recommendations to Gilbane for the removal of the potentially hazardous materials. A proposal for proper disposal will be provided and will be documented with the State of CT.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve the Langan proposal dated August 7, 2019 for Spill Closure Support in the amount of \$16,308.00. Motion passed unanimously. (6-0)

Prior to moving on, Mr. Zimmerman requested clarification from previous meeting minutes which indicated that playgrounds would be more accessible. Mr. Pearson explained that the typical playground has ramps leading to a landing to allow children to get to one or two activities. The new designs call for more ground-based equipment and allow for an increased number of accessible activities.

Third Party Envelope Consultant: In order to proceed with PRS, it was determined to add an agenda item for that approval. A motion was made by Mr. Montana, seconded by Mr. Zimmerman to add the discussion of third party envelope consultant for PRS to the agenda. Motion passed unanimously. (6-0)

A motion was made by Mr. Thomas, seconded by Mr. Koboski to approve 3<sup>rd</sup> Party Envelope Consultant (In-Scope/CM Contingency) in the amount of \$12,800 for Philip R. Smith. Motion passed unanimously. (6-0)

Rebidding of 10A Miscellaneous Specialties: In order to take action on this item, a motion was made by Mr. Thomas, seconded by Mr. O'Connell to add the item of rebidding of 10A Miscellaneous specialties to the agenda. Motion approved unanimously (6-0).


Mr. Brennan advised the commission that the GMP accounted for \$250,000 for each building for the items included under the heading miscellaneous specialties. Following an unsuccessful bidding result after the first bid, Gilbane broke the packages out to four separate packages, hoping that it would result in a decrease in the bids, which it did not. The rebidding of the packages resulted in the Eli Terry bids coming in at \$632,455 and PRS coming in at \$605,362. Given that the bidding has not resulted in

favorable numbers, and that the contract did not need to be awarded until sixty days after the bidding, Mr. Warrington suggested that they investigate purchasing and installing off of the state contract, if allowable. Commission members indicated their consensus to move forward with purchasing off the state contract if possible.

On a motion made by Mr. Koboski, seconded by Mr. O'Connell, the meeting was adjourned at 8:05 pm.

Motion passed unanimously (6-0)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ann M. Walsh".

Ann M. Walsh, Clerk