

South Windsor Public Building Commission
Minutes
June 10, 2020

A regular meeting of the Public Building Commission was held on June 10, 2020 at 6:30 PM virtually via Zoom. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Beaulieu, Matthew Montana, Phil Koboski, Carol Kelley, Edward O'Connell, 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 Representatives Hugh Pearson and Dave Symonds; and Gilbane Representatives Marcus Brennan, Taylor Gladding, Drew Nelli, and John Hawley; and Town Council Liaison, Erica Evans.

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 Mrs. Kelley, to approve the meeting minutes of the May 13, 2020 Public Building Commission meeting. Motion passed unanimously. (7-0)

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

Superintendent's Update: Superintendent Carter commended the PBC and project teams for the amazing accomplishment of being granted Temporary Certificates of Occupancy for both buildings given the circumstances of the pandemic. Chairman Montana also relayed his gratitude to the entire team for this success.

Old Business

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status: Ms. Gladding reported that Gilbane received formal notice that Temporary Certificate of Occupancy was granted. She reported that furniture deliveries will begin this Friday, punch lists for the building are being developed and final cleanings are under way. The kitchen inspection done by the Health Department passed. Ms. Gladding reviewed images of the interior and exterior of the building, provided information on exterior site work that is being completed and responded to commission member questions.

Mr. Nelli reported that Gilbane received formal notice that the Temporary Certificate of Occupancy was granted on June 1st and that ET is tracking very similarly to PRS. Furniture deliveries have begun and final cleanings are underway. The kitchen inspection done by the Health Department passed. He reviewed images of the interior and exterior of the building and provided information regarding exterior site work. Mr. Nelli advised that Gilbane expects substantial completion to be achieved by the end of this month and will proceed to the demolition. Mr. Nelli responded to commission member questions.

Mrs. Kelley congratulated both teams for completing both buildings and obtaining the Temporary Certificate of Occupancies particularly given the current circumstances.

Architect Updates:

Storage Sheds: Mr. O'Connell has been in conversations with Director of Facilities, Darrell Crowley, who had expressed a need for storage space at each of the new buildings for snow and tractor equipment, spreaders, shovels and rakes, among other things. They reviewed the possibility of placing

storage sheds at each of the sites. The proposed sheds would be 12x24 vinyl sided with a front door and side entrance, situated on a concrete slab and powered by solar. Mr. Warrington reviewed several considerations with commission members including the need to go out to bid in order to procure the sheds, site placement, which would require consultation with the town planning department as well as Moser Pilon Nelson, and timing to complete an installation. MPN would need to complete a design in order to proceed to planning and zoning. He estimated that all-inclusive, each shed could ultimately cost \$18,000 - \$25,000. Commission members discussed in detail and Mr. Warrington noted that he would investigate further and suggesting that the commission review this at a future meeting to determine how they wished to proceed.

Philip R. Smith Field Extension Update: Mr. Warrington advised that the initial cost for the field expansion was anticipated to be \$50,000; however, following further site and wetlands review, the current pricing, which would include the installation of a drainage system and under-gravel to raise the field, is \$115,000. Another option presented for consideration precluded the installation of the underdrain which would cost \$94,000. The commission will discuss further when considering change orders later in the meeting.

Review of Project Financials: Mr. Warrington advised that Eli Terry has a remaining balance of \$173,000 and Philip R. Smith has a remaining balance of \$77,000. Gilbane Building Company also indicated that their CM contingencies were healthy and expected to return money on both projects to the town.

Phase 3 – Pleasant Valley Elementary School – Architect Selection Update: Mr. Warrington advised that the shortlisted architects are working on their proposals and that interviews will be held next Thursday morning. He reported that he is working on the AIA contracts with the Town Attorney.

New Business

Approval of Invoices: Mr. Mistry reviewed the invoices for Eli Terry. 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 \$1,875,764.57. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Co.	18	6/5/20	\$1,592,388.84
Colliers International	6006	4/30/20	\$9,084.60
Moser Pilon Nelson	30760	5/31/20	\$19,657.38
SES	2813	5/28/20	\$2,400.00
Girard & Co.	19025-08	5/5/20	\$249.00
M.E. O'Brien & Sons	1200443-IN	6/2/20	\$231,736.25
William B. Meyer	120-013815	5/30/20	\$14,815.50
A&A Office Systems	442743	6/9/20	\$5,433.00

Motion passed unanimously. (7-0)

Mr. Mistry reviewed the invoices for Philip R. Smith School. A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$2,086,218.87. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Company	21	6/5/20	\$1,819,535.87
Colliers International	6007	4/30/20	\$12,093.75
Moser Pilon Nelson	30759	5/31/20	\$16,983.00
Moser Pilon Nelson	30761	5/31/20	\$3,146.00

Girard & Co	19026-08	5/5/20	\$249.50
SES	2814	5/28/20	\$2,300.00
Tri-State Materials Testing	7482	5/15/20	\$1,871.00
Tri-State Materials Testing	7057	5/20/20	\$1,177.00
William B. Meyer	120-013950	5/30/20	\$6,923.00
M.E. O'Brien & Sons	1200453-IN	6/2/20	\$193,154.75
Mercury Cabling Systems	17370	4/30/20	\$24,864.00
A&A Office Systems	442744	6/9/20	\$3,921.00

Motion passed unanimously. (7-0)

Approval of Change Orders: Mr. Mistry provided information regarding the change orders being presented for approval. Mr. Warrington and the team responded to commission member questions.

A motion was made by Ms. Kelley, seconded by Mr. Thomas, to approve the following change orders for Eli Terry School in the amount of \$4,681.00.

- OS-49 – ATP71 – Celerestory Steel Conflict with Metal Panels in the amount of \$1,922.00
- OS-081-ATP72 – Monumental Sign Lighting in the amount of \$2,759.00

Motion passed unanimously. (7-0)

Mr. Mistry provided information regarding change orders being presented for approval:

- OS-078 – ATP 81A – Ball Field Extension (Option A – No Underdrains) in the amount of \$94,559.
OR OS-078-ATP 81B – Ball Field Extension (Option B – With Underdrains) in the amount of \$115,390.00
- OS-084 – ATP 83-SI 33 Monumental Sign Lighting in the amount of \$2,247.00
- OS-88 – ATP 82 – RFI 169 Add Key Lock Cylinder & Pull at Door in the amount of \$695.00
- OA – 012 – ATP 85 – RFI 167 Remove Four Existing Trees Along Main Drive in the amount of \$2,162.00
- OA-012 – ATP 86 – Additional Steel Bollard at Gas Service in the amount of \$600.00

Commission members discussed at length the Ballfield options and reviewed the drawings presented for consideration. Chairman Montana advised that the plans were presented to Planning & Zoning and it was suggested to pursue the option including the drainage in order to attain a more playable field and reduce excess water. Mr. Pearson stated that the increased drainage would provide for an improved field with an extended playable season. Mrs. Kelley noted her reservation given the close proximity of the fields to the wetlands. The team responded to several questions regarding the drainage of the field given the wetlands.

Following the discussion, the following motion was made: A motion was made by Mr. O'Connell, seconded by Mr. Koboski to approve change order OS-078-ATP 81B – Ball Field Extension (Option B – With Underdrains) in the amount of \$115,390.00. Motion passed (6-1-0). Mrs. Kelley was opposed.

A motion was made by Mr. Koboski, seconded by Mr. Thomas to approve the following change orders:

- OS-084 – ATP 83-SI 33 Monumental Sign Lighting in the amount of \$2,247.00
- OS-88 – ATP 82 – RFI 169 Add Key Lock Cylinder & Pull at Door in the amount of \$695.00
- OA – 012 – ATP 85 – RFI 167 Remove Four Existing Trees Along Main Drive in the amount of \$2,162.00
- OA-012 – ATP 86 – Additional Steel Bollard at Gas Service in the amount of \$600.00

Motion passed unanimously. (7-0)

Approval of FF& E Quotes for Eli Terry: A motion was made by Mr. Koboskii, seconded by Mr. O'Connell to approve the following FF& E quotes for Eli Terry:

- G. Donovan's quote dated May 18, 2020 in the amount of \$29,400.00
- CDW-G's quote #1C1TMTH dated May 7, 2020 in the amount of \$868.56
- JP LaRue's quote #TST dated May 13, 2020 in the amount of \$1,980.00
- Apple Store for Education quote #2104282413 dated May 21, 2020 in the amount of \$68,102.55
- JAMF quote #Q-195657 dated May 13, 2020 in the amount of \$1,110.00
- HP Inc. quotes 1167908 & 04282020-02 dated May 14, 2020 in the amount of \$214,030.00
- Mercury Cabling Systems quote #24091 dated May 28, 2020 in the amount of \$849.24
- Mercury Cabling Systems quote #24052 dated April 29, 2020 in the amount of \$4,490.50
- Integration Partner's quote #57039 dated June 5, 2020 in the amount of \$4,980.00

Motion passed unanimously. (7-0)

Approval of FF&E Quotes for Philip R. Smith: A motion was made by Mrs. Kelley, seconded by Mr. Koboski to approve the following FF& E Quotes for Philip R. Smith in the amount of \$280,030.15.

- G. Donovan's quote dated May 18, 2020 in the amount of \$24,600.00
- CDW-G's quote #1C1TMW4 dated May 7, 2020 in the amount of \$868.56
- JP LaRue's quote #TST dated May 13, 2020 in the amount of \$1,980.00
- Apple Store for Education quote #2104282412 dated May 13, 2020 in the amount of \$58,296.55
- JAMF quote #Q195656 dated May 13, 2020 in the amount of \$1,104.90
- HP Inc. quotes 1167921 & 04292020-02 dated May 14, 2020 in the amount of \$183,340.40
- Mercury Cabling Systems quote #24092 dated May 28, 2020 in the amount of \$721.74
- Mercury Cabling Systems quote #24052 dated April 29, 2020 in the amount of \$4,138.00
- Integration Partner's quote #57182 dated June 5, 2020 in the amount of \$4,980.00

Motion passed unanimously. (7-0)

Request for Qualifications and Proposals for Owner's Project Management Services for Pleasant Valley Elementary School: The commission was provided with a draft RFQ/RFP for Owner's Project Management Services. Mr. Hankard noted that the specifications were very similar to what the commission approved for Orchard Hill and PRS/ET, all of which were vetted through the Town Attorney. Mr. Hankard reviewed the selection schedule.

A motion was made by Mr. Koboski, seconded by Mr. O'Connell to publish the Request for Qualifications and Request for Proposals for Owner's Project Management Services for Pleasant Valley Elementary School.

Motion passed unanimously. (7-0)

Adjournment:

On a motion made by Mr. Koboski, seconded by Mr. Thomas, the meeting was adjourned at 9:02 PM.

Respectfully submitted,



Ann M. Walsh, Clerk