

South Windsor Public Building Commission
Minutes
July 8, 2020

A regular meeting of the Public Building Commission was held on July 8, 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, and Bernard Thomas.

Member Absent: Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representatives Chuck Warrington, Krishna Mistry and Kate Turner; Moser Pilon Nelson Representatives Hugh Pearson and Dave Symonds; and Gilbane Representatives Marcus Brennan, Taylor Gladding, Drew Nelli, 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 Mrs. Kelly, seconded by Mr. O'Connell, to approve the meeting minutes of the June 10, 2020 and June 18, 2020 Public Building Commission meetings. Motion passed unanimously. (6-0)

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

Superintendent's Update: Dr. Carter informed the commission of the work that is being undertaken related to the reopening of all schools in the fall given the COVID-19 impacts. A plan is due to the State of CT on July 24, 2020. Dr. Carter responded to commission member questions.

Old Business

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status:

Taylor Gladding provided images of both the interior and exterior of the building. Currently they are finalizing punch list items and the floors have been covered in order to allow for the move-in of furniture. The majority of items have been delivered in order to allow classroom teachers, nurses and the main office staff to unpack their belongings. The kilns for both schools are scheduled to be delivered and installed tomorrow. SES has completed the commissioning for both buildings and will join next month's meeting to provide the commission with a report. With regard to the exterior, Taylor reported that there have been delays with the receipt of metal panels. The ballfield drainage is complete and ready for topsoil, although Gilbane will await further direction. Paving will commence next Monday. Following her review, Taylor responded to commission member questions.

Mr. Warrington reported that there was a soil management issue at Philip R. Smith requiring additional testing. Later in the meeting he will be requesting the commission's approval for Langan to perform testing on both Philip R. Smith and Eli Terry sites. The commission will discuss the testing results and next steps at an upcoming meeting.

Mr. Warrington advised that a couple of weeks ago Colliers was notified of a potential need for soil management based on materials that were taken offsite by the landscape architect and ultimately tested for reuse, which returned results that would require potential mitigation. He reported that the criteria which came back positive was "gluten mobility criteria" and that the other criteria which measures human exposure for soil was below the limits and can be used on site. He noted that this was an area of concern as part of the Phase I Environmental study done four years ago; however was not tested

and he could not recollect why it was not. As such he is recommending that Langan, the environmental hazmat company, sample the materials that are on site at the landscape architect's business and its consultant, ESI, to confirm the initial results. Once the results are received, which he anticipates to be next week, the commission can determine how best to proceed. Mr. Warrington responded to commission member questions.

School Entry Sign Review: It was noted that the Philip R. Smith sign colors are not as vibrant as expected. Despite an extensive review with mock ups presented to the principals and approved by the PBC, it was noted that the proofs on the screen did not reflect the colors accurately and the colors are too muted. Several commission members made suggestions as to how to address it. Mr. Warrington suggested that Hugh Pearson and his team provide additional samples and suggestions as to how to remedy the matter.

Eli Terry Construction Status: Mr. Nelli advised that similar to PRS, Eli Terry is moving toward punch list items only. He provided images of both the interior and exterior of the building. He reported that the furniture is set up and people have started to move into the building. He displayed images of the demolition of the former building which is now underway. The playscape has been installed. Mr. Nelli responded to commission member questions.

Architect Updates: Dave Symonds provided an update on the storage sheds. He shared a map regarding the placement of the sheds at each building and provided a detailed review of the plans. He reported that following the last PBC meeting he held a virtual meeting with Michelle Lipe regarding the proposed locations and received feedback on issues such as side-yard setbacks, property line setbacks and wetland delineations. The plans will not be required to go through the Planning and Zoning. Gilbane will coordinate with MPN regarding the placement of the sheds.

Review of Project Financials: Mr. Warrington reviewed the project financials noting that the remaining balance at Philip R. Smith is \$48,000, which takes into account \$25,000 for shed and the work associated with the shed. Eli Terry currently has a remaining balance of \$240,000 with similar things taken into account. There were no questions regarding the financials.

New Business

It was requested that the commission add two items to the agenda for action at the meeting.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to add approval of Langan's proposal for the sampling of topsoil at both Eli Terry and Philip R. Smith to the agenda as item 6f. Motion passed unanimously. (6-0)

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to add approval of add services proposal from Moser Pilon Nelson for the siting of both storage sheds at Eli Terry and Philip R. Smith as item 6g. Motion passed unanimously. (6-0)

Approval of Invoices: Mr. Mistry reviewed the invoices for Eli Terry. A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu, to approve the following invoices for the Eli Terry Elementary School in the amount of \$1,397,011.28. 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.	19	7/1/20	\$1,161,131.67
Colliers International	6441	5/31/20	\$11,095.78
Moser Pilon Nelson	30788	6/30/20	\$19,657.38
SES	2833	6/30/20	\$18,700.00
Test-Con	10665	6/15/20	\$300.00
Weston & Sampson	5200312	5/11/20	\$930.00
Weston & Sampson	6200274	6/9/20	\$640.00
M.E. O'Brien & Sons	1200526-IN	6/24/20	\$94,130.00

Mercury Cabling	17369	4/30/20	\$24,864.00
Advanced Corporate Networking	33081	5/18/20	\$7,379.18
Robert Bosch	5200312	5/11/20	\$1,529.10
William B. Meyer	120-014381	6/22/20	\$4,005.00
Insalco	8925	5/11/20	\$9,222.54
Lakeshore Learning	2369360620	6/3/20	\$11,385.00
Frontier Communications		6/6/20	\$688.00
Frontier Communications		5/6/20	\$18.60
Granite	04200452	6/1/20	\$1,908.63
Grainger	9564919448	6/18/20	\$29,426.40

Motion passed unanimously. (6-0)

Mr. Mistry reviewed the invoices for Philip R. Smith School. A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu, to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$911,131.49. 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	22	71/20	\$715,460.60
Colliers International	6442	5/31/20	\$12,629.28
Moser Pilon Nelson	30789	6/30/20	\$16,983.00
Moser Pilon Nelson	30792	6/30/20	\$4,063.13
SES	2834	6/30/20	\$17,600.00
Weston & Sampson	5200311	5/11/20	\$930.00
Weston & Sampson	6200273	6/9/20	\$640.00
Langan	57245	2/3/20	\$840.00
Langan	57323	2/11/20	\$1,762.46
William B. Meyer	120-014383	6/22/20	\$977.50
School Specialty	2081252355316	6/4/20	\$2,999.66
Lakeshore Learning	2369370620	6/3/20	\$9,157.68
Insalco	8927	6/25/20	\$9,222.54
Robert Bosch	71009276	3/31/20	\$1,529.10
Frontier		6/6/20	\$688.00
Frontier		5/6/20	\$840.06
Granite	04200452	6/1/20	\$2,522.88
Grainger	9564919430	6/18/20	\$22,675.60
M.E. O'Brien & Sons	1200575-IN	6/29/20	\$89,610.00

Motion passed unanimously. (6-0)

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

A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve the following change orders for Eli Terry School in the amount of \$10,734.00.

- OS-082-ATP-75-RFI#134 Electrical Room Panic Hardware in the amount of \$2,167.00
- OS-084-ATP 74 – Gym Microphone Remote Antennas in the amount of \$4,567.00
- OA-012-Added Bollards (Owner Allowance 31A-2) in the amount of \$4,000

Motion passed unanimously. (6-0)

The commission was provided with information regarding the change orders being presented for approval for Philip R. Smith. Mr. Warrington and the team responded to commission member questions.

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

- OS-093-ATP 87-RFI#172 – Added Smoke Detectors at Stairwells in the amount of \$1,790.00
- OS-095-ATP 88 – Antenna Distribution System for Gym AV in the amount of \$4,567.00
- OA-005-Allowance 06A-1-Field Drilled Grommets in the amount of \$360.00

Motion passed unanimously. (6-0)

Approval of FF& E Quotes for Eli Terry:

Approval of FF&E Quotes for Philip R. Smith:

Mr. Mistry explained that two quotes were received to assemble Grainger-supplied shelving, noting that the commission would be required to choose one. Hugh Pearson advised that Moser Pilon Nelson needs to determine of the two quotes provided, which is the better fit and requested that the commission consider approving a not-to-exceed figure based on the higher quote. This would allow them to review the quotes, determine if they covered the scope and move forward rather than waiting for another month.

A motion was made by Mr. Beaulieu, seconded by Mr. Thomas to approve the FF& E quote not-to-exceed \$3,343 for Eli Terry pending review by Moser Pilon Nelson to determine it meets the scope and Colliers review to determine it is within the contract. Motion passed unanimously. (6-0)

A motion was made by Mr. Beaulieu, seconded by Mr. Koboski, to approve the FF&E quote not-to-exceed \$3,343 for Philip R. Smith contingent upon Colliers review. Motion passed unanimously. (6-0)

Approval to Advertise Invitation to Bid for Small wares: Mr. Warrington introduced an invitation to bid for approval by the PBC for the procurement of small wares, office supplies, OT/PT and ancillary-type products that the district had requested be procured through the project. Prior to proceeding, Mr. Warrington consulted Chris Chemerka and Patty Perry to determine whether there was a consortium contract under which to obtain these items, and there was not. It was suggested that these items be put out to bid. The list was created by the respective school administrations. It is anticipated that these items would cost \$45,000 per school. Mr. Warrington responded to commission member questions.

A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu, to approve the advertisement of the small wares invitation to bid. Motion passed unanimously. (6-0)

Approve Langan Proposal: Mr. Warrington reviewed a proposal from Langan to take representative soil samples at Eli Terry and Philip R. Smith schools. Following the testing Langan will advise the commission on how best to proceed. The fee for each school is \$13,500 and it is estimated that there will be a 7-14 day turnaround. Mr. Warrington responded to commission member questions.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to proceed with soil testing at both Eli Terry and Philip R. Smith schools for \$37,500. Motion passed unanimously. (6-0)

Approve Moser Pilon Nelson Add-Service: Mr. Warrington reviewed MPN's proposal to site the storage sheds at both Eli Terry and Philip R. Smith and to and follow up with Planning and Zoning. The proposal fee is \$2,600 per school which includes processing paperwork associated with the town and providing the necessary documentation for Gilbane to pave.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve Moser Pilon Nelson's proposal to assist with placement of storage sheds at Eli Terry and Philip R. Smith for a combined total of \$5,160. Motion passed unanimously.

Ms. Gladding requested whether the commission would consider approving an estimated not-to-exceed amount for paving in order for them to proceed.

A motion was made by Mr. Montana, seconded by Mr. O'Connell to authorize Gilbane to pave the shed area for an amount not-to-exceed \$6,000. Motion passed unanimously. (6-0)

Executive Session – Review of Owners Representative Statements of Qualifications and Proposals for the Pleasant Valley Elementary School.

A motion was made by Montana seconded by Mr. O'Connell to adjourn to executive session for the purpose of reviewing Owners Representative Statements of Qualifications and Proposals for the Pleasant Valley Elementary School. Further move to invite Patrick Hankard and Dr. Carter to join the executive session. Motion passed unanimously. (6-0)

The commission adjourned the executive session by consensus at 8:36 PM. Mr. Beaulieu did not rejoin the meeting following the executive session.

Possible action to shortlist no more than four firms to interview for Owners Representative Services for the Pleasant Valley Elementary School

A motion was made by Mr. Koboski, seconded by Mr. O'Connell, to shortlist Colliers International and STV/DPM to participate in interviews for the Owners Representative Services for Pleasant Valley Elementary School. Motion passed 4-1-0. Mr. Thomas was opposed.

Adjournment:

On a motion made by Mr. Koboski, seconded by Mrs. Kelly, the meeting was adjourned at 8:50 PM.

Respectfully submitted,



Ann M. Walsh, Clerk