

**South Windsor Public Building Commission**  
**Minutes**  
**September 9, 2020**

A regular meeting of the Public Building Commission was held on September 9, 2020 at 6:30 PM virtually. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Beaulieu, Matthew Montana, Carol Kelley, Edward O'Connell, Bernard Thomas and Craig Zimmerman.

Member Absent: Phil Koboski

Also Present: South Windsor Public Schools Representatives Kate Carter and Patrick Hankard; Colliers International Representatives Chuck Warrington and Kate Turner; Moser Pilon Nelson representatives Hugh Pearson and Dave Symonds; Drummey Rosane Anderson Representatives, Jim Barrett, Scot Woodin ; Henry Thomas of LRC and Marcus Brennan and Taylor Gladding of Gilbane.

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. Zimmerman to approve the minutes of the August 12, 2020 regular meeting and the August 20, 2020 special meeting. Motion passed unanimously. (6-0)

Review of Correspondence/Communications: There were no communications.

Superintendent's Update: Dr. Carter congratulated the team for the recent opening of the two new schools on time on budget during a pandemic. She noted that administration, students and teachers are all very pleased with their new buildings. Although the typical opening of school celebrations cannot take place due to COVID, she noted that she expected to have a celebration for the community, project professionals and tax payers at the one-year anniversary.

Phase 2 – Old Business

PRS and ET Construction Status Updates: Taylor Gladding shared a video of drone footage for PRS' interior and exterior progress from April through the opening of school. She advised that the exterior panels were completed at the end of August in time for school to open. Temporary fencing has been installed around the ball field area and they have begun spreading topsoil. The punch list is 90 pct complete. Marcus Brennan also shared a video of drone footage for ET's interior and exterior progress. He noted that the ball fields are currently on hold due to the soil management discussions. Currently Eli Terry has 32 items remaining on its punch list which is 97% complete. Mr. Brennan and Ms. Gladding responded to commission member questions.

Soil Management at PRS: Mr. Warrington recapped the current issue related to the soils. The environmental consultant, Langan, performed a comprehensive sampling of soils on the PRS site as well as soil that was removed from the site and located at Jays Landscaping and ESI. The results came back below the DEEP's residential direct exposure criteria. In addition, an analysis was performed on ground water pollution criteria which also came in below DEEP's criteria. He advised that although technically the soils are polluted, they fall below DEEP limits. Mr. Warrington advised that he met on site with Jeff Folger and Patrick Hankard. The town brought in another consultant from Glastonbury to perform the tests given that there was some disagreement on the results. He advised that all results have been consistent with the initial sampling and the town's consultant concurred with those results of Langan. Following his update, Mr. Warrington responded to commission member questions.

In response to questions regarding the safety of the site for students, Dr. Carter reassured commission members that we are following the direction of very stringent guidelines of DEEP, noting that the district would have followed any directive from the town and DEEP. She relayed her confidence in the experts that have weighed in on this issue and have directed the project professionals the right way.

Mr. Warrington continued to advise the commission that neither ESI nor Jays Landscaping wanted to keep the soils on their properties and therefore need to be brought back to Eli Terry and PRS. Hugh Pearson and Henry Thomas (LRC) reviewed two plans for the commission's consideration both of which adjust the grades outside of the regulated area of the wetlands so there will not be a need to receive reapproval from Planning & Zoning. Mr. Thomas noted that two members of the P&Z indicated their interest in having 3,000 cf of the soil to be placed on the front lawn of PRS to bring the grade to 3%. This interest had been expressed upon the first approval from the P&Z, but was expressed as an interest but was not a requirement. Mr. Thomas noted that he engaged the P&Z in discussions regarding the two berms and fill scenarios to obtain staff review and to expedite the schedule, which was generally accepted; however, currently the P&Z is requesting that the plan be brought before them for approval. Commission members posed questions and discussed the plans in-depth.

Dr. Carter noted that the PBC made a decision a long time ago not to re-grade the lawn in front of PRS and that the board of education's educational specifications do not call for regarding either. She indicated that there may be opportunities in Phase III – Pleasant Valley to more naturally integrate a field into that plan. Chairman Montana concurred, noting that this was reviewed a long time ago and at that time there was not support from the PBC to make the front lawn of PRS a field.

Mr. Warrington indicated that he would respond to Michele Lipe that, as the commission responded during the design phase, the commission's position remains the same regarding re-grading the field and that the field will remain as is with the proposal of using berms for the soil.

Architect Updates: Mr. Pearson noted his agreement with Gilbane's punch list noting that a second walkthrough of the roof and exterior of the building will be needed. He noted that all roof areas are being accepted for full warranty. Mr. Pearson responded to commission member questions.

OPM Report: Mr. Warrington advised that Eli Terry currently has \$320,000 remaining including the change orders being presented tonight. Philip R. Smith has \$165,000 remaining. Mr. Warrington responded to commission member questions.

FF& E Approvals for Eli Terry and Philip R. Smith: Mr. Warrington requested that an agenda item be added for FF&E approvals. A motion was made by Mr. Beaulieu, seconded by Mrs. Kelley to add FF&E Requests to the agenda. Motion passed unanimously. (6-0)

## NEW BUSINESS

### Approval of 2021 PBC Meeting Calendar

A motion was made by Mr. Beaulieu, seconded by Mrs. Kelley to approve the 2021 PBC meeting calendar as presented. Motion passed unanimously. (6-0)

Approval of Invoices: Mr. Warrington reviewed the invoices being presented for approval. A motion was made by Mr. Zimmerman, seconded by Mr. O'Connell to approve the following invoices for the Eli Terry Elementary School in the amount of \$1,556,918.07. Colliers endorsed the payment of the invoices as presented.

Company	Invoice No.	Date	Amount
Gilbane Building Co.	21	9/4/2020	\$ 1,304,517.01
Colliers PL	6869	7/31/2020	\$ 11,483.35
Moser Pilon Nelson	30820	8/31/2020	\$ 19,657.35
McKesson	7085405	6/12/2020	\$ 6,370.11
McKesson (Credit)	17000704	7/20/2020	\$ (1,565.45)
CT Water		6/16/2020	\$ 289.89
New Horizons Communications		8/1/2020	\$ 16,639.05
WB Meyer	120-014592	6/30/2020	\$ 3,450.00
WB Meyer	120-014593	6/30/2020	\$ 6,781.50
WB Meyer	220-014622	6/30/2020	\$ 1,650.00
WB Meyer	120-014983	7/30/2020	\$ 10,897.50
Test-Con	10793	8/14/2020	\$ 3,890.00
HP Inc. (Credit)	1608785693	7/31/2020	\$ (717.00)
HP Inc. (Credit)	1608786324	8/1/2020	\$ (6,684.00)
HP Inc. (Credit)	1608787107	8/3/2020	\$ (750.00)
HP Inc. (Credit)	1608789008	8/5/2020	\$ (125.00)
HP Inc.	9010638039	8/20/2020	\$ 7,625.00
HP Inc.	9010638041	8/20/2020	\$ 2,040.00
HP Inc.	9010663346	8/26/2020	\$ 2,624.00
JP LaRue	20-06074SO	8/14/2020	\$ 1,980.00
Follett (Library Books)	711193A	8/14/2020	\$ 118,287.26
Follett (Library Books)	711193	8/3/2020	\$ 1,684.18
Bacher Corp.	26856	8/26/2020	\$ 37,976.60
Kittredge	314859	8/13/2020	\$ 96.72
G. Donovan	6769	8/28/2020	\$ 8,820.00

Motion passed unanimously. (6-0)

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve invoices for the Philip R. Smith Elementary School in the amount of \$446,936.02 Colliers endorsed the payment of the invoices as presented.

Company	Invoice No.	Date	Amount
Gilbane Building Co.	241	9/4/2020	\$176,571.43
Colliers PL	6870	7/31/2020	\$11,912.35
Moser Pilon Nelson	30819	8/31/2020	\$16,938.00
Moser Pilon Nelson	7085405	06/30/2020	\$863.85
New Horizons Communications	17000704	8/1/2020	\$14,933.40
WB Meyer	120-014831	0730/2020	\$11,468.00
WB Meyer	120-015415	7/30/2020	\$1,660.00
JP LaRue	20-06074SO-B	8/29/2020	\$1,040.00
JP LaRue	20-06074SO	8/14/2020	\$1,980.00
Follett (Library Books)	711208	8/14/220	\$117,221.82
Follett (Library Books)	711208A	7/29/2020	\$1794.64
Bacher Corp	26801	8/12/2020	\$37,976.60
Langan	57974	8/11/2020	\$41,610.79
HP Inc.	9010589043	8/5/2020	\$41,610.79
HP Inc.	9010663345	8/26/2020	\$2,132.00
G. Donovan	6768	8/28/2020	\$6,840.00
Kitteredge	314841	8/13/2020	\$594.64
WB Mason	213348365	9/1/2020	\$512.50

Motion passed unanimously (6-0)

A motion was made by Mr. Thomas, seconded by Mr. Zimmerman to approve DRA's invoice in the amount of \$62,662.50 for Pleasant Valley Elementary School. Motion passed unanimously. (6-0)

Approval of Change Orders: Mr. Warrington explained the change orders being presented. He and Mr. Brennan provided background information and responded to commission member questions. A motion was made by Mr. O'Connell, seconded by Mrs. Kelley, to approve the following change orders for Eli Terry Elementary School in the amount of \$106,376.00.

- OS-094-ATP89 – Owner Allowances and Transite Pipe removal in the amount of \$3,544.00.
- OS-095-ATP 90 – Polluted Soils, in the amount of \$102,832.00

Motion passed unanimously (6-0)

A motion was made by Mr. Beaulieu, seconded by Mrs. Kelley to approve the change order for Philip R. Smith in the amount of \$123,398.00.

- OS-102-ATP 102 – Polluted Soils, in the amount of \$123,398.00.

Motion passed unanimously. (6-0)

#### Discussion and Approval of FF&E:

Mr. Warrington advised that this request was put forward by facilities director, Mr. Crowley, and was not part of the original FF&E. He provided information related to the request and responded to commission member questions. A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu, to approve Marcus Communications quote #66536 dated September 2, 2020 for hand-held radios in the amount of \$16,659.88. Motion passed unanimously. (6-0)

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell, to approve Marcus Communications quote #65537 dated September 2, 2020 for hand-held radios in the amount of \$16,659.88. Motion passed unanimously. (6-0)

Add Service Request by Moser Pilon Nelson: Mr. Warrington advised that this request is associated with MPN's work related to the soils, grading and additional work performed in order to expedite this work.

A motion was made by Mr. Beaulieu, seconded by Mr. Thomas to approve Moser Pilon Nelson add service request dated September 1, 2020 in the amount of \$12,000 for design services associated with the relocation of polluted soils at Philip R. Smith and Eli Terry Elementary Schools. Motion passed unanimously. (6-0)

Add Service Request by Langan: Mr. Warrington advised the add service is being requested to address the additional soil samples that were requested by the town. A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Langan's add service as requested by the town proposal dated August 26, 2020 to perform additional sampling and analysis of in-situ topsoil as requested by the town of South Windsor staff. Motion passed (5-1-0) Mr. Beaulieu was opposed.

Phase III Update from DRA: Jim Barrett reviewed a PowerPoint presentation related to the overall schedule for the Phase III PV development, providing information regarding meetings that have been held related to the schematic design elements for Pleasant Valley Elementary School. Mr. Barrett reviewed the milestone schedule noting that in two weeks DRA will present preferred design options to the PBC and will be seeking an interim meeting to obtain the PBC's approval of the design. He reviewed the environmental assessments, wetlands delineation and traffic discussions that have taken place. DRA reviewed five different options for the building and noted that Option B & E were being explored for further consideration. Mr. Woodin reviewed the site considerations, including traffic.

Mr. Warrington reviewed the schedule for Phase III, noting that Construction Manager proposals are due October 1<sup>st</sup> and interviews are planned on October 7<sup>th</sup>.

Executive Session: A motion was made by Mrs. Kelley seconded by Mr. O'Connell to enter into executive session to review construction manager qualification packages for the Pleasant Valley Elementary School inviting Kate Carter, Pat Hankard, Chuck Warrington, Kate Turner, Jim Barrett and Scot Woodin. Motion passed unanimously (6-0)

The commission adjourned the executive session by consensus.

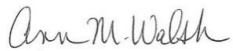
A roll call vote was taken to shortlist Gilbane, Shamut and Turner to submit proposals for construction manager services for Pleasant Valley Elementary School and provide presentations to the PBC on October 7, 2020.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to authorize Colliers to issue the Request for Proposals to the shortlisted CM firms. Motion passed unanimously. (6-0)

Adjournment:

On a motion made by Mr. O'Connell, seconded by Mr. Beaulieu the meeting was adjourned at 9:38 PM.

Respectfully submitted,

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

Ann M. Walsh, Clerk