

South Windsor Public Building Commission
Minutes
November 18, 2020

A regular meeting of the Public Building Commission was held on November 18, 2020 at 5:00 PM virtually. 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

Member absent: Craig Zimmerman

Also Present: Dr. Kate Carter, Patrick Hankard and Darrell Crowley (SWPS); Chuck Warrington, Kate Turner and Krishna Mistry (Colliers); Hugh Pearson (Moser Pilon Nelson); Jim Barrett, Scot Woodin, Christopher Judd and Jim Guarino (DRA); Marcus Brennan and Taylor Gladding (Gilbane); Ben Wheeler (Design Professionals) Henry Thomas (LRC); and Erica Evans (Town Council Liaison)

Chairman Montana called the meeting to order at 5:00 PM.

Approval of Previous Meeting Minutes: A motion was made by Mr. Koboski, seconded by Mr. O'Connell, to approve the minutes of the October 7th special meeting; October 14th regular meeting and November 4th special meeting. Motion passed unanimously. (6-0)

Review of Correspondence/Communications: There were no communications.

Superintendent's Update: Approaching the Thanksgiving holiday, Dr. Carter noted that she was thankful for the amazing work of the Public Building Commission in the construction of the new schools. She also advised the commission that the board of education would be receiving an enrollment update next week and that report will be shared with the commission.

Phase II (Eli Terry and Philip R. Smith): Mr. Warrington provided a recap of the current plan to move 5,000 cubic yards of soil off the properties of ESI and Jay's Landscaping as discussed at the November 4th PBC meeting. The majority of the soils will be placed in the field between Orchard Hill and Timothy Edwards Middle School, with the remaining residual soils to be taken to Eli Terry. Approvals of both will be sought later in the meeting. Landscape Architect, Ben Wheeler of Design Professionals shared a draft temporary stockpiling plan for 4,000 cubic yards of the materials, which will be graded in the spring. With regard to a question posed at the last meeting regarding a funding source for the stockpiling work, Mr. Warrington advised the commission that after reviewing the referendum language Colliers believes that the soil relocation plan expenditures would be an applicable use for project funding. With regard to the impact on spring sports for either the recreation department or TEMS, Mr. Warrington advised that the temporary stockpile plan will stay clear of the fields and there will not be an impact. Mr. Montana commented on the truck traffic to move those materials and stressed the importance of the truck path being restored to its original condition following the completion of the work.

Mr. Thomas provided the plan for moving the remaining soils to Eli Terry and reviewed the regrading plan which will be reviewed by Michele Lipe and her team. Chairman Montana posed questions regarding the grading plan, noting his concern related to the plan and potential future playability issues for the field, to which Mr. Thomas indicated that it would not be good practice to flatten the field any more. Commission members posed additional questions.

Architect Update from MPN: Mr. Pearson advised that MPN is working with Gilbane to wrap up punch lists and are coordinating with the commissioning agent regarding several items that need to be reviewed. It is

anticipated the commissioning items will be reviewed over the Christmas break. MPN is working on closing out the project with Gilbane.

OPM Report: Mr. Warrington advised that smallwares procurement is being finalized. With regard to the financials, Eli Terry has a remaining available balance of \$352,000 and Philip R. Smith has \$ 83,000 remaining neither of which account for anticipated CM contingency returns.

New Business:

Approval of the Request for Proposal for Hazardous Materials Inspection: Ms. Kate Turner advised the commission that Colliers was seeking approval to advertise the Hazmat RFP for Pleasant Valley. If approved, Colliers plans to advertise the RFP tomorrow, with a return date of December 17th. Ms. Turner provided background information on the services being sought and Mr. Warrington noted that the RFP follows the documents for the last two projects. Mr. Warrington responded to commission member questions.

A motion as made by Mr. Koboski, seconded by Mr. Thomas to approve the Request for Proposals for Hazardous Materials Inspection, Testing, Design & Abatement/Remediation Monitoring services for Pleasant Valley Elementary School. Motion passed unanimously. (6-0)

Approval of the revised Eli Terry grading plan, subject to administrative approval by town staff:

A motion was made by Mr. Koboski, seconded by Mr. O'Connell to approve Design Professional Inc., remaining proposal number 887P dated October 27, 2020 to provide permanent grading plans for the excess soil from Eli Terry and Philip R. Smith Schools to the old Orchard Hill in the amount of \$5,200. Such approval does not include activities associated with the field hockey field. Motion passed unanimously. (6-0)

Approval for Langan to Sample Soils: Mr. Warrington advised that the town and DEEP are requesting background samples of excess soils at located at Eli Terry and Philip R. Smith, the commission is being asked to approve Langan to take background soil samples at that location.

A motion was made by Mr. O'Connell, seconded by Mr. Koboski to authorize Langan to take background soil samples at the proposed site for excess soils coming from Eli Terry and Philip R. Smith. Motion passed unanimously. (6-0)

Approval to Relocate Soils to the Old Orchard Hill School: Mr. Warrington advised that, as discussed last week, 5,000 cubic yards of soil needs to be transported off the sites of ESI and Jays Landscaping, 4,000 cy of which will be taken to Orchard Hill. The cost for the transport will be \$132,500 and to spread the topsoil will be \$32,000, for a total of \$164,000 plus mark up. Mr. Warrington responded to commission member questions.

A motion was made by Mr. O'Connell, seconded by Mr. Koboski to authorize Gilbane to transport and stockpile 4,000 cubic yards of soils at the proposed location between the old Orchard Hill Elementary School and Timothy Edwards Middle School, subject to approval of the temporary stock piling plan by town staff. Estimated amount to relocate is \$132,500 plus Gilbane markups. Motion passed unanimously. (6-0)

Approval to relocate soils to Eli Terry:

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to authorize Gilbane to transport and stockpile 1,800 yards of soils to Eli Terry for the estimated amount of \$64,500 plus Gilbane markups. Motion passed unanimously. (6-0)

Approval of Invoices: Krishna Mistry reviewed invoices being presented for approval. A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve invoices for Eli Terry in the amount of \$252,118.76. Motion passed unanimously. (6-0)

Company	Invoice No.	Date	Amount
Gilbane Building Co.	23	11/6/2020	\$ 168,664.35
Colliers Project Leaders	7768	10/31/2020	\$ 7,699.50
Moser Pilon Nelson	30851	11/3/2020	\$ 11,306.13
Weston & Sampson	9200276	9/9/2020	\$ 640.00
Weston & Sampson	10200286	10/9/2020	\$ 800.00
Weston & Sampson	8200266	8/7/2020	\$ 770.00
Test-Con	10821	9/3/2020	\$ 1,783.00
WB Meyer	120-016606	9/30/2020	\$ 1,680.00
WB Meyer	220-016986	10/31/2020	\$ 840.00
Red Thread	842997	10/15/2020	\$ 8,114.20
School Specialty	308103657056	10/5/2020	\$ 17,026.73
School Specialty	208126283244	10/1/2020	\$ 423.71
Follett (Library Books)	711193F	10/6/2020	\$ 1,317.91
HP Inc.	9010592097	8/6/2020	\$ 841.00
GEI Consultants	3078879	10/13/2020	\$ 1,400.74
Langan	58160	10/13/2020	\$ 10,768.31
Langan	58235	11/9/2020	\$ 14,321.18
Proactive Safety/R&M (AED)	BOE PO2000832	9/1/2020	\$ 3,722.00
Total			\$ 252,118.76

A motion was made by Mr. Thomas, seconded by Mr. Koboski, to approve invoices for Philip R. Smith school in the amount of \$186,906.90. Motion passed unanimously. (6-0)

Company	Invoice No.	Date	Amount
Gilbane Building Company	26	11/6/2020	\$ 118,536.15
Colliers Project Leaders	7769	10/31/2020	\$ 5,377.00
Moser Pilon Nelson	30850	11/3/2020	\$ 9,768.00
Langan	58160	10/13/2020	\$ 10,768.31
Langan	58235	11/9/2020	\$ 14,321.18
Weston & Sampson	8200265	8/7/2020	\$ 770.00
Weston & Sampson	9200275	9/9/2020	\$ 640.00
Weston & Sampson	10200285	10/9/2020	\$ 800.00
Kittredge	321747	10/27/2020	\$ 628.17
G. Donovan	6809	10/28/2020	\$ 3,000.00
School Specialty	208126283240	10/1/2020	\$ 423.71
School Health	3813886-03	10/12/2020	\$ 1,718.81
Follett (Library Books)	711208F	10/23/2020	\$ 5,503.40
Design Professionals Inc	3716.PBC-1	5/4/2020	\$ 2,250.00
The Library Store (Misc. Smallwares)	474654	10/26/2020	\$ 149.23
Demco (Misc. Smallwares)	6839093	9/9/2020	\$ 920.01
Staples (Misc. Smallwares)	3454862110	8/27/2020	\$ 133.11
Staples (Misc. Smallwares)	3454862111	8/27/2020	\$ 16.20
Office Depot (Misc. Smallwares)	115955571001	8/12/2020	\$ 281.16
Office Depot (Misc. Smallwares)	115086836001	8/13/2020	\$ 186.65
Office Depot (Misc. Smallwares)	115086837001	8/13/2020	\$ 13.64
Office Depot (Misc. Smallwares)	115063385001	8/16/2020	\$ 99.98
Office Depot (Misc. Smallwares)	125314078001	9/16/2020	\$ 71.07
Office Depot (Misc. Smallwares)	125314078002	9/19/2020	\$ 47.38
Versteeg Associates	INV2019-23	10/22/2020	\$ 3,500.00
GEI Consultants	3078879	10/13/2020	\$ 1,400.74
Proactive Safety/R&M	BOE PO 2000832	9/1/2020	\$ 5,583.00
Total			\$ 186,906.90

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve invoices for Pleasant Valley Elementary school in the amount of \$163,260.50. Motion passed unanimously. (6-0)

Company	Invoice No.	Date	Amount
Colliers	7795	10/31/2020	\$ 12,729.50
SES	2946	10/30/2020	\$ 4,000.00
Drumme y Rosane Anderson	3	10/31/2020	\$ 146,212.50
Murtha Cullina	660435	8/18/2020	\$ 318.50

Approval of Change Orders: Colliers reviewed change orders for Eli Terry and responded to commission member questions. A motion was made by Mr. Beaulieu, seconded by Mr. Koboski to approve the following change orders in the amount of \$28,417.00 for Eli Terry. Motion passed unanimously. (6-0)

Description	Amount
OS-097 ATP 93 - B&K Floors Bond Reconciliation	\$ 318.00
OS-098 ATP 94 - SI #50 Additional Kitchen Oven	\$ 10,790.00
OS-099 ATP 95 - SI #51 Bus Gate Operator	\$ 15,850.00
OS-100 ATP 96 - Bond Reconciliations: BP-02A, 06A, 10A, 10C, and 12A	\$ 1,459.00

Colliers reviewed change orders for Philip R. Smith and responded to commission member questions. A motion was made by Mr. O'Connell, seconded by Mr. Koboski, to approve the following change orders for Philip R. Smith School. \$15,232.00. Motion passed unanimously. (6-0)

Description	Amount
ATP 102 - Bond Reconciliation for BP 03A,09D,09F & 26B	\$ 1,096.00
ATP 104 - SI #39 Add Kitchen Oven	\$ 10,790.00
ATP 103 - Add Bollard and Fence at North Driveway Gate	\$ 3,346.00

Approval of Additional FF&E Requests for Eli Terry and Philip R. Smith Schools: Mr. Mistry reviewed the additional requests being brought forward for approval and responded to commission member questions.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell, to approve the following FF&E requests for Eli Terry Elementary School in the amount of \$18,773.28. Motion passed unanimously. (6-0)

Company	Quote No.	Date	Amount
Robert H Lord (50 desks - Dark Grey)	34224	10/8/2020	\$ 14,666.50
School Specialty (Additional File Cabinet)	7793182138	11/2/2020	\$ 602.41
ACCO (ET Laminator)	148870	9/29/2020	\$ 1,861.42
Demco (Signage)	6865382	10/29/2020	\$ 619.70
Red Thread (Tile Grippers)	775544	11/2/2020	\$ 1,023.25

A motion was made by Mr. Koboski, seconded by Mr. O'Connell, to approve the following FF&E requests for Philip R. Smith Elementary School in the amount of \$11,569.11. Motion passed unanimously (6-0).

Company	Quote No.	Date	Amount
Grainger (Additional Shelf)	44870207	11/3/2020	\$ 386.52
Robert H Lord (25 desks - Metallic)	34225	10/8/2020	\$ 7,333.25
ACCO (PRS Laminator)	149036	10/14/2020	\$ 2,769.77
Demco	PO 2001382	11/1/2020	\$ 1,079.57

Phase III Pleasant Valley Elementary School Updates: Kate Turner reviewed the Owner's Project Manager Report updating the commission on the progress to date for the Pleasant Valley Elementary School. Working group meetings continue to be held and reviews of the exterior elevations as well as interior room layouts continue. A kick-off meeting was held with the commissioning agent. Results of the Phase III ESI for

contaminated soils on site were reviewed. In addition, comments related to the schematic design drawings were compiled and the SD estimates were analyzed. Ms. Turner also reviewed the project's macro and milestone schedules as well as the financial status report. She advised that the project's estimate reconciliation meeting was held on November 17th with revised estimates expected to be completed by the end of the week. The value engineering meeting will be held on November 24th, and DRA will be presenting the Schematic Design to the board of education at its December 8th meeting. An open issues log was submitted for record, created collaboratively with DRA and will be tracked by Colliers.

Mr. Beaulieu requested information regarding the soils review, to which Mr. Barrett advised that most of the Pleasant Valley site was impacted to some level but that DRA was pleased to find that the northern portion of the site was not at levels that would require state action. Only one soil sampling within the site exceeded the state standards and required notification. He described the strategy that DRA will employ related to the impacted materials, noting that they will be relocated within the site, capped with one foot of clean materials and kept on site, similar to the process at the Orchard Hill School.

Architect Report: Mr. Barrett advised that over the last two weeks DRA held an MEP systems meeting on November 12th. The schematic design reconciliation began on November 17th with a full day of discussion. He remarked that while the site is complex, both estimators had a good handle on it. He noted that he brought in the contractor who did the geotechnical reporting for the site to gain further clarification. Revised estimates are expected to be completed later this week and they will move forward with value engineering. Chairman Montana reviewed the ongoing project development process noting that DRA takes the budget and is charged with getting the most out of the budget as possible while meeting educational specifications. At this time, Kate Turner advised that the project is trending over budget by 18%-20%. She indicated that this percentage is typical and that at this point in time in the project and that Colliers is not anticipating any drastic changes to the project. Ms. Turner shared the in-depth process that Colliers follows to track the process.

Adjournment

On a motion made by Mr. Koboski, seconded by Mr. O'Connell, the meeting was adjourned at 8:15 PM.

Respectfully submitted,



Ann M. Walsh
Clerk