

## **South Windsor Public Building Commission Minutes – Special Meeting October 19, 2016**

A special meeting of the Public Building Commission was held on October 19, 2016 at 6:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

Members Present: Matthew Beaulieu, Carol Kelley, Phil Koboski, Charley Lyons, Matthew Montana, Edward O'Connell and Bernard Thomas

Also Present: Colliers International Representative Tom Reichardt; Drummey Rosane Anderson Representative Angela Cahill and Gilbane Representative Nick Conti

Chairman Koboski called the meeting to order at 6:30 PM

Approval of Previous Meeting Minutes: On a motion made by Mr. Montana, seconded by Mr. O'Connell, the minutes of the September 14, 2016 regular meeting were approved unanimously pending a revision to remove Mr. Koboski's name from the minutes as he was not present.

Updates from the Superintendent of Schools: Dr. Carter advised the commission that board of education and town council members toured the Orchard Hill School last evening and were very impressed with the progress. She distributed the refreshed *Ten-Year Elementary Facilities Master Plan* and the Superintendent's most recent *Elementary Facilities Newsletter*. She noted that Phase II will call for the construction of two new schools; Philip R. Smith and Eli Terry. She noted that the timeline for the plan had not changed and that the most significant change was that Philip R. Smith School, originally contemplated as renovate-like-new, will now be new construction. She summarized the reasons behind that decision, noting that in a meeting with state of CT she was advised that there will be changes to the renovate-like-new status which would reduce the amount of space in a building that could be demolished. In addition, there are potential risk factors associated with hazardous materials' abatement as well as unknowns regarding structural integrity capabilities, such as whether the steel could support new structures that might be planned. She noted that at its last meeting the board approved the plan to build new. She noted that the district will be closing Wapping Elementary School at the end of this year and described the extensive enrollment projections conducted by Milone & MacBroom to guide the redistricting process. Dr. Carter responded to commission member questions.

### Unfinished Business

#### Orchard Hill Elementary School Project Update

Review of Updated Project Budget: Mr. Reichardt provided the commission with an update on the status of the project budget, noting that the overall budget has not changed and remains at \$32.5MM, with just under \$1MM available. The available budget includes all known expenditures through June; including the FF&E estimates, which he anticipates will come in under budget, funds for the fiber line and the video monitoring system. In a meeting with Nick

Conti and Angela Cahill there was some discussion regarding the ability to give back some of the CM Contingency over the next several months. Mr. Reichardt responded to commission member questions.

Review of Upcoming Construction Schedule: Mr. Conti reviewed the construction schedule noting that the schedule is in very good shape. The site work and utilities are in very good shape, the asphalt should be completed by the end of this week and all site work should be complete before the end of the month, which is ahead of schedule. The interior is also progressing on schedule. He reviewed the critical path items which Gilbane will be monitoring very closely as they are the most important activities to keep on track moving forward. Mr. Reichardt noted that those activities dictate the end date for the project.

Review of Draft FF&E/Move Schedule: Mr. Reichardt reviewed the milestone schedule for the FF&E package as well as the moving schedule. He advised that the FF&E package, which will include the furniture, technology and playscape, is anticipated to be presented to the commission for approval at a proposed special meeting on November 17, to then be presented to the Board of Education at its November 22 meeting. Following approval it will be sent to the state for its review process, and he noted that he anticipates coming back to the PBC in March with bid results. He advised that Gilbane's substantial completion date is anticipated for the end of March and it is anticipated that technology installation will commence around May 15. Colliers will target June 1 as the delivery date for moving boxes for the OH building and August 1 to turn over the building. Dr. Carter noted that 50% of the district's teaching staff will be impacted by the upcoming move as not only will the existing Orchard Hill staff be moving to the new building, but Wapping will be closing and staff members will be relocated to the existing schools, with potentially staff from Eli Terry, Pleasant Valley and Philip R. Smith also being impacted. She noted that it will be a massive undertaking. She advised that the board has approved reducing the student calendar for elementary students from 182-180 days in order to assist teachers in this undertaking.

### New Business

Approval of Invoices: Mr. Reichardt inquired as to whether there were questions regarding the invoices, to which there were none.

A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu to approve Invoice #14204 from Materials Testing Inc. dated 7/7/16 in the amount of \$8,911.75. Motion passed unanimously.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Invoice #16790 from Colliers Project Management Northeast dated 9/30/16 in the amount of \$14,694.00. Motion passed unanimously.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve Invoice #14 from Gilbane dated 9/30/16 in the amount of \$2,819,121.78. Motion passed unanimously.

A motion was made by Mr. Thomas, seconded by Mrs. Kelley to approve Invoice #14629 from Materials Testing Inc. dated 9/30/16 in the amount of \$11,407.50. Motion passed unanimously.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Invoice #1921 from Sustainable Energy Solutions dated 9/30/16 in the amount of \$1,475.00. Motion passed unanimously.

A motion was made by Mr. Beaulieu, seconded by Mr. Thomas to approve Invoice #25 from Drummey Rosane Anderson, Inc. dated 10/3/16 in the amount of \$17,234.47. Motion passed unanimously.

Discussion and Possible Action on Proposed Change Orders: Mr. Reichardt reviewed each of the change orders presented to the commission and responded to commission member questions.

- OS#6: Colored Concrete Alternate for an amount of \$26,330
- OS#35: Drainage for Canopies for an amount of \$6,845
- OS#37: Electromagnetic Hold Opens for an amount of \$3,040
- OS#54: Additional Fire Alarm Work Per AHJ for an amount of \$4,228
- OS#57: Power to IT Racks for FF&E of an amount of \$4,057
- OS#62: Thicker Concrete & Reinforcement at Plazas for an amount of \$18,050
- OS#63: Delete Fire Extinguisher Cabinets for a credit of \$2,369
- OS#66: Revised Railings at the Loading Dock for an amount of \$2,174
- OS#69: Thicker Cement Board at Tile Wall for an amount of \$1,804

With regard to OS#63 Mr. Reichardt advised that some of the fire extinguishers were deleted based on the recommendation of Mr. Hankard, and with agreement of the Fire Marshal. Mr. Thomas requested additional explanation, to which Mr. Hankard noted that there have been experiences where occupants attempt to extinguish fires prior to contacting the fire department, and noted his opinion that the only concern of our employees is to evacuate the building safely, not fight the fires. It was noted that fire extinguishers remain in the building in the most important locations.

With regard to OS#62, Mr. Montana requested additional details, to which Mr. Hankard advised that the concrete was recently replaced at TEMS due to the fact that it could not handle the weight load of a pay loader to clear snow which is sometimes required in very large and continuous snowfalls. The increase in the rebar in the concrete will accommodate the additional weight. As Orchard Hill's specifications were the same, he requested the increase.

A motion was made by Mr. Montana, seconded by Mr. O'Connell to approve change orders OS#6, OS#35, OS#37, OS#54, OS#54, OS#57, OS#62, OS#63, OS#66 and OS#69 totaling \$64,159.00. Motion passed unanimously.

#### Discussion and Possible Action on Window Testing Proposals

Mr. Reichardt provided the commission with the bid results for the window testing. He noted that third party testing of the durability of windows in hurricane conditions was a requirement per the bid specifications. The lowest qualified bidder for the project was R. J. Kenney and it

was Colliers' recommendation that the commission hire the firm to perform this testing. Mr. Reichardt responded to commission member questions.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve R.J. Kenney Associates, Inc. to provide window testing in the amount of \$5,200.00. Motion passed unanimously.

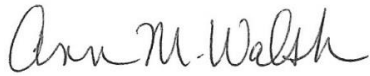
#### Other Business

Mr. Conti reviewed the most current CM Contingency Expenditure listing, of which the items that have been recently funded totaled \$30,544. The current contingency balance is \$655,648. He described each of the expenditures in detail and advised the commission that he would send the listing to them via email.

#### Adjournment

On a motion made by Mrs. Kelley, seconded by Mr. O'Connell, the meeting was adjourned at 7:40 PM. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann M. Walsh".

Ann M. Walsh  
Clerk