

**South Windsor Public Building Commission  
Minutes – Regular Meeting January 11, 2017**

A regular meeting of the Public Building Commission was held on January 11, 2017 at 6:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

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

Also Present: Colliers International Representatives Chuck Warrington, Tom Reichardt and Andy Gentile; DRA Representative Scot Woodin; and Gilbane Representatives Karrie Kratz, Nick Conti and Taylor Gladding; Town Council Liaison, Billy Carroll.

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 December 14, 2016 regular meeting were approved unanimously.

Review of Correspondence/Communications and Comments from the Public: No comments were made.

Unfinished Business

Orchard Hill Elementary School Project Update: Mr. Warrington advised the commission that Mr. Reichardt had accepted another position and would no longer be with Colliers, noting that he will be sorely missed. He introduced Mr. Gentile who will be working alongside Mr. Warrington through the completion of the project.

Review of Updated Project Budget: Mr. Reichardt provided the commission with an update on the status of the project budget noting that \$19,852,400 had been expended to date and that there are available funds of \$862,500. He reviewed the factors that have led to a decrease in available funds. Upon completion of a third party code review of the playground, there will be an anticipated addition of \$47,000 in change orders to be presented to the commission. In addition, Chromebook charging cabinets for each classroom will also be added to the project. As discussed at the last meeting, limiting devices will need to be procured for each window in the project at an anticipated cost of \$31,000. Fencing for the retention basins will need to be added at a projected cost of \$88,000. The basins are 20 feet deep and require fencing for safety. Fiber installation will also be added to the project at a cost of approximately \$60,000. Mr. Reichardt noted that any commission member interested in receiving specifics about the budget and how it is tracked is welcome to contact him for further information. Mr. Warrington noted that Colliers has worked with the town and school to file the ED046 forms with the state to obtain state reimbursement and that those reimbursements have been coming in.

Review of Upcoming Construction Schedule: Mr. Conti reviewed the construction schedule and provided updates on the progress of each building area as well as upcoming activities. He provided the commission with images of various areas of the building tracking the progress.

The schedule has lost five days, although the entire project is currently three weeks ahead of the April 30<sup>th</sup> substantial completion date. Mr. Conti responded to commission member questions.

Review of Updated CM Contingency Expenditures: Mr. Conti reviewed the CM contingency expenditures. The sum of recent items funded from contingency was \$26,094, for a total to date of \$94,747. There currently remains \$651,554 of uncommitted contingency funds. Mr. Conti provided a detailed explanation of the recent expenditures.

## New Business

### Approval of Invoices

A motion was made by Mr. O'Connell, seconded by Mr. Montana to approve the invoices presented in the amount of \$1,260,363.52 including:

- Invoice #15080 from Materials Testing Inc., dated 12/29/16 in the amount of \$260.
- Invoice #28 from Drummey Rosane Anderson, Inc. dated 12/31/16 in the amount of \$17,121.48.
- Invoice #17313 from Colliers Project Management Northeast dated 12/31/16 in the amount of \$14,524.
- Invoice #17 from Gilbane dated 12/31/16 in the amount of \$1,228,458.04.

Mr. Reichardt noted that Colliers is still recommending holding the Anchor Engineering invoice.

Discussion and Possible Action on Proposed Change Orders: Mr. Reichardt reviewed each of the change orders presented to the commission for its approval.

With regard to OS#77 (*Add Wireless Access Points and VOIP points for an amount of \$10,367.00*) Mr. Reichardt noted that the recommendation was made by the Director of IT as he believed that the coverage was not adequate based on his experience. Mr. Carroll addressed the commission noting his experience in this field and cautioned that oversaturation with too much overlap of devices can be problematic and suggested that the team look into whether the system is controller-based or autonomous. Mr. Reichardt indicated he would reach out to the IT Director to obtain additional information.

With regard to OS#79 (*Attic Space Rating for an amount of \$10,667.00*) Mr. Reichardt advised that this was a request from the Town Fire Marshal. Commission members discussed the merits of the requested change.

A motion was made by Mr. Montana, seconded Mr. O'Connell, to accept the total change order amount presented in the amount of \$39,599, including:

- OS#73 Added Door Vision Lights for an amount of \$5,357.00
- OS#76 Delete Video Conferencing for a credit of (\$10,824.00)
- OS#77 Add Wireless Access Points and VOIP points for an amount of \$10,367.00
- OS#79 Attic Space Rating for an amount of \$10,667.00

- OS#83 Delete All Swing Up ADA Grab Bars for a Credit of (\$2,681.00)
- OS#84 Added Roof Leaders & Down Spouts for an amount of \$15,917.00
- OS#85 Spandrel Panel at Type M Window for an amount of \$1,457.00
- OS#86 FRP Wainscot in Corridor 131-CB for an amount of \$7,708.00.
- OS#88 Add ACP Expansion Joint for an amount of \$1,631.00

Motion passed unanimously.

With regard to OS#87 (*Painting of Exposed Cafeteria Ceiling for an amount of \$5,130.00*) Mr. Woodin recommended that this request be tabled in order to allow for more discussion between DRA and Gilbane.

On a motion made by Mr. O'Connell, seconded by Mrs. Kelley, the commission voted to reject OS#87 Painting of Exposed Cafeteria Ceiling for an amount of \$5,130.00). Motion passed unanimously.

Commission members discussed at length the benefits and/or esthetic value for OS#90 (*Additional Soffits at Stairs*). Following discussions, it was determined that the approval should be for a reduced amount to allow for further investigation.

On a motion made by Mr. Montana, seconded by Mr. O'Connell, the commission voted to approve OS#90 Additional Soffits at Stairs for time and materials not to exceed a value of \$5,000. Motion passed unanimously.

#### Approve Action on Purchase Orders

Mr. Hankard stated that he was seeking approval to purchase a 48" snow blower for the Orchard Hill School as the total area that will be required to be cleared will be 1.3 acres or 420% more than the existing Orchard Hill. He indicated that this was the same unit that was recently purchased for Timothy Edwards Middle School. Mr. Montana questioned why the equipment would not be purchased through the operating budget, rather than the project, to which Mr. Hankard indicated that it could be. Commission members and the professionals discussed their experiences with these types of purchases. It was noted that they have been done through the FF&E process in some districts. Mr. Koboski indicated his agreement with purchasing the equipment through the project as it is something that would not otherwise be purchased if it were not for a new school. Following the discussion, the following motion was made:

A motion was made by Mr. O'Connell, seconded by Mr. Lyons, to accept funding snow removal machinery for a value of \$26,348.69 from the New Orchard Hill project budget. Motion passed 4-1-0. Mr. Montana was opposed.

#### Adjournment

On a motion made by Mr. O'Connell, seconded by Mr. Montana, the meeting was adjourned at 7:55 PM. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in black ink, reading "Ann M. Walsh". The script is cursive and fluid, with the first name "Ann" and last name "Walsh" clearly legible. The middle initial "M." is written in a smaller, more compact style.

Ann M. Walsh  
Clerk