

South Windsor Public Building Commission
Minutes – Regular Meeting November 9, 2016

A regular meeting of the Public Building Commission was held on November 9, 2016 at 6:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

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

Also Present: Colliers International Representative Tom Reichardt; and Gilbane Representatives Nick Conti and Ginger Chicos.

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

Approval of Previous Meeting Minutes: On a motion made by Mr. Beaulieu, seconded by Mr. O'Connell, the minutes of the October 19, 2016 special meeting were approved unanimously.

Review of Correspondence/Communications and Comments from the Public

Mr. Robert Dickison requested that the commission consider providing a 10-foot driving lane to assist in moderating speeds, to which the commission noted that they would take it under advisement.

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 funds include all anticipated expenditures including the FF& E package to be submitted later in the meeting as well as all expenditures being contemplated in this meeting.

Review of Upcoming Construction Schedule: Mr. Conti reviewed the construction schedule noting that they've picked up a couple of days in the project, with an anticipated completion date now being March 29th. Of particular note was that they started up the boilers today to test out the units and all were in good working order. Mr. Conti responded to commission member questions regarding the schedule.

New Business

Approval of Invoices:

A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu to approve Invoice #26 from Drummey Rosane Anderson, Inc. dated 10/31/16 in the amount of \$17,242.23. Motion passed unanimously.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve Invoice #16964 from Colliers Project Management Northeast dated 10/31/16 in the amount of \$14,570.00. Motion passed unanimously.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve Invoice #15 from Gilbane dated 10/31/16 in the amount of \$2,261,753.99. Motion passed unanimously.

A motion was made by Mr. O'Connell, seconded by Mr. Thomas to approve Invoice #14778 from Materials Testing Inc. dated 11/2/16 in the amount of \$10,512.00. Motion passed unanimously.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to approve Invoice #25895 from Anchor Engineering dated 10/31/16 in the amount of \$1,521.00. 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.

With regard to OS#61 he noted that the Avigilon camera system is an upgrade to the system that was in the base bid. He commended Gilbane for their work in sourcing the item directly, resulting in a significant savings for the project.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to accept OS#61 – Change to Avigilon Camera System for an amount of \$65,494.00. Motion passed unanimously.

A motion was made by Mr. O'Connell, seconded by Mr. Thomas to accept OS#68 – Revise Cafeteria HVAC Diffusers for an amount of \$1,183.00. Motion passed unanimously.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to accept OS#71 – Added Fire Dampers Time & Materials Not to Exceed an amount of \$8,970.00. Motion passed unanimously.

With regard to OS#74, Mr. Reichardt noted that DRA recommended a change to the fire protection piping in the cafeteria in order to improve the aesthetics of the room. He also noted that due to the fact that the work is considered a “rework”, the expense would not be reimbursable and would cost an additional \$3,400 from what was originally proposed. Ginger Chicos provided a 3-D graphic depiction of the proposed change. Mr. Reichardt noted that the change was endorsed by both Angela Cahill and Scot Woodin and was deemed an improvement to the project.

A motion was made by Mr. Thomas, seconded by Mr. Beaulieu to accept OS#74 Rework Fire Protection Piping in Cafeteria for an amount of \$10,627.00. Motion passed unanimously.

Approval of FF&E Packages:

Mr. Reichardt provided a PowerPoint presentation on the three sections of the FF&E (furniture, fixtures and equipment) package; furniture, technology and playground. It was noted that he was presenting the materials on behalf of Angela Cahill who could not be in attendance. He noted that following the PBC's approval, the packet would be presented to the Board of Education for its approval and then to the State to determine the eligible and ineligible items.

He described the collaborative process for selecting the furniture for the building, noting that starting in April meetings were held with numerous teachers from varied departments along with the superintendent and administration, DRA and Colliers. He reviewed iterations of furniture for the offices, classrooms and library media center and advised that the total package for furniture was at \$676,564, which was under the proposed \$1,200 per student budget.

With regard to technology he advised that a committee comprised of the superintendent, Colliers, Doug Couture (director of technology, systems & programs), Scott Matchett (director of technical operations & services) worked on the package. He reviewed the contents of the package, noting that the package was under the \$1,200 per student budget coming in at \$689,490. He advised that almost all of the equipment will be purchased off of the state contract and that second grade and below will be supplied with i-pads while third grade and above will be supplied with Chromebooks. He commended Mr. Couture and the technology department for their assistance in developing this package.

Mr. Reichardt reviewed the playground package providing iterations of the equipment. He noted that the development of the package was done in conjunction with the landscape architect and in coordination with Mr. Tortora, the total of which was \$144,000.

Following the review, the commission voted on the packages individually.

A motion was made by Mr. O'Connell, seconded by Mr. Beaulieu to accept the furniture packaged dated 11/1/16 at a budgeted value of \$676,564.17. Motion passed unanimously.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to accept the Technology package dated 11/1/16 at a budgeted value of \$689,490.00. Motion passed unanimously.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell to accept the playground package dated 11/1/16 at a budgeted value of \$144,100.00. Motion passed unanimously.

Approval of Contract Value Increase:

Mr. Richardt advised that the commission's approval was being sought to increase the purchase order for Materials Testing Inc. by \$60,000, noting that Materials Testing is the contractor that had been hired to perform various testing throughout the project. The budget for testing is \$120,000; however, the approved purchase order is open for \$50,000. The increase is being sought to continue with required testing.

A motion was made by Mr. Thomas, seconded by Mr. Montana to accept increasing the Materials Testing Inc. Purchase Order to a total value of \$110,000.00, an increase of \$60,000.00. Motion passed unanimously.

Approval of PBC Meeting Schedules:

The commission was presented with the draft 2017 meeting schedule for its approval.

A motion was made by Mr. O'Connell, seconded by Mr. Thomas to accept the 2017 PBC Regular Meeting Schedule as presented. 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 \$2,782, the total committed to date is \$64,185. The current contingency balance is \$648,616. 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 Mr. O'Connell, seconded by Mr. Beaulieu, the meeting was adjourned at 7:30 PM. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script, reading "Ann M. Walsh".

Ann M. Walsh
Clerk