

South Windsor Public Building Commission
Minutes – Special Meeting– November 18, 2015

A special meeting of the Public Building Commission was held on November 18, 2015 at 5:30 PM at the Administrative Office Building, 1737 Main Street. The following people were in attendance:

Members Present: Howard (Hap) Fitts, Carol Kelley, Jim Neary, Charley Lyons, Matthew Montana, Edward O'Connell and Bernard Thomas.

Also Present: SWPS Representatives, Dr. Kate Carter, Patrick Hankard; Strategic Building Solutions Representative Chuck Warrington; and Drummey Rosanne Representative Jim Barrett.

Chairman Fitts called the meeting to order at 5:30 PM.

Review and Approval of Sole Source Items for the Project: Mr. Barrett reviewed the State of CT requirement regarding justification for any items in the bid package that will be sole sourced. He noted that there is a review board that reviews this information in detail and that DRA worked with Patrick Hankard to provide as much information as possible. He reviewed the three areas for which sole sourcing would be requested: automated building controls, access control system, door hardware cylinders and keying system. He noted that there was a fourth area related to the thermal break as part of the structural design for which there is only one source; however, he noted that DRA discussed the item with the State and it was their recommendation that it be written as a performance specification. In addition, DRA spoke to the structural engineer who concurred with the approach. Mr. Barrett provided the commission with a written summary of the sole source request and described each of the areas in detail. Mr. Barrett responded to commission member questions. Mr. Neary requested clarification regarding sole sourcing, to which Mr. Barrett advised that it refers to a single product that may be supplied by several representatives. Commission members posed questions regarding compatibility of the proposed systems/items with the other schools in the district; future issues, if any, related to sourcing these items; access control and automatic building controls within the town and police department and their relation to the schools and the keying system. Mr. Hankard provided commission members with information regarding these questions.

Following the discussion, Mr. Neary made a motion to approve sole source specifications for the automated building controls, access control system, door hardware cylinders and keying system. Mr. O'Connell seconded the motion. Motion passed unanimously.

OPM Report – Colliers International: Mr. Warrington advised the commission that they had a meeting with the State which went very well and there were a couple of items that required follow up on the part of Colliers. He stated his hope that the state would approve the project for bid on Friday in order to be advertised on Monday. In preparation for the bid advertisement, Colliers and Gilbane will meet with Patti Perry from the Town and Chris Chemerka from the district to ensure that the project is in line with the requirements of the town. With regard to upcoming matters to be brought to the commission, he advised that Colliers would recommend that the structural engineer from DRA serve as the special inspection coordinator and that they have requested a proposal from DRA for this work. He advised that the inspector takes all testing reports from materials on the project to ensure

they are in conformance with the project. In addition, the state requires storm water management monitoring which will also be brought before the commission for discussion at a future meeting.

There being no further business to be brought before the commission, a motion was made by Mr. Neary, seconded by Mr. O'Connell, to adjourn the meeting at 5:50 PM.

Respectfully submitted,

Ann Walsh
Clerk to the Public Building Commission