

South Windsor Public Building Commission

Minutes – Regular Meeting, May 11, 2016

A regular meeting of the Public Building Commission was held on May 11, 2016 at 6:30 PM at the Administrative Office Building, 1737 Main Street. The following people were in attendance:

Members Present: Carol Kelley, Phil Koboski, Charley Lyons, and Edward O’Connell

Also Present: Colliers International Representatives Chuck Warrington and Tom Reichardt; Drummey Rosane Anderson Representatives Jim Barrett, Scot Woodin and Angela Cahill; Gilbane Representatives Karrie Kratz and Nick Conti

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

Chairman Koboski thanked DRA for putting together samples of exterior block presentation colors outside prior to the meeting for the benefit of commission members.

Approval of Previous Meeting Minutes

On a motion made by Mrs. Kelley, seconded by Mr. O’Connell, the commission moved to approve the minutes of the April 13, 2016 Regular Meeting. Motion passed unanimously.

Review of Correspondence/Communications and Comments from the Public: No correspondence was reviewed.

Reports of Committees

Discussion and Possible Action Regarding Finance Sub-Committee: Mr. Koboski noted that the committee would be comprised of three commission members, whose purpose would be to review invoices. He indicated that Mr. Montana had expressed an interest in serving on this committee, however, in his absence, Mr. Koboski suggested that the discussion be brought up at the next regular meeting. He suggested that members consider their level of interest in serving.

Unfinished Business

Orchard Hill Elementary School Project Update: Mr. Koboski thanked DRA for their responsiveness to concerns raised at the May 2 meeting by commission members regarding the exterior block for the building.

Mr. Woodin reviewed images that had been completed regarding the facade and reviewed DRA’s efforts over the last several days to provide updated exterior color schemes, including working with the block contractor to obtain enough block to provide additional mock ups to better depict tan and red schemes, as suggested by the commission. Mr. Woodin reviewed in detail renderings of those color schemes. Due to their efforts and those of Westbrook Block, Mr. Woodin noted that they’ve been able to

triage these samples and will be able to stay on the contractor's timeline for releasing block on June 7 so that there is no time lost on the schedule. He advised that on May 18 there would be four panels available for the commission's review. In order to keep on schedule, it was determined by the commission to meet on May 18 at 6:00 PM at the Gilbane site to review and approve the exterior block.

Review of updated project budget: Mr. Reichardt reviewed the project budget in detail and described the substantive changes that have occurred since the last meeting. Mr. Conti reviewed the expenditures related to the contingencies and Mr. Warrington reviewed the manner by which Colliers tracks contingencies on behalf of the project.

Review of Upcoming Construction Schedule (Gilbane): Mr. Conti reviewed the project schedule that will be transmitted to the commission on a monthly basis, and noted that currently the project is on schedule. He review the activities for the next several weeks which will include site walk activities, pouring foundations, installing pipes for drainage systems, with steel erection following. He noted that the steel contractor is hoping to have the crane off site by the end of June. The team discussed securing a beam for signature by students and dignitaries and the schedule for that effort.

Discussion on FF&E Package Status: Mr. Reichardt advised the commission that they would be looking to present the FF&E package to the PBC at its September 14 meeting for approval, and then to the BOE at its September 27 meeting, with submission to the state in November/December and RFP out in January. It is expected that installation will be in early June.

Angela Cahill advised that she met with the Superintendent, and staff members who were chosen to assist in the selection process for the FF&E. The group went to a showroom to discuss options. At that time updated floor plans with layouts based on their selections were prepared and another meeting is planned for June 1 with representative staff members from each grade. From that point, DRA will be developing a test budget. She noted that an updated listing of eligible and ineligible items has been released by the state. She reviewed the impacts of the state's revised criteria.

Discussion on Interior Finishes Status: Mr. Reichardt advised that at the end of May a sub-committee (which is currently being established) will meet to discuss the interior finishes that will be proposed for the site. The team's goal will be to have a recommendation to present to the commission at its June 8 meeting. Mr. O'Connell noted his interest in serving on this committee.

Discussion on Document Workflow Process: Mr. Reichardt noted that based on commission member feedback regarding the vetting process of invoices and change orders, he was going to provide members with the team's workflow chart. He noted that the team communicates daily and that every invoice and change order is reviewed in detail prior to being presented to the commission for its approval. He noted that nothing gets presented to the PBC without being fully vetted by the construction team. Mr. Reichardt continued to review the process and answer questions.

New Business

Approval of Invoices

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve Invoice #3293 from CIRMA dated 2/12/16 in the amount of \$7,876.00. Motion passed unanimously.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve Invoice #1833 from Sustainable Energy Solutions, LLC dated 4/29/16 in the amount of \$650.00. Motion passed unanimously.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Invoice #9 from Gilbane dated 4/30/16 in the amount of \$1,112,069. Motion passed unanimously.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve Invoice #15958 from Colliers Project Management Northeast dated 4/30/16 in the amount of \$14,355. Motion passed unanimously.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Invoice #20 from Drummey Rosane Anderson, Inc. dated 5/1/16 in the amount of \$19,834.19. Motion passed unanimously.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to approve Invoice #3914 from CIRMA dated 5/5/16 in the amount of \$980.00. Motion passed unanimously.

Discussion and Possible Action on Proposed Change Orders

Change Order OS#18: Mr. Reichardt displayed a diagram and outlined the need for additional top soil. Mr. Woodin addressed the change order and explained that DRA believes the amount is fair and reasonable and that the design team recommends its approval, noting that it was required in order to be compliant with DEEP.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to accept proposed change order OS#18 – Imported Topsoil for a value of \$98,887.00. Motion passed unanimously.

OS#22 Rock Chipping: Mr. Reichardt reviewed a diagram and explained the necessity for the change order, noting that it serves to remove rock from a secondary entry/exit for the site. Mr. Conti responded to additional questions regarding the chipping.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to accept proposed change order OS#22 Rock Chipping for Arnold Way for a time and materials not to exceed a value of \$90,045. Motion passed unanimously.

OS#25 – Additional Ballfield Contaminated Soil: Mr. Reichardt reviewed a diagram regarding the change order, noting that additional contaminated topsoil was found at the tree line and the necessity to remove it. It was thought that this was from an overspray of pesticides beyond the tree line. The soil will be relocated to one of the berms.

A motion was made by Mrs. Kelley, seconded by Mr. O'Connell to accept proposed change order OS#25 – Additional Ballfield Contaminated Soil for a value of \$4,124.00. Motion passed unanimously.

OS #28 – CT Water Drawing Revisions: CT Water provided installation comments regarding the water main. As CT Water will own the water main, Mr. Reichardt advised the lifecycle costs would realize savings.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to accept proposed change order OS#28 – CT Water Drawing Revisions for a value of \$14,576.00. Motion passed unanimously.

Discussion and Possible Action on Additional Services

Mr. Reichardt provided commission members with information regarding the request. The contract is required by CT Water in order to install equipment necessary to provide water service to the site. He advised that the contract is currently at the town hall awaiting approval by the Town Attorney.

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve additional services for CT Water Construction Fee for a not to exceed value of \$10,167.50, on the condition that it has been approved by the Town Attorney. Motion passed unanimously.

Other Business

Adjournment:

On a motion made by Mrs. Kelley, seconded by Mr. O'Connell the meeting was adjourned at 8:25 PM.

Respectfully submitted,

Ann Walsh
Clerk