

**South Windsor Public Building Commission
Minutes – Regular Meeting April 11, 2018**

A regular meeting of the Public Building Commission was held on April 11, 2018 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, Matthew Montana, Edward O’Connell, Phil Koboski, Bernard Thomas and Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representative Charles Warrington; Moser Pilon Nelson Representative Hugh Pearson; Gilbane Representatives Karrie Kratz and Taylor Gladding.

Chairman Montana called the meeting to order at 6:30 PM.

Approval of Minutes: Mrs. Kelley brought to the clerk’s attention corrections on page 1 and page 3, to which the clerk indicated she would make the changes. A motion was made by Mr. Zimmerman, seconded by Mr. O’Connell to approve the minutes as amended. Motion passed unanimously (7-0).

Review Correspondence/Communications and Comments from the Public: None.

UNFINISHED BUSINESS

Orchard Hill Elementary School Project Update: Mr. Warrington provided information regarding the remedies that were approved at a prior PBC meeting for the classroom sound systems at Orchard Hill. He advised the commission that the first option (Option B) for the mock-up for the sound system was installed and deemed acceptable by the district’s IT department, Mr. Couture. Gilbane will be providing pricing at the next meeting for the total replacement costs for the 29 classrooms. The second mock-up will not be required. That mockup was originally thought to cost \$700 per unit; however, Extron indicated that the entire unit would need to be replaced, at a cost \$5,000. Mr. Montana reiterated the importance of having a sign-off from Mr. Couture, to which Mr. Warrington indicated that he was advised via email that the fix was acceptable. Installation of the units is anticipated to be completed over the summer break. Mr. Warrington also advised that the additional desks and chairs ordered from Robert H. Lord will be coming in soon. Final close out of the project will be dependent on the state’s process, but is anticipated to be in the summer or fall.

Mr. Zimmerman inquired whether the commission had the option to spend any remaining funds on the project if they were available and if it were determined that there was a need. Dr. Carter noted that the administration had reviewed the OH needs with Principal Tortora and that she believed they had been thoroughly vetted, noting that there was no remaining wish list at this time. Mr. O’Connell questioned whether the visual barriers for HVAC equipment could be added by attaching a screen to the structure that supports the mechanical equipment, noting that it was something that had been value engineered out of the project. Mr. Hankard noted his concern that anything added at this point would look like a fix. Mr. Warrington advised the commission that anything added to the project at this point would be 100% non-reimbursable from the state.

Following the discussion, Ms. Gladding advised that the sidewalk to the multipurpose playground is the last punch list item and that it would be completed on Friday.

Phase II PRS and ET Updates: Design status by Moser Pilon: Mr. Warrington reviewed the overall schedule, noting that the design development documents will be distributed to Gilbane and Moser Pilon Nelson on May 11 for estimating. The commission will be presented with the budget reconciliations at its regular meeting in June. He remarked on the volatility of the steel and aluminum pricing that could affect the design development estimates. Ms. Kratz concurred that it is very volatile now, but relayed her hope that by the time the project goes out to bid, it will settle down.

Mr. Pearson provided an update on the design development. He noted that a joint meeting of the PBC and Board of Education was held last month, the majority of the focus of which was security. He advised that MPN is wrapping up the design development package, flushing out details with their consulting team as well as the working group. He reported that MPN had a very successful review with Planning and Zoning and Architectural Design Review Committee, noting that the plans were very well received and that there was a good understanding of the building siting, traffic flows and fields. He noted there were comments regarding the parking, and reduced opportunities for fields which is something that MPN is exploring. The soil borings and test bits are in progress this week. At the May meeting the PBC will be provided with a revised design, which will contain small scale changes. Mr. O'Connell noted that one of the suggestions that came out of the meeting was adding sidewalks on the north entry road, to which Mr. Pearson indicated that MPN is reviewing. Mr. Montana questioned the progress of discussions regarding town-owned open space adjacent to PRS and the ability for the project to work with the town regarding that space. Mr. Pearson noted that they are still exploring options.

Commission members discussed the potential for adding classrooms, as included in the design, should that be necessary and the process and timing for that decision. Dr. Carter relayed anecdotal information regarding housing sales in the Eli Terry district, which could lead to significant future space needs, noting that the commission should keep this in mind. She noted her interest in the October 1 enrollment numbers, once the development in the Eli Terry district is completed, stating that she could not guarantee that Milone & MacBroom would not present new enrollment information at that time. She cautioned that, unlike Orchard Hill, these two new buildings will not house districtwide programs that could potentially be delayed until Phase III, which will limit the options should more space be required. Commission members and administration discussed the potential influx of residents from neighboring towns, such as Manchester, as well as from the employers such as Infosys, who is said to be bringing 1000 jobs to the area and Pratt & Whitney's new engineering facility said to be seeking 6,000- 8,000 employees, the impacts of which to SWPS enrollment are yet unknown.

On another matter, Mr. O'Connell relayed his thoughts regarding the current siting of the ET building and the potential impact to the neighbors on Graham Road with regard to noise and lighting. He suggested that MPN consider moving the siting of the school further west to provide for a bigger buffer and provided his thoughts on how to accomplish that move. Mr. Montana indicated his interest in Mr. O'Connell's suggestion, noting that the suggestion was worth further investigation.

NEW BUSINESS

Discussion Regarding Contracting with Small and Minority Business Verification Specialist: Mr. Thomas noted that he is compiling information to bring back to the commission for its consideration next month.

Approval of W.B. Meyer moving company based on state contract: Mr. Warrington provided Colliers' recommendation for the PBC to contract with W.B. Meyer to move PRS to the former Orchard Hill Elementary School this summer. He noted that the move for both PRS and ET have been budgeted for \$50,000; however, that PRS will be the more expensive move given that they will move twice. He

noted his estimation that this summer move would cost between \$18,000-\$20,000. Following the discussion, the following motion was made:

A motion was made by Mr. Beaulieu, seconded by Mr. Koboski to approve move services from W.B. Meyer under state contract 14PSX0161CA for an initial amount of \$25,000 for the purposes of relocating Philip R. Smith School to the old Orchard Hill Elementary School. Motion passed unanimously (7-0)

Approval of Hazardous Materials Investigation Request for Proposals: Mr. Warrington provided background information regarding the request, noting that the commission members had been provided a draft RFP in advance of the meeting. A report will be provided at the completion of the work. Following the commission's approval, he indicated that he would like to publish the RFP this week, with proposals due May 2nd to be reviewed by the commission at its May 9 meeting. Following the discussion, the following motion was made:

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve advertising of RFP for Hazardous Materials Investigations for Philip R. Smith and Eli Terry schools. Motion passed unanimously. (7-0)

Approval of Additional Chair Dollies: Mr. Warrington explained that additional chair dollies were required at Orchard Hill due to the fact that the one that was originally submitted and accepted only holds 34 chairs, whereas the one they specified was to hold 40 chairs. He provided Colliers' recommendation that this quote for the additional dollies be approved. Following the discussion, the following motion was made:

A motion was made by Mr. Koboski, seconded by Mr. Thomas, to approve the Red Thread quote #698236 dated March 26, 2018 in the amount of \$609.00 for the purchase of two chair dollies for the Orchard Hill school gym. Motion passed unanimously. (7-0)

Approval of Change Orders:

A motion was made by Mrs. Kelley, seconded by Mr. Thomas to approve OS-162 in the amount of \$827.00 for re-training of school staff on specialized sound systems in the cafeteria and the gym. Motion passed unanimously. (7-0)

A motion was made by Mr. Thomas, seconded by Mr. Koboski to approve OS-164 in the amount of \$12,269.00 to install dedicated public announcement speakers in the Orchard Hill cafeteria and gym. Motion passed unanimously. (7-0)

Approval of Invoices: Mr. Warrington reviewed the invoices, responded to commission member questions, and advised that Colliers endorses payment of the invoices presented. A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve the following invoices in the amount of \$27,202.25 for the Orchard Hill project.

Company	Invoice No.	Date	Amount
Gilbane Building Company	32	3/31/18	\$27,202.25

Motion passed unanimously. (7-0)

Mr. Warrington presented invoices for payment for the Eli Terry project. A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve payment of the following invoices for the Eli Terry project in the amount of \$92,539.78.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	20507	3/31/18	\$85,653.00
Colliers International	20888	3/31/18	\$5,704.54

Motion passed unanimously. (7-0)

Mr. Warrington presented invoices for payment for the Philip R. Smith project. A motion was made by Mrs. Kelley, seconded by Mr. O'Connell, to approve payment of the following invoices for the Philip R. Smith project in the amount of \$80,101.37.

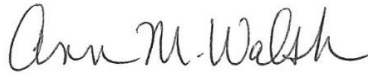
<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	20506	3/31/18	\$74,000.00
Colliers International	20888	3/31/18	\$5,704.54

Motion passed unanimously. (7-0)

Adjournment

On a motion made by Mr. Koboski, seconded by Mr. Thomas, the meeting was adjourned at 7:40 PM. Motion passed unanimously. (7-0)

Respectfully submitted,



Ann M. Walsh, Clerk