

South Windsor Public Building Commission Minutes – Regular Meeting August 8, 2018

A regular meeting of the Public Building Commission was held on August 8, 2018 at 6:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

Members Present: Matthew Beaulieu, Matthew Montana, Carol Kelley, Edward O’Connell, Bernard Thomas and Craig Zimmerman.

Member Absent: Phil Koboski

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter, Patrick Hankard; Colliers International Representative Rob Fogarty & Chuck Warrington (via phone), Moser Pilon Nelson Representatives Hugh Pearson and Dave Symonds and Gilbane Representative Karrie Kratz

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

A motion was made by Mr. O’Connell, seconded by Mr. Zimmerman to add agenda item #6 to the agenda to discuss adding classrooms on to the second floor of the Philip R. Smith Elementary School. Motion passed unanimously.

Dr. Carter provided background information regarding the request noting that at the working group meeting PRS Principal, Michelle Dixon, indicated that she is currently watching enrollment and that there is the potential that she will need to add a twentieth classroom. The building’s current design is to accommodate nineteen classrooms. The working group determined that additional services to plan for three additional classrooms, if deemed necessary, should be brought before the commission for its consideration. Although Dr. Carter noted that she is not anticipating that the upcoming enrollment projections would trigger the addition of classrooms, there would be a cost savings to develop those plans now to be able to move forward in the event it is required. The commission’s approval would allow Moser Pilon Nelson to execute drawings that could be utilized as an add alternate to the project if needed, as well as to have plans in place for future expansion if required. She advised the commission that she was in full support of the additional services and believed it was appropriate while the district monitors enrollment numbers.

Mr. Symonds noted that while MPN had planned to have three classrooms on the upper level, they did minimal sizing of steel to support the roof with no floor deck, the overall consensus of the working group was to change the base design to include the floor deck so that if needed you could construct the floor and classrooms over a summer. There was also a desire to do a shell design for future classrooms. He noted that if it was determined that the classrooms would be needed, a decision would need to be made by March 2019 in order to secure the steel procurement during the construction phase. He also advised that the HVAC and mechanical systems have been sized to support the additional classrooms and that the stairs would be designed wider in order to carry an increased load. Mr. Symonds and Mr. Pearson responded to commission member questions regarding the proposal.

In response to a question regarding the potential expenditure of adding three classrooms, a ball park figure of \$1MM to construct the shell was offered. Commission members questioned funding options which will require further discussion. Dr. Carter responded and reiterated that she believed it would be unlikely that we would need to move forward within the current project budget, but that it would be best to be prepared in the event that it is a future possibility. She noted that in March there will be refreshed enrollment numbers available from Milone & MacBroom and noted that PRS is and has been tracking

more closely to projected numbers than other schools. The overall expense for MPN to do the drawings for the extra classrooms will be \$25,500. Mr. Warrington opined that this was a worthwhile investment for the commission.

There was some discussion among PBC members regarding the funds remaining in the Orchard Hill project and how they could be utilized, to which Mr. Warrington cautioned that the Town Manager and Finance department are trying to finalize the costs to bond the final amount in order to end the short-term spending. He noted that if they do not have to borrow the remaining balance, they would not add it to the town's debt.

Approval of Minutes: A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve the minutes of the June 25, 2018 meeting. Motion passed unanimously. (6-0)

A motion was made by Mr. O'Connell, seconded by Mrs. Kelley to approve the minutes of the July 11, 2018 meeting. Motion passed (Mr. Zimmerman abstained). (5-0-1)

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

UNFINISHED BUSINESS

Orchard Hill Elementary School Project Update: Mr. Warrington advised that HB Communications completed all their work and will be on-site tomorrow to work on a couple of classrooms with regard to connectivity issues. HB is confident that they will be able to resolve those issues. Mr. Warrington indicated that he would ask the commission to approve the full invoice tonight with the caveat that he hold the invoices until the issues are resolved. Prior to paying the invoice, Mr. Warrington will determine from Mr. Couture that all work has been satisfactorily completed.

With regard to the budget, Mr. Beaulieu requested what the "unpaid to date" figure of \$1.2M represents, to which Mr. Fogarty noted that it is the total project budget less what has already been expended or is contracted to be spent, as well as the return of CM contingency funds. Mr. Zimmerman noted his interest in a further discussion regarding whether or not any of the remaining balance could be utilized.

Phase II PRS and ET Updates: Design status by Moser Pilon:

Review of Working Group Meetings: Mr. Fogarty provided a summary of topics discussed at the working group meetings:

- Moving the traffic gate on Graham Road farther back for ease of operation and to allow teachers to be able to see the gate.
- Possible deletion of the gate at the back of the building at ET.
- Reducing plantings at both site as a result of discussions between the landscape architect and the town staff. Mr. Symonds noted that they are working together to find the right balance with Planning and Zoning,
- A security meeting will be held on September 5th
- Discussed voter access into gyms at both schools.
- Discussed sole source items,
- The Planning and Zoning hearing will be held on August 21st with a second hearing on September 11th.
- MPN is in the final review of Design Development documents and hope to have them out by the end of this week.

- Interior aesthetics committees will be organized at each school.

With regard to moving the gate at Eli Terry, Mr. Montana requested that the commission be provided information on pricing the difference between manual or electric gates.

Planning and Zoning/Architectural Design Review Comments: Mr. Symonds updated the commission on the comments received from the ADR. He advised that the committee requested MPN to give consideration to the exterior brick color at PRS as they deemed the brick to be too dark. Mr. Symonds provided the commission with an updated palette. He noted that the commission would be provided with two levels of 4x4 mock-up walls containing the exterior materials for its consideration at a later date. They will include a large mock up wall with bricks and mortar and a final mock-up wall with all materials together including the windows and flashing.

DDR Review meeting with OSCGR: Mr. Fogarty reported that the meeting with the state went very well and that the set looked good. Colliers owes an updated DD estimate to file on-line with the state.

Schedule Update: Mr. Fogarty reviewed the schedule, noting that nothing has changed in relation to the schedule. The design phase is ending and the project is in the middle of the construction document phase, to be closed out at the end of October. Mr. Pearson advised that a second wetlands hearing will be held on September 5th at which time they anticipate approval, allowing for Planning & Zoning approval on September 11th.

Ms. Kratz noted that Mr. Hankard had requested that Gilbane install the temporary construction fencing prior to when they would normally do so in order to assist in deterring trespassing and vandalism as the building is unoccupied. Mr. Hankard noted that there had been some traffic on site and that the fencing would assist in deterring people from entering. The temporary fencing will cost \$12,000 which will be added to Gilbane's preconstruction services. There were no objections to moving forward with the fencing. Mr. Montana requested Ms. Kratz to put something in writing through Mr. Warrington regarding the fence.

NEW BUSINESS

Discussion Regarding Contracting with Small and Minority Business Verification Specialist: Mr. Montana noted that based on a conversation he had with Mr. Warrington, that he and Mr. Warrington would like to review comments which would be informational for Mr. Thomas regarding hiring a verification specialist. Mr. Thomas was in agreement.

Approval of Invoices: A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve Invoice #903254456 dated July 26, 2018 in the amount of \$34,440.72 for HB Communications for Orchard Hill project contingent upon Doug Couture being satisfied with the work completed. Motion passed unanimously. (6-0)

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve Fisher Scientific invoice #331362 dated July 12, 2018 in the amount of \$1,747.70. Motion passed unanimously. (6-0)

Mr. Fogarty presented invoices for payment for the Eli Terry project. A motion was made by Mrs. Kelley seconded by Mr. O'Connell, to approve payment of the following invoices for the Eli Terry project in the amount of \$68,746.58.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	20608	07/31/18	\$65,109.79
Colliers International	21918	7/31/18	\$3,636.79

Motion passed unanimously. (6-0)

Mr. Fogarty presented invoices for payment for the Philip R. Smith project. A motion was made by Mr. Thomas, seconded by Mrs. Kelley, to approve payment of the following invoices for the Philip R. Smith project in the amount of \$65,585.34.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	20607	7/31/18	\$53,641.20
Colliers International	21919	7/31/18	\$3,580.14
WB Meyer	120-001555	7/30/18	\$8,364.00

Motion passed unanimously. (4-0)

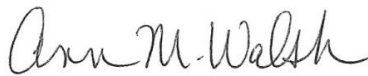
Approval for Add Services for Moser Pilon Nelson

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve additional services for Moser Pilon Nelson in the amount of \$25,500 to design a plan to accommodate three additional classrooms at Philip R. Smith Elementary School, if required. Motion passed unanimously. (6-0)

Adjournment

On a motion made by Mr. O'Connell, seconded by Mrs. Kelley, the meeting was adjourned at 7:55 PM. Motion passed unanimously. (6-0)

Respectfully submitted,



Ann M. Walsh, Clerk