

South Windsor Public Building Commission
Minutes
January 15, 2020

A special meeting of the Public Building Commission was held on January 15, 2020 at 6:30 PM at Eli Terry Elementary School, 569 Griffin Road, South Windsor. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Beaulieu, Matthew Montana, Phil Koboski, Bernard Thomas, Carol Kelley, Edward O'Connell, and Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Dr. Kate Carter and Patrick Hankard; Colliers International Representatives Chuck Warrington and Krishna Mistry; Moser Pilon Nelson Representatives Hugh Pearson and Dave Symonds; and Gilbane Representatives Marcus Brennan and Taylor Gladding and Town Council Liaison, Erica Evans.

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

Approval of Previous Meeting Minutes: A motion was made by Mrs. Kelley, seconded by Mr. Zimmerman, to approve the meeting minutes of the December 11, 2019 Public Building Commission meeting. Motion passed unanimously. (7-0)

Review of Correspondence/Communications and Comments from the Public: There were no communications.

Old Business

Update from the Superintendent: Dr. Carter noted that the Phase III community informational newsletter was sent to all homeowners in town and included updates regarding the projects as well as the tax implication information for the Pleasant Valley Elementary School. The board of education requested that the town council set the referendum date on March 10, 2020 at its February 3rd meeting.

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status: The commission members toured the Eli Terry site prior to the meeting and received firsthand updates regarding the status of construction. Ms. Gladding provided images of the exterior and interior work being completed at the Philip R. Smith site. Moisture mitigation continues throughout the building as does roofing, masonry and taping and painting. The elevator install started over the last month with the contractor utilizing generator power. She reported that permanent power will be up and running within two weeks and the boilers have been received. Mr. Brennan advised that Gilbane is currently on track with the additional classrooms, noting that steel is done, the hallway is decked and trusses will go up tomorrow. He also advised that the town's building department has signed off on power for Eli Terry and it is in the hands of Eversource. Both projects are currently on budget and on schedule. Mr. Brennan and Ms. Gladding responded to commission member questions. Mr. Zimmerman questioned whether conversations had taken place with the neighbors closest to the addition, to which Mr. Warrington indicated he would reach out to them next week. There have been conversations with Mr. Brennan and the neighbor regarding the tree removal thus far.

Review of Project Financials: Mr. Warrington provided a summary of the project(s) financials and Mr. Pearson distributed a summary of bids received for the FF&E packages. Mr. Warrington advised that the remaining available balance for Eli Terry is currently at \$566,000.00, noting that this had increased

due to the fact that the quotes on switches for technology came in roughly \$100,000 lower than anticipated.

The remaining available balance for Philip R. Smith is \$554,700, and is also slightly higher due to the savings realized on the network switch buyouts which came in approximately \$100,000 lower than anticipated.

Mr. Pearson and Mr. Warrington reviewed the detailed FF&E summary provided to the commission, noting that for playscape, furniture and technology, each schools' bids came in under budget by \$140,000 - \$150,000. In addition to the information presented, Mr. Warrington advised that the district will be requesting an additional \$50,000 for required music equipment and that will be presented for approval at an upcoming meeting. Mr. Pearson and Mr. Warrington responded to commission member questions.

Old Business

Approval of Invoices: Mr. Mistry reviewed the invoices for Eli Terry. A motion was made by Mr. O'Connell, seconded by Mr. Koboski, to approve the following invoices for the Eli Terry Elementary School in the amount of \$1,804,703.38. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Company	13	12/30/19	\$1,766,246.06
Colliers International	4463	11/30/19	\$9,250.39
Moser Pilon Nelson	30648	12/31/19	\$18,721.06
SES	2714	12/27/19	\$2,600.00
Test-Con	10497	12/18/19	\$5,325.00
Test-Con	10520	12/31/19	\$1,428.00
Weston & Sampson	1200295	1/13/20	\$930.00
Hartford Courant	14583065000	12/13/19	\$202.87

Motion passed unanimously. (7-0)

Mr. Mistry reviewed the invoices for Philip R. Smith School. A motion was made by Mr. Thomas, seconded by Mrs. Kelley, to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$1,506,401.70. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Gilbane Building Co.	16	12/31/19	\$1,477,669.51
Colliers International	4464	11/30/19	\$9,218.19
Moser Pilon Nelson	30647	12/31/19	\$15,984.00
Weston & Sampson	1200294	1/13/20	\$930.00
SES	2715	12/27/19	\$2,600.00

Motion passed unanimously. (7-0)

Approval of Change Orders

Mr. Mistry provided information regarding the change orders being presented for approval.

A motion was made by Mr. Beaulieu, seconded by Mr. O'Connell, to approve the following change orders for Eli Terry Elementary School in the credit amount of \$3,754.00

- OS-026-SI#22 Concrete for Generator Screen Gate in the amount of \$1,286.00
- OS-044-SI#34 Ansul Suppression System in the credit amount of \$5,800.00
- OA-006 Roof Penetrations for Solar Panels in the amount of \$760.00
- OS-040-ATP-31 Additional Classroom Package 2 (Originally approved for \$868,660.00 on 11/13/19) for the revised amount of \$833,376.00.
- OS-041-ATP-33 Additional Classrooms Package 3 (Originally approved for \$54,877.00 on 12/11/19) for the revised amount of \$90,159.00

Mr. Warrington provided a description of the changes to ATP 31 and ATP 33 and noted that the re-approval of those change orders was necessary for auditing purposes. The total expense for the Eli Terry classroom additions remains under the \$1.5M budget.

Motion passed unanimously. (7-0)

A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve the following change orders for Philip R. Smith School in the amount of \$9,766.00.

- OS-028-RFI61 Added Smoke Detectors per Fire Marshal in the amount of \$3,664.00
- OS-046-RFI86 Access Control Bollard at Main Entrance in the amount of \$5,342.00
- OA-006-Roof Penetrations for Future Solar Panels in the amount of \$760.00

Motion passed unanimously. (7-0)

A motion was made by Mr. Zimmerman, Mr. O'Connell Change Orders in the amount of \$31,613.00

- IS-012-Downspout Boots in the amount of \$13,148.00
- IS-017 Installation of Roof Frames after Steel Erection in the amount of \$18, 465.00

Mr. Warrington provided detailed background information regarding IS-017 in the amount of \$18,465 for United Steel to come back on site at Philip R. Smith. He noted Colliers' position that with the commission's prior authorization for early bid package coordination efforts, this type of expense should have been avoided and advised that Colliers did not believe this constituted an in-scope change order. Ms. Gladding provided rationale for the expense, noting that Gilbane directed United Steel in the manner that it did in the interest of the project so as not to cause delays. She noted that Gilbane felt this was in the best interest of the project, and the most cost efficient way in which to proceed. She also relayed her confidence that United Steel did not have the information that would have been needed to proceed at that time, hence their return. In addition she advised the commission that Gilbane had negotiated the original bill down significantly from \$70,000. Commission members and the design team provided additional input, noting support for the expenditure based on Gilbane's track record with the district's projects as well as the aggressive schedules that guide these projects.

Motion passed unanimously. (7-0)

Approval of Furniture Quotes

A motion was made by Mr. Koboski, seconded by Mr. O'Connell to approve the furniture quotes for Eli Terry in the amount of \$751,242.26.

<u>Company</u>	<u>Quote</u>	<u>Date</u>	<u>Amount</u>
Red Thread	742040	1/8/20	\$392,832.10
Robert H. Lord	33814	12/17/19	\$222,749.13
Grainger	4318132	1/1/20	\$29,604.50
Lakeshore	75662	12/4/19	\$12,107.95
Insalco	2019-12508	1/8/20	\$9,222.54
School Specialty	7791537712	1/8/20	\$7,936.00
McKesson	CPQ-132766	12/3/19	\$5,883.00
Flagsource	2	1/8/20	\$592.50
Digital Back Office	4008900661-1	1/7/20	\$70,314.54

Mr. Pearson advised that the quotes are for the furniture throughout the schools and do not include some of the smaller elements including maintenance, kitchen small wares, gym equipment and books. Those items will have to be bid in small pieces or may be acquired through Purchase Order. Mr. Warrington advised the commission that they are still way ahead of schedule with regarding to the furniture and are expecting delivery around June 15.

Motion passed unanimously (7-0)

A motion was made by Mr. Zimmerman, seconded by Mr. Thomas to approve the furniture quotes for Philip R. Smith in the amount of \$625,203.76.

<u>Company</u>	<u>Quote</u>	<u>Date</u>	<u>Amount</u>
Red Thread	742179	1/8/20	\$315,583.65
Robert H. Lord	33813	12/17/19	\$194,696.69
Grainger	4318157	1/1/20	\$22,822.50
Lakeshore	75661	1/9/20	\$9,739.19
Insalco	2019-12507	1/8/20	\$9,222.54
School Specialty	7791537730	1/8/20	\$4,834.64
McKesson	CPQ-132745	12/3/19	\$3,169.29
Flagsource	1	1/8/20	\$579.00
Digital Back Office	4008771349-1	1/7/20	\$64,556.26

Motion passed unanimously (7-0)

Approval of Technology Quotes for Eli Terry and Philip R. Smith: Mr. Warrington distributed the quotes for the AV system installations for Eli Terry and Philip R. Smith. He noted that when the process originally started, the Front Row qualified vendor, RNB, was on state contract and it was thought that they would be asked to provide a quote. Given that the value was over \$100,000; however, he was advised by the state that the project(s) were required to go out to bid. Two vendors bid on the project: RNB and Net Services, with RNB coming in roughly \$90,000 less on each school than Net Services. It was found that RNB did not submit its bid on Gilbane's bid form, but submitted its bid on a different bid form, causing Gilbane to initially recommend their disqualification to the PBC. However, Mr. Warrington advised that it would be a town decision whether or not to disqualify a bidder. He advised that GTC scope reviewed both vendors and determined that both did cover the full scope of the bids requirements. Mr. Warrington noted that there were no statutory bid requirements that a vendor be disqualified based on the form on which it submitted its bid and that the town would not have to reject a bid based on a bid irregularity, which he deemed this to be. Mr. Pearson noted that RNB used the documentation within MPN's spec manual and were following plans and specs and providing the exact scope requested, but did not put the cover letter on.

Mr. Warrington advised that he consulted with Patty Perry, town finance director, who concurred that this was a bid irregularity and requested him to confirm with OSCGR that this irregularity would not affect state reimbursement. Mr. Warrington summarized that it was in the best interest of the town to proceed with RNB given that they are a qualified installer by Front Row and that their pricing came in \$90,000 (for each project) under Net Services. Should the commission proceed, he recommended making the approval contingent upon state confirmation of reimbursement. Commission members discussed their options and concurred with Mr. Warrington's recommendation.

A motion was made by Mr. Zimmerman, seconded by Mr. O'Connell, to approve RNB's bid packages 027A (inclusive of Gilbane's markup) for AV for Eli Terry Elementary School in the amount of \$612,041.00 and Philip R. Smith in the amount of \$547,933.00, contingent on approval from the State of CT for reimbursement.

Motion passed unanimously. (7-0)

On a motion made by Mr. O'Connell, seconded by Mrs. Kelley, the meeting was adjourned at 8:30 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ann M. Walsh".

Ann M. Walsh, Clerk