

South Windsor Public Building Commission
Minutes
October 16, 2019

A special meeting of the Public Building Commission was held on October 16, 2019 at 6:30 PM at the administrative offices, 1737 Main Street, South Windsor. The following commission members were in attendance:

Public Building Commission Members Present: Matthew Beaulieu, Phil Koboski, Matthew Montana, Carol Kelley, Edward O'Connell, Bernard Thomas (7:05) and Craig Zimmerman

Also Present: South Windsor Public Schools Representatives Superintendent 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 Taylor Gladding, Marcus Brennan and John Hawley.

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

Approval of Previous Meeting Minutes: A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve the meeting minutes of the September 11, 2019 Public Building Commission meeting. Motion passed unanimously. (6-0)

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

Update from the Superintendent: Dr. Carter thanked commission members who were able to attend the last board meeting to hear updates regarding the 10-year elementary facilities plan; including K-5 enrollment, and educational specifications and budget for Phase III. She invited members to attend the October board meeting at which Milone & MacBroom would provide an in-depth enrollment report. She advised that due to an adjustment in bonding costs for Phase III, based on conversations between Colliers and town representatives, the educational specifications for PV have been revised to include a 6,000 square foot gym and will be presented to the board of education at its October 22 meeting for approval. Originally the \$58.5 M budget included a 4,700 square foot gym. The increased gym size is able to be accommodated within the original budget due to the bonding cost savings.

Old Business

Phase Two (Eli Terry and Philip R. Smith) Updates: PRS & Eli Terry Construction Status: Taylor Gladding and Marcus Brennan provided images of the interior and exterior work being done on the PRS and ET sites and updated the commission on the status of the construction. Both projects are currently tracking on schedule. Mr. Warrington inquired as to the progress in obtaining necessary local approvals and requested Gilbane to keep him apprised on the matter. Ms. Gladding and Mr. Brennan responded to commission member questions.

Update on Eli Terry Classroom Additions (Moser Pilon Nelson): Mr. Symonds reviewed two options that Moser Pilon Nelson developed for the Eli Terry classroom additions. The medically fragile option was developed on a schematic level and the northeast option was being pursued more heavily. He provided a birds-eye view of the additions and reviewed the details of both. He explained that where general music was in the original drawings will now be a kindergarten room which will be adjacent to the other kindergarten classrooms. MPN's drawings have been shared with Gilbane, who is putting pricing together. Mr. Symonds advised that multiple meetings had been held with the Fire Marshal and

Building Official who are on board with it. Planning & Zoning approvals are scheduled for the October 22nd meeting. Mr. Symonds responded to commission member questions.

FF&E Approval Update (Moser Pilon Nelson/Colliers): Mr. Pearson advised the commission that three meetings were held with the state department of administrative services for technology, furniture and playground equipment for Philip R. Smith and Eli Terry. He advised that there were minor comments in each area and that MPN will be returning on Friday to close out the review. Following approval from the state to go out to bid, it is anticipated that by the December meeting the commission will be presented with bids or quotes for approval in order to cut purchase orders prior to the new year. Mr. Warrington advised the commission that with regard to technology, the Front Row system was originally on state contract, however, the state has changed the threshold to \$100,000 and given that the system is over the threshold it will need to be bid. Colliers' recommendation is that it be bid through Gilbane's bidding process and relayed his hope for competitive results. Mr. Warrington and Mr. Pearson responded to commission member questions.

Review of Project Financials: Mr. Warrington reported that both projects are on budget at this time with Eli Terry having a remaining balance of \$620,000 which includes the encumbrances for the two additional classrooms of \$1.2M as well as \$400,000 for the Misc. Specialties 10A bid. Philip R. Smith has a remaining balance of \$380,000 with all major exposures having been encumbered. Mr. Warrington noted his hope to see some savings to both projects during the bidding process, but relayed his confidence that all major exposures have been accounted for in both budgets. He advised that the commission would be reviewing six packages for approval for the Eli Terry addition and noted the importance of their approval at tonight's meeting in order to remain on schedule with the additional classrooms. With the release of the packages, they will be able to break ground on the addition within three weeks. Mr. Warrington reviewed the process following substantial completion which is slated for May 31, 2020. For Eli Terry the building will need to be emptied so that abatement and demolition of the existing building can start. During the month of June the plan is to get administrative offices in both schools ready, with classrooms getting set up in the month of July.

New Business

Approval of Invoices: A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve the following invoices for the Eli Terry Elementary School in the amount of \$2,245,927.25. Colliers endorsed the payment of the invoices as presented.

<u>Company</u>	<u>Invoice No.</u>	<u>Date</u>	<u>Amount</u>
Moser Pilon Nelson	30431	9/30/19	\$20,315.42
Moser Pilon Nelson	30436	9/30/19	\$1,290.00
Moser Pilon Nelson	30437	9/30/19	\$9,975.00
Gilbane Building Company	10	10/9/19	\$2,159,383.52
Colliers International	2432	5/31/19	\$342.05
Colliers International	3375	8/31/19	\$12,139.04
Sustainable Engineering Solutions	2637	9/30/19	\$1,640.00
Weston & Sampson	494334	6/14/19	\$800.00
Weston & Sampson	495278	7/15/19	\$960.00
Weston & Sampson	497314	9/12/19	\$1,440.00
Weston & Sampson	498232	10/7/19	\$800.00
Girard & Co.	19025-05	9/27/19	\$2,500.50
Test-Con	10319 & 10359	9/30/19	\$32,341.72

Friar Architecture	2018-134A02	9/30/19	\$2,000.00
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Motion passed unanimously. (7-0)

A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve the following invoices for the Philip R. Smith Elementary School in the amount of \$2,714,772.61. Colliers endorsed the payment of the invoices as presented.

Company	Invoice No.	Date	Amount
Gilbane Building Company	13	10/11/19	\$2,669,234.01
Colliers International	3376	8/31/19	\$11,425.79
Moser Pilon Nelson	30430	9/30/19	\$17,815.36
Girard & Co.	19026-05	9/27/19	\$2,500.00
SES	2638	9/30/19	\$1,640.00
Weston & Sampson	496209	8/8/19	\$800.00
Weston & Sampson	494333	6/14/19	\$800.00
Weston & Sampson	498231	10/7/19	\$800.00
Weston & Sampson	498231	10/7/19	\$800.00
Tri-State Materials Testing	6654	7/7/19	\$1,782.50
Tri-State Materials Testing	6655	7/7/19	\$4,149.50
Tri-State Materials Testing	6656	7/7/19	\$3,185.45

Motion passed unanimously. (7-0)

Approval of Change Orders

Mr. Mistry reviewed the change orders being presented. Mr. Pearson and Mr. Warrington and Mr. Symonds provided the commission with additional information related to these change orders and responded to commission member questions.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell, to approve the following change orders for Eli Terry Elementary School in the amount of \$974,336.00, which would exclude OS-0030.

- OS-0021-S1#17 – Kiln Vent in the amount of \$2,025.00
- OS-0022-SI #18 – Basketball Fence & Courtyard Planting in the amount of \$1,471.00
- OS-0024-SI-#23 – Motorized Exhaust Damper Deletion in the credit amount of \$788.00
- OS-0030-SI#27 – Technology Revisions in the amount of \$16,946.00
- OS-0028-SI-#26 – Added Shelving and Changing Table in the amount of \$13,072.00
- OS-0032 – Misc. Specialities Buy-Out in the amount of \$391,1229.00
- OS-035 – North Classroom Addition (Structure & Weather Tight Envelope) in the amount of \$563,477.00
- OA-0009-SI-#28 – Exterior Receptacles in the amount of \$3,850.00

Discussion: It was noted by Mr. Warrington that change order #OS-0030 was received late and there was not enough time to properly vet the information. Mr. Symonds also noted that MPN had a lot of follow up questions for the contractors relating to the change order. Mr. Warrington suggested that OS-0030 could be included as a not-to-exceed figure with follow up information being provided to the commission regarding final costs. The original motion carried as presented, with the exclusion of OS-0030.

Motion passed unanimously. (7-0)

Mr. Mistry reviewed the change orders being presented.

A motion was made by Mr. O'Connell, seconded by Mr. Koboski, to approve the following change orders for Philip R. Smith School in the amount of \$371,451.00.

- OS-0012-RFI#24 – Delete Concrete Encasement of UG Electrical in the credit amount of \$4,337.00
- OS-0019-Stabilize Subgrade at North Entrance in the amount of \$8,236.00
- OS-0020-SI #10 – Gym Ductwork in the credit amount of \$2,449.00
- OS-0031 – RFI #65 – Steel Lintels at Cast Stone Headers in the amount of \$4,632.00
- OS-0033-SI #18 – Technology Revisions in the amount of \$34,404.00 *not to exceed*
- OS-0034-SI#21 – Add Steel Plate to Gym Lintel L-2 in the amount of \$612.00
- OS – 0035 – Misc. Specialties Buy-Out in the amount of \$353,085.00
- OA-0003-Reconciliation of Face Brick Allowance 04A-2 in the credit amount of \$22,732.00
- OA-0009 – Allowance 26A-1 Twenty (20) Additional Duplex Outlets in the amount of \$0.00

Discussion: Mr. Warrington requested clarification regarding OS-0033 Technology Revisions. Similar to the change order for Eli Terry, he suggested that the approval of OS-0033 be approved on a not-to-exceed amount. The commission agreed with the understanding.

Motion passed unanimously. (7-0)

A motion was made by Mr. Thomas to amend his previous motion to approve all change orders for Eli Terry in the amount of \$991,282.00. Motion passed unanimously. (7-0) This resulted in the inclusion of OS-0030.

Prior to the adjournment of the meeting, Mr. Thomas requested that Gilbane provide the minority setback information for each of the projects.

On a motion made by Mr. Koboski, seconded by Mr. O'Connell, the meeting was adjourned at 8:50 p.m.

Motion passed unanimously (6-0)

Respectfully submitted,



Ann M. Walsh, Clerk