

Draft

Minutes of the regular meeting of the Standing Building Committee held on April 5, 2016

Present: Scott Orenstein, Greg Broderick, Jim Goodridge, Peter Rader

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Bob Banning, Silver/Petrucelli; Chris Anderheggen, Fran Paranto, potential SBC members.

Mr. Orenstein called the meeting to order at 7:00 p.m.

1. Approval of minutes of regular meeting of March 1, 2016 and special meetings of March 8 and 9, 2016. On motion made by Mr. Goodridge, and seconded by Mr. Rader, the Committee voted to approve the minutes of the regular meeting of March 1, 2016 and special meetings of March 8 and 9, 2016 as submitted. Mr. Broderick, Mr. Goodridge and Mr. Rader voted in favor of the motion and Mr. Orenstein abstained.

2. Public Comment. Mr. O'Donnell introduced himself as a resident who is interested in performance contracting and because of his background has some thoughts about this program. He would like to learn about Guilford's interest in performance contracting and offer his assistance.

Mr. Gurnham provided background on the PC program noting that a study has shown there is a need for \$18 million in projects in the schools over the next 5 years and \$17 million the following 5 years. Many of the large capital projects are for aging equipment that is nearing the end of its life cycle. One of the largest and highest priority projects is the Baldwin Middle School HVAC system which is estimated at \$8 million. As a way to provide funding for the multiple upcoming projects, the District started to look at performance contracting. Mr. Gurnham attended a State seminar on this topic and then arranged for the Standing Building Committee to hear a presentation by the State and Johnson Controls. Since then educational meetings have been held for the Board of Selectmen, Board of Finance and Board of Education.

Mr. O'Donnell agreed that performance contracting is a good program. He suggested that the District also look at Workforce Development as another initiative to consider and he offered his assistance. He also noted that he can provide information on photo voltaic programs.

Mr. Gurnham requested that Mr. O'Donnell forward any informant he can provide and he will pass this along to the SBC members.

11. Update on Performance Contracting. Mr. Gurnham noted that the Energy Task Force interviewed the two bidders, Celtic and ECG to obtain information on what services they will provide and to review their fee structure. The recommendation was to accept the bid of ECG. The contract has been going back and forth now with a goal of ECG starting just after April vacation.

2-Minutes of a regular meeting of the Standing Building Committee held on April 4, 2016

Mr. Gurnham noted that he met with the First Selectman and was advised that Steve Neydorf will be the PC contact for the Town facilities with the exception of the Police Department and Fire Department. He will obtain a point person for these two buildings. There will be a kick-off meeting between May and June to begin to develop projects and then ECG will put out an RFP with the involvement of the Board of Selectmen, Board of Finance and Board of Education. Mr. Gurnham noted that it is his understanding that all PC project will go through the Standing Building Committee.

3. Board of Finance report. There was no Board of Finance report.
4. Revisions to agenda as appropriate. There were no revisions to the agenda.
5. Update on Adams Windows/Doors and Renovations project. Mr. Gurnham noted that the east side doors will be installed next week. Then the contractor will complete the final punch list and move to close out the project. They will be bringing in a contractor to look at the problem with the leak in the courtyard window.
6. Update on District Wide Security Upgrades. Mr. Gurnham noted that the contractor is working on the intercom punch list items. Most of the equipment is working well although some training is still required.

Mr. Banning noted that an Application for Payment for \$253.00 was submitted by the contractor and he forwarded it to Mr. Gurnham for review.

7. Update on Melissa Jones Security Upgrades and Renovations Project. Mr. Gurnham noted that he was not able to obtain the second estimate for the pumps in time for this meeting. Orlando Annuli had resubmitted a bid for time and materials not to exceed \$42,900 which would include increasing the pump size from 10 hp to 15 hp. It is possible that 12 hp will be sufficient with variable speed drive for a cost of \$63,897.

The Committee members agreed they would want to wait to see a second estimate before acting on this item.

Mr. Gurnham noted receipt of a design proposal for Silver/Petrucci to replace the cooling pumps. They believe an engineering study will be helpful in determining the correct equipment to install. Their \$2,900 proposal includes \$1900.00 for a design proposal, \$400.00 for bid phase assistance and \$600.00 for the construction phase.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted to approve a design proposal from Silver/Petrucci for \$2,900.00 to replace the cooling pumps at Melisa Jones School. Mr. Orenstein, Mr. Broderick, Mr. Rader voted in favor of the motion and Mr. Goodridge abstained.

3-Minutes of a regular meeting of the Standing Building Committee held on April 4, 2016

Mr. Gurnham noted that there is currently a \$220,000 project balance so funds are available for this item.

8. Update on 595 New England Road Project Mr. Gurnham noted that the downstairs of 595 New England Road building is almost complete. The IT work is in so the building now has phones, internet, a fire alarm, burglar alarm and a working elevator.

Mr. Gurnham reviewed a number of change orders for this project.

- Change Order #19 is for \$1,047.00 for an additional 250' of cable, wall panels and prevailing wage for labor for the IT work.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve Change Order #19 is for \$1,047.00 for an additional 250' of cable, wall panels and prevailing wage for labor for the IT work.

- Change Order #20 is for \$2,157.00 for additional circuits necessary for the fitness equipment.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve Change Order #20 for \$2,157.00 for additional circuits necessary for the fitness equipment.

- Change Order #21 is for \$7,378 from M.A. & M Aresco to provide and install VFDs for the DOAS unit.

Mr. Banning noted that he is questioning this change order since he believes the original plans called for 2 units and they are now recommending 3 to provide adequate service for the long term use of the building for both the upper and lower areas. The Committee members agreed they would like to wait to act on CO #21 until they can get input from Mr. Shove.

Mr. Gurnham requested that a special meeting be held to act on this item so the project is not held up.

The Committee members discussed the benefit of considering tracking change orders separated as owner vs project initiated.

- Change Order #22 for \$5,938.00 to install a door access system in the lower level to use cards rather than keys to provide better control and accountability.

On motion made by Mr. Broderick, and seconded by Mr. Goodridge, the Committee voted unanimously to approve Change Order #22 for \$5,938.00 to install a door access system in the lower level to use

4-Minutes of a regular meeting of the Standing Building Committee held on April 4, 2016

cards rather than keys to provide better control and accountability and to match the system used in the rest of the district.

Mr. Gurnham noted that he will be walking through the building with the Fire Marshal and the Building Official on Friday to get and update on obtaining a Certificate of Occupancy. One possible issue might be the west entrance which is not yet paved although it might be acceptable since the primary entrance is paved.

9. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that Fuss and O'Neil Environmental Services had submitted a proposal for \$34,594.00 to conduct the testing for the PVC's found at Baldwin Middle School and will be putting together a plan to move forward with removal and to provide monitoring services. The Committee had provided e-mail approval in order to be able to go to the Board of Selectmen for action. He recommended that the Committee take action to confirm their approval. The proposal was submitted under the State contract.

On motion made by Mr. Goodridge, and seconded by Mr. Pardo, the Committee voted unanimously to confirm the e-mail vote taken by the Committee and recommend that the Board of Selectmen accept the proposal of Fuss and O'Neill Environmental Services, submitted under State Contract, for \$34,594.00 to conduct testing for PVC's at Baldwin Middle School, develop a plan for removal and provide monitoring services.

10. Update on RFQ/REF for On-Call Architect. Mr. Gurnham noted that four firms had been recommended to the Board of Selectmen to serve as On-Call Architects including CWA, BL, Boronson and Hacks.

12. Chairman's report/Committee correspondence. There were no items to discuss under Chairman's report/Committee correspondence.

13. Take action on items as appropriate. There were no items discussed under #12.

14. Approval of bills. . On motion made by Mr. Goodridge, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of an invoice from Air Balancing Services for \$4,800 for testing of the heating system at Melissa Jones School.

On motion made by Mr. Goodridge, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of an invoice from Connecticut Restaurant Services for \$3,712.00 for a replacement refrigerator for Melissa Jones School.

On motion made by Mr. Orenstein, and seconded by Mr. Broderick, the Committee voted unanimously to approve payment of an invoice from Silver/Petrucci for \$760.00 for 90% completion of the redesign of the cooling system pumps for the Melissa Jones School Security and Renovation project.

5-Minutes of a regular meeting of the Standing Building Committee held on April 4, 2016

On motion made by Mr. Broderick, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of an invoice from Silver/Petrucci for \$585.00 for 15% completion of contract administration for grant assistance for the Baldwin Middle School Window and Doors project.

15. Old business. No items were discussed under old business.

16. New business. Mr. Goodridge noted that he understands that the Town is looking into replacement of the boiler controls at Town Hall and he questioned if this project should come before the Standing Building Committee. Mr. Orenstein agreed that this project should come before the Standing Building Committee and Mr. Gurnham agreed to contact Mr. Neydorf regarding the status of this project.

16. Executive session as needed. There were no items for executive session.

On motion made by Mr. Goodridge, and seconded by Mr. Rader, the Committee voted unanimously to return to adjourn the meeting at 8:45 p.m.

Terry Holland-Buckley  
Clerk

