

Draft

Minutes of the regular meeting of the Standing Building Committee held on January 5, 2021

Present: David DeMaio, James DeMaio, Jeff Hedberg, Dan Lamberton, Peter Rader, Will Thompson, Adam Tulin, Michael Tyre

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Mike Shove, Assistant Fire Chief, Fire Department; Ken Eldridge, Bob Banning, Silver/Petrucci

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

1. Approval of minutes of regular meeting of December 1, 2020. On motion made by Mr. Thompson, and seconded by Mr. Lamberton, the Committee voted unanimously to approve the minutes of the regular meeting of December 1, 2020 as submitted.

2. Public Comment. There was no one present for public comment.

3. Revisions to agenda as appropriate. On motion made by Mr. Hedberg, and seconded by James DeMaio, the Committee voted unanimously to add to the agenda Item 4.5, Review Cost Proposal for Four-Bay Vehicle Storage Garage at Guilford Fire Headquarters.

4. Board of Finance report. David DeMaio noted that he had attended the December Board of Finance meeting and had answered a few questions proposed by the Board members regarding the contract with JCI, the design of the Melissa Jones solar project and the contingency built into the bonding request.

4.5 Review Cost Proposal for 4-Bay Vehicle Storage Garage at Guilford Fire Headquarters. Assistant Fire Chief Shove noted that a meeting with the First Selectman had included a discussion regarding a joint storage building project with the Fire Department and Police Department. This structure would be located at the Police and Fire Headquarters Complex on Route 77. An estimate for costs for A/E services and a construction cost for this facility was provided by Noyes Vogt Architects. The A/E basic services for the scope of work provided was an estimated fixed lump sum fee of \$92,600. An estimate for construction was provided from Munger Construction between \$736,000 to \$800,000. Additional estimates needed for bonding will be obtained with an architectural engineering study.

Mr. Gurnham noted that he had send Chief Herrschaft the list of on-call architects to obtain additional quotes. In response to a question by Mr. Rader, Mr. Gurnham noted that Summerhill is a civil engineer included in the Town's on-call list.

In response to a question by Mr. Tulin, Assistant Fire Chief Shove noted that the information provided by Munger was to obtain a general construction cost for this stage of the proposed project.

5. Discuss for possible action update on Cox Elementary School HVAC Upgrades project. Mr. Gurnham noted that work on the Cox School HVAC Upgrades project is underway. The architect has

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completed their investigation work and are working on schematic drawings for the Cox School HVAC Upgrades project, which should be available for Standing Building Committee review at the February meeting. The target is to have this project go out to bid in March or no later than April. A portion of the funding for this project is currently secured and the balance will be included in the upcoming bond request.

6. Discuss for possible action update on Guilford Lakes Elementary School HVAC Upgrades project.

Mr. Gurnham noted that the architect is also working on schematic drawings for the Guilford Lakes School HVAC Upgrades project, which should also be available for SBC review at the February meeting. At the same time an estimated construction number for bonding should also be available.

Later in the meeting the Committee members and Mr. Eldridge reviewed the technology that can be used in an HVAC system, that utilizes UV-C ultra violet light from plasma torch to kill viruses. Mr. Eldridge noted that interest in this technology, which has been around for 100 years, is gaining renewed interest to disinfect an area. In addition to viruses, this technology also kills mold, allergens, fungus and legionella. Having this ability can prove beneficial for children in school. He noted that it is more economically efficient to install this equipment at the time that new HVAC equipment is installed rather than to do a retrofit.

Mr. Gurnham asked if the Committee would like to have Silver/Petrucci include this technology in the project while they are in the design phase. The Committee members requested that Mr. Eldridge come back to the next SBC meeting with additional information and details on including ultraviolet light in the HVAC.

7. Discuss for possible action update on GHS Stadium Turf Field and Track. Mr. Gurnham noted that a survey on the field has been completed and will be available later this week. Drawings and plans for this project will be provided to the Committee members before the February meeting for review and the Committee will be asked to act on this item at the February meeting. The timeline includes bids being received in March, a recommendation for a contractor in April, contingent upon a successful April referendum with construction to take place over the summer with a target of substantial completion in September.

8. Discuss for possible action update on Performance Contracting. Mr. Gurnham noted that JCI along with Sav-Mor is continuing to work for completion of the Baldwin Middle School project. He is expecting to receive the drawings for the additional solar projects at Melissa Jones in February or March.

In response to a question by David DeMaio, Mr. Gurnham noted that a portion of the Melissa Jones solar work was originally under Performance Contracting but was moved to the equipment replacement project.

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9. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that the primary work on the HVAC upgrades work at Melissa Jones School is 100% complete.

The contractor is finishing up the punch list items and change order work. Mr. Gurnham noted that they are waiting to receive an updated Proposed Change Order #5 to provide labor and material to insulate portions of existing piping that condensates over specific sensitive equipment and areas.

10. Discuss for possible action update on Melissa Jones Elementary School Partial Window and Door Replacement Project. Mr. Gurnham noted that Silver/Petrucci is working on the final pieces of the bid package which will go out tomorrow. A mandatory walk-through is scheduled for January 13th and bids will be due February 9th. Mr. Banning was asked to forward the list of contractors to receive the bid package to him for the Town to send out directly to the contractors to receive an invitation to bid.

In response to a question by Adam Tulin, Mr. Gurnham noted that this project is funded from a bond that was approved two years ago.

11. Discuss for possible action update on Melissa Jones Elevator Modernization and Upgrade Project. Mr. Banning noted that the 95% complete drawings for the Melissa Jones Elevator Modernization and Upgrade project were sent out for review and cost estimates were sent to Mr. Gurnham. The estimate for a full replacement with a new hydraulic elevator is \$350,000 to \$400,000 with the inclusion of a 10% contingency. This figure is comparable with the costs for the Adams Middle School elevator.

Mr. Gurnham requested that the Committee members review the plans and drawings and come prepared to act at the February meeting.

Mr. Gurnham noted that this project is included in the 2021 bonding request which included a \$400,000 project estimate and a total project cost of \$552,000 which includes a 30% contingency. After receipt of the Silver/Petrucci estimate, Mr. Gurnham questioned if the Committee would agree that the Contingency amount could be reduced.

In response to a question by Mr. Rader, Mr. Banning noted that they do not anticipate any remediation issues with this project. The project will involve minimal impact of the hoist way and there are been no leaks experienced. He would be comfortable with a contingency reduction to 15%.

After discussion, on motion made by Mr. Rader, and seconded by Mr. Thompson, the Committee voted unanimously to recommend that the Contingency amount, included in the proposed bonding request for the Melissa Jones Elevator Modernization and Upgrade Project, be reduced to 15%.

12 Discuss for possible action update on HVAC Phase II Upgrades in Baldwin School. Mr. Gurnham noted that Sav-Mor had worked over the holiday to recoup some of the time lost in the project schedule for the Baldwin Middle School HVAC Phase II Upgrades project. The equipment should be up and running within a two-week period and they the control work will follow for the Main Office/Nurses

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Room, Gym and Band Room. They are completing some of the preliminary work off-site so should be able to complete installation quickly. The temporary units being rented for heating should be able to be released in approximately 3 weeks.

David DeMaio noted that he will follow-through with Attorney Barrett on any input he has on the letter Sav-Mor sent regarding project delays due to the impact of the Covid 19 pandemic.

13. Update on District Wide Interior Door and Lock Project. Mr. Gurnham noted that they are awaiting delivery of materials for the doors and locks project.

14. Chairman's report/Committee correspondence. There were no items for discussion under Chairman's report/Committee correspondence.

15. Approval of bills. On motion made by James DeMaio and seconded by Mr. Lamberton, the Committee voted unanimously to approve Invoice #66CT09031600, dated December 24, 2020, from Arc for \$195.00 for 5 users.

On motion made by Mr. Tyre, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #31666928-004 dated 12/3/20, for \$66.00, from Herc Rental for rental of equipment for the Baldwin Middle School HVAC project.

On motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice #316666219-002 dated 12/2/20, for \$3944.00, from Herc Rental for rental of equipment for the Baldwin Middle School HVAC project.

On motion made by Mr. Tyre, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of Invoice #31836217-001 dated 12/22/20, for \$1128.00, from Herc Rental for rental of equipment for the Baldwin Middle School HVAC project.

In response to a question by Mr. Thompson, Mr. Gurnham agreed to provided a total the costs associated with rental of equipment for the Baldwin Middle School HVAC project.

On motion made by Mr. Rader, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of Invoice #20-3019 from Silver/Petrucelli for \$1,110.00 for professional services for 10% completion of schematic drawings for the Guilford Lakes HVAC Upgrades project.

On motion made by James DeMaio, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of Invoice 20-3020 from Silver/Petrucelli for \$1,111 for professional services for 10% completion of schematic design for the Cox School HVAC Upgrades project

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On motion made by Mr. Thompson, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice 20-2839 from Silver/Petrucci for \$4,160 for professional services for 40% completion of design for the Melissa Jones School Elevator Upgrade Project.

On motion made by Mr. Lamberton, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of Invoice 20-2920 from Silver/Petrucci for \$250.00 for the printing of drawings and 10% completion of the bid phase for the Melissa Jones School Elevator Upgrade Project.

On motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice #12018, dated December 23, 2020, from Sav-Mor for \$21,062.99 for contractor services for 10% completion of the base and 75% completion of change orders for the Melissa Jones Elementary School HVAC Upgrade Project.

On motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of a bill from Terry Holland-Buckley for \$355.00 for 20 hours of secretarial services for three meetings in November and December.

16. Old business. There were no items discussed under old business.

17. New business.

17.1 **Follow-up discussion on direction from Jeff Donofrio regarding responsibilities of Standing Building Committee to serve as “Eyes and Ears for Town projects”.** David DeMaio noted that input on recommendations to implement in Town contract language had been sent to Attorney Barret. Mr. Barrett has advised that the recommended language is not a part of the standard Town contract for bid documents.

David DeMaio reminded members to contact Mr. Gurnham if they are interested in participating in a walk-through or another activity related to an on-going project.

18. Executive session as needed. There was no executive session.

On motion made by Mr. Tyre, and seconded by James DeMaio, the Committee voted unanimously to adjourn the meeting at 8:10 p.m.

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Terry Holland-Buckley  
Clerk