

Draft

Minutes of the regular meeting of the Standing Building Committee held on January 7, 2020

Present: Scott Orenstein, David DeMaio, James DeMaio, Adam Tulin

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education,

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

1. Approval of minutes of regular meeting of December 3, 2019. On motion made by David DeMaio, and seconded by James DeMaio, the Committee voted approve the minutes of the regular meeting of December 3, 2019 as submitted.
2. Public Comment. There was no one present for public comment.
3. Board of Finance report. There was no Board of Finance report.
4. Revisions to agenda as appropriate. Mr. Orenstein requested that an item be added under New Business to appoint a new Chairman of the Committee since this will be his last meeting as a member.

On motion made by Mr. Tulin, and seconded by David DeMaio, the Committee voted unanimously to add to the agenda under New Business, appointment of Standing Building Committee Chairman.

5. Discuss for possible action update on Performance Contracting. Mr. Gurnham noted that there are a few minor items on the punch list for the performance contracting work at Baldwin Middle School to be able to get this portion of the project on-line and running. The graphics for Baldwin are expected to be installed by the end of January. The controls and boilers at the other locations are all running correctly and they are currently going through the graphics. The first verification report is expected to be submitted at the end of February.
6. Update for possible action GHS Turf Field. Mr. Gurnham reported that the GHS Turf Field project is complete with the final loads of infill now installed to the specified level.

Mr. Gurnham noted that next month he will be bringing a proposal to the Committee for the renovation of the stadium field which is now 12 years old. The life cycle for this field is 10 years so it is due for renovation. This will be an approximately \$1 million joint Town and Board of Education project using bonded funds.

7. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that he had provided members with the results of Bid #5-1920, Melissa Jones Elementary School HVAC and Electrical Upgrades project. A scope review was completed with Sav-Mor Cooling and Heating and Orlando Annulli & Sons, the two low bidders. There were no concerns or questions with Sav-Mor's schedule or bid, which had the low price of \$1,374,300 for the base bid and alternate No 1. Mr. Gurnham noted that he is comfortable with the price submitted. He also noted that Sav-Mor had

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just completed the Baldwin Middle School project on time and on budget and the Melissa Jones project should prove to be simpler than the Baldwin project.

On motion made by James DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to recommend that Bid #5-1920, Melissa Jones Elementary School HVAC and Electrical Upgrades project, be awarded to Sav-Mor Cooling & Heating for a total price of \$1,374,300 which includes the base bid and alternate No. 1.

8. Discuss for possible action HVAC Phase II Upgrades at Baldwin Middle School. Mr. Gurnham noted that the graphics for the Baldwin Middle School HVAC Phase II Upgrades are expected to be completed by the end of the month. An issue developed which is now being addressed. He explained that when the insulation contractor came in and opened the valves to the coils to insulate them, they forgot to close one of the valves. One of the coils blew out in the cold weather and flooded a portion of the library and orchestra room. There was no permanent or costly damage and the insulation company has taken full responsibility and is repairing any damage, which includes replacing the coil and paying for new ceiling tiles which were damaged. They will also need to bleed the coil. Mr. Gurnham anticipates being able to report next month that this project is complete and can be closed out.

9. Discuss for possible action HVAC Phase II upgrades at Baldwin Middle School. Mr. Gurnham noted that he had sent out the 50% complete contract documents to the Committee members and expects the 100% complete documents by January 24th. A part of this project will include adding cooling to the gymnasium. He will forward the documents to the Committee once they are received possibly using the Ark Document Solutions system. To use this system he will need to sign up the Committee members as "view only" so there will not be a charge. In order to stay on schedule, he will be looking for approval to go out to bid at the February meeting.

10. Update on design of BOE offices at 595 New England Road. Mr. Gurnham noted that he is in the process of obtaining quotes to install five windows and a door for the vestibule at the 595 New England Road building. He will forward the quotes once they are received. He had met with Silver Petrucelli for a review of the project plans and come up with price estimates, which they believe will come in at the \$25,000 to \$40,000 range.

11. Chairman's report/Committee correspondence. Mr. Orenstein noted that he had submitted his letter of resignation from the Standing Building Committee. He has enjoyed his time serving as a member and Chairman but his work schedule now makes it difficult to continue.

12. Approval of bills. On motion made by Mr. Tulin, and seconded by David DeMaio, the Committee voted unanimously to approve payment of Application for Payment #6 from Sav-Mor for \$55,360.49 for 98% completion of contractor services for the Baldwin Middle School HVAC upgrades project.

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On motion made by Mr. Orenstein, and seconded by James DeMaio, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$957.75 for 95% completion of construction administration for the HVAC Phase I Upgrades at Baldwin Middle School.

On motion made by Mr. David DeMaio, and seconded by Mr. Orenstein, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$5,055.00 for 100% completion of schematic drawings for the HVAC Phase II Upgrades at Baldwin Middle School and an invoice for \$6,870.00 for 25% completion of construction documents for the HVAC Phase II Upgrades at Baldwin Middle School.

On motion made by Mr. Orenstein, and seconded by James DeMaio, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$24,950.00 for 100% completion of construction documents for the 495 New England Road Building Office Renovation Project.

On motion made by Mr. Orenstein, and seconded by James DeMaio, the Committee voted unanimously to approve payment of an invoice from Ark Document Solutions for \$273 for 7 users of the Project Manager program.

On motion made by James DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to approve payment of an invoice from Terry Holland-Buckley for \$262.50 for 15 hours of secretarial service for November and December, 2019.

13. Old business. There were no items discussed under Old Business.

14. New business. On motion made by Mr. Orenstein, and seconded by Mr. Tulin, the Committee voted unanimously to appoint David DeMaio as Chairman of the Standing Building Committee.

Mr. Gurnham requested that an item be added under New Business to act on a recommendation for the acceptance of a proposal for the development of a conceptual design to renovate the kitchen area at Baldwin Middle School and to provide a cost estimate for the completion of the project.

On motion made by Mr. Orenstein, and seconded by Mr. Tulin, the Committee voted unanimously to add to the agenda under New business act on a recommendation for the acceptance of a proposal for the development of a conceptual design to renovate the kitchen area at Baldwin Middle School and to provide a cost estimate for the completion of the project.

Mr. Gurnham noted that they have begun the process of looking at a conceptual design for a new kitchen at Baldwin Middle School. Some problems with the equipment have developed and together with the Food Service Director, they have determined that the design of the kitchen is inadequate to efficiently function with a proper flow. They have obtained two proposals from Antinozzi, who is on the on-call list, and RJS, to create a conceptual design to renovate the kitchen area to improve the design of the flow and work patterns with the installation of new equipment. The two proposals were relatively close with Antinozzi coming in at \$12,200 and RIS coming in at \$9,200. He is recommending

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that the contract be awarded to Antinozzi, even though their price is slightly higher, because they have a Kitchen Consultant on staff and also have construction experience. RJS does have kitchen experience but they do not have construction experience and would need to sub a number of items out. Mr. Gurnham is also recommending that the contract with Antinozzi also include a cost estimate at an additional cost of \$3,000.

On motion made by Mr. Orenstein, and seconded by Mr. Tulin, the Committee voted unanimously to recommend that the proposal from Antinozzi and Associates be accepted for a cost of \$15,000 for a conceptual design to renovate the kitchen area to improve the design of the flow and work patterns with the installation of new equipment at Baldwin Middle School and to provide a cost estimate for the completion of the project.

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

On motion made by Mr. Orenstein, and seconded by Mr. Tulin, the Committee voted unanimously to adjourn the meeting at 8:15 p.m.

Terry Holland-Buckley
Clerk