

Draft

Minutes of the regular meeting of the Standing Building Committee held on November 5, 2019

Present: David DeMaio, James DeMaio, Peter Rader, Adam Tulin

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education, Mike Zoto, Silver Petrucelli, Michael Tyre, Potential SBC Member

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

1. Approval of minutes of regular meeting of October 1, 2019. On motion made by Mr. Tulin, and seconded by Mr. James DeMaio, the Committee voted unanimously to approve the minutes of the regular meeting of October 1, 2019 as submitted.
2. Public Comment. There was no one present for public comment.
3. Board of Finance report. James DeMaio agreed to attend the next Board of Finance meeting to be available to answer questions on the Standing Building Committee minutes.

Mr. Rader recommended that the Committee members work out a schedule for each member to sign-up to attend a Board of Finance meeting which is held the third Monday of the month at 7:30 p.m. at the Community Center. The Clerk will provide a schedule of the meeting dates at the December meeting.

4. Revisions to agenda as appropriate. There were no revisions to the agenda. .
5. Discuss for possible action update on Performance Contracting. Mr. Gurnham reported that he had attended a meeting with representatives of ECG, the Superintendent of Schools and Mr. Sands, to develop a plan on how to move forward to complete the Performance Contracting program work. He reviewed the background on the Performance Contracting project noting that the contract provided for guaranteed savings by a specified completion date, which is now currently almost one year behind.

Mr. Gurnham noted that the primary problems that have developed, which have had the impact of delaying the project, is issues with the system controls, especially with the wiring and problems with the sequence of operations. The meeting attendees developed a game plan for Johnson Controls to continue to move forward toward the new projected completion date of November 15th. Since the meeting, Johnson Controls has been working diligently toward completing items on the punch list. This effort has been enhanced with them bringing in a new technician, who has been very responsive to the needs of this project. He has been on-site and has been addressing issues quickly. He is confident that they will be able to meet the new November 15th completion date.

Mr. Gurnham reviewed the outstanding punch list items to be completed by JCI and the Board of Education staff. He is confident there will only be a minimum number of punch list items outstanding by the next SBC meeting.

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Mr. Sands noted that ECG also needs to calculate the energy savings to determine how close they are to meeting the goal that was set by Johnson Control

6. Update for possible action GHS Turf Field. Mr. Gurnham reported that the lawyers are working on a final compromise to determine who will be financially responsible for cover the cost of bringing the infield up to the standards included in the specifications. In the meantime, the field is safe and playable. Mr. Gurnham noted that he is confident this project will be able to be closed out next month.

7. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham showed the members a set of plans for the HVAC Upgrades at Melissa Jones School for the Committee members to review. He noted that the specifications are complete and he has worked with Town Hall on putting together the invitation to bid, which will go out after receiving SBC approval.

Mr. Gurnham advised of possible additional work that was considered to include generator power for the IT control room. It was determined that this change would require additional feed from the boiler room, down a hallway, through the Library and into the IT room, in addition to needing to resize the generator to provide for this additional load. These changes would be expensive so after discussion with the Superintendent of Schools it was agreed that it is not necessary to include this additional work in the scope. Mr. Gurnham noted that the original idea was to install a generator to insure there was adequate generator power to provide water for the building in the event of a power outage. The original plan will provide adequate power for the boilers, oil pumps, well pumps and drinking water pumps. Mr. Gurnham requested that the Standing Building Committee recommend approval for the plans and specifications as originally presented last month with the recommended minor changes included.

In response to a question, Mr. Gurnham agreed to verify whether the specifications include guidelines for allowed overhead and profit for the general contractor and their subs for both the base bid and change orders, are included in the document.

On motion made by Mr. David DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to recommend that the Board of Selectmen approve the plans and specifications for the Melissa Jones HVAC Electrical Upgrades Projects and to put this project out to bid. Mr. Gurnham suggested that the SBC hold a special meeting on Tuesday, December 17th to review the bids.

8. Discuss for possible action HVAC upgrades at Baldwin Middle School Phase I. Mr. Gurnham noted that a meeting was held with Save Mor. The work for Phase I of this project is nearing completion with substantial completion expected before Thanksgiving.

Mr. Zoto reviewed the outstanding items noting that once the pipe work is completed, the remaining work will move along very quickly.

Mr. Gurnham noted that he had contacted Mr. Orenstein to advise him that he had provided verbal approval for change order #8 for \$5,457.70 for additional heat tracing for the additional chilled water

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pipng to be ordered. This item was not included in the original piping change order. They needed immediate approval in order to not hold up the installation of the heat trace and insulation. He requested formal approval of this change order by the Committee.

In response to a question by Mr. Rader, Mr. Zoto noted that he believes the value provided is correct. He will need to check to see if the tracing is hooked up into the control system.

On motion made by Mr. Rader, and seconded by David DeMaio, the Committee voted unanimously to approve Change Order #8 with Sav-Mor for \$5,457.70 to provide and install additional heat tracing cable and the necessary fittings to accommodate the added chiller piping for the Baldwin Middle School HVAC Upgrades Phase I project.

Mr. Gurnham recommended that approval for Change Order #5 for a credit for doors remain on hold. They are continuing to research whether the credit being offered is adequate. David DeMaio noted that he believes the credit should be in the \$10,000 - \$12,000 range. Mr. Gurnham will provide an update at the next meeting.

Mr. Zoto advised of Change Order #10 for \$30,581.18 for a transfer duct and two low profile VAV's to provide return air from the orchestra room to the cafeteria to provide for better air flow, as per the request of the district. Mr. Gurnham reviewed the project change orders to date and noted that the project still has a balance of approximately \$350,000 after this change order. This should be the final change order for this project. He expects the project to be closed out at the December meeting.

On motion made by David DeMaio, and seconded by James DeMaio, the Committee voted unanimously to approve Change Order #10 with Sav-Mor for \$30,581.18 for a transfer duct and two low profile VAV's to provide return air from the orchestra room to the cafeteria to provide for better air flow, as per the request of the district for the Baldwin Middle School HVAC Upgrades Phase I project.

9. Update on design of BOE offices at 595 New England Road. Mr. Gurnham noted that he had met with the A & E team for the work at 596 New England Road to include the addition of 5 windows on the exterior of the building to be built into the design. Silver Petrucelli is the team for this project and he will plan to have the team come in for a presentation to the SBC in the next month or two when the drawings are ready. He noted an issue has developed with access to the attic space so a pull down ladder system will be installed for attic access. Full funding for the project has not yet been secured so the installation of the additional windows might move forward as a separate project.

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

11. Approval of bills. On motion made by David DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to approve payment of Application for Payment #4 from Sav-Mor for

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\$218,785.74 for 90% completion of contractor services for the Baldwin Middle School HVAC upgrades project.

On motion made by Mr. Tulin, and seconded by David DeMaio, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$957.75 for 5% completion of contract administration for the Baldwin Middle School HVAC Upgrades project.

On motion made by David DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$2,495.00 as a progress payment for construction documents for the 595 Building office renovations project.

On motion made by David DeMaio, and seconded by James DeMaio, the Committee voted to approve payment of invoices from East River Energy for \$47.25, and 123.60 for oil for the generators to run the temporary air conditioning at Baldwin Middle School. David DeMaio, James DeMaio and Mr. Rader voted in favor of the motion and Mr. Tulin abstained.

On motion made by David DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to approve payment of an invoice from Antinozzi Associates for \$3,528.00 for final payment for design and construction documents for the Melissa Jones HVAC Upgrades project.

On motion made by James DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to approve payment of an invoice for \$234.00 from Arc Document Solutions for 6 users for the Project Manager program.

On motion made by James DeMaio, and seconded by David DeMaio, the Committee voted unanimously to approve payment of an invoice from Terry Holland-Buckley for \$315.00 for 18 hours of secretarial services for September and October, 2019.

12. Old business. Mr. Gurnham provided an update on the Baldwin Middle School HVAC Upgrades Phase II project. He noted that the design work is on target for the project to go out to bid in February. Mr. Zoto provided an update which included a change to protect the gymnasium floor. In response to a question, Mr. Gurnham noted that the plans call for the replacement of the pumps. In response to another question, Mr. Gurnham noted that they will know if the issue with the boiler regulators was resolved when there is cold weather.

Mr. Zoto will bring in the drawings for review at the December meeting.

13. New business. Mr. Gurnham noted that it has been determined that additional card readers are needed at Guilford Lakes, Melissa Jones and Baldwin, as part of the Security proposal for the cameras and doors access system, at a cost of \$15,171.00. The additional readers will provide student and staff better access into the building. He noted that there is a balance of \$300,000 in the bond funds

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for the security project and use of these funds for this purpose has been approved by bond counsel.

On motion made by Mr. Rader, and seconded by David DeMaio, the Committee voted unanimously to add to the agenda for action, approval of the expenditure of \$15,171.07 from the bond for District-Wide Security to purchase two additional card readers for Guilford Lakes Elementary School, one additional card reader for Melissa Jones Elementary School and one additional card reader for Baldwin Middle School.

On motion made by Mr. Rader, and seconded by David DeMaio, the Committee voted unanimously to approve the expenditure of \$15,171.07 from the bond for District-Wide Security to purchase two additional card readers for Guilford Lakes Elementary School, one additional card reader for Melissa Jones Elementary School and one additional card reader for Baldwin Middle School.

Mr. Gurnham noted that next month he expects to have a list of the proposed school bonded projects for the FY 20-21 budget with estimates and also a 5 and 10 year plan. He will plan to send out these lists in advance of the meeting. Mr. Gurnham also noted that the district will be looking at conducting an updated Facility Needs Assessment report.

Mr. Tyre noted that he had an interest in joining the Standing Building Committee. He noted that he has lived in Guilford since 2013 and has two children. He has an architectural background and had a construction company before becoming an architect. Mr. Tyre was advised to contact one of the political party Nominating Committee chairmen or the Selectmen's Office to begin the process of being appointed to the Committee.

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

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

Terry Holland-Buckley
Clerk