

Draft

Minutes of the regular meeting of the Standing Building Committee held on November 7, 2017

Present: Scott Orenstein, Chris Anderheggen, Jim Goodridge

Also present: Cliff Gurnham, Director of Operations; Kevin Mitchill, Director of Technology - Board of Education; Rick Maynard, Director, Parks and Recreation Department; Mike Ayles, Board of Finance; Ted Sands, Board of Education; Paul Jorgensen, Silver/Petrucci; Joseph Miluzzo, HAKS; Aaron Alibrio, Steven Brody, Johnson Controls ; Greg Longo, BL Companies

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

4. Revisions to agenda as appropriate. On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to add to the agenda under new business, Discussion on IT wiring upgrades for various school buildings.

Mr. Gurnham noted that members were provided with a draft of the specifications for IT wiring upgrades for various school buildings. Mr. Gurnham noted that this is a bonded project for the full amount of the project but the Town should receive 40% back in a grant. He noted that Mr. Mitchill is present to provide background information and answer any questions. They will be looking for Standing Building Committee approval of the bid specifications at the next meeting.

Mr. Mitchill explained that the project will include upgrading the backbone fiber in all of the school buildings except for the High School which was constructed with upgraded IT. This improvement will increase the speed to be able to accommodate the large number of devices now utilized in each school and to be able to keep up with technology. The project cost estimate is \$125,000 - \$150,000. The project will be bid with a number of options which can be selected depending on the bid amounts received. If the bids come in particularly low and additional funds are available, additional cameras might also be added to the project. They will have a more specific estimate of cost and a full bid package available for the December Standing Building Committee meeting.

Mr. Sands noted that the Board of Education is in agreement that this is an important project.

1. Approval of minutes of regular meeting of October 3, 2017. On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve the minutes of the regular meeting of October 3, 2017 as submitted.

2. Public Comment. Sean Acrey was present to learn more about the Committee. He noted that he is a retired maintenance supervisor for the Post Office and is considering becoming a member of the Committee.

3. Board of Finance report. In response to a question by Mr. Ayles, Mr. Gurnham noted that he will provide an update on Performance Contracting under old business.

2-Minutes of the regular meeting of the Standing Building Committee held on November 7, 2017

In response to a question by Mr. Ayles, Mr. Gurnham noted that any costs associated with the problem related to the incorrect egress windows being installed at Baldwin Middle School, will be absorbed by the contractor. There will be no cost to the Town.

In response to a question by Mr. Ayles, Mr. Gurnham noted that the Town will be receiving a disclaimer to hold the Town harmless for any issues that arise from the incorrect windows being installed.

In response to a question by Mr. Ayles, Mr. Gurnham explained that the Melissa Jones solar project was moved from a Performance Contracting Project to the Melissa Jones Roof project but it will still fall under Johnson Controls so they can guarantee the energy savings.

Mr. Ayles noted that, with the discussion in the minutes about the low number of current members on the SBC, there was a question about whether the energy performance contracting issue would have been smoother if more members were available to participate in the discussion. Mr. Ayles had explained more members most likely would have been helpful but this is still a very complex issue.

5. Update on Community Center roof replacement project. Mr. Maynard and Mr. Merluzzo were present to provide an update on the Community Center roof replacement project and to confirm changes the Committee has recommended for the bid specifications. He provided background information on the project noting that the original bids received had been rejected and the Committee had recommended the project be re-bid with some changes.

Mr. Merluzzo reviewed his understanding of the recommended changes to include:

- Adding manufacturers, TAMKO (Shingles, GRACE (Ice and Water) and HOTEDGE (Ice Melt) to the documents.
- Edit the specifications with more restrictive language about the inclusion of items from the list of unit price quantities
- Specify that gutters do not need to be removed

Mr. Merluzzo expressed concern that re-bidding could end up producing higher bids than were originally submitted. Mr. Orenstein explained that the Committee had been concerned about the possible manipulation of unit prices after submitting a low base bid and felt it was important that this be addressed. This can be addressed by providing an estimate for the quantify for unit price items with a notation that if the estimated amount varies by more than 25% above or below the estimated quantity, the unit price will be subject to renegotiation at the Town's discretion.

Mr. Maynard reviewed a possible timeline with the bids to go out in January or February for the work to be completed during summer, 2018.

In response to a question by Mr. Merluzzo, Mr. Gurnham noted that the Board of Education generally installs ice and water shield across the whole roof.

3-Minutes of the regular meeting of the Standing Building Committee held on November 7, 2017

Mr. Merluzzo thanked the Committee for providing him with additional direction and he agreed to come back to the Committee's December meeting with revised specifications.

6. Update on Baldwin Middle School Windows and Doors project. Mr. Jorgenson noted that they had been working to get J & G Window to the site to discuss the problem with the egress windows that were installed but do not meet the specifications which stated they must meet current code, creating the need for approximately 90 operable windows to be replaced. He noted that they met today and offered an option to retrofit the windows that were installed as a possible solution. This retrofit would not impact the warranty and with the installation of side hinges, the windows would meet code. The issue of the incorrect color would not be addressed with this solution. Since the white would still be visible from the inside of the rooms, they are still offering \$20,000 for compensation. An alternative is to have the contractor paint the windows with the manufacturer's paint and provide \$10,000 in compensation to the Town.

Mr. Orenstein commented that he believes the decision, on whether to accept the white windows installed or insist on the color requested in the specifications, should be made by the Board of Education and school Principal.

On motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to accept the option to retrofit the incorrect egress windows installed at Baldwin Middle School with side hinges as long as this solution does not impact the warranty and the windows would meet code with a recommendation that the final decision on whether to accept the white windows or direct the contractor to paint the windows with the manufacturer's paint or replace them to be made by the Board of Education and the school principal.

12. Old business. Mr. Gurnham noted that the Chairmen of the Board of Education, Board of Finance and First Selectman had met and agreed to hold off on finalizing the RFP for financing for Performance Contracting until after the election. Once the new Boards are in place they will be asked to move forward with this project following efforts to educate any new members. The Board of Finance and Board of Selectmen will be asked to act after Board of Education action is finalized. He noted that the contract and scope of work are currently finalized.

In response to a question by Mr. Sands, Mr. Alibrio explained that the application will need to be submitted by the end of the year in order to not be subject to legislative changes regarding CREB. Mr. Sands and Mr. Alibrio agreed to discuss the timeframe and need for action with Mr. Bloss and Dr. Freeman in an effort to move the project forward.

It was also recommended that the Board of Education be asked to approve the contract as long as the financing comes in below a rate below the figure calculated by Kolhar Ronan.

Johnson Control representatives will be at the next SBC meeting for follow-up on this item

4-Minutes of the regular meeting of the Standing Building Committee held on November 7, 2017

7. Update on Melissa Jones roof project. Mr. Gurnham noted that the solar specifications for Melissa Jones Schools are being pulled out of the Performance Contracting Projects by Johnson Controls and will be inserted into the bid documents for the Melissa Jones School roof project. By providing the specifications for solar, the guarantee will remain with the package and JCI will be brought in as a sub-contractor to oversee the installation to guarantee the savings associated with performance contracting.

Mr. Orenstein noted that the roofing contractor should be advised that Johnson Controls will be responsible for the solar work. Mr. Gurnham noted that the roofing contractor will be advised they need to coordinate their work with Johnson Controls for the solar installation. He requested Standing Building Committee action for a recommendation that the Board of Selectmen enter into a contract with Johnson Controls for the solar installation for \$425,000 for the Melissa Jones School Roof project under the state contract.

Mr. Alibrio recommended that the SBC delay taking action to recommend award of the contract until the design has been approved by the State.

8. Update on Electrical Upgrades for Baldwin, Jones and Cox. Mr. Gurnham noted that the field work at Baldwin Middle School and Cox School started yesterday and is progressing on schedule. Plans will be available for review for the next Standing Building Committee meeting with a goal to go out to bid after the first of the year.

Mr. Sands commented that he believes it is important to include the provision of a generator for Melissa Jones School following the recent power outage that forced the close of schools. Mr. Gurnham noted that another option to purchasing a generator is to obtain a demand contract for a generator for this location.

As was requested, Mr. Longo provided and reviewed a summary sheet of the mechanical systems for the schools which included options for the gymnasium, IT room and main building for Melissa Jones, the main building for Baldwin and the gymnasium and main building for AW Cox.

Mr. Longo summarized the major systems including chill beam systems which work with a chiller and dedicated outside air system (DOAS); VRF System which is an energy efficient heat pump system; package roof top units which are gas fired and not the most efficient; and custom built up air systems.

In response to a question by Mr. Goodridge, Mr. Gurnham noted that some of the PC items are being completed outside of the PC contract.

Following discussion the Committee members agreed to recommend that the contractor move forward with plans for the following:

5-Minutes of the regular meeting of the Standing Building Committee held on November 13, 2017

**Melissa Jones**

Gymnasium – Option 3, New Water Source Heat Pump

IT Room – Add IT Room Cooling System

Main Building – Option 1, 32 Water Source Heat Pumps with 2 ERVs

**Baldwin**

Main Building – Option 1, New Air Handlers and Central Cooling Plant

**AW Cox**

Gymnasium – Option 1, New Air Handler and DX/Condensing Unit

Main Building – Option 2, 8 Water Source VRF systems, W/8 ERVs

Mr. Gurnham noted that BL will plan to be in attendance at the next meeting with the recommended options incorporated in the capital design projects.

9. Chairman’s report/Committee correspondence. Mr. Orenstein noted that he had no correspondence to report.

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10. Take action on items as appropriate. There were no items discussed under #10.

11. Approval of bills. Upon a motion made by Mr. Goodridge, and seconded by Mr. Anderheggen the Committee voted unanimously to approve payment of an invoice from Fuss & O’Neill for \$2,065 for monitoring and reports for the Baldwin Middle School window project.

Upon a motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve an invoice from BL Companies for \$4,340 for design work for the HVAC Electrical upgrades project for Baldwin, Jones and Cox Schools.

Upon a motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to approve payment of a bill from CWA for \$3,625 for 75% completion of construction documents for the Melissa Jones Roof Replacement project.

Upon a motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to approve payment of a bill from Terry Holland-Buckley for \$221.00 for 13 hours of secretarial services for the Committee for September and October, 2017.

12. Old business. Mr. Gurnham provided members with a draft flow chart for review, approval and administration of both Town and Board of Education projects. Mr. Goodridge recommended that a project presentation format be standardized.

6-Minutes of the regular meeting of the Standing Building Committee held on November 13, 2017

13. New business. No items were discussed under new business.

14. Executive session as needed. There were no items for discussion in executive session.

On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to adjourn the meeting at 9:25 p.m.

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Terry Holland-Buckley  
Clerk