

Draft

Minutes of the regular meeting of the Standing Building Committee held on March 3, 2020

Present: David DeMaio, James DeMaio, Daniel Lamberton, Adam Tulin (via teleconference)

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Ken Eldridge, Silver/Petrucci; Steve Neydorf, Town Facilities Manager; Todd Rake, Community Center Custodian

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

1. Approval of minutes of regular meeting of February 11, 2020. On motion made by James DeMaio, and seconded by David DeMaio, the Committee voted unanimously to approve the minutes of the regular meeting of February 11, 2020 as submitted.
2. Public Comment. There was no one present for public comment.
3. Board of Finance report. David DeMaio noted that he will be attending the March Board of Finance meeting.
4. Revisions to agenda as appropriate. Mr. Gurnham requested that Item 14.1 be added to the agenda as "Discuss for possible action Cox School Water Mitigation proposal. "

On motion made by James DeMaio, and seconded by David DeMaio, the Committee voted unanimously to add to the agenda, Item 14.1 Discuss for possible action Cox School Water Mitigation proposal.

5. Discuss for possible action recommendation for award of bid for Community Center boiler project. Mr. Neydorf noted that 7 bidders had responded to the bid for the Community Center boiler project. The top 3 bidders were within \$10,000 of each other with Central Mechanical Services the low bidder at \$241,849, followed by All State Construction at \$249,898 and Action Air at \$298,875.

Mr. Eldridge noted that he checked references and received good reports that Central was reliable, knowledgeable, easy to work with, and proactive. In response to a question by Mr. DeMaio, Mr. Eldridge noted that he has not completed a proposal/scope review with Central.

Mr. Neydorf reviewed the timing for the project noting that they were aiming for the spring in the period between the heating and air conditioning season. He noted that the bid will be held for 90 days. They hoped to go to the Board of Selectmen a their March 16th meeting

Mr. DeMaio recommended that the Standing Building delay action on a recommendation until a proposal/scope review can be completed. He also noted that he would do some local vetting of the low bidder. Mr. DeMaio also requested that Mr. Neydorf confer with Ms. Millman on whether a performance bond is required for this project and that copies of the top 3 bids be forwarded to the Committee members. Mr. DeMaio suggested that the Committee hold a special meeting by conference call on Wednesday, March 11 at for the Committee to take action on a recommendation to the Board

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of Selectmen for award of the bid for the Community Center boiler replacement project. He will send out a conference call number for this meeting and the Clerk will post the meeting with the Town Clerk.

6. Discuss for possible action update on Performance Contracting. Mr. Gurnham noted that the Performance Contracting base projects are 99.9% complete. There is only a small punch list remaining which includes a lighting issue on the Town side and a control issue at Jones School. Outstanding Phase II work includes solar at Melissa Jones, the grant for State reimbursement, and the balance of the controls associated with the HVAC Phase II Baldwin Middle School project. They are also working with the Board of Education, Town and ECG on the measurement verification state.

In response to a question by Mr. Sands regarding the letter to Johnson Controls concerning the work not being completed on time, Mr. Gurnham noted that the Johnson Controls payment is being held pending receipt of reports for both year 1 and year 2 on the costs and energy savings. Johnson Controls received a letter from Town Counsel regarding the Town's concerns.

Mr. Gurnham also noted that there had been discussion with ECG regarding breaking out the solar piece and the control piece for Baldwin Middle School into a Phase II project so they can close out Phase I.

Mr. Sands discussed the problems related to the completion date for the Performance Contracting projects being missed by a year. Bank of American had submitted a bill to draw against the financing even though the work has not been completed and the Town had to pay the bill. The contract provides for guaranteed savings to be equal to the lease payment or the contractor is required to make up the difference so this issue needs to be worked out with the contractor. In addition, the contractor did not file for the solar projects so the Town has lost two months of z-rex funding. This correction needs to be made by the contractor so the Town gets full credit.

7. Update for possible action GHS Stadium Turf Field and Track. Mr. Gurnham reported that a proposal was received from KBA for the design for the renovation of the original GHS stadium field which is now 12 years old. This will be an approximately \$1.7 million joint Town and Board of Education project using bonded funds. Because of the projected project cost, Town Hall has requested that three proposals be obtained to meet the bidding requirements. He has now received a second proposal and is waiting for one more. Once the three proposals are received they will be reviewed by the Parks and Recreation Department and the Standing Field Committee and a recommendation will be made to the Standing Building Committee.

8. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that Sav-Mor Cooling and Heating, the contractor for the HVAC Upgrades at Melissa Jones School, has ordered the equipment and are waiting for receipt of materials. They still hope to receive materials to begin some work on the project over the April break. He will have an update on the equipment delivery at the April meeting.

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9. Discuss for possible action proposal for architectural and engineering services for Melissa Jones Elementary School Partial Window and Door Replacement Project. Mr. Gurnham noted that Fuss & O'Neil had been the contractor for the Baldwin Middle Schools Windows and Doors project and did a good job. This company is under State contract so they were asked to submit a proposal for testing, design and filing of a plan as needed for a remediation plan for the Melissa Jones School Windows and Doors project. Their proposal for this work is \$27,732.

Mr. DeMaio recommended that Mr. Gurnham ask the contractor about the possibility of phasing in or reducing sampling of some of the testing to reduce the cost if this will not create a delay.

On motion made by David DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to recommend that the proposal by Fuss & O'Neil for \$27,732 for testing, design and filing of a remediation plan for the Melissa Jones Widows and Doors Project be accepted pending Mr. Gurnham discussing possible phasing in or reduced sampling possibilities to generate savings and request that Mr. Gurnham report back any proposed adjustment to this Committee if this is an option.

10. Discuss for possible action HVAC Phase I Upgrades at Baldwin Middle School. Mr. Gurnham noted that Sav-Mor has submitted an amendment to Change Order #2 for the Baldwin Middle School Phase IHVAC Project for \$35,340.64 to correct a computing error for this Change Order, which was previously approved. It is general practice that corrections to true tabulation errors are accepted and approved.

On motion made by James DeMaio, and seconded by Mr. Tulin, the Committee voted unanimously to approve Change Order #2 as amended to \$35,340.64 to correct a tabulation error.

11. Discuss for possible action HVAC Phase II upgrades at Baldwin Middle School. Mr. Gurnham noted that he had sent out copies of the plans for the Baldwin Middle School HVAC Phase II project. He noted that his HVAC staff reviewed the plans and had no issues. The plans show the placement of the mechanicals above the gym locker rooms area and replacement of the new air handlers. All of the HVAC equipment will be replaced when the project is complete. The plan calls for the duct work to be re-utilized after cleaning.

On motion made by Mr. Lamberton, and seconded by James DeMaio, the Committee voted unanimously to recommend that the Plans and Specifications for the Baldwin Middle School Phase II HVAC Project go out to bid.

12. Update on design of BOE offices at 595 New England Road. Mr. Gurnham provided background information on the 595 New England Road project noting that the Town will be renovating this 15,000 sf former science wing to be able to combine Board of Education administrative staff from a number of locations to this one site. Silver Petrucelli has developed plans and specifications for this project which has an estimates budget of \$1.2 million. The Board of Education staff will be doing some of the smaller aspects of the project to reduce costs. The project will utilize the existing septic system. The existing

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HVAC system is from 2016 so it has been determined that this system can be retrofitted by providing an additional number of drops for approximately \$90,000 versus a new system for \$450,000. OR&L will be reviewing the plan working through Silver Petrucelli. When the plan is complete, they will come in for a presentation to the Committee.

13. Update on Baldwin Middle School Kitchen Renovation. Mr. Gurnham noted that a kick-off meeting with Antinozzi Architects for the Baldwin Kitchen Renovation was held and they have begun work on this project.

14. Discuss for possible action options to include in project specifications to insure improved adherence of a contractor to the completion deadline for a project. Mr. Tulin noted that he had talked to other towns to see if they have ideas for steps or options to include in project specifications to insure improved adherence of a contractor to the completion deadline for a project. The idea of incentives to motivate a contractor to finish early was also discussed. Since this is a legal issue, it might be beneficial to include the Town Attorney in matters involving penalties. Mr. Gurnham noted that enforcement of penalties can be complex. He recommended the Ms. Millman be contacted and asked for her input. David DeMaio and Mr. Gurnham will follow-up with Ms. Millman to discuss options to keep a project on tract and on a timeline.

14.1 Water Mitigation at Cox School. Mr. Gurnham noted that two years ago a new carpet was installed at Cox School. The carpet has failed and been replaced under warranty a number of times and it has failed again. It has been determined that the cause of the problem is moisture and that water mitigation is necessary to resolve this issue and prevent future problems. While the manufacturer will cover the cost of a new carpet they are not responsible for water mitigation.

Mr. Gurnham noted that he had obtained a proposal from Red Carpet for \$119,249.47 to perform water mitigation steps in the problem areas. He has been advised that existing bond funds can be utilized for this work. If approved the work will be scheduled for the April break.

On motion made by James DeMaio, and seconded by David DeMaio, the Committee voted unanimously to recommend that the proposal from Red Carpet for \$119,249.47 for water mitigation at Cox School be accepted.

15. Chairman's report/Committee correspondence. David Demaio reported that Will Thompson has been appointed as a member of the Standing Building Committee.

16. 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 #8 from Sav-Mor for \$10,925.00 for 99% completion of contractor services for the Baldwin Middle School HVAC Phase I upgrades project.

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On motion made by James DeMaio, and seconded by Dave DeMaio, the Committee voted unanimously to approve payment of Application for Payment #1 from Sav-Mor for \$22,895.00 for Administration, Permitting and Bonding for the Melissa Jones 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 \$2,748.00 for 10% completion of engineering design and 90% completion of construction documents for the HVAC Phase II Upgrades at Baldwin Middle School.

On motion made by Mr. Tulin and seconded by James DeMaio, the Committee voted unanimously to approve payment of an invoice from Terry Holland-Buckley for \$227.50 for 13 hours of secretarial services in January and February, 2020.

17. Old business. Mr. Gurnham provided an update on the 10 Year Facilities Study. At the December Standing Building Committee meeting he had reported that the Board of Education has recommended that a new Facilities Update Report be completed. At the January meeting the Standing Building Committee had approved a recommendation that the contract for the Board of Education 10 Year Facilities Study of 7 District schools be awarded to Sightlines for a fee of \$29,785. This recommendation was approved by the Board of Selectmen and they are in the process of finalizing and signing a contract. A kick-off meeting will be scheduled and the work will possibly begin during the April break. This report, which will include a review of all equipment, will be very helpful to the Board of Education for planning purposes.

18. New business. There were no items discussed under new business.

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

On motion made by David DeMaio, and seconded by James DeMaio, the Committee voted unanimously to adjourn the meeting at 8:30 p.m.

Terry Holland-Buckley
Clerk