

Draft

Minutes of the regular meeting of the Standing Building Committee held on March 2, 2021

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

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Bob Banning, Silver Petrucelli

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

1. Approval of minutes of regular meeting of February 2, 2021. On motion made by Mr. Thompson, and seconded by Mr. Hedberg, the Committee voted unanimously to approve the minutes of the regular meeting of February 2, 2021 as submitted.
2. Public Comment. There was no one present for public comment.
3. Revisions to agenda as appropriate. There were no revisions made to the agenda.
4. Board of Finance report. David DeMaio noted that he had attended the February Board of Finance meeting and had provided clarification on a few comments regarding the February Standing Building Committee minutes. Most of the questions were regarding the Fire Department project and regarding the reduction in value for the Melissa Jones piping insulation for the HVAC project.
5. Discuss for possible action update on Cox Elementary School HVAC Upgrades project. Mr. Gurnham noted that Silver Petrucci will have the drawings for the Cox HVAC Upgrades project to a high percentage of completion available for review at the April 6th Standing Building Committee meeting. The final work on the plans will then be completed and he will be requesting a special meeting later in the month to approve final plans with a goal of putting the project out to bid the second or third week of April.
6. Discuss for possible action update on Guilford Lakes Elementary School HVAC Upgrades project. Mr. Gurnham noted that Silver Petrucci will have the drawings for the Guilford Lakes HVAC Upgrades project to a high percentage of completion available for review at the April 6th Standing Building Committee meeting. The final work on the plans will then be completed and he will be requesting a special meeting later in the month to approve final plans with a goal of putting the project out to bid the second or third week of April. There will need to be discussion on whether to work towards completing both the Cox and Guilford Lakes HVAC projects over the summer or phasing both projects so half of each building would be done in 2021 and the second phase in 2022.
7. Discuss for possible action update on GHS Stadium Turf Field and Track. Mr. Gurnham noted that they are working to get this project out to bid this month. He will be requesting a special meeting in the next couple of weeks for the SBC to approve the final plans in order to keep the project on schedule to have specifics available for the April referendum and for construction this summer.

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8. Discuss for possible action update on Performance Contracting. Mr. Gurnham noted that the solar equipment is at Melissa Jones and the contractor is waiting for the weather to begin installation.

9. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that the contractor has completed work on Changes order #1 and #2, the insulation of existing piping over specific sensitive equipment. The only outstanding items for start-up are the heat recovery System and the final update of the graphics.

10. Discuss for possible action update on Melissa Jones Elementary School Partial Window and Door Replacement Project. Mr. Gurnham noted that the bids for the Melissa Jones School Partial Window and Door Replacement project came in and Mr. Banning will review the results. Mr. Banning noted that the apparent low bid was from Accurate Door and Window for \$644,800.00. He noted that Silver/Petrucelli is familiar with Accurate from other projects and has had a positive experience. He spoke with their partner and he has no concerns with the bid package or bid number. No discrepancies were found in the bid review. He recommended that the project be awarded to Accurate as the low bidder. Mr. Gurnham noted that there were no concerns or disqualifying factors by the town so he also recommends the award of this bid to Accurate.

In response to a question, Mr. Gurnham noted that the original budget for this project was much higher than the bids, due to the budget having a good contingency for an extensive PCB abatement.

In response to a question, Mr. Banning noted that unit pricing is not expected to be needed but is available.

On motion made by Mr. Lamberton, and seconded by Mr. Tulin, the Standing Building Committee voted unanimously to recommend that Bid #9-2021, Melissa Jones Elementary School Partial Window and Door Replacement be awarded to the low bidder, Accurate Door and Window, LLC for \$644,800.00.

Mr. Gurnham requested that the Committee act on a proposal for Construction Administration for the abatement piece of the Melissa Jones Elementary School Partial Window and Door Replacement project. Fuss and O'Neil has submitted a proposal of \$27,275 for Construction Administration for this project under the Connecticut State bid process.

On motion made by Mr. Thompson, and seconded by James DeMaio, the Standing Building Committee voted to recommend that the proposal by Fuss and O'Neill for \$27,275 for Construction Administration for the abatement piece of the Melissa Jones Elementary School Partial Window and Door Replacement project be accepted. David DeMaio, James DeMaio, Mr. Hedberg, Mr. Lamberton, Mr. Rader, and Mr. Thompson voted in favor of the motion and Mr. Tulin abstained.

11. Discuss for possible action update on Melissa Jones Elevator Modernization and Upgrade Project. Mr. Gurnham noted that the Melissa Jones Elevator Modernization and Upgrade project will go out to bid on Thursday. A walk through for the project is scheduled for March 11th at 4:00 with another walk through to be scheduled at 4:30 if necessary. The bids are due back on April 8th.

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Mr. Gurnham noted that action cannot be taken on award of this project until after the April referendum.

In response to a question, Mr. Gurnham noted that Standing Building Committee members are welcome to attend the walk through but to notify him so can include individuals in the number of attendees.

12. Discuss for possible action update on HVAC Phase II Upgrades in Baldwin School. Mr. Gurnham reported that all of the air handlers are installed and operating and waiting for the commissioning of the VAVs. They still need to complete the point to point test. Once this is finalized they can release the air handlers to operate fully. In addition, the ERV needs to be installed on the roof utilizing a crane so they are awaiting a deep freeze or dry ground to complete this installation.

13. Update on District Wide Interior Door and Lock Project. Mr. Gurnham noted that the doors for Melissa Jones and Guilford Lakes Schools have been received. Staff will complete a test door this week and once that has been completed they should be able to move through the building quickly to complete the door installation.

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 Mr. Rader and seconded by James DeMaio, the Committee voted unanimously to approve Invoice #66CTI9033141, dated February 26, 202 from Arc for \$117.00 for 3 users.

On motion made by Mr. Lamberton, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #31840231-00 dated February 5, 2021, for \$7,490.00, from Herc Rental for rental of equipment for the Baldwin Middle School HVAC project.

On motion made by James DeMaio, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #31845854-001 dated January 10, 2021, for \$828.00, from Herc Rental for rental of equipment, including heating units for the band room and the ancillary tent, for the Baldwin Middle School HVAC project. Mr. Gurnham noted that this total bill is for \$1656.00 but the Board of Education will be covering half of the cost.

On motion made by Mr. Hedberg, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of Invoice #31845854-002 dated February 9, 2021, for \$738.00, from Herc Rental for rental of equipment, including heating units for the band room and the ancillary tent, for the Baldwin Middle School HVAC project. Mr. Gurnham noted that this total bill is for \$1476.00 but the Board of Education will be covering half of the cost.

On motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Application for Payment #8, dated February 24, 2021, from Sav-Mor for \$5,681.00 for 89% completion of contractor services for the Baldwin Middle School HVAC Phase II Project.

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On motion made by Mr. Hedberg, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of Invoice 21-375, dated February 21, 2021 from Silver/Petrucci for \$4,999.50 for professional services for 45% completion of schematic design for the A.W. Cox School HVAC Upgrades project.

On motion made by Mr. Rader, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Invoice 21-370 dated February 1, 2021 from Silver/Petrucci for \$2,220.00 for professional services for 20% completion of schematic design for the Guilford Lakes School HVAC Upgrades project.

On motion made by James DeMaio, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice #18012-3 dated February 29, 2021 from Kaestle Boos Associates, Inc. for \$7,650.00 for 90% completion of Construction Documents for the Guilford High Synthetic Turf Field project.

On motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #21-83 dated January 1, 2021 from Silver/Petrucci for \$3,120.00 for professional services for 30% completion of construction documents for the Melissa Jones School Roof project.

On motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #21-319 dated February 1, 2021 from Silver/Petrucci for \$1,040.00 for professional services for 10% completion of construction documents for the Melissa Jones School Roof project.

On motion made by Mr. Thompson, and seconded by James DeMaio, the Committee voted unanimously to approve payment of Invoice #21-167 dated January 1, 2021 for \$250.00 for 10% completion of the Bid Phase and Invoice #21,397 dated February 1, 2021 for \$750 for 30% completion of the bid phase from Silver/Petrucci for the Melissa Jones School Partial Window Replacement project.

Upon a motion made by Mr. Rader, and seconded by Mr. Mr. Thompson, the Committee voted unanimously to approve a bill from Terry Holland-Buckley for \$266.25 for secretarial services for January and February, 2021.

16. Old business. In response to a question, David DeMaio noted that there is no need to add the Fire Department projects to the agenda until further direction is received.

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

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

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

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Terry Holland-Buckley  
Clerk