

DRAFT

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

Present: Scott Orenstein, Chris Anderheggen, Greg Broderick, Jim Goodridge, Peter Rader

Also present: Cliff Gurnham, Director of Operations; Mike Ayles, Board of Finance; Jim Portley, Town Engineer; Ted Sands, Board of Education; Aldo Mazzaferro, ECG Anthony Marcians, Aaron Alibrio, Dan McGowen, Gary Riff, Johnson Controls

Mr. Goodridge called the meeting to order at 7:00 p.m. Mr. Orenstein arrived at 7:10 p.m.

4. Revisions to agenda as appropriate. Mr. Goodridge requested that Item #3 be moved up to next on the agenda since Mr. Ayles needed to leave to attend the Board of Finance Public Hearing at 7:30 p.m.

3. Board of Finance report. Mr. Ayles asked if a date had been set for the presentation on Performance Contracting by Johnson Control to the Board of Selectmen, Board of Finance and Board of Education. Mr. Gurnham noted that he is still working on arranging for the meeting and he is working toward a date later in March. Mr. Ayles requested clarification on the Baldwin Middle School project. Mr. Gurnham noted that bids on this project are due back March 20 so the project is still on schedule.

1. Approval of minutes of regular meeting of February 7. On motion made by Mr. Anderheggen, and seconded by Mr. Rader, the Committee voted to approve the minutes of the regular meeting of February 7, 2017 as submitted.

2. Public Comment. There was no one present for public comment.

5. Act on request of Town Engineer to approve architect from On Call List to design wash bay at Public Works Department. Mr. Portley advised that they had received two credible bids from the On-Call List to design a wash bay at the Public Works Department. One other bid was received but this architect did not have any experience with this type of facility. Mr. Portley explained that the system will be designed to contain runoff and also maximize the efficient use of water. The design will also be designed to be able to wash the underside of the vehicles. Funding for this project is from a bonding issue approved a number of years ago. The basic site plan has been laid out with the building to be located behind the Public Works building near the railroad tracks. The Public Works Department will be able to do some of the digging and installation of the tanks

Mr. Portley is recommending that the bid be awarded to HAKS. Their quote for \$49,500 is competitive and reasonable and they have an experienced team who has worked on this type of facility. The Public Works Commission has approved HAKS and agreed to pass on their recommendation to the Standing Building Committee.

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On motion made by Mr. Rader, and seconded by Mr. Goodridge, the Committee voted unanimously to recommend that the contract for design of the wash bay at the Public Works Department be awarded to HAKS for \$49,500.

6. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham provided an update on the Baldwin Middle School Windows and Doors project. He noted that this project is now out to bid with responses due back March 20, 2017. The original walk-through scheduled had to be rescheduled due to a mis-posting of the notice. Ten to fifteen companies attended the new walk-through so he is anticipating receipt of a number of proposals. Addendum #2 went out today to address questions and there is a possibility there will be one more addendum to go out before bids are due.

Mr. Gurnham requested that a special Standing Building Committee be scheduled to review the bids received. The Committee members agreed to schedule a special meeting for Thursday, March 23, 6:30 p.m. to review and approve a recommendation for award of the bid for the Baldwin Middle School Windows and Doors project. He will also be requesting that the Board of Selectmen schedule a special meeting for Friday, March 24 to act on award of the bid.

Mr. Gurnham noted that the approved contractor will begin the project as soon as possible after school is out. They have the option of doing half of the project this year but some of the interested contactors have suggested they might work toward completing the full job this summer. One of the determining factors will be the ability to have all of the windows delivered in time. Mr. Gurnham noted that the project has gone through a review for ADA, Health Officials and the Fire Marshall.

Mr. Gurnham clarified that, following discussions with the Town Counsel and the Architect. the bid document includes verbiage regarding prevailing wage.

7. Update on Melissa Jones roof project. Mr. Gurnham noted that, for an architect for the Melissa Jones roof project, he received three proposals from on-call architects and also received a proposal from Silver/Petrucci, who is not on the on-call list but has done substantial work for the Town. Proposals were relatively close and were received from HAKS, \$31,750, BL, \$29,600 and CWA, \$27,400. In addition, Silver Petrucci submitted a proposal for \$17,000. Mr. Gurnham commented that he believes it would be possible to use the services of Silver Petrucci even though they are not on the on-call list.

Mr. Orenstein commented that he believes the Committee should select a firm from the on-call list to better follow the process.

Mr. Gurnham noted that CWA is the low bid from the on-call architects, however, he is not sure about their experience record, especially regarding the State reimbursement process. He agreed to review their experience record in this area.

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On motion made by Mr. Orenstein, and seconded by Mr. Goodridge, the Committee voted unanimously to recommend that CWA be hired as the architect for the Melissa Jones roof project contingent upon a successful review by Mr. Gurnham of their experience with the State reimbursement process.

8. Update on HVAC in Baldwin and Jones. Mr. Gurnham explained that the HVAC work at Baldwin and Jones must be done in conjunction with the Johnson Control work. Work at Melissa Jones includes installing air conditioning in the school gymnasium. This work is especially important because this part of the gym is underground so there is a lot of sweating and the air conditioning will help with control of the humidity. The air conditioning is important for the Baldwin gymnasium since this area is the location of many group activities like concerts so it gets very warm. In the past they could open doors to get air into the room but the new security improvements prohibit the doors from being opened to provide fresh air.

Mr. Gurnham noted that he had met with four firms including HAKS, BL, CWA and Kenneth Boroson so he is expecting to possibly receive up to four proposals. They are asking for options at Baldwin Middle School since this is a more complex project. The proposals are due this week.

9. Update on Electrical Upgrades for Baldwin, Jones and Cox. Mr. Gurnham noted that electrical work at Baldwin and Jones coincides with the HVAC work. He also met with four on-call firms regarding this project. He noted that the Melissa Jones system is relatively new so it may not need upgrading. Even though they will be adding cooling with the air conditioning of the gymnasium, the additional power needed might be balanced with other savings.

Mr. Gurnham noted that Baldwin does not have solar options due to the age of the roof, however, solar could be considered after a new roof is installed. Lighting will be the largest load with the boilers not being much of a draw. Some of the electrical upgrades will be necessary due to age rather than due to capacity.

Mr. Gurnham noted that solar is a possible option at Cox to reduce usage. Like at Baldwin, some of the upgrades are necessary due to age rather than capacity.

Mr. Gurnham noted that proposals for the electrical upgrades are due this week.

10. Update on Performance Contracting. Mr. Gurnham noted that he has met with Johnson Controls and is waiting to receive their final proposal.

Mr. Gurnham noted that they are including work on the controls but in some locations it might not make sense since the HVAC will be replaced in the near future. He is working on arranging for a meeting of the full Board of Selectmen, Board of Finance and Board of Education for a presentation on the performance contracting proposals for Guilford facilities.

Mr. Gurnham noted that, in a discussion of open parcels, the Sullivan property on the Guilford/Branford line as a possible open space for an arrangement for solar panels.

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Mr. Sands noted that the portion of this property north of Route 1 was rezoned and this is the area where the new Tractor Supply building is located. The portion of the property south of Route 1 consists of 200 acres of rolling property that is zoned residential, except for an area on Route 1 that is commercial. He believes it would be worthwhile to talk to Mr. Sullivan about a possible arrangement to use a portion of his property near I-95 for solar panels. He will work on arranging a meeting.

11. Chairman’s report/Committee correspondence. There were no items discussed under Chairman’s report/Committee correspondence.
12. Take action on items as appropriate. There were no items discussed under #12.
13. Approval of bills. On motion made by Mr. Rader, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of four invoices for \$994.98, \$376.38, \$1,011.75 and \$260.05, totaling \$2,643.16, from the Color Company for prints of documents for the Baldwin Middle School project.

On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice from Terry Holland-Buckley for \$187.00 for 11 hours of secretarial service from January and February, 2017.

14. Old business. Mr. Gurnham provided information on the Guilford Public Schools Proposed Bonding for 2017-18 listing the projects as follows:

- Baldwin, Jones and Cox - replacement and upgrades to the main electrical service and associated electrical distribution panels	\$2,740,889
- Baldwin – Additional funding to add security upgrades to the windows, abatement of PCB’s and several card readers and cameras	\$ 632,262
- Jones – Partial roof replacement of the shingle roof	\$ 380,882
- District – Architectural & Engineering design for future projects	\$ 209,798
Total	\$3,963,831

Mr. Gurnham also provided detailed sheets on each project including a description and justification.

Mr. Gurnham requested that the Committee take action noting that they have reviewed these projects.

15. New business. On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to add to the agenda “Act on Guilford Public School Proposed Bonding 2017-18.”

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On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to confirm that they have reviewed the Guilford Public School Proposed Bonding 2017-18 and feel that the methodology utilized was confident and reasonable.

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

On motion made by Mr. Broderick, and seconded by Mr. Rader, the Committee voted unanimously to adjourn the meeting at 8:40 p.m.

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Terry Holland-Buckley  
Clerk