

Draft

Minutes of the regular meeting of the Standing Building Committee held on April 6, 2021

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

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Bob Banning, Ken Eldridge, Silver Petrucelli; Michael Sahm, David Newman, ECG; Mike Ott, Summer Hill Civil Engineers

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

1. Approval of minutes of regular meeting of March 2, 2021. On motion made by Mr. Lamberton, and seconded by Mr. Rader, the Committee voted unanimously to approve the minutes of the regular meeting of March 2, 2021 as submitted.
2. Public Comment. There was no one present for public comment.
3. Revisions to agenda as appropriate. On motion made by Mr. Rader, and seconded by Mr. Lamberton, the Committee voted unanimously to revise the agenda to move Item #5, Discuss for possible action plans and specifications for construction of pickleball courts at Bittner Park, to next on the agenda and to move Item #4, Executive Session to follow item #15 on the agenda.
5. Discuss for possible action plans and specifications for construction of pickleball courts at Bittner Park. Mr. Ott reviewed the drawings for the Bittner Park Pickleball courts for this project to go out to bid. He reminded the Committee members that originally the plan was to expand the pickleball courts at Adams Middle School but it was determined that this location could not be utilized due to soil conditions. The Bittner project has received Inland Wetlands and Planning and Zoning approval. Mr. Ott noted that the projects provides for an addition to the existing post tension concrete courts to provide an additional four courts. The project involves the removal of a portion of the existing chain link fence and some of the bituminous pavement at the northeast corner.

Mr. Ott noted that a schedule for the bid documents has been developed with the Parks and Recreation Director and Purchasing Department that calls for advertisement at the end of this week, bids due back the end of April and Board of Selectmen approval targeted for their May 3rd meeting. The construction time is estimated to be 3 months due to the need to allow approximately one month for the concrete to cure before the surface is applied. The funds for this project have been approved and allocated.

In response to a question by Mr. Rader, Mr. Ott noted the location of gates in the project to provide for individual assess as well as maintenance access.

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On motion made by Mr. Rader, and seconded by Mr. Lamberton, the Committee voted unanimously to approve the bid documents for Bid #8-2021, Bittner Park Pickleball Courts and recommended that this project be put out to bid.

6. Board of Finance report. David DeMaio noted that he had attended the March Board of Finance meeting and had provided clarification on a few comments primarily regarding the Energy Performance Contracting item.

7. Discuss for possible action update on Cox Elementary School HVAC Upgrades project. Mr. Eldridge noted that members were provided with the bid package for both the Cox and Guilford Lakes HVAC Upgrade projects and they will be looking for Standing Building Committee approval this evening or, if there are questions or concerns, they will be requesting a special meeting so the bid can go out by next week. Mr. Eldridge reviewed the drawings for the Cox project noting that this is a replacement of the current system and modernizing with upgrades. He noted that the drawings are straight forward and reviewed the installation plan, details, schedules, electrical drawings and noted that some logistics still need to be worked out to develop the best strategy.

Mr. Gurnham noted that a discussion on energy performance contracting will be covered in executive session and part of that discussion will be to provide an update on the controls at Guilford Lakes and Cox to be able to bring in any needed new items so there will be an ability with this project to reuse and blend the controls as much as possible.

It was noted that the boilers were not included in this set of drawings and Mr. Gurnham clarified that the plan was to complete the boilers at the same as a part of this project. Mr. Gurnham agreed to work with Silver Petrucelli to clarify this issue tomorrow and will send a set of updated drawings to the Committee members.

8. Discuss for possible action update on Guilford Lakes Elementary School HVAC Upgrades project. Mr. Eldridge noted that the Guilford Lakes project is the same scenario as the Cox School project although it involves a little more electrical work. Mr. Gurnham noted that he will also be working with Silver Petrucelli to clarify the boiler issue for the Guilford Lakes project and will report back to the Committee.

9. Discuss for possible action update on GHS Stadium Turf Field and Track. Mr. Gurnham noted that the GHS Stadium Turf Field and Track project went out to bid with a due date of April 13th. They have had three addendums. There was a strong showing at the walk-through so there appears to be a good amount of interest in this project.

10. Discuss for possible action update on Performance Contracting. Mr. Gurnham noted that issues regarding the Performance Contracting contract will be discussed in executive session.

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11. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that they are continuing to work on closing out the HVAC Upgrades at Melissa Jones School project.

12. Discuss for possible action update on Melissa Jones Elementary School Partial Window and Door Replacement Project. Mr. Gurnham noted that the bid for the Melissa Jones School Partial Window and Door Replacement project has been awarded and the contract is in place with Accurate Door and Window. Once the schedule is reviewed a kick-off meeting will be scheduled. The timeline calls for this project to be completed for the start of school in the fall.

13. 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 is out to bid with a due date of April 8th. There was a strong turn-out at the walk through with 12 individuals present so they are expecting a good number of bids to be received.

14 Discuss for possible action update on HVAC Phase II Upgrades in Baldwin School. Mr. Gurnham reported that the HVAC Phase II Upgrades at Baldwin Middle School project is almost complete. They are working on graphics and confirming that all of the controls are working correctly. The ERV still needs to be installed on the roof utilizing a crane so they are awaiting the ground to be dry enough to bring in a crane to complete this installation.

15. Update on District Wide Interior Door and Lock Project. Mr. Gurnham noted that the installation of the doors at Melissa Jones are complete and the Guilford Lakes doors will be installed over the April break. The next schools to schedule for new interior doors are Baldwin and Cox.

4. Executive Session to discuss contract negotiations regarding Performance Contracting. On motion made by Mr. Hedberg, and seconded by James DeMaio, the Committee voted unanimously to adjourn to executive session at 7:50 p.m. to discuss contract negotiations regarding performance contracting and to invite Cliff Gurnham, Ted Sands, Mike Sahm, David Newman and Terry Holland-Buckley to attend.

There was discussion only in executive session. No motions were made and no action was taken.

On motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to adjourn to open session at 9:00.

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

17. Approval of bills. On motion made by Mr. Rader and seconded by James DeMaio, the Committee voted unanimously to approve Invoice #66CTI9034015, dated March 31 26, 2021 from Arc for \$117.00 for 3 users.

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On motion made by Mr. Hedberg, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of application for Payment #9 from Sav-Mor for \$70,550.00 for 93% completion of contractor services for the Baldwin Middle School Phase II HVAC project.

On motion made by Mr. Lamberton, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice 21-611, dated March 1, 2021 from Silver/Petrucelli for \$9,365.50 for professional services for 5% completion of schematic design, and 25% completion of Construction Documents for the A.W. Cox School HVAC Upgrades project.

On motion made by James DeMaio, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice 21-606 dated March 1, 2021 from Silver/Petrucelli for \$9,830.00 for professional services for 5% completion of schematic design and 25% completion of Construction Documents for the Guilford Lakes School HVAC Upgrades project.

On motion made by Mr. Hedberg, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Invoice #1094-2 from Millennium Builders for \$45,533.27 for delivery of doors to Guilford Lakes School for the District Wide Interior Door and Lock project.

On motion made by Mr. Tyre, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #1093-2 from Millennium Builders for \$30,504.00 for delivery of doors to Melissa Jones School for the District Wide Interior Door and Lock project.

On motion made by Mr. Rader, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of Invoice #CI-04371 from Sightlines for \$2,978.50 for Facilities Assessment and Planning – Startup-Preliminary Presentation services for the Facilities Assessment project.

On motion made by Mr. Hedberg, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #18012-4 dated March 30, 2021 from Kaestle Boos Associates, Inc. for 2,100.00 for 100% completion of Construction Documents and 50% completion of bidding for the Guilford High Synthetic Turf Field project.

On motion made by Mr. Hedberg, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Invoice #21-541 dated March 1, 2021 from Silver/Petrucelli for \$1,050.00 for 50% completion of Bid Phase for the for the Melissa Jones School Elevator Replacement project.

On motion made by Mr. Tyre, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Invoice #21-630 dated March 1, 2021 from Silver Petrucelli for \$1,292.04 for 50% completion of the Bid Phase and printing costs for the Melissa Jones School Partial Window Replacement project.

On motion made by Mr. Rader, and seconded by Mr. Thompson, the Committee voted unanimously to approve payment of an Invoice #21030, dated March 1, 2021 for \$2,250.00 for professional services

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including field surveys, office computations and map preparation for the Guilford High School Athletic Facility Topographic Survey services for the GHS Stadium Turf Field and Track Replacement project.

On motion made by Mr. Rader, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of Application for Payment #12, dated March 23, 2021, from Sav-Mor for \$75,686.29 for final payment of contractor services for the Melissa Jones HVAC Phase II Project contingent upon approval by the Facilities Director that all graphic documents are completed.

18. Old business. There were not items discussed under old business.

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

20. Executive session as needed. There was no need for any additional discussion in executive session.

On motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to adjourn the meeting at 9:17 p.m.

Terry Holland-Buckley
Clerk