

Draft

Minutes of the regular meeting of the Standing Building Committee held on June 2, 2020 via teleconference

Present: David DeMaio, James DeMaio, Jeff Hedberg, Daniel Lamberton, Will Thompson

Also present: Cliff Gurnham, Director of Operations

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

1. Approval of minutes of regular meeting of May 5, 2020. On motion made by Mr. Lamberton, and seconded by James DeMaio, the Committee voted unanimously to approve the minutes of the regular meeting of May 5, 2020 as submitted.
2. Public Comment. There was no one present for public comment.
3. Board of Finance report. There was no Board of Finance Liaison report.
4. Revisions to agenda as appropriate. There were no revisions to the agenda necessary.
5. Discuss for possible action update on Performance Contracting. Mr. Gurnham noted that the State reviewed the submission for the two solar projects at Baldwin and Melissa Jones schools and these projects were denied due to the age of the roofs. It was noted that these types of projects would not be approved unless they were integrated with a roof replacement project or the roof has been replaced within a year. JCI is looking at other options such as a ground mounted system or parking lot style system to possibly pursue. Due to this decision, this part of the project might need to come out as an Energy Performance Contract project if an alternative cannot be found.
6. Update for possible action GHS Stadium Turf Field and Track. Mr. Gurnham noted that a meeting was held on Friday with the Parks and Recreation Director and Athletic Director to discuss the different aspects of the GHS Stadium Turf Field and Track project. One topic of discussion was the coordination of the field lining necessary for the various sports to be accommodated on this facility. Another meeting will be scheduled in a couple of weeks. One additional item that needs to be determined to continue with the development of the project estimate is a recommendation on the type of fill material to be utilized. Moving forward, the goal is to have an estimate finalized by August so there will be a good estimate figure available to include in the budget proposal.
7. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that the heat pumps for the Melissa Jones HVAC project have been located and placed in position so they are installed but not yet hooked up.

Mr. Gurnham reviewed revised pricing based on the decision to delete certain requirements of the current plans and specifications associated with the Melissa Jones School HVAC upgrades project. He

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reviewed three changes to the Scope of Work and items that can be deleted in the areas of temperature and humidity, control, and air flow as a result of these changes, which resulted in a total credit of \$24,249.

Following review, on motion made by Mr. Lamberton, and seconded by Mr. Hedberg, the Committee voted unanimously to approve Change Order #1 from Johnson Controls, a \$24,249 credit for items to be deleted as a result of a change in the project Scope of Work

8. 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 has sent out samples for testing and are waiting to receive the results. This project is scheduled for summer, 2021.

9. Discuss for possible action HVAC Phase I Upgrades at Baldwin Middle School. Mr. Gurnham noted that Trane has been on site with Sav Mor and he district's HVAC Technician to start up the chiller.

Mr. Gurnham advised of Change Order #12 for \$1,134.00 for the additional bond premium based off of the increase in the contract amount.

On motion made by Mr. Hedberg, and seconded by Mr. Lamberton, the Committee voted unanimously to approve Change Order #12 for \$1,134.00 for the additional bond premium based off of the increase in the contract amount.

10. Discuss for possible action HVAC Phase II upgrades at Baldwin Middle School. Mr. Gurnham noted that multiple submittals have been received and some of the equipment has been ordered with equipment scheduled to be on site in July.

Mr. Gurnham noted that a review was also completed for the Baldwin HVAC Phase II project, similar to the review done for Melissa Jones School, to look for areas to save. They evaluated the project for duplication or overlap between the control work and the energy performance contract work and found areas that would generate a savings of \$142,619. Due to a number of questions regarding the information provided, a decision was made to not vote on this item at this time.

11. Update on design of BOE offices at 595 New England Road). Mr. Gurnham noted that he had conducted a walk-through with representatives from Silver Petrucelli and Emme which included a review of the duct work. They are in the process of re-design of the project and plan to come back with a preliminary plan in approximately two weeks.

12. Update on Baldwin Middle School Kitchen Renovation. Mr. Gurnham noted that he and the Director of Dining Services will be arranging to meet to conduct a design review of the conceptual drawings for this project.

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13. Discuss for possible action update on School Facilities Needs Assessment. Mr. Gurnham noted that Sightlines has been conducting a review of the schools. They also met with the maintenance department staff to discuss electrical, plumbing, HVAC and roofing concerns. They also met with the Director of Dining Services and are looking a security issues. They are working on a draft report to present to the District.

14. Discuss for possible action letter from O'Rirdan Migani Architects. David DeMaio noted receipt of a letter from O'Riordan Migani Architects regarding On-Call Architectural and Engineering Services. They expressed concern that, while they are on the on-call list and have submitted proposals for possible assignments, they have not yet been retained for any services. They requested an opportunity to obtain clarification on what the Town is looking for in the task order proposals being requested. Mr. DeMaio requested Committee member input on how to respond to this letter.

Mr. Gurnham suggested that Mr. DeMaio discuss the letter with Pam Millman, In-House Counsel and the Committee members were in agreement.

15. 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. DeMaio noted that the Town Attorney will plan to attend the August 4th Standing Building Committee meeting. He requested that Committee members come prepared at the July meeting with questions to discuss in preparation for the August meeting.

Mr. Gurnham recommended that a review of the Town Contract be included in the discussion and recommended that Pam Millman also be invited to attend the August meeting.

In response to a question by Mr. DeMaio, Mr. Gurnham agreed to provide a copy of the AIA contract that is utilized by the Town for projects.

16. Chairman's report/Committee correspondence. There was no Chairman's report or Committee correspondence.

17. Approval of bills. On motion made by James DeMaio, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Invoice #66CTI9026745 dated 5/27/20 from Arc for \$273.00 for seven of Skysite.

On motion made by Mr. Lamberton, and seconded by Mr. Hedberg, the Committee voted unanimously to approve Application for Payment #10 from Sav-Mor for \$14,607.39 for contractor services for the Baldwin Middle School HVAC Phase I Upgrades.

On motion made by Mr. Lamberton, and seconded by James DeMaio, the Committee voted unanimously to approve Invoice #CI 04074, dated May 22, 2020 from Sightlines for \$8,935.50 for the start-up inspection for the School Facilities Needs Assessment Project.

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On motion made by Mr. Hedberg, and seconded by Mr. Lamberton, the Committee voted unanimously to approve Invoice #826693, dated April 30, 2020 from Red Thread for \$119,249.47 for water mitigation work at Cox School.

On motion made James DeMaio, and seconded by Mr. Lamberton, the Committee voted unanimously to approve Invoice Application for Payment #4 from Sav Mor for \$355,371.25 for contractor services for the Melisa Jones School HVAC Upgrades project.

On motion made by Mr. Hedberg, and seconded by James DeMaio, the Committee voted unanimously to approve payment of Invoice #20-850 from Silver Petrucelli for \$4,880 for 95% completion of Contract Administration for the Melissa Jones Partial Windows and Door Replacement Project.

18. Old business. There were no items discussed under old business.

19. New business. Mr. DeMaio noted that he will plan to attend the June Board of Finance meeting to answer any questions about the prior meeting's minutes. Moving forward he would like to develop a rotating schedule among the member to attend this monthly meeting.

Mr. Gurnham clarified that the SBC member present at the meeting is only expected to answer questions on the minutes, not to provide project updates.

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

On motion made by Mr. Lamberton, and seconded by James DeMaio, the Committee voted unanimously to adjourn the meeting at 8:15 p.m.

Terry Holland-Buckley
Clerk