

Draft

Minutes of the regular meeting of the Standing Building Committee held on June 5, 2018

Present: Scott Orenstein, Chris Anderheggen, David DeMaio, Adam Tulin

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Sean Merrick, Johnson Controls; Greg Longo, BL Companies

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

1. Approval of minutes of regular meeting of May 2, 2018. On motion made by Mr. Anderheggen, and seconded by Mr. DeMaio, the Committee voted unanimously to approve the minutes of the regular meeting of May 2, 2018 as submitted.
2. Public Comment. There were no items discussed under public comment.
3. Board of Finance report. There was no Board of Finance report.
4. Revisions to agenda as appropriate. Mr. Orenstein recommended that item #13, Discuss for possible action update on Performance Contracting, be moved to next on the agenda.
13. Discuss for possible action update on Performance Contracting. Mr. Merrick provided an update on Performance Contracting as follows:
 - They are moving forward with multiple lighting projects at the Police Department, Library, and small municipal spaces, Lake Quonnipaug, Bittner Park and the Marina.
 - They have completed work on the Baldwin boiler demolition and will plan to install the new equipment when the weather allows.
 - Demolition of the Jones boiler is complete and the new boiler is expected to be delivered in the next couple of weeks with installation to begin June 11.
 - Work on the cooling tower and domestic hot water is scheduled to begin in July.
 - Mr. Merrick provided a schedule for the various projects through December, 2018
11. Discuss for possible action update on HVAC Upgrades at Baldwin and Jones School. Mr. Gurnham noted that there was no update on the HVAC Upgrades at Baldwin and Jones School.
12. Discuss for possible action update on Electrical Upgrades at Baldwin and Cox Schools. Mr. Longo advised of an issue that was raised by the contractor who has advised that it will take 8 – 12 weeks to receive the switch gear but the materials could be expedited for a change order which would involve an additional cost of \$9,792. Mr. Gurnham noted that it will be important to expedite receipt of this equipment to keep the project on schedule. A concern was expressed by Committee members that the contractor should have realized this would be an issue so it could have been resolved prior to signing

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of the contract. The members agreed to hold off on approval of the proposed change order for \$9,792 for expediting the delivery of the switch gear.

Mr. Longo also advised of an issue brought up by the contractor with regard to the scale noted on one of the drawings not being accurate. This discrepancy affects the amount of trenching and wiring that will be needed.

In response to a question by Mr. Orenstein, Mr. Longo stated that the plans say that the contractor must field verify the information. Mr. Sands expressed concern that the contractor should have walked the site to verify the numbers provided. In general, the Committee members did not view the scale discrepancy of entitling the contractor to additional compensation.

Notwithstanding the foregoing, Mr. Longo noted that Eversource has indicated that the pole could be moved 50' closer to the building which would reduce the amount of trenching. Mr. Longo stated that we could also reduce costs by eliminating the concrete encasement under the grass area, changing the PVC from schedule 40 to schedule 80, and changing the feeders from the transformer to the switchgear to copper, instead of aluminum which is typically used by the utility company, for the feeders between the pole and transformer. Mr. Anderheggen commented that, if these modifications are acceptable and result in savings, then similar modifications should be considered on future projects.

The contractor has offered pricing for the items listed above as an offset against its request for additional compensation to provide an additional 40' of secondary feeders due to the scaling discrepancy. However, the Committee members did not believe the credits offered were sufficient, and the Committee members do not believe the Contractor is entitled to additional compensation for the additional length of secondary feeders.

After discussion, on motion made by Mr. DeMaio, and seconded by Mr. Anderheggen, the Committee voted unanimously to direct the architect to request that the contractor provide a detailed list of all credits associated with the cost reducing measures listed above for the electrical upgrades at Baldwin Middle School including moving the pole closer to the building, elimination of the concrete encasement under the grass area, change to schedule 40 PVC pipe and use of aluminum rather than copper feeders from the transformer to the switchboard ; and, as part of the same motion, the Committee voted unanimously to reject the contractor's request for additional compensation for the additional length of the secondary feeders due to the scaling discrepancy.

5. Update for possible action Town Hall Elevator and Fire Alarm Upgrades project. There was no update on the Town Hall Elevator and Fire Alarm Upgrades project.

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6. Update for possible action Community Center Roof Replacement project. There was no update on the Town Hall Elevator and Fire Alarm Upgrades project.

7. Discuss for possible action update on the On-Call A & E bid. Mr. Gurnham provided members with a spread sheet of the 31 companies that responded to RFP #41718 On-Call Architectural and Engineering Services. He requested Committee discussion how it wants to proceed with review of the proposals, especially in light of the large number of respondents. One option discussed is to have each Committee member take 4 – 5 proposals to review using a matrix, to be provided, to determine if firms are qualified. The matrix reviews would then be reviewed at the next meeting or a special meeting to narrow down the number of firms to interview with the ultimate goal of obtaining 2 – 3 firms in various fields for Mr. Gurnham to go to as needed.

Mr. Sands recommended that it will be important that any interviews take place with the staff to be involved in any projects so the Committee has an opportunity to insure they will be comfortable with the staff.

Mr. DeMaio recommended that the initial focus be on firms that are multi-disciplinary for primary use but also have a number of specialty firms on the list for special projects and uses.

Mr. Gurnham agreed to review the proposals and separate them by discipline. He also agreed to forward a copy of the RFP to Mr. Orenstein.

8 Discuss for possible action update on district-wide wiring upgrades. Mr. Gurnham noted that completion of the installation of the wiring will continue to move forward during the summer months.

9. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham provided a Phase 2 Preliminary Construction Schedule for the Baldwin Window Replacement project with most of the work to occur between June 25 and August 24 when they expect substantial completion.

In response to a question by Mr. Sands, Mr. Gurnham noted that currently all materials are on site at the school or at the contractor's site.

10. Update on Melissa Jones roof project. Mr. Gurnham advised of an issue regarding the shingles for the Melissa Jones Roof project. He noted that the sample shingles delivered were the incorrect weight and did not meet the specifications so the contractor was directed to resubmit the sample adhering to the specifications which call for 300 pound shingles.

In response to a question, Mr. Gurnham noted that the Leete septic system is currently under design to engineer a new system. Input was received from the Department of Health and DEP. They are working toward having the new system installed before the start of school in the fall. Mr. Gurnham noted that he has been provided with a cost estimate from the architect of between \$25,000 - \$50,000 which the Committee members agreed could be low. Mr. Gurnham noted that the soil in the current system is good material so this could allow for a lower price.

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14. Chairman's report/Committee correspondence. Mr. Orenstein noted that there were no items for discussion under Chairman's report or Committee correspondence.
15. Take action on items as appropriate. There were no items discussed under #15.
16. Approval of bills. Mr. Gurnham noted that he had no bills for consideration. .
17. Old business. Mr. Gurnham noted that the Purchase Order for purchase of the clock system has been processed.
18. New business. There were not items discussed under new business.
19. Executive session as needed. There were no items for discussion in executive session.

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

Terry Holland-Buckley
Clerk