

Draft

Minutes of a special meeting of the Standing Building Committee held on September 3, 2019

Present: Scott Orenstein, Chris Anderheggen, David DeMaio, James DeMaio, Peter Rader

Also present: Cliff Gurnham, Director of Operations; Steve Neydorf, Facilities Director; Evan Redlinski, Account Manager, Trane

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

1. Approval of minutes of regular meeting of August 6, 2019 and remove from the table approval of minutes of special meeting of July 30, 2019. On motion made by Mr. Rader, and seconded by Mr. Anderheggen, the Committee voted to approve the minutes of the regular meeting of August 6, 2019 as submitted. Mr. Anderheggen, David DeMaio, James DeMaio and Mr. Rader voted in favor of the motion and Mr. Orenstein abstained.

On motion made by David DeMaio, and seconded by Mr. Rader, the Committee voted unanimously to remove from the table action on the minutes of the special meeting of July 30, 2019.

On motion made by David DeMaio, and seconded by Mr. Rader, the Committee voted to approve the minutes of the special meeting of July 30, 2019. Mr. Anderheggen, David DeMaio, James DeMaio and Mr. Rader voted in favor of the motion and Mr. Orenstein abstained.

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

3. Board of Finance report. Mr. Tulin will be attending the September 16 Board of Finance meeting to represent the Committee.

4. Revisions to agenda as appropriate. Mr. Gurnham noted that Item #10 should be listed as "Discuss for possible action update on HVAC Upgrades at Baldwin Middle School".

On motion made by Mr. Rader, and seconded by Mr. DeMaio, the Committee voted unanimously to amend the wording for Item #10 on the agenda to read "Discuss for possible action update on HVAC Upgrades at Baldwin Middle School".

5. Review and discuss for possible action approval of scope for Town Hall Phase II Air Conditioning System project. Mr. Neydorf advised of two upcoming Town projects. The first project is the Town Hall Phase II Air Conditioning System project. The existing AHU-2 is not providing adequate heating and cooling to the dispatch area and Trane has determined that the unit is past its useful life. The existing unit is also oversized due to the duct work being modified to accommodate less area so Trane is recommending that the AHU-2 indoor and outdoor units be replaced and correctly sized to the duct work.

Mr. Neydorf also noted that the existing AHU-3, located in the storage room feeding the basement and first floor vault, is also beyond its useful life. Trane is recommending the replacement of AHU-3 with the

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installation of two new electric duct heaters and two new humidifiers. In addition, two new dampers will be provided to adjust the cooling provided to each room.

In addition, Mr. Neydorf noted that the existing AHU-4 located in the basement hallway is beyond its useful life and is currently not on the building automation system. Trane is recommending the replacement of AHU-4.

Mr. Redlinski noted that control of the new units will be provided and fully integrated into the existing Trane BMS system allowing building operators to control, schedule and trouble shoot the units. In addition, the tracer building automation system will be programed for proper operation of AHU-2, AHU-3 and AHU-4 and graphics will be changed as needed. Trane will also work with building operators on training and scheduling of the units.

Mr. Neydorf noted that the total price for the above work is \$73,072.00. He had requested that the purchasing process requiring 3 quotes be waived with the work being awarded to Trane.

In response to a question, Mr. Neydorf noted that it was determined that there would not be adequate cost savings to make it feasible for this project to through the performance contracting program.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Board voted unanimously to recommend that the proposal by Trane for \$73,072.00 for the Guilford Town Hall AHU-2,3,4 Replacement, as presented, be accepted.

6. Review and discuss for possible action approval of scope for Police Department HVAC Equipment project. Mr. Neydorf noted that the existing VAV boxes at the Guilford Police Department operate as gear driven shut off dampers and communicate through a dated, wired communications platform. The parts and pieces required to maintain and repair these boxes are becoming costly and the VAV boxes have exceeded their useful service lives and are beginning to experience failures. Trane is recommending the installation of VAV retro kits that will modify the existing VAV box internals to operate as dampers as opposed to shut off style air valves. They will also supply and install new VAV control boards that will speak to the system wirelessly to allow a more efficient installation and offer multiple possible paths of communications making it more reliable.

On motion made by David DeMaio, and seconded by Mr. Rader, the Board voted unanimously to recommend that the proposal by Trane for \$33,722.00 for the VAV Project and \$13,543.00 for the Communications Room Dehumidification (AHU-1) project, be accepted as presented.

7. Discuss for possible action update on Performance Contractor. Mr. Gurnham noted that the baseline testing for the HVAC systems has been completed and the graphics provided are more user-friendly. Overall the opening of school went well with all systems working, regular updates being provided and any issues discovered being recorded in a log. There have been some mechanical issues at

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Guilford Lakes but the system is currently running better. There is a need for additional training and education of staff. Mr. Gurnham noted that Johnson Controls staff, Air Dynamics staff and his HVAC tech staff worked well together to take care of issues that were found before the start of school. By next month they should be down to only a few outstanding items on the punch list.

Mr. Gurnham reported that the air conditioning was on line at Baldwin Middle School for the start of school. The rental company has been very responsive in meeting the need for temporary cooling.

8. Update for possible action GHS Turf Field. Mr. Gurnham noted that they are still working out the proper levels of infill for the turf field. It has been determined that additional fill is needed but they are still determining the proper amount and which contractor will be responsible to cover this cost. Once the proper amount of fill has been provided the field will need to be graded. In the meantime, it is safe to use.

9. Discuss for possible action update on HVAC Upgrades at Melissa Jones School. Mr. Gurnham noted that they plan to have the 98% completed plans and specifications for the HVAC Upgrades at Melissa Jones School for SBC consideration and review at the October meeting. The goal is to go out to bid in October.

10. Discuss for possible action HVAC upgrades at Baldwin Middle School. Mr. Gurnham noted that Sav More met the necessary requirements of 4 operating air handlers to provide fresh air for the opening of school. The system is working well. He noted that they are continuing to work on the other two units for the Library and common area. In addition, the contractor has completed all of the welding for the new piping needed for change order #3. He had received verbal approval from the Committee Chairman for Change Orders #3, 4 and 5 but he requested that the Committee take action to approve these changes.

Change Order #3 is for \$28,068 for routing the chiller piping up the roof, across to the boiler room, down into the boiler room in lieu of burying the piping at a cost of \$100,000 plus.

On motion made by Mr. Orenstein, and seconded by James DeMaio, the Committee voted unanimously to approve Change Order #3 from Sav More for \$28,068 for routing the chiller piping up the roof, across to the boiler room, and down into the boiler room in lieu of burying the piping.

The Committee members requested that Mr. Gurnham confirm with the contractor if a credit was due for this change from the original proposal.

Change Order #4 is for \$5,944.81 for materials and labor to remove existing conduit in the penthouse and reinstall new conduit to the 4 AHU's and RAF's. This change is needed due to not being able to maneuver the air handlers into the spaces around the existing electrical, as originally thought.

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On motion made by Mr. Rader, and seconded by David DeMaio, the Committee voted unanimously to approve Change Order #4 for \$5,944.81 for materials and labor to remove existing conduit in the penthouse and reinstall new conduit to the 4 AH's and RAF's.

The Committee members requested that Mr. Gurnham request that the Silver Petrucelli representative provide an explanation of why this item was not included in the original plans and report back to the Committee.

Change Order #5 is a \$6,450 credit for the circuit breaker for the chiller and a credit for the installation and furnishing of the 2 rooftop penthouse doors that will not be required. Mr. David DeMaio questioned if the credit amount provided was all inclusive since the number appears to be low. The Committee requested that Mr. Gurnham ask the Silver/Pertucelli representatives to provide additional detail that provides all items related to this credit before taking action at a future meeting.

Mr. Gurnham noted that Sav More had recently provided a request for Change Order #6 for \$1,419.45 for additional labor to build two duct mounts for fresh air to be able to be hooked up the air conditioning ducts to provide the ability to pipe in fresh air. The Committee members requested that Mr. Gurnham discuss this request with Silver/Petrucci for approval and bring this request back for action next month.

Mr. Gurnham also noted that they are looking to hire an engineering firm for the Phase II work at Baldwin Middle School and he plans to have a number of quotes available for SBC review at the October meeting.

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

12. Approval of bills. On motion made by Mr. Rader, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$9,577.50 for 50% completion of Contract Administration for the Baldwin Middle School HVAC upgrades project.

On motion made by Mr. Rader, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$4,788.75 for 25% completion of Contract Administration for the Baldwin Middle School HVAC upgrades project.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of an invoice from Herc Rentals for \$2,012.50 for rental of 5 dehumidifiers for one month for use at Baldwin Middle School.

On motion made by Mr. Anderheggen, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of an invoice for \$234.00 from Arc Document Solutions for 6 users for the Project Manager program.

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On motion made by Mr. Rader, and seconded by David DeMaio, the Committee voted unanimously to approve payment of a bill from Terry Holland-Buckley for \$276.50 for 16 hours of secretarial service for July and August, 2019.

Mr. Gurnham noted that a proposal for adding 13 new cameras at Melissa Jones School is being presented for SBC consideration. The proposal includes the cameras, mounting hardware, set-up, and putting the system on-line. Mr. Gurnham noted that the data wires will be run by Mr. Mitchel. He noted that there are only 2 contractors eligible to perform this work in Connecticut. One quote was received from ITS for \$21,600 and the other quote was received from NSC for \$24,968.18.

On motion made by Mr. Anderheggen, and seconded by James DeMaio, the Committee voted unanimously to add to the agenda for action award of a quote for the purchase and installation of 13 new cameras at Melissa Jones School to include the cameras, mounting hardware, set-up and putting the system on-line.

On motion made by Mr. Anderheggen, and seconded by Mr. Orenstein, the Committee voted unanimously to recommend that the award of a quote for the purchase and installation of 13 new cameras at Melissa Jones School to include the cameras, mounting hardware, set-up and putting the system on-line go to ITS for \$21,600 as the low quote.

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

14. New business. Mr. Anderheggen noted that he will be moving out of the State so he has submitted his resignation from the Standing Building Committee. He noted that he has enjoyed his time serving on this Committee working with the other members.

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

On motion made by Mr. Anderheggen, and seconded by Mr. David DeMaio, the Committee voted unanimously to adjourn the meeting at 8:25 p.m.

Terry Holland-Buckley
Clerk