

DRAFT

Minutes of the regular meeting of the Standing Building Committee held on September 7, 2021

Present: Will Thompson, Jeff Hedberg, Daniel Lamberton, Peter Rader, Adam Tulin, Michael Tyre

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Robert Banning, Silver Petrucelli; Carl Rose, H.I. Stone; Darren Anderson, ATT Sports, Aaron Alibrio, JCI; Eric Roise, Kaestle Boos; David Newman, ECG

Mr. Thompson called the meeting to order at 7:01 p.m.

1. Approval of minutes of regular meeting of August 3, 2021 and special meeting of August 17, 2021. On motion made by Mr. Lamberton, and seconded by Mr. Tyre, the Committee voted unanimously to approve the minutes of the regular meeting of August 3, 2021 as submitted.

On motion made by Mr. Hedberg, and seconded by Mr. Lamberton, the Committee voted unanimously to approve the minutes of the special meeting of August 17, 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. Tyre, the Committee voted unanimously to amend the agenda to move Item #7 and #8 to follow Item #3.

7. Update for possible action update on GHS Stadium Turf Field and Track. Mr. Gurnham noted that Change Order #3 has been submitted by H.I. Stone and Sons, Inc for \$64,129.60 for landscape turf per PR-002 with an alternate turf product of Greenfields Gen Pen. He explained that this work will replace the grass along the bleachers and the second tier in front of the bleachers with an artificial turf product. This will greatly help with the maintenance of the area if we do not have to mow and weed whack around the fence and railings. We also have concerns about the grass going onto the track while cutting the grass.

Mr. Roise explained that the product being proposed is a landscape turf rather than an athletic turf which is more expensive. The design will have the area drain vertically which will prevent the issue with washout that has occurred at the track.

Mr. Gurnham noted that the track experiences a substantial amount of traffic with the track utilized daily. The grass has a hard time holding up to the traffic and is difficult to maintain. He also noted that the Standing Fields Committee and Parks and Recreation Department recommend approval of this change

In response to a question by Mr. Rader, Mr. Roise noted that the area to be covered is 6,000 sf.

In response to a question by Mr. Rader, Mr. Gurnham noted that making this change was not anticipated at the time of the design.

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In response to a question by Mr. Thompson, Mr. Gurnham noted that there is still a \$240,000 balance in contingency so adequate funds are available for this change order.

In response to a question by Mr. Rader, Mr. Roise confirmed that the pricing on the product is fair and includes the drainage underneath in addition to the carpet.

After discussion, on motion made by Mr. Tyre, and seconded by Mr. Hedberg, the Committee voted unanimously to approve Change Order #3 from H.I. Stone for \$64,129.60 for the installation of 6,000 sf of artificial turf to replace the grass area along the bleachers and the second tier in front of the bleachers as a part of the Guilford High School Stadium Turf Field and Grass project.

Mr. Gurnham noted that Change Order #7 was submitted by H.I. Stone for \$16,675.00 for the installation of a guardrail for the upper terrace. He explained that the guardrail is recommended rather than a fence to provide safety but to allow for viewing from the bleachers. He noted that the barrier is not required by code but it makes common sense for safety.

In response to a question by Mr. Rader about why it was not included in the original plan, Mr. Gurnham noted that the project originally did not include the sidewalk. The sidewalk is now cracking and there are some elevation issues between the steps, bleachers and sidewalk. Repair work was added to the scope after the original project was planned and it will be covered by Board of Education funding. With the current charges in this area, it would be beneficial to have a railing for safety purposes.

After discussion, on motion made by Mr. Lamberton, and seconded by Mr. Hedberg, the Committee voted unanimously to approve Change Order #7 from H.I. Stone for \$16,675.00 for the installation of a guardrail for the upper terrace.

Mr. Gurnham advised of Change Order #8 from H.I. Stone for \$12,907.60 to extend the fence, which includes paving, to the storage shed at the west end of the track. Mr. Gurnham noted that this was an owner request. The Athletic Department wants to have the fence 360 around the field so it prevents anyone from walking out or driving out onto the track. There is a triangle section of grass that will become pavement, along with under the additional fence which will prevent Parks and Recreation from having to weed whack the fence line and it will match the rest of the stadium fence line.

On motion made by Mr. Rader, and seconded by Mr. Tyre, the Committee voted unanimously to approve Change Order #8 from H.I. Stone for \$12,907.60 to extend the fence, which includes paving, to the storage shed at the west end of the track.

Mr. Gurnham noted that Carl Rosa, Project Manager with H.I. Stone, was present to discuss the escalation cost for materials for the Guilford High School Track and Field Replacement.

Mr. Rosa noted that the construction world is in an unusual situation now. Normally a purchase order is honored but current times are unusual due to covid, supply and demand issues related to recent storms and the difficulty of finding people to work. He noted that he has absorbed other escalation

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costs related to this project but the cost of the track material is subject to a substantial price increase that they cannot absorb.

Mr. Anderson, ATT Sports, reviewed the timeline for the project contract and issuance for purchase orders, new price increases and the proposed delivery date. He noted that, to date, they have faced a total increase in material costs of \$27,351 on this project. They cannot absorb this cost and have asked H.I. Stone for a change order to offset this price increase. Mr. Anderson noted that they had issued a purchase order six days after the contract was signed in order to move along as quickly as possible. He also noted that the material supplier has indicated that they do not anticipate any additional increases and they have also advised that they have adequate supply to fulfill the purchase order.

Mr. Roise noted that they have seen price increases on other projects due to unheard of supply issues. There are no provisions in the contract for escalation costs. He is confident that there should be no other product issues for this project. Mr. Rosa noted that this is an unusual situation and they are requesting that all involved work together as partners.

Mr. Gurnham noted that under the current environment many quotes are only being held for three days.

Mr. Thompson noted that it appears all partners worked to act as quickly as possible. He is pleased that there is confidence that there will be product available for this project.

Mr. Roise noted that if the Committee agrees to share in the escalation costs, it should be done through approval of a change order.

Mr. Rader recommended that if the Committee takes action to approve this change order, the motion should stand on its own and not be based on any other escalation costs.

In response to a question by Mr. Rader, Mr. Anderson noted that this is a straight pass through that includes no contractor mark-ups. Mr. Anderson also advised that the materials will be delivered on site to meet the agreed upon scheduled target completion date of October 10th. Mr. Roise noted that the one item that could be behind the schedule is the fabric for the fence.

After discussion, on motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to approve Change Order #10 from H.I. Stone for \$27,351.00 for escalation costs related to the costs for project material due to extraordinary issues related to covid, storms, and labor shortages for the Guilford High School Track and field Replacement project.

8. Discuss for possible action update on Performance Contracting. Mr. Gurnham advised receipt of Change Order #2 to the Energy Performance Contract dated December 22, 2017 for a credit of \$535,719.00 to make changes to schedule 2 as described in Attachment 1, commensurate with Johnson

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Controls, Inc letter of agreement dated June 17, 2021, executed by all parties and incorporated at Attachment 2 to Change Order #2.

Mr. Gurnham reviewed this change order which provides the credits that are due because of the inability to meet a portion of the contractual agreements related to solar at Guilford lakes School. This action will enable this project to be closed out.

David DeMaio noted that this provides a reconciliation for changes made in the solar related portion of the project and for missed dates for z-rec benefits.

Mr. Sands confirmed that the credit is related to the inability to install some of the projected solar projects , missed dates for z-rec benefits and unrealized energy savings from years 1 and 2. He noted that this change does not absolve JCI of its other obligations.

Mr. Newman noted that the change order primarily focuses on the reconciliation of the scope changes that are linked to solar projects that were unable to be installed.

After discussion, on motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to approve Change Order #2 to the Energy Performance Contract dated December 22, 2017 for a credit of \$535,719.00 to make changes to schedule 2 as described in Attachment 1, commensurate with Johnson Controls, Inc. letter of agreement dated June 17, 2021, executed by all parties and incorporated at Attachment 2 to Change Order #2.

4. Board of Finance report. There was no Board of Finance report.

5 Discuss for possible action update on Cox Elementary School HVAC Upgrades project. Mr. Gurnham noted that Change Order #2 has been received from Sav Mor for \$38,061.78 for costs associated with extending the substantial completion date by 365 days for the Cox HVAC Upgrades project. This Change Order will be attached to the contract as an updated schedule. The new start date will be June, 2022 and the completion date will be August, 2022. The additional costs are associated with labor and the prevailing wage rates once they are updated, including electricians, insulators, and JCI due to the date change. It was suggested that the Change Order be approved as a not-to-exceed amount of \$38,061.78 because it is also possible that the amount could be less. It was also suggested that the motion specify that the contractor can order and store materials to be able to hold the prices and that this option be considered a part of the contract

Mr. Rader recommended that a separate document be added to the contract that specifies that the scope will not see any additional escalation costs along with the option to order and store materials to hold prices.

On motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to approve Changer Order #2 from Sav Mor for an amount not to exceed \$38,061.78 for costs associated with extending the substantial completion date by 365 days, contingent on documents being added to

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the contract to specify that the scope will not see any additional escalation costs and that the contractor has the option to order and store materials to hold current equipment and material prices, for the Cox Elementary School HVAC Upgrades project.

6. Discuss for possible action update on Guilford Lakes Elementary School HVC Upgrades project.

Mr. Gurnham noted receipt of Change Order #1 for \$33,940.55 for relocation of CU-2 and CU-3 per SKM4. A diagram was provided to show the previous and proposed locations for this equipment. Mr. Gurnham clarified that this change is not related to the attic equipment. Mr. Gurnham explained that this change developed as a result of a spacing issue for the cooling towers that was discovered.

Concern was expressed for why this issue was not seen in advance and addressed on the plans and whether this is an engineering error. Mr. Gurnham explained that the work for the cooling towers went out after the original project was approved.

Mr. Banning noted that he can go back to the engineer to see if the option to remain with the original plan would work. He will request and provide justification and verification for the change or assurance that the equipment could work as originally designed.

Mr. Thompson recommended that this item be tabled for receipt of clarification on the original intent of the location and placement of the cooling towers and why this original plan is now a problem. The Committee members agreed that, while it is important that the installation be completed so the equipment will work correctly, it is important to understand why and where this issue was missed.

Mr. Gurnham noted that there might be a need to call a special meeting to address this item so that there is not a delay on the project.

9. Discuss for possible action update on Lakes and Cox Boiler replacement project. Mr. Gurnham noted that they are still working on the submittals for the Lakes and Cox Boiler replacements. Some of the equipment for both schools has been ordered. They foresee an issue with delay times for the pumps so they are working with the contractors for alternate plans to meet the October 15th target date.

Mr. Gurnham noted that at Guilford Lakes they should be able to take down one boiler at a time since the existing pumps are currently working and can be relied upon to work through the winter. They will then put in the new pumps after the heating season is over. Completing the boiler portion of the project is important to ensure that there will be reliable boilers for the winter.

Mr. Gurnham noted that the schedule for the Cox boiler has not been confirmed so they are waiting to see about the material delays. Mr. Gurnham noted that neither project will be completed for the start of the heating season but the heat will be functional and the full project will be completed in the spring. The Committee members agreed that this is a sensible plan to follow.

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10. Discuss for possible action update on Melissa Jones Elementary School Partial Window and Door Replacement Project. Mr. Gurnham noted that the windows came in on Thursday as scheduled and all of the operational windows have been installed and the contractor is working to complete the rest of the windows. A number of the doors have been replaced and the contractor will work second shift and weekends as need to complete the project. This project is looking good for the school opening tomorrow.

11. Discuss for possible action update on Melissa Jones Elevator Modernization and Upgrade Project. Mr. Gurnham noted that the Melissa Jones elevator went down in mid-July. They have determined that the installation of a new relay will repair the equipment adequately to keep it operational until the new elevator is delivered and can be installed. Mr. Banning noted that there has been no change in the delivery date which is estimated for mid-October. Once this delivery date is confirmed they will begin demolition approximately two weeks prior. The estimated completion date is December.

12. Discuss for possible action update on HVAC Phase II Upgrades in Baldwin School. Mr. Gurnham noted receipt of Change Order #6 from Sav-Mor for \$75,175.23 for a number of small items relating to changes necessary for the HVAC Upgrades project. These include items related to HVAC work as part of prior projects and modifications to the ventilation system. He noted that there are sufficient funds for this work which will ensure that there is proper ventilation in each area along with individual thermostats and controls. Mr. Banning noted that the architect has reviewed the proposals and made some changes for clarification but they agree that the bottom line is reasonable.

After discussion, on motion made by Mr. Rader, and seconded by Mr. Lamberton, the Committee voted unanimously to approve Change Order #6 from Sav Mor for \$75,175.23 for changes necessary for the HVAC Upgrades project.

Mr. Gurnham noted that at the last meeting the Committee had advised of an ongoing issue with the lack of air flow in air handlers #5 and #6 when trying to provide adequate cooling during a period of warm weather this spring. He believes it would be beneficial to ask Collier for a third-party opinion for a project commissioning report on the shortfalls creating this issue and a recommendation for corrective measures. Mr. Banning noted that their engineer has presented some idea to resolve the issue but the contractor has different ideas so he agrees having a third-party review, create a design and give a report that would provide a solution would be beneficial.

Mr. Gurnham clarified that the majority of the problem was during the cooling season with the biggest issue being in Room 411, which is used as a classroom. He agreed to look into having a back-up plan for cooling available if needed until a decision can be made on moving forward with resolving this ongoing issue.

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13. Update on District Wide Interior Door and Lock Project. Mr. Gurnham noted that they are continuing to wait for materials for the Door and Lock project which are expected to be delivered in October.

14. Discussion and possible action on Project Commissioning. Mr. Gurnham noted that performance contracting work for Baldwin Middle School is in progress. Collier has been provided with the balance reports, and was shown the mechanicals. They put together a plan on testing to determine what should be included in a broader design and will work on a scope that could resolve the issues at Baldwin. An e-mail approval was provided last week. The plan includes more testing in areas, spot testing with some complete testing in certain areas. Mr. Gurnham noted that the contract for Jones is in place with Consulting Engineering Services and they are aiming for a kick-off meeting later this week.

15. Discuss for possible action project completion dates and how to enforce compliance. There was no discussion on project completion dates and how to enforce compliance.

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 Mr. Lamberton, the Committee voted unanimously to approve Invoice #66CTI9037777 from Arc for \$195.00 for 5 Skysite Users in August.

On motion made by Mr. Hedberg, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of Invoice #21-1811 from Silver/Petrucelli for \$1,920.00 for 20% completion of Construction Administration for the A.W. Cox School HVAC Upgrades Project.

On motion made by Mr. Rader, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Invoice #J014353-IN, Application for Payment #1, from Controlled Air for \$22,000.00 for 3% completion of Cox and Lakes Schools Boilers Replacement project.

On motion made by Mr. Hedberg, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of Invoice #J014389-IN, Application for Payment #2, from Controlled Air for \$32,015.00 for 5% completion of Cox and Lakes Schools Boilers Replacement project.

On motion made by Mr. Tyre, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Application for Payment No. 3 from H.I. Stone & Son for \$201,960.50 for 31% completion of contractor services for the Guilford High School Synthetic Turf & Track Replacement project.

On motion made by Mr. Hedberg, and seconded by Mr. Rader, the Committee voted unanimously to approve payment of Application for Payment No. 1 from Action Air System, Inc. for \$245,955.00 for 19% completion of contractor services for the Guilford Lakes School HVAC Upgrades project.

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On motion made by Mr. Lamberton, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of Invoice #21-1647 from Silver/Petrucelli for \$4,880.00 for 20% completion of Construction Administration for the Guilford Lakes School HVAC Upgrades Project.

On motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice No. 18012.02-7 from Kaestle Boos Associates for \$2,300.00 for 50% completion of Construction Phase Services for the Guilford High School Synthetic Turf Field project.

On motion made by Mr. Rader, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Application for Payment #1 from J.A. Rosa Construction for \$59,936.16 for 21% completion of contractor services for the Melissa Jones School Elevator Modernization and Upgrade project.

On motion made by Mr. Tyre, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Invoice #21-1571 from Silver/Petrucelli for \$825.00 for 15% completion of Construction Administration services for the Melissa Jones Elevator Modernization and Upgrade project.

On motion made by Mr. Rader, and seconded by Mr. Lamberton, the Committee voted unanimously to approve payment of Invoice #21-1670 from Silver/Petrucelli for \$1,490.00 for 10% completion of Construction Administration for the Melissa Jones School Partial Window and Door Replacement project.

On motion made by Mr. Tyre, and seconded by Mr. Hedberg, the Committee voted unanimously to approve payment of Application for Payment #2 from Accurate Door & Window for \$87,210.00 for 14% completion of contractor services for the Melissa Jones School Partial Window and Door Replacement project.

On motion made by Mr. Rader, and seconded by Mr. Tyre, the Committee voted unanimously to approve payment of an invoice from Terry Holland-Buckley for \$365.00 for 20 hours of secretarial services for one regular meeting in July and one regular and one special meeting in August.

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

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

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

On motion made by Mr. Thompson, and seconded by Mr. Rader, the Committee voted unanimously to adjourn the meeting at 9:20 p.m.

Terry Holland-Buckley
Clerk