

PUBLIC BUILDING COMMISSION

June 14, 2016

7:00 P.M.

Ludlow Room

Windsor Town Hall

APPROVED MINUTES

Present: Chairman Bob Gustafson; Commissioners: Lee Alford, Gary Johnson, Rusty Peck, Rick Hazelton; Alternate, Jim Bennett

Also Present: Whit Przech, Building and Facilities Manager; Bob Jarvis, Town Engineer/Interim Director of Public Works; George Greco, Board of Education; Peter Souza Town Manager; Jonathan Luiz, Assistant Town Manager.

1. **Call To Order:** Chairman Gustafson called the meeting to order at 7:00 pm.
2. **Remarks of the Chairman:** The Chairman referenced an article from a local newspaper. The article mentioned a grant the state has awarded the Town of Windsor for the Animal Shelter.
3. **Public Communications:** Compliments were received for all of the work the PBC has undertaken in the Animal Shelter project over the last five years.
4. **Animal Shelter Relocation Project – 9395:**

Mr. Przech stated included in the meeting packet there is an executive comparison summary showing costs for a reduced scope standalone animal shelter and an animal shelter internal to an existing building. Chairman Gustafson explained the details of the completed executive summary comparison to the Commission. The Chairman will present this summary to the Town Council at its next meeting. Commissioner Johnson asked what the historical data on dogs being sheltered is. Chairman Gustafson responded five dogs per week has been the average.

Commissioner Johnson discussed the site costs for a standalone building versus internal building. The recent grant from the state Office of Planning and

Management and its impact on this project, potential time restrictions, were discussed. Town manager Peter Souza explained how the grant was submitted to the state and what the grant is for. Existing Dog Pound demo, site soil, evaluation, and relocation / construction of new Shelter. Commissioner Johnson questioned the existing soil conditions at the current Dog Pound and what the grant would cover for its testing. Town Manager Peter Souza stated the conditions expected to be discovered ought to be similar to the apartment project on Mechanic Street. The date of March 31, 2017 is the date the existing Dog Pound must be relocated from Mechanic Street. Commissioner Johnson asked if the option to board dogs was available. Town Manager Peter Souza stated we do not at this time but is available if we needed to. Commissioner Peck stated the chairman did an outstanding job creating the executive summary.

5. Public Safety Complex Concept Design Study – 9911:

Mr. Przech stated there are no updates to report. We have received an invoice from Kaestle Boos Associates in the amount of \$23,500.00 for design work for the Safety Complex. Commissioner Peck recommended that the \$3,500.00 portion of this design work be allocated to the Animal Shelter costs.

Motion: A motion was made by Commissioner Lee Alford to pay Kaestle Boos \$23,500.00. Second by Commissioner Gary Johnson. Motion carries 5-0-0.

6. Clover Street School Partial School Roof Replacement Design– 9469

Mr. Przech stated town staff and the architect have a meeting with the state on June 28, 2016 in Hartford. This is the final review of the construction drawings with the state in receiving the grant funding for this roofing project. Commissioner Alford asked how this meeting relates to the bidding. Mr. Przech responded that this project is not out to bid yet. We need state approval of the grant before we can go out to bid.

7. Clover Street School HVAC Replacement Project – 9385

The commission engaged in a discussion on the remaining two punch list items for this project; DDC controls software programming failures and water in main electrical feeder conduits.

Motion: A motion was made by Commissioner Rusty Peck the PBC requests Windsor Town Attorney to send a demand letter to B & G Mechanical to inform

them Windsor will be substituting them with another contractor to finish the software portion of the DDC Controls but all other items and specifically resolving the water in conduits issue regarding the contract would still be in force. Second by Commissioner Lee Alford. Motion carries 5-0-0.

8. L.P. Wilson Restroom EOS Showers Project – 9432:

Mr. Przech stated on Wednesday June 8th we opened bids for this project. We received three bids; the highest was \$956,700.00 and the low bid was \$864,472.00. Mr. Przech explained the add alternates associated with these bids. Mr. Przech stated that a meeting took place earlier today between the low bidder Pelletier Construction Management, project architect, and himself. The meeting consisted of project construction drawings and details review to determine if the low bidder had a complete understanding of the project scope of work. The architect and I were very satisfied of Pelletier's understanding of the project. They stated if they were awarded they would start on August 1, 2016 and complete project in early January 2017. The Commission discussed the add alternates for the project. This discussion included the availability of the building during this construction period if an emergency required shelter operation. Mr. Przech stated the only function that would not be available would be the existing showers.

Motion: A motion was made by Commissioner Rick Hazelton to accept Pelletier Construction Management Company bid for the LP Wilson Restroom EOS Shower Project. Second by Commissioner Rusty Peck. Motion carries 5-0-0.

Motion: A motion was made by Commissioner Rick Hazelton to accept add alternate one \$7,350.00 for brick veneer to be added to base lump sum bid of \$864,472.00. Second by Commissioner Gary Johnson. Motion carries 5-0-0.

9. Town Hall Interior Renovations Phase Tow

Mr. Przech stated the contractor walkthrough is scheduled for June 15, 2016 at ten am. There has been strong contractor interest in this project. The bid opening is scheduled for June 29, 2016.

10. Landfill Scale Office Renovation Project

Mr. Przech stated the contractor Millennium Builders has uncovered some areas of deterioration to the steel framing and masonry. We will be receiving change

orders for this unknown damage repairs. Once the exterior walls are completed the roof will then be replaced.

11. HVAC, Electrical and Energy Project – 9457:

Mr. Przech stated the contractor is scheduled to start next week. A preconstruction meeting will be held and duration of the project is expected to take three weeks. We have received payment application number six from B & G Mechanical in the amount of \$13,147.05. Mr. Przech stated there are no punch list items remaining. The only items left are the as-built drawings and closeout documents.

Motion: A motion was made by Commissioner Rick Hazelton to accept payment application number six from B & G Mechanical in the amount of \$13,147.05. Second by Commissioner Gary Johnson. Motion carries 5-0-0.

12. Windsor High School Fire Alarm and Doors Replacement Project – 9468:

Mr. Greco stated he has two updates to report. We are waiting on documentation from Siemens on the capability of the existing high school fire alarm wiring. The door replacement contractor is taking final door measurements this week.

13. Staff Reports: None.

14. Minutes of Preceding Meeting:

Motion: A Motion was made by Rusty Peck to accept the minutes from the preceding meeting May 24, 2016 as amended. Second by Lee Alford. Motion carries 5-0-0.

15. Adjournment: Motion: A motion was made by Commissioner Rusty Peck to adjourn the meeting at 8:00 pm. Second by Commissioner Gary Johnson.