



**TOWN OF WINDSOR, CONNECTICUT
PUBLIC BUILDING COMMISSION**



**December 14, 2021
4:00 P.M.
Fire/EMS Building
340 Bloomfield Avenue**

DRAFTED MINUTES

Public Building Commission Members Present: Chairman Rick Hazelton, Vice Chairman Gary Johnson, Commissioners Jim Bennett, Lee Alford, Alternate George Bolduc, Alternate George Roebelen.

Public Building Commission Members Absent: Commissioner Rusty Peck.

Also Present: Bob Jarvis, Director of Public Works/Town Engineer; Whit Przech, Building and Facilities Manager; Gary Dowgiewicz, Facilities Maintenance Manager; Freddie Khericha of Kaestle Boos Associates; Jim Russo of J.R. Russo LLC - Clerk of the Works; Paul Goldberg, Windsor Fire Department Administrator; Jennifer Bretas, Public Building Commission Recording Secretary.

Item #1. Call to Order

Chairman Rick Hazelton called the meeting to order at 4:42 pm, after a walk-through of the Fire/EMS facilities that started at 4pm.

Item #2. Remarks of the Chairman

Alternate George Bolduc will be a Voting Member at this meeting.

Item #3. Public Communications

None

Item #4. Fire & EMS Additions & Renovations Design Project - 9912

Motion: Commissioner Lee Alford moves to approve payment on Invoice # 18009.02-27 dated November 30, 2021 to Kaestle Boos Associates, Inc. for Construction Administration Services rendered through the month of November at the Fire & EMS Stations Additions & Renovations Project in the amount of \$2,456.30. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

This contract has expired, but since the project has been delayed, there will be an additional fee, but it should not exceed \$7,000.00.

No billing close out has begun.

Motion: Commissioner Gary Johnson moves to approve Application for Payment on Invoice # 2002215, Requisition #15, dated 11/30/2021, to PAC Group LLC for work performed at the Fire & EMS Stations Additions & Renovations Project in the amount of \$617,398.56. Seconded by Voting Alternate George Bolduc.

Motion passes: 5-0-0

Jim Russo went over the SAI Log of things that have been completed, all the revisions that have been made and what still needs to be completed, with one change order request.

Motion: Commissioner Jim Bennett moves to approve Change Request #99, dated 11/15/21, to PAC Group, LLC for the pricing of additional exhaust trunk lines to accommodate the exhaust pipe configuration that attaches to the trucks in the existing EMS apparatus bay at the Fire & EMS Stations Additions & Renovations Project in the amount of \$13,926.59. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve payment on Invoice #2020-5-17 dated 11/29/21 to J.R. Russo, LLC for professional services rendered through the month of November at the Fire & EMS Stations Additions & Renovations project in the amount of \$14,157.00. Seconded by Voting Alternate George Bolduc.

Motion passes: 5-0-0

Motion: Voting Alternate George Bolduc moves to approve payment on Invoice #R12353245, dated 11/15/21 to Eagle Leasing Company for Storage Trailers and Accessories at the Fire & EMS Stations Additions & Renovations Project, in the amount of \$508.00. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Hopefully by the end of the month the trailers will be removed.

Motion: Commissioner Jim Bennett moves to approve payment on the last Invoice # R2019Z-299-18 dated October 29, 2021 to Horizon Engineering Associates, LLP for commissioning services at the Fire & EMS Stations Additions & Renovations project in the amount of \$631.00. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve Invoice #1188182, dated 10/31/2021 from Environmental Systems Corporation for part of the PO21259 for additional audio/visual cabling work done at the Fire & EMS Stations Additions & Renovations Project, in the amount of \$2,250.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to approve Invoice #1188186, dated 10/31/2021 from Environmental Systems Corporation for part of the PO21320 for the installation of the paging system at the Fire & EMS Stations Additions & Renovations Project, in the amount of \$2,050.00. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Item #5. Review Design Services Bids Received For Several CIP Projects

Motion: Commissioner Jim Bennett moves to accept Silver Petrucelli & Associates with awarding bid for the LP Wilson Community Centre HVAC Efficiency Upgrades in the amount of \$67,570.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Commissioner Gary Johnson moves to accept Russell & Dawson with awarding bid for the 330 Windsor Ave. Community Centre Gymnasium HVAC Efficiency Upgrades in the amount of \$19,000.00 for the much needed cooling and dehumidification of the gym. Seconded by Commissioner Lee Alford.

Motion passes: 5-0-0

Motion: Commissioner Lee Alford moves to accept Russell & Dawson with awarding bid for the LP Wilson Community Centre Restroom Renovations, these are for the main restrooms on the Board of Education side of the building. These are to be designed to match the one across from the Auditorium on the south side of the building that were renovated a few years ago, in the amount of \$12,500.00. Seconded by Voting Alternate George Bolduc.

Motion passes: 5-0-0

Motion: Commissioner Jim Bennett moves to accept Russell & Dawson with awarding bid for the Clover St. Elementary School Restroom Renovations to bring them all up to ADA code compliancy in the amount of \$24,000.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Item #6. Sage Park Middle School Roof Design Project – 9519/9540

This project is 100% complete. Whit hopes to have the last Application for Payment by the next meeting in January.

Item #7. Sage Park Middle School HVAC Efficiency Upgrades Project – 9542

This job is 100% complete with the last 2 units put in place during the Thanksgiving holiday break, the two energy recovery units, with the programming for these units done a few weeks later. Whit will have the last Application for Payment at the next meeting in January from Action Air. Whit also suggests that we sit on the retainer for a little while longer, until the spring time when the systems can be tested out properly.

Motion: Voting Alternate George Bolduc moves to approve payment on Invoice #117456, dated 12/6/2021, Job # 821 3699.01, to Salamone & Associates, P.C. Consulting Engineers for Contract Documents, Professional Services Rendered for the Sage Park Middle School Phase II HVAC Efficiency Upgrades Project in the amount of \$15,600.00. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Phase II will be put out for bid in January, and hopefully get bids in February to review then. We want to get this in early because lead times for large HVAC equipment is 12 to 14 weeks wait.

Motion: Commissioner Jim Bennett moves to approve payment on Application #005, dated 11/17/2021, Invoice #00971, to ActionAir Systems Inc. for work performed at the Sage Park Middle School HVAC Efficiency Upgrades Project in the amount of \$33,064.06. Seconded by Commissioner Gary Johnson.

Motion passes: 5-0-0

Motion: Commissioner Lee Alford moves to approve payment on Application #006, dated 11/16/2021, Invoice #01209, to Action Air Systems Inc. for work performed at the Sage Park Middle School HVAC Efficiency Upgrades Project in the corrected amount of \$159,320.72. Seconded by Voting Alternate George Bolduc.

Motion passes: 5-0-0

Change the motions of the last two Applications #5 and #6 for Payments. They need to be corrected to the right amounts, recertified and notarized. We would like a letter of change from the Architects for the correct amounts, as well.

Item #8. Aquatic Facilities Improvements Design – 9536

Motion: Commissioner Jim Bennett moves to approve payment on Project #ENG21-0185, Invoice #11210217, dated 11/10/21, from Weston & Sampson Engineers, Inc. for Schematic Design work performed at the Aquatic Facilities Improvements Design in the amount of \$12,800.00. Seconded by Voting Alternate George Bolduc.

Motion passes: 5-0-0

Hopefully at the next meeting in January, representative will be presenting their finished design development drawings for both pools. Construction to begin in the fall of 2022.

Item #9. LP Wilson Boiler Room Project – 9533

This is complete. Still have some funds that are encumbered from Connecticut Airtemp, but the project is 100% complete.

Item #10. Milo Peck School HVAC Replacement Design – 9538

Motion: Commissioner Lee Alford moves to approve payment on Invoice #117455, dated 12/6/21 from Salamone & Associates, P.C. Consulting Engineers for Professional Engineering Services at Milo Peck HVAC Replacement Design in the amount of \$800.00. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

This project is currently up for bid. The bids are due on the December 22nd at 11am. Action Air Systems Inc. and Sav-Mor showed the most interest out of the 4 who did a walk-through of the facility.

Item #11. Windsor High School HVAC Replacement – 9539

This project is complete...Whit is doing the air balancing right now, so he thinks in January we should have final payment from Air Temp Mechanical.

Town Council approved the funds at their last meeting. There is a PO put in place with Hibbard & Rosa and has started work on the Clover Street Roof Project. The design should be completed by the end of January.

Item #12. Staff Reports

Nothing to report...

Item #13. Motions & Minutes of Preceding Meeting(s):

Motion: Commissioner Gary Johnson moves to approve the drafted Minutes and Motions as written from the November 9, 2021 meeting. Seconded by Commissioner Jim Bennett.

Motion passes: 5-0-0

Item #14. Adjournment:

Motion: Commissioner Gary Johnson moves to adjourn at 5:40pm. Seconded by Commissioner Lee Alford.

Respectfully submitted,

Jennifer Bretas
Public Building Commission Recording Secretary