

REGIONAL SCHOOL DISTRICT NO. 17
PUBLIC BUILDING COMMITTEE MEETING
April 26, 2017

A meeting of the Regional School District 17 Public Building Committee was held on April 26, 2017 in the Central Office Board Room.

Members Present: *Tom Hogarty, Chairman; Karen Perry, Sue Twachtman, Bob Braren, Bill Leahy, Colleen Fitzpatrick, Joanne Nesti*

Also in Attendance: *Mike Distefano, Director of Facilities; Rob Albert, Facilities Lead; Paul Drummey, CREC Construction Services Division*

Members Absent: *Eric Couture, Lizz Milardo*

Call to Order/Opening of Meeting: *Committee Chairman Tom Hogarty called the meeting to order at 6:17 p.m. A motion was made by Ms. Twachtman, seconded by Ms. Nesti, to move into Executive Session for discussion of a personnel matter. Approved unanimously.*

Executive Session:

The Committee emerged from Executive Session at 7:30 p.m. and began its regular meeting.

Mr. Hogarty presented a document to the Committee detailing areas of discussion from an April 24th meeting involving himself, Mr. Drummey, Mr. Distefano and Superintendent Howard Thiery. The complete document is included as an appendix to these minutes.

Lighting Upgrade Project:

The Committee discussed the recent RFP process involving the lighting and transformer upgrade project. Though several contractors attended a walk-through on the project, no bids were received, primarily because of the compressed timeline of the work. The question before the Committee involved whether to go back out to bid immediately, or wait until November/December of 2017 to allow for a more realistic timeline. Mr. Drummey presented a spreadsheet showing energy cost savings that would not be realized if the work were delayed. Mr. Distefano and Mr. Leahy said the additional time would allow for further research into the

latest technologies for lighting and transformer upgrades that could result in even greater cost savings. The Committee's consensus was to wait until later in the year.

Action Item: *Mr. Drummey was asked to consult with Eversource and request that the company make a site visit to explore other technologies. In addition, he was asked to consult with DTC to assure that the company clarifies the scope of work on the lighting project, specifically the interior lighting. In addition, he has been asked to verify for the Committee that RSD 17 is not responsible for legal fees connected to the lighting RFP or to any other related future overall project addenda.*

In addition, Mr. Drummey reported to the Committee that he is reviewing DTC's first invoice.

Roof Replacement Project:

In the two weeks prior to the Committee meeting, a walk-through was held for roofing contractors interested in bidding on the project. An addendum to the RFP has been provided to those who attended the walk-through. Among other details, it establishes the date by which the project must be substantially complete (August 18, 2017).

The Committee also reviewed a draft of an addendum regarding the raising of six air conditioning units on the roof and the draining and replacement of coolant. Specifications regarding this work will be provided by Silver, Petrucelli, the roofing project architects. (Details of the draft addendum can be found in the Appendix to these minutes.)

Bids will be opened on May 3, 2017, with the project possibly being awarded to the winning bidder one week later, pending approval from the Board of Education.

The Committee was reminded that once the roof and remediation work begin in June, access to the high school campus by anyone under 18 years of age will be prohibited. Access to the campus will be restricted with the use of cones and caution tape.

The Committee discussed the roofing system that was selected for the project and its suitability for use with the planned solar energy system. Questions have been raised about the so-called "peel and stick" seams associated with the EPDM roof selected by the Committee.

Action Item: *Mr. Drummey was asked to consult with Silver, Petrucelli about the seams and the impact, if any, on the solar project. Additionally, he has been asked to identify the top three manufacturers of EPDM roofing and inquire about their warranties relating to solar applications.*

The Committee also asked about a possible shortage of the tapered insulation planned for the roof project. Mr. Drummey said most of the major roofing companies that might bid on this project would have no concern about their insulation supply.

Action Item: *Mr. Drummey was asked to verify the availability of tapered insulation.*

Boiler Project:

Mr. Albert asked about the possibility of waiting to replace the roof over the boiler room until the completion of the boiler upgrade because of the extent of the work involved. The roofing contractor who wins the bid could be asked to return to finish the boiler room portion of the project once the boiler and hot water upgrades are completed. Further discussion will be required.

Action Item: *Mr. Drummey was asked to determine the additional cost of expansion tank removal from the HKHS boiler room.*

Action Item: *Mr. Drummey was asked to construct a master copy of the binder of project-related documents to be copied and distributed to Committee members.*

Adjournment: *Meeting was adjourned at 8:40 p.m.*

APPENDIX

Regional School District No 17 Haddam – Killingworth April 24, 2017

Call to Order/Opening of Meeting: Superintendent Howard Thiery called a meeting to address questions and to reestablish expectations moving forward regarding the school building project.

Present: Howard Thiery, Superintendent of Schools, Mike Distefano, Director of Facilities, Paul Drummey, CREC Construction Services Division and Tom Hogarty, Chairman.

Below are the items discussed and action to be taken.

On-site project management:

Paul will be on site every day for the first few weeks to ensure that the contractor is performing correctly. Paul will be on vacation during the second week of the project and cannot guarantee that CREC staff can cover that time. Therefore, Paul is intending to hire a “Roof Observer” to cover the time and any other periods when Paul can’t be there. That person will be on-site during the first week to become familiar with the job. Cost will be covered under the CREC Contract.

Next Addendum:

The next (second addendum) will be published Wednesday April 26, 2017 and will contain the following:

Start Date of June 19, 2017, Material and equipment to be staged before the start date to ensure readiness. No equipment or material will be staged any sooner than three weeks before the start of the job, Project shall be “Substantially Complete” by August 21, 2017 meaning all old roofing has been removed from the site and replaced with a water tight roof. No work from this point will involve any environmental issues, failure to meet the completion date by the contractor will result in a \$500.00 penalty per day for each day the project runs beyond the “Substantially

Complete” date, Raising the six A/C units will contain the specifications for doing so as called out by the architect and will include replacing the existing coolant with acceptable coolant and all work will be performed by a licensed electrician and certified HVAC technician. The addendum will contain language advising bidders that ballasted solar panel racks will be placed on the new roof which should not be placed on the seams. (The warranty by the contractor and the product manufacturer are at issue here. Since the actual product manufacturer is not yet known it’s difficult to determine the warranty). Most of the above items should have been included in the first addendum but were not due to time constraints.

Analysis of cost savings: Lighting Project:

Paul will pursue an analysis of the potential savings of the lighting upgrade vs. delaying the project.

Legal fees:

The work done by the CREC attorney on the lighting RFP and on reviewing all addenda are part of the CREC contract.

Boiler RFP:

DTC is responsible for developing much of the RFP for the boiler project. During the lighting project they failed to do so as required. Paul is to get a credit for the lighting work and see to it that the same problem does not happen with the boiler.

Ballast Dump Site:

Paul is working to identify a local dump site for the ballast to save money. He will contact Fuss & O’Neil to conduct contamination testing on the ballast. This may not be accomplished before bids are due. If a local site is later identified Paul will look to adjust the bid accordingly.

Committee Project Books:

Initially the Committee was to receive project binders. Paul will produce a master copy and HK staff will duplicate for the Committee.

Conflict of Interest:

A potential conflict may exist with a BOE Member and a potential contractor. Howard is checking with the District's Attorney to resolve this.

Letter from DAS:

A letter from DAS incorrectly identified the project as NEW work whereas it is a renovation. Paul will contact them to make a correction.