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**Regional School District No. 14
Woodbury/Bethlehem
Nonnewaug High School – Renovations Project
Public Building Committee Meeting**

September 22, 2020

PBC Attendees:

Pat DiSarro
Andie Greene
Don Fittal
Brian Peterson
JP Fernandes
John Chapman
Matt Cleary

Absent:

Janet Morgan
Robert Piazza
Tom Hecht
George Bauer

Also Present:

Scott Pellman	Colliers
Nelson Reis	O&G
Amy Samuelson	SLAM
Jim Crocker	BOE

From / Notes Prepared by: **Alice Pistritto – Region 14**

The following notes are to record the most significant issues discussed at the above referenced meeting. If anyone attending the meeting feels these notes are inaccurate, additional items need recording, or further detail is required, please forward your written comments to Alice Pistritto for inclusion.

Call to Order – The meeting was called to order at 6:32 pm.

1. **Finance Report** –

- There was a finance working group meeting on Friday September 18thth where the team reviewed the latest pay application #37 along with the PCO's for the month.
- Included in the building committee package for the month were the following PCO's that were approved at the finance working group meeting.
 - PCO-311 Culinary demonstration table overhead power - \$1,807
 - PCO-313 Card Reader cafeteria door - \$2,485

- Updated contingency status reports were included in the financial folder located in the meeting packet. A full contingency status report for the entire project was provided along with a second only showing pending issues currently being tracked. The project has expended \$3,606,221.68 in construction and Owner's contingency and there are pending issues or Owner improvements that total an additional \$375,867.
- The current available contingency for the High School and BOE facility is approximately \$605,278. This would be reduced to \$229,591 assuming all the pending issues or betterments are accepted. Colliers took a deeper dive into the breakout of estimated contingency between the High School and Central Office projects which was included in the financial folder.
 - There is an estimated \$144,767 remaining for the Central Office project
 - There is an estimated \$460,511 remaining for the Central Office project
 - Pending issues total \$375,867

2. OPM Report – Scott Pellman reported on the following:

a. Project Update –

- Project meetings continue to take place online, there is a scheduled OAC meeting for this Thursday. The meeting packet included the latest field reports from Colliers, O&G's monthly report that Nelson will address as part of his update along with the latest storm water management report. There was a walkthrough of the project to review punch list progress on Wednesday August 26th. Pam Sordi attended along with, Amy Samuelson, and Eric Romeo from the Design Team, Nelson Reis and Mark Jeffko from O&G, George Bauer and Jim Crocker also represented the District along with Scott Pellman and Kurt Lavaway from Colliers. As a result of that walk through a formal punch list completion schedule was produced by O&G that was reviewed and approved by the Administration. Kurt Lavaway spoke to the teachers on Monday August 31st to update the staff on the ongoing completion and commissioning of the cooling and heating system. Based on the ongoing issues with the HVAC systems Colliers has been facilitating a weekly meeting with the contractors, commissioning agent and O&G to identify issues and drive them to completion. To date there have been 3 meetings and progress is being made.
- Now that school is in session the commissioning agent has provided an updated schedule which involves both first and second shift work. First shift work will take place from 7:00am to 3:00pm outside of the building or in the attic or basement spaces only. Second shift work will take place from 4:00pm to 11:00pm for interior building equipment that require commissioning. The commissioning contract did not anticipate second shift work to complete the commissioning and they have provided a proposal for the premium time for working second shift. This Proposal was provided in the meeting packet and totals an estimated \$5,400 which would be tracked for actual second shift time expended.
 - It was noted that the master budget still has \$15,000 in the commissioning line item that can more than cover the expenditure.
- Amy has also reached the end of their construction oversight contract. A letter was provided by SLAM to continue on an hourly basis. The letter included an attachment for hourly rates. I have also been including a placeholder in the contingency status report for ongoing design team support however there are a number of additional service agreements with outstanding balances that can be used for a period of time to offset the additional Fee. The following are unbilled amounts that were previously contracted but will not be billed.

○ Amendment 10 Hourly Field Oversight	\$7,700
○ Amendment 11 Special Inspections	\$11,850
○ Amendment 16 Bleacher and Lighting Permitting	\$1,400
○ Bidding Field Lighting and Bleachers	\$5,000

- Auditorium Stair and AV wall design \$3,080
- Subtotal \$29,030
- In addition, there is a balance of \$26,305.61 in the architects' original reimbursable allowance of \$40,000, I would propose that \$20,000 could also be freed up for use in offsetting ongoing CA support.
- Amy spoke to the role of the architects at this point of the project.
(Punch lists, commissioning and tying up the end of the project)

JP asked number of hours for the project design team -approximately 24 hrs/week

- Colliers is continuing project support hourly based on the agreement in place.
- There were two proposals for additional furniture required by the High school Project.
 - The first is furniture for the new Counseling office that was created from the Nurses storage room this totals – \$5,181
 - The second is for a bench outside the main office door to provide a barrier for the door which swings into the corridor and is a safety issue which totals – \$710
Scott noted that soft cost budget would cover this expense
- The design team is also coordinating a furniture solution for the Central office reception desk which was identified as non-conforming for ADA accessibility.

3. PCO reviews – The following PCO's were presented to the committee.

PCO-309 – Windowsill Replacement – \$18,635

- Cost to replace windowsills in the central office, main hallway and LMC. Colliers has requested that this PCO be broken into two parts because they affect both the HS and Central Office projects

PCO-310 – Data and Power in Central Office – \$7,440

- Cost to install data and power where it previously existed but was not shown on the contract documents as part of the renovations.

PCO-314 – Miscellaneous Contingency draw – \$40,1010 (CM Contingency)

- Multiple issues due to construction coordination and added FA devices based on walk throughs with the Fire Marshal.

Nelson noted specifics to this list.

- Locker caulking
- Penthouse Framing
- Cleaning for changes
- Seal joint
- Latch guard- IT work room
- Acoustical T&M for changes
- Adjust faucets- to increase time due to CoVid
- Scaffolding
- Fire Alarm – added devices T&M
- Electrical – Theatrical Training

Architect update – Amy S

- Continue to work punch list
- Working with HVAC coordinator – commissioning
- Furniture request- Central Office desk
- Locker sealant with Nelson- selected color
- Wall covering only design issue at the moment – Administration turn over has delayed this process

Project Update: Nelson R-

- Working with Colliers and SLAM to incorporate the changes and created a schedule to minimize impact to the school due to CoVid restrictions.
- HVAC issues- stationed Lewis to address heating/AC issues daily prior to the start of the school day.
- Contingency- \$269,896 - O&G allocated some funds with commissioning issues. 9/28- formal commissioning process will take place
- Schedule is being updated –
- GMP allowances were reviewed
- Athletic bleachers -complete
- Pasture fencing – complete
- Reseeding grass- hydroseeding
- Landscaping change began this week
- Banner tracks for the gym – late September
- Video Production & Store fronts modification- Admin door swing change
- Attic work and insulation completed
- Acoustical and flooring complete
- Window treatments complete
- Electrical meters rescheduled due to Eversource cancellation
- Central Office A-phone change order work
- Security is wrapped up except CO A phone
- Pathway lighting nearing completion
- Schedule changes – Power, Gas/Water meter, Chillers, replace teacher work station, Central Office work
- Flickering lights in the auditorium in relation to power outages. The signal to the light is being told to turn on/off. A device – switch will delay by 5 seconds allowing the lights to turn on. This should solve the problem

New Business:

- Amy Samuelson shared new photos

Public Comment:

Motions 09-22-20 PBC meeting

Commissioning OT Premium

Motion to approve the Sustainable Engineering Services additional services proposal dated 9-18-2020 for premium time associated with second shift commissioning work to be billed hourly on actual time spent for an estimated Fee of \$5,400.

JP Fernandes made a motion to approve the Sustainable Engineering Services additional services proposal dated 9-18-2020 for premium time associated with second shift commissioning work to be billed hourly on actual time spent for an estimated Fee of \$5,400. Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

SLAM ongoing CA support

Motion to authorize SLAM to continue construction administration and close out support based on their letter dated 9-22-2020 and the attached hourly rates.

JP Fernandes made a motion to authorize SLAM to continue construction administration and close out support based on their letter dated 9-22-2020 and the attached hourly rates. Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

Counseling Office Furniture

Motion to approve the DeClercq order number 1402 dated 9-3-2020 for furniture associated with the new Counseling office in the amount of \$5,181.

JP Fernandes made a motion to approve the DeClercq order number 1402 dated 9-3-2020 for furniture associated with the new Counseling office in the amount of \$5,181. Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

Main Office Bench

Motion to approve the DeClercq order number 1403 dated 9-2-2020 for the bench to be located outside the main office entry in the amount of \$710

JP Fernandes made a motion to approve the DeClercq order number 1403 dated 9-2-2020 for the bench to be located outside the main office entry in the amount of \$710 Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

PCO-309

Motion that the public building committee approve of PCO - 309 dated 9/9/2020 to replace windowsills in the central office, LMC and hallways in the amount of \$18,635

JP Fernandes made a motion that the public building committee approve PCO - 309 dated 9/9/2020 to replace windowsills in the central office, LMC and hallways in the amount of \$18,635 Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

PCO-310

Motion that the public building committee approve of PCO - 310 dated 9/9/2020 to add power and data outlets in the Central Office not to exceed \$7,440 pending final approval by the design team and Colliers

JP Fernandes made a motion that the public building committee approve PCO - 310 dated 9/9/2020 to add power and data outlets in the Central Office not to exceed \$7,440 pending final approval by the design team and Colliers Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

PCO-314

Motion that the public building committee approve PCO – 314 dated 9/21/2020 for miscellaneous contingency items in the amount of \$40,101 as a zero-cost change order to be applied to the GMP contingency.

JP Fernandes made a motion that the public building committee approve PCO-314 dated 9/21/2020 for miscellaneous contingency items in the amount of \$40,101 as a zero-cost change order to be applied to the GMP contingency. Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

Application for Payment #37

Motion that the public building committee approve the O&G Pay Application No 37 for the period from August 1 to August 31, 2020 in the amount of \$253,757.43

JP Fernandes made a motion that the public building committee approve the O&G Pay Application No 37 for the period from August 1 to August 31, 2020 in the amount of \$253,757.43 Seconded by Pat DiSarro- All in favor- Unanimous-motion passes.

Meeting Adjourn

JP Fernandes made a motion for the meeting to adjourn at 8:00pm. Meeting adjourned.