

Committee Members

Councilman Gene Nocera, Co-Chair
Councilwoman Jeanette Blackwell Co-Chair
Councilman Philip Pessina Vice-Chair
Kristy Byrd
Sheila Daniels
John Giuliano
Richard Pelletier
John Phillips
Theodore Raczka
Stephen Zarger
Anita Dempsey-White

Committee Staff

Dr. Michael Conner; Superintendent
Marco Gaylord; Director Operations
Elise McDermott; Finance and Budget
Peter Staye; Director Facilities
Erin Thazhampallath; Secretary

Meeting Minutes

*****Online WEBEX*****

Woodrow Wilson Building Committee

Monday, February 22, 2021

6:00 P.M

Members Present: Councilman Gene Nocera
Councilwoman Jeanette Blackwell
Councilman Philip J. Pessina
John Giuliano
Sheila Daniels
John Phillips
Kristy Byrd
Richard Pelletier

Members Absent: Theodore Raczka
Stephen Zarger
Anita Dempsey-White

Staff Present: Marco Gaylord; Director Operations
Peter Staye; Director Facilities
Elise McDermott; Finance
Erin Thazhampallath; Secretary

Others Present: Hristo Miljovski, Project Engineer, O&G Industries
Joe Vetro; Project Manager, O&G Industries
Mark Jeffko, Project Exec, O&G Industries
Michael C. Scott; Senior Architect, TSKP
Mary-Lynn Radych; TSKP

Members of the Public: Patrick Mckenna

1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:03pm.

2. Approval of the Minutes:

2.1 Councilman Gene Nocera calls for a Motion to Approve the Meeting Minutes of January 25, 2021. Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier. Motion passed unanimously.

2.2 Councilman Gene Nocera calls for a Motion to Approve the Meeting Minutes of the Special Meeting February 8, 2021. Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell. John Phillips abstains from the vote. Motion passed.

3. Public Comments: Patrick McKenna; is in attendance and states that he has no statement and is just interested in hearing the meeting.

4. Action Items:

4.1 Eversource Bill for 372 Hunting Hill Ave. in the amount of \$1,600.56. Councilman Philip Pessina states that we do owe this bill. We have received correspondence that there was an employee transition at Eversource and this bill was outstanding and there was some miscommunication on this bill being due. The work was done by Eversource and Eversource made an error in not billing us but once this bill is paid they will continue the work of removing the overhead lines on Hunting Hill Ave. The new service on Hunting Hill Ave will be connected and the old service removed. They cannot finish this work until this invoice is paid. **Councilman Gene Nocera makes a motion to approve the Eversource bill for a total of \$1,600.56. Motion seconded by Richard Pelletier. Motion approved unanimously.** Elise McDermott asks for clarification on instructions for payment and Councilman Philip Pessina provides McDermott the reference number and address.

4.2 Proposal for disposal/donation of unneeded furniture. Shipping unwanted furniture to charities in the US and abroad and disposal of items in poor condition. Peter Staye explains that there are two different vendors involved. Martin Moving is the low bidder for the moving of furniture and teachers belongings. IRN would be the company that would take the furniture, provide us with shipping containers and move it to charities in the United States and abroad. IRN are the drivers behind the schedule. We have asked them for June 15, 16, 17 as a targeted date. There would be 8 shipping containers. The disposal of furniture in this way is also less expensive than sending to landfills or scrap yards. This happens after we have picked out the stuff that we are keeping and are not putting in the new school or any other school in the district. The projected and estimated IRN cost of **\$17,541** pays for the shipping containers and getting the product abroad. IRN provides the supervision for loading the containers and drivers to pick up containers and arrangements to ship it wherever it is going.

Sheila Daniels asks if the expense includes IRN packing the containers. Staye explains that the moving company proposal will pay for that cost. That cost is built into the proposal for the Martin Moving proposal which is item 4.3 on the agenda.

IRN provides containers and then we would need to obtain the labor from either: Martin, Greene or Meyer, the three bidders for moving costs.

Councilman Gene Noceara calls for a motion to award the scope of work to IRN in the amount of \$17,541 . Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell. Motion approved unanimously.

4.3 Proposals for moving furniture into shipping containers provided by IRN **AND** teacher belongings/academic materials from existing Woodrow Wilson and Keigwin to Beman Middle School.

Peter Staye explains the process and scope of work needed by the moving company. The movers would show up around the 11th of June to stage the furniture for loading and then 3 days of physically loading the containers. Then they would move all the teachers' academic materials out of Woodrow and into Beman. Then they will start moving teachers' materials from Keigwin to Beman.

There is some discussion on the range of estimates from the three moving companies:

- **Martin Moving and Storage for an estimate of \$30,675.20**
- **Meyer Commercial Moving for an estimate of \$68,917.00**
- **Greene Moving and Storage for an estimate of \$62,000.00**

Staye was surprised at the disparity in proposals but Meyer Moving may have bid based on their State contract. Martin Moving may be cheaper because they are a trusted local market. Staye talked with Martin Moving twice to make sure everything we needed to have done was in the proposal they presented and Staye spent a lot of time making sure Martin was comfortable with his number and understood the scope of work. Staye feels like Martin Moving is prepared. Marco Gaylord states that he is not surprised at the Martin Bid because Martin has always been the lowest when bids have been put out for moving purposes.

Councilwoman Jeanette Blackwell asks if there is a possibility of needing more containers from IRN and Staye states that he took an inventory of the school and IRN came up with the container amount. Staye states that he has seen their work in the past is confident in their work and estimates and he believes it is their responsibility to make sure the furniture is properly packed and he believes they can do this. Councilwoman Blackwell asks who will be supervising when they are on site and Staye states that this is his job.

Councilwoman Blackwell states that she is not concerned about the bid cost disparity as long as the lowest bidder is prepared to do the work.

Elise McDermott asks if part of these funds will come from the line on the O&G invoice that has a remaining \$31,518.50 or are both these items coming off contingency? Staye offers that the line item for O&G moving would be the appropriate place to charge this however, this cost will be over that line item. Staye states that the IT department has a line item of \$150,000 for the phone system and he does not believe that \$150,000 will be needed. IT is working to determine how much extra is in that line item and Staye expects there will be money left over on this line

item which can be brought over to moving costs. Any remaining after that would be a contingency line item.

Staye states that, for now, we can prepare a letter of intent to Martin Moving but IRN will need a PO and deposit to start their scope of work.

Motion by Councilman Philip Pessina and seconded by Councilman Gene Nocera to award the scope of work to Martin Moving and Storage for an estimate of \$30,675.20. Motion passed unanimously.

Peter Staye states that there is currently over \$31,341 in the O&G moving line. Joe Vetro states that he has \$31,341 but he also has storage boxes coming off that line as well and once that comes out he can then apply that balance to the moving cost. Staye states that if we use the O&G line now then as we get closer and have a better understanding of our contingency and the possible phone cost line item transfer then we can do a transfer of funds at that time. Vetro states that, for IRN, O&G will cover the PO and cost on their current existing line item cost.

5. Construction Updates and Action Items:

5.1 Workflow Status: In Progress

A. O&G Status Update: Joe Vetro; Project Manager presents the monthly summary sheet. The school is 65% complete at this time. The total funds available have decreased slightly by \$32,000.

- Items for approval against Owners Contingency:

PCO #92 RFI-498, Paging Speakers in B313 and A313 for a total of **\$1,530.00**

PCO #93 RFI-425, Cord Reels Mounting for a total of **\$4,643.00**

PCO #95 ASI-054, Vocal 244 Acoustical Separation for a total of **\$5,478.00**

PCO #98 Phase 2 PCB Removal & Disposal for a total of **\$857,375.00**. This went out to bid and was adjusted to reflect the best possible cost and adjustments to bring us down to this number. The Chairs emphasize that this work did go out to bid and was awarded to Stamford Wrecking. The current school budget is carrying \$582,148.00 in the line for PCB removal and disposal. This leaves a balance of \$275,227.00 to go against the owner's contingency for PCO #98.

- Items for approval against CM Contingency:

PCO #91 RFI-453 Lighting Gallery Access Hatch for a total of \$4,108.00 against CM Contingency.

PCO #94 Power for Temporary Heating for a total of \$7,096.00 against CM Contingency.

PCO #96 RFI-496, SKA-063, Science Metal Closure Panel for a total of \$788.00 against CM Contingency.

PCO #97 Masonry Cut Out @ Fire Hose Cabinets, Back-Charge - Capasso and Masonry Cut Out @ Fire Hose Cabinets, Back-Charge - Wolverine for a total of \$5,146.00 against CM Contingency.

PCO #99 Concrete Infill @ Walk-In Cooler/Freezer for a total of \$2,021.00 against CM Contingency.

PCO #100 RFI-345, Stair 4 Guard Rail for a total of \$2,879.00 against CM Contingency.

PCO #101 Snow Removal for Roof Access for a total of \$777.00 against CM Contingency.

PCO #102 RFI-351 - Masonry Wall Anchorage @ H205 for a total of \$1,371.00 against CM Contingency.

Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to approve budget transfer and change order for O&G PCO 92, 93, 95, 98 in the amount of 869,026.00. Motion passed unanimously.

Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to approve O&G PCO 91, 94, 96, 97, 99, 100, 101 against the CM contingency. Motion passed unanimously.

B. TSKP Status Update:

Michael Scott; TSKP states that this is a good time if any committee members would like a tour of the building where they can really see the educational spaces coming together. This would be a good time to arrange that.

Councilwoman Jeanette Blackwell asks for an update on the FF&E work. Scott states that the State will review the document on Wednesday. The next big item that will be brought forward to the committee will be for Phase 4 and will be the IT and AV presentation by TSKP.

Councilman Gene Nocera asks when the Purchase Orders will be discussed and brought to the committee for review for FF&E. TSKP believes March 8th at the sub committee meeting is a good target date to assemble those Purchase Orders.

6. Financial Report:

6.1 Financial Update: Elise McDermott; Financial report and update.

McDermott notes to the secretary to please be sure to note in the minutes the **\$275,227** that is coming off the owners contingency for PCO #98 and the remaining **\$582,148** on the line item for O&G for the regulated waste disposal contingency. We will need to make two different budget transfers, one from the contingency and one from the main line.

6.2 Invoice Approval: Motions read for approval by Councilwoman Jeanette Blackwell

- A. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve O&G Invoice #19 in the amount of \$2,438,235.69. Motion passed unanimously.**
- B. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve Eversource Trailer Utility Bill 01/28/2021 in the amount of \$1,076.69 Motion passed unanimously.**
- C. **Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to approve Eversource New Meter Utility Bill 01/28/2021 in the amount of \$4,051.48 Motion passed unanimously.**
- D. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve Eversource Natural Gas 04/03/2021 in the amount of \$14,126.29. Motion passed unanimously.**
- E. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve the Committee Secretary Timecard January 2021 - February 2021 in the amount of \$375.00. Motion passed unanimously.**
- F. **Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to approve the Committee Finance/Budget Timecard January 2021 - February 2021 in the amount of 11 Hours. Motion passed unanimously.**
- G. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve TSKP Invoice #33 in the amount of \$66,402.80. Motion passed unanimously.**

7. Discussion:

7.1: Innovation Lab Update: Councilwoman Jeanette Blackwell states that the lab is all framed up and the contractors are working on the mechanical and electrical plumbing. They are running wires and duct work and when they are done with the mechanical and electrical plumbing then that area will be inspected and then it can be sheet rocked.

7.2: Community Recreation Facility Update: Councilman Gene Nocera states that the plans are fully developed and they are just waiting for the demolition to occur late spring or early summer to coexist with the demolition in the back. John Phillips asks if the phasing will consider the parking construction work, landscaping and finishing overlays to the Middle School Project. There should be no interference or conflicting overlap and it needs to all be

phased appropriately. Councilman Gene Nocera states that the architect with Landmark has discussed this with Public Works so that this is done relatively quickly and we will have to be careful that there are no overlapping conflicts.

7.3: Start of School September 9, 2021: Councilman Gene Nocera states that we are still on target for September 9th and Nocera has been made fully confident that the building will be made ready for this return.

The Chairs have been working on developing a banner as a way to announce the first day of school. This will need to be approved by the committee at the next meeting.

- 8. Motion by Councilwoman Jeanette Blackwell and seconded by Sheila Daniels to adjourn the meeting at 7:15pm. Motion passed unanimously.**

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary