

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

SPECIAL Meeting Minutes

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

Woodrow Wilson Building Committee

Monday, March 29, 2021

6:00 P.M

Members Present: Councilman Gene Nocera
Councilwoman Jeanette Blackwell
Councilman Philip J. Pessina
John Giuliano
Sheila Daniels
Stephen Zarger
Theodore Raczka
Richard Pelletier

Members Absent: John Phillips
Anita Dempsey-White
Kristy Byrd
Sheila Daniels (In attendance for a portion of the meeting; trouble with connection.)

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

Others Present: Joe Vetro; Project Manager, O&G Industries
Michael C. Scott; Senior Architect, TSKP
Mary-Lynn Radych; TSKP
Randall Luther; 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 February 22, 2021. Motion by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger. Motion passed unanimously.

3. Public Comments: Patrick McKenna; is in attendance and states that he has no questions and is looking forward to an update on possible tours and excited to hear the status of solar installation.

4. Action Items:

4.1: Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to approve the Purchase Order and Budget Transfer for Beman School Banner in the amount of \$148.50. Motion passed unanimously.

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 68% complete at this time. The total funds available have decreased by \$101,448,000.

Councilman Gene Nocera states to the committee that all the Items for Approval have been brought before the subcommittee and properly vetted.

- Items for approval against Owners Contingency:

PCO #104 RFI-551, Elevator A Emergency Battery

For a total of \$8,185.00

Joe Vetro addresses that Councilman Philip Pessina had asked if this could be tied to the generator instead of the battery. Vetro states that the generator could not handle this load capacity.

- Items for approval against CM Contingency:

PCO #103 Alum. Door 200.2 - Addendum 12

For a total of \$8,767.00

PCO #105 SKA-027B, Storefront #34

For a total of \$2,325.00

PCO #106 CE-141, RFI-487 - Assistant Principal Doors	For a total of \$9,687.00
PCO #107 RFI-340, Science Room Wiremold Boxes	For a total of \$10,738.00
PCO #108 RFI-265, Chilled Water Piping Change	For a total of \$12,050.00
PCO #109 CE-144, RFI-513, Vertical Trim @ Write Wall	For a total of \$5,750.00
PCO #110 RFI-457, Hinges @ Aluminum Entry Doors	For a total of \$1,216.00
PCO #111 ASI-67, ICM Door Change	For a total of \$256.00
PCO #112 RFI-523, Cafeteria Wall	For a total of \$22,622.00
PCO #113 RFI-493, Framing West Wall @ Auditorium Catwalk	For a total of \$2,007.00
PCO #114 RFI-507 & 544, Pendant Lights Rms A2.06 & B2.06	For a total of \$4,982.00
PCO #115 RFI-484, Elevator Shaft Light	For a total of \$4,052.00
PCO #116 ASI-62, Auditorium Wood Railing	For a total of \$4,276.00
PCO #117 RFI-521, Auditorium Type R Light Fixtures	For a total of \$10,157.00
PCO #118 Stainless Steel Bollards	For a total of \$1,056.00
PCO #119 Aux. Gym Mat Hoist Bracket Support	For a total of \$998.00
PCO #120 Break-metal @ Art Room Radiant Heat	For a total of \$750.00

Councilman Gene Nocera states that O&G and TSKP have been extremely busy with these natural quality changes that have come up and he thanks them for their hard work.

Stephen Zarger asks about the battery and the replacement cost and lifespan of the battery for PCO#104. Joe Vetro states that he doesn't know the lifespan exactly but they are usually about 10 years. He states that the real cost is for the controls more than anything else. Zarger states that he was just wondering if anyone is tracking the long term cost of replacement.

Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to approve the budget transfer and change order for O&G PCO #104 in the amount of \$8,185.00. Motion passed unanimously.

Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve O&G PCO #103, #105-#120 against the CM contingency. Motion passed unanimously.

B. TSKP Status Update:

Items for Approval: Michael Scott; TSKP states that his office has been working hard with the City to get the FF&E Procurement Package approved by the State. Those packages have gone to the State and will help complete the spaces. Another Item for review and approval is the design fee for TSKP to assemble a similar procurement package for the IT and AV equipment that hasn't already been purchased through the bricks and mortar project that O&G is building. This is a typical element to school construction; you don't bid a lot of the little pieces of

equipment at the time that you bid the base building. You want to wait closer to the end of the project to get the latest equipment and pricing. This is another package that will come back to the committee for review and approval to bring forward to the State. The State will then approve and allow us to go out to bid. The proposal fee for TSKP to complete the technology procurement documents is \$35,000. This is much less than what was budgeted. Originally budgeted at \$105,300 this is a cost savings of \$70,300.

Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve the TSKP add service to assist in technology procurement documents for an estimated cost of \$35,000.00. Motion passed unanimously.

Elise McDermott makes a recommendation to the committee to move the \$70,300 left over from the Budget Line 10 (Technology Design Consult) to Budget Line 6 (Testing, Inspections, Special Inspections). Line 6 is running slightly over budget and this will cover potential future costs.

Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to move \$70,300 from line item 10 to line item 6. Motion passed unanimously.

6. Financial Report:

6.1 Financial Update: Elise McDermott; Financial report and update. McDermott asks if the Committee ever approved the Budget Transfer and Purchase Order processing for the FF&E package and asks Michael Scott if this should be set up now. Michael Scott states that we approved the budget proposal but not the actual Purchase Orders. When the Purchase Orders come through the Vendors we can go forward with that. He recommends that we can wait and do this when it all comes together.

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 #20 in the amount of \$2,283,156.53. Motion passed unanimously.**
- B. Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to approve Eversource Trailer Utility Bill 02/26/2021 in the amount of \$1,216.09. Motion passed unanimously.**

- C. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve Eversource New Meter Utility Bill 02/26/2021 in the amount of \$3,615.83. Motion passed unanimously.**
- D. **Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to approve Eversource Natural Gas 02/26/2021 in the amount of 8,967.57 Motion passed unanimously.**
- E. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve Eversource Meter 370 Hunting Hill 02/02/2021 in the amount of \$1,068.46. Motion passed unanimously.**
- F. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve BVH Commissioning Services in the amount of \$6,100.00. Motion passed unanimously.**
- G. **Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to approve the Committee Secretary Timecard February 2021 - March 2021 in the amount of \$250.00. Motion passed unanimously.**
- H. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve the Committee Finance/Budget Timecard February 2021 - March 2021 in the amount of 9 Hours. Motion passed unanimously.**
- I. **Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve TSKP Invoice #34 in the amount of \$58,605.00. Motion passed unanimously.**

7. Discussion: Presented by Councilman Philip Pessina

7.1: Innovation Lab Update: Joe Vetro states that TSKP and O&G have met with the engineer for the Innovation Lab and Vetro is meeting with the contractors and showing them what they need to do moving forward before the sheet rock is put up.

7.2: Community Recreation Facility Update: Councilman Gene Nocera states that this project goes through the Public Works Department. This is going to be an asset to the community and the voters have approved and 1.5M which have been allocated to make the improvements to the gym, pool and fitness room. The pool and gym are already in great shape. A plan is being developed and we have to have tight coordination with O&G and TSKP and we

are going to have to make it happen and work together to hopefully meet the goal of completion by Christmas.

7.3: Schedule Building Committee Tour of Building Site: May 20th at 5pm

Not open to the public but the invitation will be extended to the Common Council and BOE. Peter Staye asks if we can combine this with the Facilities Committee as well and the Committee Chairs agree.

7.4: Start of School September 9, 2021

- 8. Motion by Councilman Gene Nocera and seconded by Councilman Philip Pessina to adjourn the meeting at 7:02pm. Motion passed unanimously.**

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary