

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, April 26, 2021

6:00 P.M

Members Present: Councilman Gene Nocera
Councilwoman Jeanette Blackwell
John Giuliano
Sheila Daniels
Theodore Raczka
Anita Dempsey-White
Richard Pelletier
John Phillips

Members Absent: Councilman Philip J. Pessina
Kristy Byrd
Stephen Zarger

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

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

Members of the Public: Tyler Young

1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:11pm.

2. Approval of the Minutes:

2.1: Councilman Gene Nocera calls for a **Motion** to Approve the Meeting Minutes of March 29, 2021. Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier. Motion passed unanimously.

3. Public Comments: No Public Comment

4. Action Items:

4.1: Motion by Councilwoman Jeanette Blackwell and seconded by Theodore Raczka to approve the Change order and Budget Transfer for TSKP add service to assist in the IT/AV procurement package documents for a total of **\$35,000**. Motion passed unanimously.

4.2: Motion by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve the Purchase Order and Budget Transfer for TSKP FF&E package. **\$33,164.00** coming from the Contingency Fund and **\$1,440,000.00** coming from the budget line. For a total of **\$1,473,164.0**. Motion passed unanimously.

Elise McDermott asks if there will be multiple Purchase Orders to various Vendors and when do we expect to have that Vendor list. Michael Scott states there will be 25 individual Purchase Order packages and the last bid package will come in on Wednesday. After that last bid comes in the full vendor list will be sent over.

4.3: Motion by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve the Change/Purchase Order and Budget Transfer for the Light Rigging Estimate to disassemble and move the electric paper cutter machine for an estimated cost of **\$3,200**. Motion passed unanimously.

Elise McDermott asks if this will be off the Owners Contingency. Joe Vetro confirms that this will come out of the Owners Contingency.

4.4: Motion by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve the Change/Purchase Order and Budget Transfer for Martin Moving Company for a total of **\$30,675.20**. Motion passed unanimously.

Elise McDermott asks if this will be off the Owners Contingency. Joe Vetro confirms that this will come out of the Owners Contingency.

4.5: Motion by Sheila Daniels and seconded by John Phillips to approve the Change/Purchase Order and Budget Transfer for TRC Asbestos Abatement Consulting Services (April Break Services) for a total of **\$7,895**. Motion passed unanimously.

4.6: Motion by John Phillips and seconded by Sheila Daniels to approve the Change/Purchase Order and Budget Transfer for TRC Underground Storage Tank Closure Services for a total of **\$10,897.00**. Motion passed unanimously.

4.7: Motion by John Phillips and seconded by Sheila Daniels to approve the Change/Purchase Order and Budget Transfer for TRC Abatement Consulting Services for a total of **\$75,042.00**. Motion passed unanimously.

Elise McDermott states that these three change orders (4.5-4.7) will come from the Environmental Monitoring Budget Line.

4.8: Motion by John Phillips and seconded by Councilman Gene Nocera to approve the Change/Purchase Order and Budget Transfer of Fiber Relocation: disconnecting Woodrow Wilson /reconnecting Beman to BOE network. Option #1 in the amount of **\$6,500**. Motion passed unanimously.

Peter Staye and Michael Skott (BOE IT) present the different options to the committee. Skott states that both options are non recurring charges. The difference in the two prices are if we opt to turn on the connection at Beman while Woodrow has the current connection or if we opt to wait until Woodrow is out of session and then turn on the Beman connection. Skott would like to get it hooked up as soon as possible but with that in mind we do get out of school so early so we will have the time to make those connections. We can do this in a shorter amount of time but it will just take more coordination.

Elise McDermott asks if this will be off the Owners Contincy and Councilwoman Jeanette Blackwell confirms that this will come off the Owners Contingency.

4.9: Motion by Councilman Gene Nocera and seconded by Theodore Raczka to approve the Purchase Order and Budget Transfer and Invoice Payment for the Hartford Courant Invoice (Public Bid Notice) in the amount of **\$101.87**. 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 71% complete at this time. The total funds available have decreased by \$131,751.00.

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 #138 RFI-540, Paging Speakers in A213, A214 and A215 For a total of \$2,633.00

- Items for approval against CM Contingency:

PCO #121 ASI-73 - East Canopy Venting	For a total of \$3,635.00
PCO #122 Miscellaneous Drywall Work #1	For a total of \$5,829.00
PCO #123 Chainlink Fence at North Parking Lot	For a total of \$11,900.00
PCO #124 Casework Revisions at Science Rooms	For a total of \$1,749.00
PCO #125 Additional Angles for WON Door Support	For a total of \$3,698.00
PCO #126 RFI-567, Added Control Joints	For a total of \$2,773.00
PCO #127 Site Bench, IPE Slats in Lieu of Doug Fir	For a total of \$2,221.00
PCO #128 ASI-38R, Cut and Install Reglets	For a total of \$4,065.00
PCO #129 ASI-77R - SBHC Suite Comcast Connection	For a total of \$14,756.00
PCO #130 ASI-66, Added Data & Power Adds	For a total of \$35,797.00
PCO #131 ASI-76, Power & Data Adds, Innovation Lab	For a total of \$23,903.00
PCO #132 Floor Patching	For a total of \$385.00
PCO #133 Temporary Hand Wash Sinks	For a total of \$1,335.00
PCO #134 ASI-55 & RFI-584 - Pull Station & Data Drop	For a total of \$1,039.00
PCO #135 RFI-523, Stair 4 Added Cement Boards	For a total of \$5,282.00
PCO #136 Elevator Edge Support	For a total of \$1,690.00
PCO #137 Scupper Installation @ Skylight	For a total of \$3,053.00

Motion by John Phillips and seconded by Sheila Daniels to approve the budget transfer and change order for O&G PCO #138 against the Owners Contingency in the amount of **\$2,633.00**. Motion passed unanimously.

Motion by John Phillips and seconded by Sheila Daniels to approve O&G PCO #121-PCO# 137 against the CM contingency. Motion passed unanimously.

Councilman Gene Nocera states that he appreciates TSKP and O&G and all the work they have done to keep these costs down. This is the main reason we have a solid Owners Contingency fund. In our next meeting we will be able to present a list of potential add ons to come off the contingency balance.

B. TSKP Status Update:

Items for Approval: Michael Scott; TSKP

Michael Scott asks for approval on the bid documents for State approval for the AV/IT package. TSKP has worked with the school technology staff to present a bid package to allow the purchasing department to procure all AV/IT equipment in the final component of the project. Once the package is approved by the State then we can move forward with the purchase orders.

Motion by Councilman Gene Nocera and seconded by John Phillips to approve the AV/IT package and budget for OSCGR State Review with a budget of **\$1,409,644.73**. Motion passed unanimously.

6. Financial Report:

6.1 Financial Update: Elise McDermott; Financial report and update. McDermott presents the financial report to the committee and explains that there is some money left in the Innovation Lab line but Joe Vetro had mentioned we may need to use that for some plumbing in that area.

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 #21 in the amount of **\$3,192,625.64**. Motion passed unanimously.
- B. Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve Eversource Trailer Utility Bill 03/29/2021 in the amount of **\$961.62**. Motion passed unanimously.
- C. Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve Eversource New Meter Utility Bill 03/29/2021 in the amount of **\$3,449.24**. Motion passed unanimously.
- D. Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve Eversource Natural Gas 03/29/2021 in the amount of **\$6,519.20**. Motion passed unanimously.

- E. **Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve Eversource Meter 370 Hunting Hill 03/31/2021 in the amount of **\$3,702.78**. Motion passed unanimously.
- F. **Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve the Ekris Communications, INC (replacing electrical services) in the amount of **\$13,300.00**. Motion passed unanimously.
- G. **Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve the Committee Secretary Timecard March 2021 - April 2021 in the amount of **\$275.00**. Motion passed unanimously.
- H. **Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve the Committee Finance/Budget Timecard March 2021 - April 2021 in the amount of **13 Hours**. Motion passed unanimously.
- I. **Motion** by Councilwoman Jeanette Blackwell and seconded by John Phillips to approve TSKP Invoice #35 in the amount of **\$39,000.00**. Motion passed unanimously.

7. Discussion: Presented by Councilwoman Jeanette Blackwell

7.1: Innovation Lab Update: Joe Vetro states that the Lab is in the process of catching up to the rest of the building.

7.2: Community Recreation Facility Update: Councilman Gene Nocera states that the first phase of this project will be presented to the Public Works Commission in the middle of May with the concept drawings and outline for phase one. Councilwoman Blackwell asks if the goal is for this project to be completed by Christmas and Councilman Nocera states that he is hopeful and a lot depends on what is happening in the back area over there.

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

There is a lot of interest and we should try to keep a count of who would be interested and confirm that they are coming to the tour from the City and BOE side.

7.4: Start of School September 9, 2021

- 8. Motion** by Sheila Daniels and seconded by Councilwoman Jeanette Blackwell to adjourn the meeting at 7:06pm. Motion passed unanimously.

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary