

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, May 24, 2021

6:00 P.M

Members Present: Councilman Gene Nocera
Councilwoman Jeanette Blackwell
Councilman Philip J. Pessina
John Giuliano
Sheila Daniels
Anita Dempsey-White
John Phillips
Kristy Byrd

Members Absent: Theodore Raczka
Richard Pelletier
Stephen Zarger

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

Others Present: Joe Vetro; Project Manager, O&G Industries
Mark Jeffko, Project Exec, O&G Industries
Michael C. Scott; Senior Architect, TSKP
Randall Luther; TSKP

1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:15pm.

2. Approval of the Minutes:

2.1: Councilman Gene Nocera calls for a **Motion** to Approve the Meeting Minutes of April 26, 2021. Motion by Councilman Philip J. Pessina and seconded by Councilwoman Jeanette Blackwell. Motion passed unanimously.

3. Public Comments: No Public Comment

4. 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 76% complete at this time. The total funds available have decreased by \$143,973.00.

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 CM Contingency:

PCO #139 RFI-601, Grills at Closed Space(3rd Floor Catwalk)	For a total of \$1,582.00
PCO #140 PR-2, Fiber Optic Crown Castle Payment	For a total of \$11,621.00
PCO #141 RFI-514, Reroute Solar Conduit	For a total of \$6,937.00
PCO #142 ASI -75 - Revised Field Access	For a total of \$14,449.00
PCO #143 ASI-58, Additional Security	For a total of \$21,650.00
PCO #144 RFI-537, Add Drain Water Tempering Kit	For a total of \$2,478.00
PCO #145 Lower Scaffolding in Auditorium	For a total of \$7,200.00
PCO #146 Exterior Wall Hydrants	For a total of \$1,382.00
PCO #147 SKS-18, Install Steel at Skylights	For a total of \$21,503.00
PCO #148 RFI-437, Additional Steel at Roof Hatch, Room 207	For a total of \$790.00
PCO #149 Misc. Glass Modifications	For a total of \$12,189.00
PCO #150 RFI-304R, Add Soffit Layout, Framing, GWB	For a total of \$8,619.00
PCO #151 ASI-25, Added Ceiling in Kitchen	For a total of \$937.00
PCO #152 ASI-59, Frame and Sheetrock Stair #2 Second Floor	For a total of \$4,542.00
PCO #153 SKA-21A- Add Furring & Gyp Board @ Vestibule	For a total of \$4,034.00
PCO #154 RFI-550, Add Column Enclosures Room A212	For a total of \$765.00
PCO #155 RFI-603, Stair 2 Bulkheads	For a total of \$2,161.00

PCO #156 ASI-64, Added GWB Ceilings Stair 1 & 3 First Floor	For a total of \$3,299.00
PCO #157 RFI-430, Auditorium Beam Detector Brackets	For a total of \$4,939.00
PCO #158 ASI-37, RFI-414- Break Metal Column Covers	For a total of \$10,598.00
PCO #159 RFI-193, Added Card Readers	For a total of \$6,486.00

Councilman Gene Nocera states that O&G and TSKP work really hard to make these value added items and are extremely careful with costing this out. There is a lot of back and forth and research to cost these out and this is reflected in the budget. Nocera commends them for the hard work.

Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to approve O&G PCO #139 - PCO #159 against the CM contingency. Motion passed unanimously.

B. TSKP Status Update:

Items for Approval: Additional TSKP Add Items with Change Order and Budget Transfer presented by Michael C. Scott; TSKP.

TSKP is working with the City and the BOE on the Furniture and IT package procurement. Those packages are moving forward. It is important to note that there are material shortages here and there and TSKP is keeping a careful eye on the orders with the vendors and will keep the Committee apprised.

Michael Scott presents the listing of additional items. Seeing where we are with the contingency, TSKP have reviewed items that were once contemplated and as the budget continues to hold there is a desire to capture these items with the funds available. TSKP has worked hard with the City and BOE to prioritize these items. Below are the prioritized items with proposed cost and design fee cost to pursue these to be acted upon. Some of these items required consultants and a few of these items will need to go before the Zoning Department for approval. TSKP is asking for approval of the design fee in order to potentially act upon these items:

- Exterior billboard signs (2) with an estimated cost of \$50,000 (2 at \$20K plus \$10K). **TSKP DESIGN FEE \$7,500.**
 - **There are currently two exterior brick and mortar billboard signs near the building, one on the North end and one on the South end. There is a desire from the BOE to change the current two electronic billboard signs so that important program or schedule items can be presented.**
- Additional speakers in the cafeteria with an estimated cost of \$12000 + Speakers. **TSKP DESIGN FEE \$3,200.**
 - **The cafe has a PA system and a sophisticated loudspeaker system but the desire is to create additional speaker locations so a wider variety of programs can be hosted in that space.**

- Electronic banners at each Pod with an estimated cost of \$20000 + FPD + AV driver. **TSKP DESIGN FEE \$5,000.**
 - **Currently we have 9 Middle School ``houses`` and each team has a sign at the entry to brand the ``house`` and post information. There is a desire to use flat panel electronic displays.**
- Paving improvements to Hunting Hill with an estimated cost of \$50,000 **TSKP DESIGN FEE \$3,750.**
 - **Once the school is open Hunting Hill will be closed to through traffic. There will be gates to raise and lower to allow buses and emergency vehicles. We currently have a plan to simply repave Hunting Hill but the study and fee is to make this more accessible and friendly to enhance the connection between the school and the park.**
- Exterior classrooms with an estimated cost of \$8000 - \$12000. **TSKP DESIGN FEE \$17,950.**
 - **Around the campus there is landscaping and pods and this fee is to design and implement exterior classrooms to create teaching venues outside the building. This would create flexibility.**
- Additional Memorial Garden items with an estimated cost of \$6000 - \$8000. **TSKP DESIGN FEE \$2,650.**
 - **There has been a response from the Woodrow Wilson community to curate a gazebo and memorial plantings in the courtyard out onto the campus and also other community organizations interested in memorial garden areas. This is a variation to the exterior pod study. This design fee would generate construction documents so O&G can help construct these spaces.**
- Recording Capability in Music Spaces \$50,000. **TSKP DESIGN FEE \$5,400.**
 - **In addition to the large auditorium there are other spaces in the building to create additional IT infrastructure. These spaces are meant to perform and record work and it would be analogous to the setup in the High School.**

Councilman Gene Nocera states that all of these items were vetted through the subcommittee with discussion to make these priority items as we begin to move toward completion of the project.

Sheila Daniels adds that she feels these are important to complete at this stage in the project rather than in hindsight and she appreciates TKSPs work towards this.

Motion by Councilwoman Jeanette Blackwell and seconded by Councilman Philip Pessina to approve the TSKP design fee with Change Order and Budget Transfer for the additional add items in the amount of \$45,450. Motion passed unanimously.

Councilman Gene Nocera states that at the next meeting there will be a full update on the delivery status of the FF&E items. Nocera hopes for a full delivery schedule for the June Meeting.

Councilman Philip Pessina states that O&G is also in tune to these delivery dates and will also be a support in this area.

Sheila Daniels recommends to TSKP to reach out to the school student council in regard to the Memorial Garden to update them on this incorporated item to the project. It would be a nice gesture as they are waiting and wondering if this item would be taken care of. Michael Scott agrees.

Sheila Daniels asks if there is any way we could revisit the color scheme of the interior of the school. Nocera states that this would be at an additional cost and possibly we could open this up for more discussion at the next meeting.

Councilwoman Jeanette Blackwell asks O&G and TSKP what the process of selecting the school colors was. Randall Luther; TSKP states that a group of BOE administrators and representatives were convened and they worked on the color palette. The committee was also briefed on the palette but he understands there is a difference between seeing the palette and then seeing it inside the building in real life. Daniels states that the committee was not part of the decision making.

Blackwell asks if we could revisit this with the committee to see if we should go forward with this concern and go back to those involved with picking the palette to offer up those concerns. The question becomes who makes the final decision.

Councilman Gene Nocera states that, in his experience with building projects, details like furniture and colors are usually decided by staff representatives. He's not saying the committee isn't part of the discussion but the staff, who will work in that space, usually make those decisions. The appropriate administration was involved in the process before it was brought to the committee.

Councilman Philip Pessina states that he appreciates Daniels concerns but financially would not support seeing money going toward a change like that. At this stage expenditures should be targeted toward other items.

Daniels states that she is concerned from a students standpoint that the colors were distracting and very bright and wants to make sure this is conducive to the learning experience. She also wonders about the impact on students with sensory issues. Daniels states that she was a little taken aback once she saw the colors in real life and states that she also understands and respects allowing decisions to be made by those who are in the space daily and working there. John Giuliano states that he also had a concern about the color scheme. He was unsure of these colors but understands that there may not be a lot of other options as he has seen these color schemes at some of our other schools.

Councilman Gene Nocera states that he would like to ask Marco Gaylord to have some Special Education staff look into the potential impact to students.

5. Financial Report:

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

presents the financial report to the committee. McDermott asks if the TSKP Changes Order for additional items will be coming off of our contingency. The Chairs confirm.

McDermott also recommends that a new line item is created in preparation of the IT/AV equipment purchase orders. The technology equipment is encumbered; we should consider creating a separate line item for auditing purposes.

Motion by Councilman Gene Nocera and seconded by Councilman Philip Pessina to create a new line item in the budget for IT/AV Equipment. Motion passed unanimously.

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

- A. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve O&G Invoice #22 in the amount of **\$3,581,239.84**. Motion passed unanimously.
- B. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Eversource Trailer Utility Bill 05/04/2021 in the amount of **\$720.37**. Motion passed unanimously.
- C. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Eversource New Meter Utility Bill 04/29/2021 in the amount of **\$2,202.50**. Motion passed unanimously.
- D. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve Eversource Meter 370 Hunting Hill 04/30/2021 in the amount of **\$1,364.91**. Motion passed unanimously.
- E. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve the Committee Secretary Timecard April 2021 - May 2021 in the amount of **\$250.00**. Motion passed unanimously.
- F. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve the Committee Finance/Budget Timecard April 2021 - May 2021 in the amount of **20 Hours**. Motion passed unanimously.
- G. Motion** by Councilman Philip Pessina and seconded by Councilman Gene Nocera to approve TSKP Invoice #36 in the amount of **\$34,000.00**. Motion passed unanimously.

6. Discussion: Presented by Councilman Philip Pessina

6.1: Innovation Lab Update: Joe Vetro states that construction is moving along and everything is coming together for the Innovation Lab.

6.2: Community Recreation Facility Update: Councilman Gene Nocera states that the City is moving aggressively forward with the design plan. A good portion of the money will be used to make sure the roof is fully repaired and then there will be work done with painting and lighting and the pool to get it ready for use. The hope is that this will be completed for the New Year 2022.

6.3: Start of School September 9, 2021

Councilman Gene Nocera states that at the next meeting we will further report back on the color scheme.

Sheila Daniels asks if there will be an update to make sure that everything in the building, the team trophies in the pool hall area, will be taken care of and moved properly. Nocera states they are making plans with Marco Gaylord on what will stay and what will be moved. Daniels states that there are some things in that building that may need to go over to the High School per the prior Middletown High School Building Committee. Daniels states that it is important to maintain those items and make sure they are properly placed to maintain that history.

Councilman Philip Pessina states that he thought during the tour that they were told there was a specific area for those items. Daniels clarifies that she believes there are items there that should be put in the High School and is interested in maintaining the plaques and photos from former student achievements.

7. Motion by Councilman Philip Pessina and seconded by Councilwoman Jeanette Blackwell to adjourn the meeting at 7:11pm. Motion passed unanimously.

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary