

Committee Members

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

Committee Staff

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

Meeting Minutes

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

Woodrow Wilson Building Committee

Monday, January 31, 2022

6:00 P.M

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

Members Absent: Councilman Philip J. Pessina
Anita Dempsey-White
Kristy Byrd
Stephen Zarger

Staff Present: Kevin Dion; Director Facilities
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
Hristo Miljovski, Project Engineer, O&G Industries

1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:12pm.

Motion by Councilwoman Jeanette Blackwell and seconded by Richard Pelletier to amend the agenda to include the Invoice total for O&G Invoice #30 in the amount of

\$470,341.04 on Item 5.3 F and to Include Item 5.3 S. RH Lord Invoice #34603 in the amount of **\$926.50**. Motion passed unanimously by committee members present.

2. Approval of the Minutes:

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

3. Public Comments: No Public Comment

Committee Members Theodore Raczka and John Phillips enter the meeting.

4. Construction Updates and Action Items:

4.1 Workflow Status: In Progress

A. O&G Status Update: Joe Vetro; Project Manager presents the monthly summary sheet. The construction portion of the project is at 100% complete. The Sitework and Landscaping is at 91% complete and the Commissioning is at 85% complete. The summary data shows that the contingency fund has increased slightly. The overall funds available has decreased to \$150,298.00.

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 the CM Contingency:

| | | |
|----------|---|------------------------------------|
| PCO #255 | CM Allowances Adjustment | For a total of -\$73,073.00 |
| PCO #256 | RFI-668, Added Roller Shade in Fitness 266 | For a total of \$341.00 |
| PCO #257 | Added Shades for Doors 106,108,267 & 308 | For a total of \$440.00 |
| PCO #258 | RFI-733, Brick Enclosures @ Community Center | For a total of \$8,224.00 |
| PCO #259 | RFI-703, Added Brick Column at Community Center | For a total of \$3,406.00 |
| PCO #260 | Credit for Gas Piping @ Community Center | For a total of -\$3,185.00 |
| PCO #261 | Welding Lintels to Light Gauge Metal @ Community Center | For a total of \$1,084.00 |
| PCO #262 | Replacement Sink in Room 129B - Eastern Energy | For a total of \$590.00 |
| PCO #263 | Freezer/Cooler Condensate Piping | For a total of \$1,537.00 |
| PCO #264 | Plumbing Bond Cost | For a total of \$855.00 |
| PCO #265 | Switches @ Gang Bathrooms & Exit Signs | For a total of \$647.00 |
| PCO #266 | Floor Patching at Community Center - R&B Tile | For a total of \$2,210.00 |
| PCO #267 | ASI-085, Concrete Pad for Relocated Storage Shed | For a total of \$4,890.00 |

| | | |
|-------------------|--|-----------------------------------|
| PCO #268 | Additional Card Readers for the Elevators | For a total of \$27,776.00 |
| PCO #269 | ASI-103-Underdrain System @ North Access Drive | For a total of \$28,283.00 |
| PCO #270 | Poly @ North Access Drive | For a total of \$956.00 |
| PCO #271 | ASI-96, Commemorative Plaque & Site Wall | For a total of |
| \$1,307.00 | | |
| PCO #272 | RFI-697 - ADA Tiles @ North Crosswalk | For a total of \$1,374.00 |
| PCO #273 | Ceiling Grid & Tile Replacement- Central Conn | For a total of \$8,460.00 |
| PCO #274 | Bleacher Switch Cut Out- Joe Capasso | For a total of \$638.00 |
| PCO #275 | Brick Demo @ Community Center - Joe Capasso | For a total of \$352.00 |

- Items for approval against the Owners Contingency:

| | | |
|-----------------|---|-----------------------------------|
| PCO #276 | Underdrain System Along East Access Drive | For a total of \$37,702.00 |
| PCO #277 | Unsuitable Soil Along North & East Access Drives | For a total of \$43,910.00 |

Motion by Richard Pelletier and seconded by Councilwoman Jeanette Blackwell to approve O&G PCO #255 - PCO #275 against the CM contingency (Please note that PCO #265 is under the Owners Contingency for a total of **\$647.00**). Motion passed unanimously by committee members present.

Motion by John Phillips and seconded by Councilwoman Jeanette Blackwell to approve O&G PCO #276 - PCO #277 against the Owners Contingency for a total of **\$81,612.00**. Motion passed unanimously by committee members present.

Sheila Daniels inquires into any expenses that are associated with the Community Center. Councilman Nocera states that the costs associated are in relation to the demolition of Woodrow Wilson and the work that was done to make that section whole again. The State Dept of Education assumed the cost of making that section whole. Daniels expresses that she appreciates the clarification.

Sheila Daniels asks Joe Vetro about the lack of an automatic push to open doors to Beman as a handicap access amendadity. Vetro states that he does not believe that was called for in the drawings but can be looked into. Michael Scott states that it is not required by code but agrees it is an amendadity that can be added. Daniels suggests to the Chairs and Committee to look into this based on feedback she has received as well as looking into the distance of handicap parking from the building entrance. The Chairs thank Daniels for the feedback and state that they will look into this further.

B. TSKP Status Update: Michael Scott; TSKP has been working hard with O&G to take the initial punch list generated by the design team and go back to make sure those items are addressed adequately. What was once a long list is now a handful of items and they are

working hard alongside O&G and consultants to make sure progress continues. Similarly with the FF&E contracts TSKP is looking to get the last remaining items in place.

TSKP reviews the items that will be voted on in 5.2 F/G for IMTL and Geosight for on-call testing.

In addition to those items, TSKP has reached their contractual limit for Construction Administration. As construction activity extends into Spring 2022, TSKP will track the involvement on an hourly basis and forward invoices monthly to the Building Committee for review and approval.

5. Financial Report:

5.1: Financial Update: Elise McDermott; McDermott asks Michael Scott and Chairs if the Committee should adjust the TSKP Construction Admin line in the budget monthly as needed or set a predicted total change order now and draw from it monthly. Michael Scott states that he would suggest waiting a month to see what the cost looks like and then assess.

5.2: Change Order and Budget Transfers: Motions read for approval by Councilwoman Jeanette Blackwell

- A. Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a change order and budget transfer for Alertus vendor proposal (mass notification system hardware) for a total of **\$17,705.00**. Motion passed unanimously by committee members present.
- B. Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a change order and budget transfer for TRC Invoice #511167 (monitoring the removal of the underground oil storage tank) for a total of **\$4,088.50**. Motion passed unanimously by committee members present.
- C. Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a change order and budget transfer for Martin Moving and Storage Company in the amount of **\$6,225.00**. Motion passed unanimously by committee members present.
- D. O&G PCO #254 (Flooring Contract Budget Adjustment)** for a credit total of **-\$461,000.00**. (previously approved by subcommittee and processed).
- E. Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a purchase order and budget transfer for Environmental Transactions Inc. (Radon Testing) in the amount of **\$4,500.00**. Motion passed unanimously by committee members present.

- F. **Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a change order and budget transfer for IMTL for on-call testing in the amount of **\$1,870.00**. Motion passed unanimously by committee members present.
- G. **Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a change order and budget transfer for Geosight for on-call testing in the amount of **\$3,119.75**. Motion passed unanimously by committee members present.

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

- A. O&G Invoice #29 in the amount of **\$1,003,175.24**. (previously approved by subcommittee and processed).
- B. Committee Secretary Timecard Nov/Dec 2021 in the amount of **\$225**. (previously approved by subcommittee and processed).
- C. Committee Finance/Budget Timecard Nov/Dec 2021 in the amount of **11 Hours**. (previously approved by subcommittee and processed).
- D. TSKP Invoice #43 in the amount of **\$28,886.63**. (previously approved by subcommittee and processed).
- E. Crown Castle Invoice #931796 In the amount of **\$12,000.00**. (previously approved by subcommittee and processed).
- F. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve O&G Invoice #30 in the amount of **\$470,341.04**. Motion passed unanimously by committee members present.
- G. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve TSKP Invoice #44 in the amount of **\$11,693.60**. Motion passed unanimously by committee members present.
- H. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Committee Secretary Timecard Dec/Jan 2022 in the amount of **\$150**. Motion passed unanimously by committee members present.
- I. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Committee Finance/Budget Timecard Dec/Jan 2022 in the amount of **8.5 Hours**. Motion passed unanimously by committee members present.

- J. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve BVH Invoice #02119113.00-12 In the amount of **\$15,750.00**. Motion passed unanimously by committee members present.
- K. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve FF&E Tucker Library Interiors Invoice #9161 in the amount of **\$26,940.00**. Approved payment of **\$25,445.00**. Retainage of **\$1,495.00**. Motion passed unanimously by committee members present.
- L. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Martin Moving Invoice #32670 in the amount of **\$9,225.00**. Motion passed unanimously by committee members present.
- M. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Creative Office Interiors Invoice #18745 in the amount of **\$1,497.68**. Motion passed unanimously by committee members present.
- N. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve TRC Invoice #493311 in the amount of **\$19,377.00** and Invoice #493067 in the amount of **\$6,355.00**. Motion passed unanimously by committee members present.
- O. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve TRC Invoice #511167 in the amount of **\$14,985.50** and Invoice #511195 in the amount of **\$2,940.00**. Motion passed unanimously by committee members present.
- P. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Interscape Invoice #10356 in the amount of **\$3,292.30**. Motion passed unanimously by committee members present.
- Q. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Environmental Transactions (Radon Testing) in the amount of **\$4,500.00**. Motion passed unanimously by committee members present.
- R. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve Red Thread Invoice #879895 in the amount of **\$5,427.24**. Motion passed unanimously by committee members present.
- S. **Motion** by Councilman Gene Nocera and seconded by Richard Pelletier to approve RH Lord Invoice #34603 in the amount of **\$926.50**. Motion passed unanimously by committee members present.

6. **Discussion:** Presented to the Committee by Councilman Gene Nocera

6.1: Additional BOE Parking and Paving: Councilman Gene Nocera states that this item is still in the works through Public Works with a comprehensive road works plan for the summer.

6.2: Community Recreation Facility Update: Funding for the Recreation Center project comes from three places: The Building Committee, Infrastructure bond, and the Solar Power Purchase Agreement. Nocera states that he is proud of the work the City has done to set up the funding for this project and the work that is and will be put into making this building fully functioning and open to the community. Sheila Daniels commends Nocera for his efforts on this project and appreciates all the hard work and expertise he has put in to help move it forward. Councilman Gene Nocera and Councilwoman Jeanette Blackwell both thank Joe Vetro and Michael Scott for their partnership in construction for the lobby and hallway connected to the rec center.

6.3: FF&E Casters on Chairs and Lockers: Councilwoman Jeanette Blackwell reports that at the sub committee meeting it was reported that the manufacturer defect on the lockers has been repaired and the additional lockers that were ordered will be in by late spring. The lockers right now are being shared by siblings until the additional lockers arrive.

Michael Scott reports that the vendor who provided the chairs took a sample and has replaced the casters to see the result. The observation is that the replacement of these casters seems to have eliminated the problem. Scott states that he would like to get a letter to that effect so he can send that to the vendor and recommend that all casters be replaced. The replacement of the casters will be at no additional cost to the committee.

6.4: Motion by Richard Pelletier and seconded by Theodore Raczka to approve the Building Committee meeting Schedule for 2022. Motion passed unanimously by committee members present.

Motion by Sheila Daniels and seconded by Councilman Gene Nocera to adjourn the meeting at 7:03pm. Motion passed unanimously by committee members present.

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary