

**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

**Minutes**

**Woodrow Wilson Middle School Building Committee**

**Monday, January 27, 2020**

**6:00 P.M**

**BOE Building, 311 Hunting Hill Avenue, Conference Room A**

**BUILDING IS WHEELCHAIR ACCESSIBLE**

Special Note: If you require a special accommodation for our meeting, please contact Laura Riunte, ADA Coordinator at (\*60)638-4540, (\*60) 638-4541 Voice and (\*60)638-4812 (TDD/TTY).

**Members Present:** Councilman Philip J. Pessina  
Councilman Gene Nocera  
Councilwoman Jeanette Blackwell  
Kristy Byrd  
Sheila Daniels  
Richard Pelletier  
Theodore Raczka  
Anita Dempsey-White

**Members Absent:** John Phillips  
Stephen Zarger  
John Giuliano

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

**Others Present:** Dan Hetzler; Preconstruction Manager, O&G Industries  
Mark Jeffko, Project Exec, O&G Industries

Hristo Miljovski, Project Engineer, O&G Industries  
Joe Vetro; Project Manager, O&G Industries  
Randall Luther; TSKP  
Mary-Lynn Radych; TSKP  
Daniel Penny, Middletown Resident  
James Trzaski; Deputy Chief, South Fire District

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

Nocera welcomes new committee member from the Board of Education, Anita Dempsey White, to the Building Committee. Introductions are made.

Nocera states that it is exciting to see the foundation going in and the amount of work being done behind the scenes is tremendous.

Nocera has spoken to the members of the committee and the committee will do its best to have the meetings finished by 8:30pm with respect to people's time.

**2. No public Comments**

**3. Councilman Gene Nocera calls for a Motion to Approve the Meeting Minutes of December 12, 2019. Motion by Philip Pessina and seconded by Sheila Daniels to approve the minutes of the Special Meeting of December 12, 2019. Motion passed unanimously.**

**4. Construction Updates**

**4.1 GMP Amendment Status:** Councilman Philip Pessina states that the Mayor and The Office of General Council have reviewed O&G's Guaranteed Maximum Price of \$76,041,586, which officially puts us into Phase 2 of the project.

Elise McDermott; Finance and Budget, states that because we already have \$7,565,165 encumbered for this project we will not need to transfer that much money nor do we need to make that many Change Orders. The actual amount for the Change Order is \$68,476,421. We already have roughly \$581,000 in that line so we won't need to transfer that entire amount. There will be two different amounts but they are for the same things. The transfer amount will be for \$67,895,78. We will need a motion so we can get the change orders through and the money encumbered so we can pay the bills coming in.

**Philip Pessina calls for a Motion to accept Elise McDermott's financial review, change order and transfer amount for the GMP. Motion by Gene Nocera and seconded by Richard Pelletier. Motion passed unanimously.**

**4.2** Councilman Philip Pessina discusses agenda item 4.2 in reference to the community center boilers. As the committee knows the city is looking into keeping the gym and pool in the building structure and the boilers need to be moved over from oil to natural gas.

Eversource needs a letter from the city guaranteeing that they will make that change. When Eversource receives that letter then they will not charge us the \$84,000 that they would have charged to transfer the pole and lines. So it makes financial sense, if the City is willing to state that they will do this. Mary-Lynn Radych; TSKP makes a correction, because this is all under Eversource and can get confusing. Radych corrects that the \$84,000 is for the gas main in the street that serves the new building and this is independent from the cost for the electrical underground work. Dan Hetzler; O&G Industries, states that a part of the project, once we got our commitments from Eversource gas, was an increase in the gas main size about a half mile south in order to have adequate pressure and service to the new building. Because the load of the new building doesn't pay them back for that main extension they want a shared customer cost of \$84,300. Once we told them that the community center would be increasing their gas demand they agreed to wave that \$84,300 but they need a commitment letter from the City of Middletown. Councilman Gene Nocera asks Hetzler to send him a memo which will be given to the Mayor's office. Hetzler states that the agreement needs to be put in place soon so they can schedule the work for June. Nocera asks how soon they need this letter and Hetzler states next week. Nocera states that he will work on this. Peter Staye has had conversations from Eversource to confirm those gas demand amounts. Eversource is happy but they want to know when they will receive that letter. **Motion by Gene Nocera and seconded by Philip Pessina that the Committee is in agreement with the need for the City to provide Eversource the letter of commitment to change Community Center boilers from oil to natural gas resulting in a \$84,000 soft cost savings for the new gas service to the new school. Motion passed unanimously.**

**4.3 A.** Councilman Philip Pessina reads item 4.3: Construction cost/remaining project scope determination items. Review/Approval of bid document pending Alternate B8 to provide welded/flanged hydronic piping in lieu of grooved. (Motion needed to accept or reject the Alternate \$175,000.)

Dan Hetzler states that at the last meeting he made a commitment to share an updated overall project summary so the committee would know the overall contingency value. Hetzler reviews the Construction GMP and Project Cost Summary. Having established the GMP amount which always carries as the first line of the overall price summary document. Upon review with the subcommittee Hetzler found a misapplied percentage which brought the GMP number down from \$76,055,287 to \$76,041,586. As a result, the original \$117,000 savings has gone up by roughly \$11,000 and that number rolled over into the unencumbered completely available owners contingency in the amount of \$2.93million. That is the start of the discussion on what to spend that money on and that leads us to the decision for Alternate B8 to provide welded/flanged hydronic piping in lieu of grooved for a cost of \$175,000. **Philip Pessina calls for a motion to approve Alternate B8 and for the construction team to prepare a change order to increase the contract by \$175,000.**

**Motion by Gene Nocera and seconded by Anita Dempsey-White.** Dan Hetzler states that the welded/flanged piping were not in the base bid but it was introduced to move to the welded system because it was the general preference of the committee, when they heard the options, if the money allowed. At that point we had not yet bid the job but it was then added as a bid alternate add. **Motion passed unanimously.**

**4.3 B:** Hunting Hill Utility Pole Wire Relocation: Dan Hetzler presents to the committee a document showing the construction site with existing building location as it relates to Hunting Hill Ave. The project soft cost estimate and GMP includes the cost to relocate the pole line which is in conflict with the bus drop off loop to the west side of Hunting Hill. The difficulty is getting all the wires that hold up the poles to not cause interfering problems. And the pole line with the primary power is close to the stadium lighting for Pat Kidney Field. O&G met with Eversource in November and explained the project and project plan to move wires to the other side of street. Eversource did not want to design that but did and then pulled back the design because they were not happy with it. They have met a couple of times after and Eversource provided a drawing which takes their primary electrical services and puts them below ground to service the youth services building which is the only thing they need the wires on the poles for. A month ago that was about an estimate of \$100,000. \$20,000 from Eversource and the rest for the contractor base to put pipes and wires underground. Since that time they came back with drawing and increased the number of substructures they needed and conduits. Hetzler contacted the other utilities on the pole and confirmed that the fiber supplier cannot find a way to reroute their work without finding a way for us to put their fiber cable underground as well. The bottom line is that the additional scope of work is now \$170,000 for the impact to the soft cost estimate and construction GMP, at worst case scenario, based on unit prices that we have in the construction GMP. The actual construction cost will likely be lower because not all of this work is in pavement and the trade will not charge the same unit cost per linear foot. There is no construction cost currently included in the GMP because there is no cost in the contract with all the trades. The overhead to overhead does not involve the trade contractor base it only involves the utility companies. Now that we need to trench for these utility companies to go underground that's where the \$170,000 comes in at worst case. Hetzler states that this cost will take down the \$2.93million. Hetzler states in all the things he recommends this is highly recommended. **Philip Pessina calls for a Motion to authorize TSKP to prepare a change proposal for the site design changes to locate utilities underground, approve an add service cost from TSKP and authorize them to proceed.** **Motion by Jeanette Blackwell and seconded by Richard Pelletier.** Discussion: Randall Luther; TSKP states that he reached out to Milone and Macbroom and they give him a quote. Their number with TSKP markup would be \$4,620 to do the layout and engineer. That price would include the Eversource Easement as well. **Motion passed unanimously.**

**4.3 C** Philip Pessina asks Mary-Lynn Radych; TSKP to speak on the motion needed for the additional smoke detection devices. Radych states that the outcome of the meeting this past week with the South Fire Marshall and the subcommittee was that TSKP had presented 3 different scenarios for the additional smoke detection and applied an order of magnitude cost to each of those proposals. What they arrived at was an agreement to proceed with scenario 3, which includes providing additional smoke detection at all the bathrooms and locker rooms as well as moving to a zoned system. From the Fire Departments standpoint, they will always have an address for the area of the building they should go to. The scenarios have different costs applied to them based on the degree of provisions. The agreement is that we would start with Scenario 3 as our base, which is the most minimal designated provision, but we would not exceed the dollar amount for the provision of Scenario 2. Gene Nocera thanks South Fire Department for their efforts to ensure we have a state of the art building that is looked at carefully. Nocera believes we arrived at a good place knowing that we have to control the budget but we are not opposed to updates that the Fire Department feels strongly about. Nocera feels they made a decision that is safe and the community could be proud of. The additional cost voted on is not to exceed \$63,000. This is all additional protection. Sheila Daniels asks for clarification on the zoned system. Randall Luther explains that the school will have these detectors in the return air ducts that breaks the school down into identifiable pieces that would make sense when alerting the Fire Department. Mary-Lynn Radych states that the bathrooms and locker rooms will get independent smoke detection. **Motion by Gene Nocera and seconded by Richard Pelletier to direct TSKP to prepare a change proposal for the additional smoke detection devices. Motion passed unanimously.**

6:36pm Committee Member Kristy Byrd exits the meeting

**4.4 A.** Philip Pessina states that moving forward Joe Vetro; Project Manager, O&G Industries has made a request that the O&G Monthly project report as well as items A, B and C be on the agenda moving forward. **A:** Monthly project report review **B:** Items for Approval Phase 1 **C:** Items for Approval Phase 2

**4.4 B.** Hristo Miljovski, Project Engineer, O&G Industries has one PCO for approval from the contingency from Phase 1. The last item for billing and they have some allowances and bond cost adjustments. Change Order #19 in the amount of \$14,458.00. This is \$0 to our budget but comes out of O&G's contingency. **Philip Pessina calls for a motion to accept O&G Change Order #19. Gene Nocera moves and Jeanette Blackwell seconds. Motion passed unanimously.**

Peter Staye; Director Facilities states for the record that the Superintendent Dr. Conner will be signing Change Orders on behalf of the Board of Education.

Gene Nocera states that they had a meeting last week with General Council on procedures to make sure everything is vetted properly. One thing added was that the BOE will be signing off on items as part of the process. The path of approval is for the Board Chairs to sign items then Peter Staye will give them to Dr. Conner for signature and then they will be given to Elise McDermott at City Hall in Finance and Government.

## **5. Financial Report:**

**5.1 A.** Councilwoman Jeanette Blackwell calls for a Motion for O&G Budget Transfers from past Change Orders 1-4. Elise McDermott explains that when we went to put in payments for Pro-Teck we found there was not enough money in the line to put through the Change Orders. We were short by this \$52,000 but now everything has been completed and signed by Dr. Conner. This is just a formal approval by the board.

**5.1 B.** Jeanette Blackwell calls for a Motion regarding the Sub Committee Change Order approval amount. **Motion to assign a value for subcommittee approvals, up to \$5,000 with approval by any one member of the subcommittee, up to \$15,000 with 2 of 3 subcommittee member approval; up to \$25,000 with 3 of 3 subcommittee member consensus, over \$25,000 requires BC meeting action. Gene Nocera moves and Anita Dempsey-White seconds. Motion passed unanimously.**

## **5.2 Purchase Order Update**

**5.2 A.** Councilwoman Jeanette Blackwell calls for a motion for TSKP Traffic Consultant Fee \$25,000.00 Milone & Macbroom, INC (Item #6 O&G Cost Summary). Gene Nocera moves and Philip Pessina second]ds. Motion passed unanimously.

Randall Luther; TSKP explains that the original contract did not include traffic studies but when they started going through the planning and zoning process it became apparent that a traffic study was needed. Early in the process there was some difficulty getting Change Orders approved to the TSKP contract so Luther went ahead with the Traffic Study and forgot to follow up with the Committee. The money was in the soft cost for the Traffic Study but as a result of the oversight TSKP has waived their markup fee.

**5.2 B.** Jeanette Blackwell calls for a Motion for IMTL (Special Inspection and Testing Agent excluding the Sp Insp coordinator) \$99,670 + TSKP markup = \$109,637. Gene Nocera moves and Richard Pelletier seconds. Motion passed unanimously. Randall Luther explains that as part of construction there are a lot of testing and required inspections. O&G solicited proposals for that work and IMTL was the low bidder. In discussion with the City and the Committee it was determined that the best way to handle this contract was

through TSKP. As O&G needs IMTL they will call them to do the testing and bill through TSKP.

**5.2 C. Jeanette Blackwell calls for a motion for MHAI MHAI (Special Inspection Coordinator) \$7,800 + TSKP markup = \$8,580.** Randall Luther explains that as part of the test there needs to be a Special Inspector Coordinator who reviews all the results of the test and certifies or flags anything that is not right and then closes it out. Dan Hetzler reminds the committee that Michael Horton Associates are the Structural Engineer of Record. **Motion by Gene Nocera and seconded by Richard Pelletier. Motion passed unanimously.**

**5.2 D. Jeanette Blackwell calls for a motion for GeoInsight (geotechnical observations) \$3,000 + TSKP markup = \$ 3,300.** Randall Luther explains that this is for the inspection of subsurface conditions. **Motion by Gene Nocera and seconded by Richard Pelletier. Motion passed unanimously.**

## **5.2 Budget Transfer**

**5.3 A. Jeanette Blackwell calls for a motion for TRC Budget transfer to cover Change Order \$8,554.00 (CO approved 12/12/19 for Storage Tank Removal Oversight). Motion by Gene Nocera and seconded by Richard Pelletier. Motion passed unanimously.**

**5.3 B. Jeanette Blackwell calls for a motion for TSKP Budget Transfer to cover Purchase Order \$25,000.00 (Traffic Consultant Fee to Milone & Macbroom, INC). Motion by Philip Pessina and seconded by Richard Pelletier. Motion passed unanimously.**

**5.3 C. Jeanette Blackwell calls for a motion for IMTL/MHAI/GeoInsight Budget Transfer to encumber Purchase Orders \$121,517.00. Motion by Gene Nocera and seconded by Richard Pelletier. Motion passed unanimously.**

## **5.4 Invoice Approval**

**5.4 A. Gene Nocera calls for a Motion for O&G Invoice #6 December construction progress requisition \$1,357,139.58.** Elise McDermott states that there are changes to the invoice because of the new GMP. There was retainage taken on four items that should not have been taken so the amount of the invoice is slightly different. That new amount is 1,410,945.18. **Motion by Phil Pessina for the amount of 1,410,945.18 for O&G invoice #6 as corrected by Elise McDermott. Seconded by Jeanette Blackwell. Motion passed unanimously.**

**5.4 B. Gene Nocera calls for a motion to pay Eversource 12/30/19, \$1107.56. Motion by Theodore Raczka and seconded by Jeanette Blackwell.** Gene Nocera questions what this

invoice is for. Dan Hetzler states that this is the monthly utility usage bill. **Motion passed unanimously.**

**5.4 C. Geen Nocera calls for a motion to pay the WWBC Secretary Timecard \$575. Motion by Gene Nocera and seconded by Philip Pessina. Motion passed unanimously.**

**5.4 D. Gene Nocera calls for a motion to pay BVH Integrated Services (Commissioning Services) \$3,150.00. Motion by Richard Pelletier and seconded by Jeanette Blackwell.** Dan Hetzler explains that he has reviewed the bill. Last month this was presented as the BVH progress bill and Hetzler wanted to take a review of what was accomplished. O&G is aware of their services and this bill is approved and appropriate. **Motion passed unanimously.**

**5.4 E. Gene Nocera calls for a Motion for TSKP Invoice #19, \$48,400.00 (\$73,400.00 – Traffic Consultant Fee Milone & Macbroom, INC \$25,000.00). Motion by Philip Pessina and seconded by Jeanette Blackwell. Motion approved unanimously.**

**5.4 F. Gene Nocera calls for a Motion for TSKP Invoice #20, \$34,990.00. Motion by Philip Pessina and seconded by Richard Pelletier.** Randall Luther explains that at this point TSKP has a monthly charge through the project. This is the standard monthly bill which will be presented ongoing to the Committee. **Motion passed unanimously.**

## **6. Discussion**

**6.1 Hunting Hill avenue road close during construction.** Philip Pessina states that this was in consultation with the Police and Fire Departments and fire and it makes sense due the trucks coming in and out of construction and the detriment it may have to oncoming traffic. There have been no complaints and Pessina feels like the public understands the need. It has not been a huge impact to the traffic flow.

Marco Gaylord states that there have been a couple of complaints about poor lightening at the barricade area and the traffic signage. These are two things that are being worked on. PD, Fire, Emergency Management, Central Office and the Mayor's office all know about the road closure and have their stamp of approval on it.

**6.2 Councilman Gene Nocera leads the discussion on current WW cafeteria.** There have been considerable meetings and time to expedite the planning. Nocera reminds the committee that from the beginning of this project it was deemed important to maintain the pool and gym and a portion of the cafeteria for a proposed recreation center. This is important for the future and the City is proceeding with a plan for Phase 1 opening of the facility not to exceed \$600,000. A lot of the work to make this ready is already built into the plan and the City also has a responsibility to make this work. It will have to go to the City Council but will remain on the agenda going forward. Randall Luther clarifies that TSKP reached out to their consultants and asked them for proposals to do a study to come up with a cost estimate. The City is working with another firm, Landmark, which will contact



TSKP. Randall asks if the boiler piece is in Landmarks scope of work or TSKP. Pessina states that they wanted TSKP to look at that but Landmark will be contacting TSKP.

- 7. Motion by Gene Nocera and seconded by Richard Pelletier to Adjourn the meeting at 7:05pm. Motion passed unanimously.**

Respectfully Submitted,

Erin Thazhampallath  
Recording Secretary