

**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 Middle School Building Committee**

**Monday, April 27, 2020**

**6:00 P.M**

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

**Members Absent:** John Philips  
Anita Dempsey-White

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

**Others Present:** Hristo Miljovski, Project Engineer, O&G Industries  
Joe Vetro; Project Manager, O&G Industries  
Randall Luther; TSKP  
Mary-Lynn Radych; TSKP  
Dan Hetzler; Preconstruction Manager, O&G Industries  
Mark Jeffko, Project Exec, O&G Industries

1. **Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:00pm.**
  
2. **Councilman Gene Nocera calls for a Motion to Approve the Meeting Minutes of March 30, 2020. Motion by Philip Pessina and seconded by Kristy Byrd to approve the minutes of the meeting of March 30, 2020. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion passed unanimously.**

### **3. Construction Updates**

#### **3.1 Workflow Status: In Progress**

- A. **TSKP Status Update:** Mary-Lynn Radych; TSKP states that work is proceeding well from their view point and there is good progress on the site. They are about to hand over the underground power relocation to O&G so they will be getting pricing on that in the next month and in the next meeting we should be able to look at numbers for that. All of the drawings have been approved by the various utilities including EverSource.

#### **B. O&G Status Update:**

- a. Joe Vetro; Project Manager, O&G Industries presents to the Committee the Monthly Project Report. The Physical Progress Percentage Complete for the Middle School Construction is currently 12% and Sitework & Landscaping is up to 26%. Commissioning is not shown because that happens after but we are getting the submissions to the commissioning agent and he is reviewing them and that is where we are on the commissioning end. For Funds Available the Contingency Funds Available have remained the same, \$2,033,837.00. On page 10 of the report is where we see our flooring budget. We were carrying a little over \$2,000,000 for flooring but that's \$400,000 more than what the bids came in at so there will be a big savings there. On page 14 are Items for Approval. We have a Change Order for RFI-175 for \$1,267.00. This is a zero-dollar net charge because \$1,267.00 will be credited to the Concrete Trade Contractor and added to the Steel Trade Contractor. Elise McDermott asks for clarification if the zero net is added to Schenectady Steel and taken off Universal Concrete. Joe Vetro states that this is correct. Moving to page 28-30 are the photos of the project. You will see that the gym area for steel is finished and the auditorium stage and orchestra pit is getting ready for the slab pore and the pictures show that the waterproofing is in. In area C on the third floor they are prepping for the slab

pore and getting ready for concrete. The second floor is all prepped for slab pore.

Gene Nocera states that there was an article in the Middletown Press about a month ago regarding the project. There was a problem about a month ago when the Governor's orders looked like this project was not deemed essential and the steel delivery was not essential which meant the project would have been on hold for a while. O&G and members of the City and the Committee worked together and got this problem turned around and we were able to get the steel delivery. Joe Vetro states that this would have shut the project down but because of the communications made they were able to get Steel to open and move the project forward.

- b. Motion by Jeanette Blackwell and seconded by Philip Pessina to approve O&G Change Order #34 for a zero net charge and move of funds in the amount of \$1,267 from Universal Concrete to Schenectady Steel. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion passed unanimously.**
- c. Review the BP. 2.09f Flooring Re-bid results and alternate price: Dan Hetzler; Preconstruction Manager, O&G Industries presents the qualification page of the bid for the flooring package. With the initial bid process, we were concerned over the flooring numbers that came in. The decision was made to reject the bid and put it out to rebid. We worked with TSKP and fine lined the specifications and drawings and then hit the market at the right point. The good news is we received a tight set of three bids. It did show that the industry responded and now there is a clear scope of work. The lower bidder unfortunately was not able to provide a bid bond and due to the language and statute we were not able to accept his bid. The low qualified bidder is R&B Ceramic Tile & Floor Covering, Inc. We have worked with that trade in the past and have no issue with their strength and quality. They are qualified and responsive. We are moving to make a recommendation that the committee move forward with an award. There was one alternate for a thicker product material on the LVT product which is the bulk of the product. Randall Luther; TSKP gives an overview on Alternate #10 for the LVT. There were two products specified for the flooring, one is a thicker product than the other. The thicker product is alternate #10 and is more money. There are not as many manufacturers of the thicker product and those bid numbers were higher than anticipated when they went out to bid. The market said that

everyone makes a thinner product but the thicker is atypical. TSKP wanted to find out if there was an advantage to the thicker product. It is similar to what was used in the high school in some locations. The manufacturers said there was no advantage to the thicker product. The thicker product has the same warranty and there is no longer life. The tile size of the thicker product does not work with the current tile patterns and the thicker product has very few color options. Based on the fact that the base bid is less money, gives the same warranty and has more color options TSKP recommends going with the base and not accepting the alternate #10. TSKP doesn't see any advantages to going with alternate #10.

**Gene Nocera asks for a motion to authorize O&G to award the contract for BP 2.09f Flooring with the low qualified bidder R&B Ceramic Tile & Floor Covering, Inc. and to reject Alternate #10 and go with the base bid for LVT, which is a savings to the project without compromising on the quality of the product. Richard Pelletier moves and Theodore Raczka seconds. By opening up the spec of work we got the benefit of the rebid. There was a big cost savings in opening this up to rebid. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion passed unanimously.**

#### **4. Financial Report:**

**4.1:** Elise McDermott; Finance and Budget, presents the Financial Update Report. I would like to first talk about 4.2 Change Order for GEOInsight. The current PO is \$3,300 but some additional work was needed and the bills totaled more than that. \$2,395.26 is the differential that we need. We will need money added to the PO to cover those bills. Secondly, With the last reimbursement request the State asked for more information on the TSKP invoice. We have the initial contract with TSKP but we are having them do additional work and all those additional works were not included on the total of the TSKP invoice. McDermott thanked TSKP for fixing those invoices and McDermott has resubmitted to the State. McDermott also thanks O&G on invoice #9 which was ironed out and it all came together. That invoice is ok for approval. Peter Staye; Director Facilities also looked at the invoice and sent an email to add to the payment and he will contact Dr. Conner if need be if there are any questions. Randall Luther; TSKP states that TSKP did get another invoice from GEOInsight. The agenda will be amended to include the additional invoice to the TSKP GeoInsight Change Order.

Jeanette Blackwell asks if we can amend the agenda and the Chairs agree we can make a motion to amend the dollar amount.

**Motion to amend the Change Order 4.2A for TSKP: GeoInsight (geotechnical observations) to adjust the amount to \$7,292.26. Motion by Jeanette Blackwell and Seconded by Philip Pessina. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**

**4.2: Motion to approve Change Order for TSKP: GeoInsight (geotechnical observations) in the amount of \$7,292.26 for additional work needed. Motion by Jeanette Blackwell and Seconded by Philip Pessina. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**

#### **4.3 Invoice Approval**

- A. Motion by Gene Nocera and seconded by Sheila Daniels to approve O&G Invoice #9 in the amount of \$2,680,870.04. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**
- B. Motion by Philip Pessina and seconded by Gene Nocera to approve the Eversource Trailer Utility Bill in the amount of \$961.23. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**
- C. Motion by Philip Pessina and seconded by Richard Pelletier to approve the WWBC Secretary Timecard in the amount of \$325. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**
- D. Motion by Philip Pessina and seconded by Gene Nocera to approve TSKP Invoice #23 in the amount of \$41,804.50. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**
- E. Motion by Richard Pelletier and seconded by Philip Pessina to approve BVH Integrated Services (WWMS School Xing) in the amount of \$3,600.00. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**

**F. Motion by Philip Pessina and seconded by Gene Nocera to approve TRC (HazMat Monitoring and Oversight) in the amount of \$11,661.00. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**

## 5. Discussion

5.1: Philip Pessina states the contracted design and development plan for the community center has been approved at the Common Council level at the April 2020 Meeting and Malone and Macbroom are working on construction with them and are evaluating the soccer field design to account for this. This is still something in progress and we have not seen anything yet.

5.2: Philip Pessina opens the discussion responding to the South Fire Marshall's request for Areas of Refuge in the new Middle School. Mary-Lynn; TSKP presents the drawing plans with first floor and second floor exit plans. The second floor drawings demonstrate the way that a person with a disability could be assisted to an exit. This is a split level building. On the first floor is an entrance on the west side at Hunting Hill rd. and on the second floor there is an entrance at the east side of the building. The drawings show where those with disabilities would be assisted to exit through the east side entrance and those who do not need assistance would be exiting through the stair towers. The next page is the third floor plan which is where the fire department has the most concern because there are no exits without going down the stairs. There is currently space at the top landing of the third floor stairs where a person with disabilities could be assisted to wait for first responders to carry them down the stairs. We call these areas "Areas of Safety" because they are within the stair tower and out of the flow of other people who are exiting. The next area of discussion is whether we should install communication systems at these "Areas of Safety". If we need a hardwired communication system at that landing which connects back to the main fire panel at the east entry. For discussion of that part of that scope I will turn it over to Peter Staye; Director Facilities. Staye states that the building has been designed within code compliance and the South Fire District had reviewed the plan through the design process and everyone signed off that they were happy with the design. About a month ago we received a request from South Fire that we provide "Areas of Refuge " which we are not required to provide because the building is fully sprinklered and alarmed. We talked to the principal and administration of Woodrow and asked what the plan is to exit the building including those with handicaps and we were all on the same page. South Fire would now like a communication system in place. They state this is proven technology and companies specialize in making this. O&G provided us with a budget cost of about \$17,000 to include this on the third floor and it would communicate back to a panel on the east side of the building. Staye asks how the committee would like to approach this request by South Fire.

Do we want to include a communication system? Gene Nocera states that the City of Middletown just invested in a Motorola upgraded system for police and fire department emergency management. In the future, if not now, there will be two-way communication via satellite capability for our first responders when they enter a building including a potential for staff to be tied into that communication. They are also looking into another piece of software which ties in cell phones to that system. In the future we have great capacity to communicate to our first responders and staff. Nocera also states that redundancy is not a bad thing. Having an additional cost of \$17,000 may seem redundant but it wouldn't hurt. Philip Pessina states that it is good to have redundancy in emergency services. Pessina states that this additional feature is necessary. The building principal said there would be someone assigned to that panel during an emergency.

Richard Pelletier asks if, in a situation where the alarm is going off, wouldn't a first responder automatically go to the third floor. Would the purpose of the communication system panel only be to calm the child down? Pessina states that once the alarm is activated the majority of students and staff would exit down the stairs. The individual with a disability and their paraprofessional would have the opportunity to communicate through the panel to first responders what they are dealing with to get this individual down to exit the building.

Kristy Byrd asks what this system looks like. Can this be something that students can tamper with and do you need a key for access? Peter Staye states that we have this system already in buildings with multiple floors. The panel is active all the time, you do not need a key to turn it on. If someone were walking by and pushed the button this would send an alarm to the main entrance panel and if no one answers it would then send a signal to central dispatch. Kids can learn how to tamper with this and then it would need to be reset with a key by an administrator. The panel is always accessible should they need it. Gene Nocera states that this is a legitimate question and there is always a possibility that someone will play around with this. Byrd states that she is in agreement that we need this panel and just wanted to understand what it looks like and hopefully there will be cameras in that area in the event that students unnecessarily disturb this system.

Peter Staye clarifies that the design intent is to be used after the fire alarm is signaled. Using this panel does not initiate a fire alarm. Pessina states that this is an added layer of protection. Sheila Daniels states that it is important to note this as an additional layer of support and not redundancy so as not to imply that we think this is unnecessary.

Peter Staye adds that if you look at the true code for an "Area of Refuge" they require this communication panel on every stairway landing even though there is direct access to the exterior. What we are offering is the third floor landing only because there is no direct access to the exterior and that is why we are labeling this as an "Area of Safety". Daniels states that she believes we should make sure these areas are properly labeled. Pessina

wants to know if the committee is in agreement that we need this added layer of protection before we move forward. We want to get a definitive price and communicate the intent with the South Fire District. The consensus of the committee is to move forward with this item and include the base offer of the intercom system on the third floor landing areas.

5.3: Philip Pessina opens up the conversation regarding the need to replace electrical service at 372 Hunting Hill Ave / Youth Services & BOE Maintenance Office and Shops stating that Peter Staye informed the committee that this is a City and Public Schools expense to get this done and this is part of the project of rerouting the Eversource electric lines as opposed to having a pole up in front of the building. Peter Staye states that a long time ago we concluded that we were not going to be able to run power down Hunting Hill and we need to get 3 phase power to the building. CES & Co. worked on a design which was recently approved by Eversource and the other utilities that brings that electrical source underground around the east side of the building to the north elevations at 372 Hunting Hill where there would be a ground mount transformer. CL&P does not want to go underground and then come back out of the ground unless the distance between the two poles is at least a half mile; that is their rule. The only place we can locate the transformer would be along the north elevation which is along the driveway that we are using to get to Woodrow. This necessitates installing the electrical service back to the main panel and replacing that panel, these are all electrical code requirements. While CES & Co. was designing the main electrical route and transformer location we also got a proposal from an electrician we use just as a budget of \$16,500 to connect the building back to the new CL&P transformer. Middletown Public Schools would look at that as a building committee expense and it is probably not reimbursable at the state level. When we go to do this we will need to get competing proposal bids. This will come up in the future to be voted on.

- 6. Motion by Gene Nocera and seconded by Jeanette Blackwell to Adjourn the meeting at 7:10pm. All those in favor: Gene Nocera, Philip Pessina, Jeanette Blackwell, John Giuliano, Richard Pelletier, Steven Zarger, Theodore Raczka, Sheila Daniels, Kristy Byrd. Motion approved unanimously.**

Respectfully Submitted,

Erin Thazhampallath  
Recording Secretary