



Chairman
Gary Schneider

TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes

4 Blonders Boulevard
Ledyard, Connecticut 06339

Special Meeting

Tuesday, February 6, 2024

5:30 PM

Board of Education Central
Office -Hybrid

I. CALL TO ORDER

Acting Chair, Jerry Tyminski, called the meeting to order at 5:31 p.m.

II. ROLL CALL

Member Gary Schneider arrived at 6:10 p.m.

Also present: Lisa Sartori, PMBC Secretary, Wayne Donaldson BOE Building and Grounds Director, and Kyle Rongey, STV

Present Committee Member Gary Schneider
Committee Member Gerald Tyminski
Committee Member Joseph Gush
Committee Member George Hosey
BOE Representative Kate DiPalma-Herb

Absent BOE Representative Jennifer Reguin

III. APPROVAL OF MINUTES

MOTION to approve the regular meeting minutes of December 4, 2023

RESULT: APPROVED AND SO DECLARED

MOVER: George Hosey

SECONDER: Joseph Gush

AYE 4 Tyminski Gush Hosey DiPalma-Herb

ABSENT 1 Reguin

IV. CITIZENS COMMENTS

NONE

V STV AND SILVER PETRUCELLI & ASSOCIATES UPDATE OF ROOF PROJECT AND SOLAR DESIGNS

Kyle Rongey from STV stated Silver Petrucelli & Assoc provided drawings on Monday with intent to present to committee tonight. There are errors - material types didn't match up, details that need to be adjusted with the plans, but the larger concern is the details presented were more or less standard copied and paste details which have worked on simpler projects such as standard flat roofs, but not with PV panels being added on top. STV voiced their concerns and trying to work through with SPA to provide a level of detail they need in order to bid effectively. The way the plans are now opens the town up to potential liability with the roof not being constructed with a way that is consistent with what needs to be particularly with a 30yr PV system going on the roof - they cannot recommend the plans in its current state. The risk is not just the roof, but the more valuable system you are placing on the top additional complications and roof penetrations that come into it. Having SPA to provide better details will provide the town with a roof that will last 30yrs with the PV system on top. It's a fairly complicated roof.

Jerry Tyminski asked if delayed, will we make springtime to get roof done. Mr. Rongey stated the goal is to do their best. Wayne Donaldson stated he is worried in regards to getting reliable contractors to bid. The project is already behind - plans should have been done by the end of December/January to go out to bid in February. Realistically probably will not go off until summer. They are pushing SPA to get more detailed plans, so we can go out to bid and see if we can get the pricing with reputable firm. If not, we wait and go out to bid in November, we have all the info. Mr Rongey also stated the drawing quality will attract better bidders.

Mr Tyminski also asked if we would have a problem with materials - Mr Rongey stated he is not concerned about the materials except possibly the metal.

Mr Rongey stated SPA is capable of doing more detailed plans and does seem to be wanting to work with them. Also the more details you have the less work the contractors have to do and potentially less errors and change orders. If they received more detailed plans in 4 wks he would still like to go out to bid. Wayne Donaldson stated they have a meeting with the State to approve the plans on the 14th of February - they have told SPA they need the plans by the end of the week. Mr Rongey stated another set of plans have been submitted just before this meeting, but has not had a chance to look at them. He has a meeting with SPA on Friday, but will be in contact with them before that. After the meeting on Friday he will know if they are going in the right direction.

Mr Donaldson stated the air conditioning project is moving forward, the town agreed to that, but we will not know if we are getting grant funding until May.

1. MOTION to accept drawings, project manual & estimate dated February 2, 2024 for BOE project

RESULT: TABLED

2. MOTION to accept drawings, project manual & estimate dated February 2, 2024 for Juliet Long School project

RESULT: TABLED

3. MOTION to accept drawings, project manual & estimate dated February 2, 2024 for Gales Ferry School project

RESULT: TABLED

VI INTERVIEWS WITH JULIET LONG SCHOOL HVAC ARCHITECT BIDDERS

Friar

FRIAR - Dave Madigan and Robert Roach made presentation.

Stated they are very familiar with State and navigating through the review process and paperwork - have been through it with many school projects. VanZelm will be the engineers, Friar the architects and Girard & Co Structural.

Project Approach: Each Phase will work with State to push through

- * Existing Conditions
- * Schematic Design
- * Design/Development
- * Project Review
- * Bidding
- * Construction Administration/Project Management

Existing Conditions - very simple building, ventilation is a problem. Hot water boilers are fine. The controls are archaic, gym has no ventilation.

Design Issues:

- * Coordination with roof and solar project
- * Ventilation approach - dedicated outside air system unit with energy recovery.
- * Zone heating/cooling approach - variable refrigerant flow (VRF) heat pump. Would use 2 roof top units.

Joe Gush questioned the timeline - David Madigan replied would want to take time with approvals along the way - most likely summer of 2025.

HF Lenz

HF LENZ COMPANY - Scott Krayncek

- * Pre design discovery
- * Preliminary project thoughts
- * Revised codes - 0.12 CFM/SF doubled, outside air increases 48 CFM per classroom 18%, DOAS1 increase by 700 CFM, DOAS2 increase by 800 CFM.
- * Existing exhaust duct
- * Equipment lead times

- * Potential phasing to utilize summer of 2024 construction time - approximate 12 week lead time for DOAS systems.
- * PV system - need to coordinate with
- * Change orders are approximately 1-2% which is well under normal.
- * Will provide own construction administration.
- * Construction job meetings are likely held every 2-4 weeks during construction depending on where the contractor is with the construction.

Russell & Dawson

RUSSEL & DAWSON - Utkarsh Patil

Project Approach:

- * Pre-design emphasis on analysis
- * Schematic design
- * design development
- * construction documents
- * construction administration

Silver Petrucelli & Associates

Silver Petrucelli & Associates - Bob Banning and Ken Eldridge

- * VRF systems with heat pump very popular with schools
- * Assessment considerations - energy efficient
- * Existing conditions Investigations
- * Design - VRF Technology
- * Replacement and upgrade conditions - system type vs operating costs/energy conservation
- * HVAC concept plan
- * Mechanical plan
- * In House estimate development
- * Schedule approach
- * In house staff - mechanical & electrical engineering and architects

Kate DiPalma-Herb questioned timeline - Bob Banning stated April delivery is aggressive. Running loads - getting equipment, believes he can get it done by April.

Joe Gush asked about the lead times - Mr. Banning stated DOAS is about 16 weeks, VRS about 2-3 weeks. Roof top units maybe a slightly longer lead time.

Chairman Schneider shared an email with the committee - SPA did not follow the RFP of 2 separate envelopes - one of which is the quote. Town attorney informed the committee it should reject that bid.

Joe Gush made a motion to reject proposal from SPA, based on the email from the town attorney, seconded by Gary Schneider. Approved unanimously.

Wayne Donaldson opened the bid results:

- * HF Lenz Company - \$125,000.00
- * Russel & Dawson - \$38,600.00
- * Friar Architecture - \$320,000.00

Mr. Donaldson stated the bid request was for daily site visits - can negotiate that - Friars construction administration cost is \$75,600. Friar's breakdown:

Pre-design - 29,000

Design - \$188,000

Bidding - \$14,250

Construction Admin - \$75,600

Close-out - \$6,600

Audit - \$6,600

Consensus of the committee to ask Friar for clarification and breakdown on the design cost.

1. MOTION to approve LocaliQ New England Inv #6043085 dated 11-9-2023 in the amount of \$71.43 for Bids for Architectural Services -Juliet Long School

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 1 Reguin

VII CORRESPONDENCE

1. Letter dated January 25, 2024 from S. Naomi Rodriguez, Town Council Chairman, re: appointment of Jennifer Requin, Board of Education member, as a temporary member of PMBC to serve for Board of Education projects
2. Letter dated January 25, 2024 from S. Naomi Rodriguez, Town Council Chairman, re: reappointment of Kate DiPalma-Herb as a temporary member of PMBC to serve as representative for Board of Education Projects.
3. Letter dated January 25, 2024 from Roxanne Maher, Administrative Assistant to the Town Council re: Councilor April Brunelle assigned as liaison to the PMBC

**VIII GALES FERRY SCHOOL, JULIET LONG SCHOOL, AND BOARD OF EDUCATION
ROOF & PV PROJECT UPDATE**

Consensus of the commission to table the payment of the SPA invoices until design plans/spec are approved by the committee.

1. MOTION to approve Silver Petrucelli & Associates Inv #23-1311 dated 11/23/2023 in the amount of \$440.00 for Gales Ferry Roof and PV

RESULT: TABLED

2. MOTION to approve Silver Petrucelli & Associates Inv #23-1480 dated 12-1-2023 in the amount of \$880.00 for Gales Ferry Roof and PV

RESULT: TABLED

3. MOTION to approve Silver Petrucelli & Associates Inv #24-093, dated 1-15-2024 in the amount of \$6,360.00 for Gales Ferry School Roof & PV

RESULT: TABLED

4. MOTION to approve Silver Petrucelli & Associated Inv #23-1312 dated 11-23-2023 in the amount of \$394.00 for Juliet Long Roof & PV

RESULT: TABLED

5. MOTION to approve Silver Petrucelli & Associates Inv #23-1481 dated 12-1-2023 in the amount of \$788.00 for Juliet Long Roof & PV

RESULT: TABLED

6. MOTION to approve Silver Petrucelli & Associates Inv #24-092, dated 1-15-2024 in the amount of \$5,533.00 for Juliet Long Roof & PV

RESULT: TABLED

7. MOTION to approve Silver Petrucelli & Associates Inv #23-1313 dated 11-23-2023 in the amount of \$226.00 for BOE Roof

RESULT: TABLED

8. MOTION to approve Silver Petrucelli & Associates Inv #23-1482 dated 12-1-2023 in the amount of \$678.00 for BOE Roof

RESULT: TABLED

9. MOTION to approve Silver Petrucelli & Associates Inv #24-091, dated 1-15-2024 in the amount of \$3,791.00 for BOE Roof

RESULT: TABLED

10. MOTION to approve STV Inv #90029958, dated 1-25-2024 in the amount of \$5,479.00 for Central Office Roof project

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 1 Reguin

11. MOTION to approve STV Inv #90029959, dated 1-25-2024 in the amount of \$6,275.50 for Gales Ferry School roof project

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 1 Reguin

12. MOTION to approve STV Inv #90029960 dated 1-25-2024 in the amount of \$5,134.00 for Juliet Long School roof project

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 1 Reguin

IX LEDYARD SUMMER SCHOOL PROJECTS

NO COMMENTS

X ADJOURNMENT

Joe Gush made a motion to adjourn the meeting, seconded by Kate DiPalma-Herb, meeting adjourned at 9:05 p.m.