



**TOWN OF DARIEN  
HHR BUILDING COMMITTEE  
SPECIAL MEETING  
WEDNESDAY APRIL 5, 2023  
HELD VIRTUALLY  
6:00 PM**

**Participants**

Sarah Neumann  
Jameson Riley  
Chris Price  
Jill McCammon  
David Martin

Kevin Munrett, Facilities, DPS  
Lorel Purcell, O&G/APC  
Dr. Alan Addley, Superintendent, DPS  
Natasha Torre- Royle Interim Principal, DPS  
Paula Bleakly - Holmes Principal, DPS  
Travis Schnell, KG&D  
Erik Kaeyer, KG&D  
Cory Visi, Holmes parent rep.

**Minutes**

**1. Approval of Meeting Minutes from meeting on March 23, 2023**

Meeting called to order at 6:02 pm.

Sarah made a motion to approve the minutes, David Martin seconded it, all voted in favor.

**2. Public Comment\***

None

**3. Chair's Report**

Nothing apart from the updates coming from

**4. Update from O&G/APC on Hindley and Royle Phase 2 OSCG&R meetings**

OSCG&R - meeting on March 28th in the morning for Hindley. Did not have the second meeting as many items were still open. Floodplain management needed and will need to bid but can't go to contract on that yet. District is up to date with the sign offs. Holmes will be soon. We cannot go ahead and release the bid package without the letter from the state. Wage rates should be entered no more than 20 days from the bid release. Documents being prepared.

KG&D addressing outstanding items and working with the Town for sign offs including Mike Vitti, etc. Floodplain management letter from Tighe & Bond is being finalized and town sewer information is outstanding.

Team at KG&D finalizing the scope as it relates to the estimate and making good progress. Last item is radon design piece by Hygenix. Need to have that before going back in front of Kermit at OSCG&R. Approval turnaround (by April 28th for bids) can take around 2 weeks - drop date is April 19th to meet deadlines, aiming for April 14th. Still need a follow-up meeting with the state on the follow-up items and date not set for that yet. Kermit is aware of our schedule and is accommodating. Basic set of documents and designs have been submitted and if changes need to be made it will not be difficult to amend. Final designs will be submitted to the state also.

#### **5. Update on the construction drawing process - KG&D**

Outstanding items including the resource room at Royle is being finalized regarding sizing, and the AP office at Hindley. If changes need to be made at Hindley regarding the office size (one area is not as nice as the other) should be done soon. Gym office is large and some size could be used for storage or flex office space. Second security discussion should be finalized soon. "Bank teller window" is not currently present at the Hindley and Royle schools and plans should be finalized soon. Meeting with Leon, security head, will be soon. Security space increasing would take away from educational space and changes may be difficult. Discussions will continue soon.

#### **6. Report on Phase 1 Bids and Approval of Phase 1 Contractor**

Dave Cravenzola update by email:

- On Tuesday, April 4th, we received a total of six (6) bids. After discussions regarding scope of work with the lowest bidder, A&B Mechanical, this bidder confirmed today (4/5) that they had made a mistake and did not include all costs of the work and informed us this afternoon that they will be formally withdrawing their bid tomorrow.
- We conducted virtual scope review meetings today with Custom Electric and the new apparent low bidder, JE Shea. O&G/AP has had successful project experience with both of these bidders.
- Custom Electric stated they included in their bid equipment manufactured by Square D, which they stated is more expensive than the other specified manufacturers, but Square D offered the shortest delivery time of 44-48 weeks after the order is placed. Custom informed us that two other manufacturers, Siemens and Eaton/Cutler Hammer, had given them an estimated delivery lead time of 72+ weeks. Custom also stated that they received all of the equipment quotes at the last minute yesterday, and they had to very quickly vet the quotes, and at that time, only Square D's quote was deemed "complete and correct" by Custom.
- JE Shea reported that they received quotes from all four specified manufacturers, but they included in their bid equipment manufactured by GE or Eaton/Cutler Hammer. JE Shea confirmed that they also received all of the equipment quotes at the last minute yesterday and that Square D's quote was more expensive than the other specified manufacturers. At today's scope meeting, they were made aware of the comment that only Square D's quote was "complete and correct." JE Shea responded that they included in their bid additional costs to the manufacturers' price quotes to compensate for this. Regarding delivery lead times, JE Shea stated that all four manufacturers gave them estimated delivery times of 50 - 60 weeks...with Square D's delivery time on the

higher end of this scale. JE Shea noted that GE and Eaton/Cutler Hammer gave them “more reliable” estimated delivery lead times, which were on the lower end of this scale.

- JE Shea agreed to re-confirm their quotes and pricing based on the discussion held during today’s scope review meeting. They contacted me at 4:15 today to inform me that their bid is good.
- From a scheduling standpoint, per our bid documents, the awarded contractor is required to provide submittals for all Phase 1 equipment for review by the design team within fifteen (15) working days after receipt of the Limited Notice to Proceed letter. If the Building Committee approves awarding to JE Shea tonight, this letter will be sent out tomorrow, 4/6. The design team will likely need at least one (1) week to review/approve the equipment submittals. This is what is needed for the contractor to place the purchase order to start the fabrication of the equipment. All of this process put us at approximately May 15th. Assuming 52 weeks (1 year) delivery time after the order is placed, we are looking to receive all of this equipment onsite prior to the end of May 2024, which is the latest that we can still meet the current additions completion date for each project. O&G/AP is committed to continually monitoring the status of this delivery during the project.
- Also, Jameson Riley attended both scope review meetings today and he indicated will be sharing his thoughts during tonight’s meeting. He felt that JE Shea seemed ambiguous with lead times. He felt Square D/Custom seemed confident based on the lead time, and went back to JE Shea to see if they were confident with their cost and lead time. \$278K difference. JE Shea is currently on Ox Ridge. Switch gear lead time is not in their control.
- The recommendation letter has been updated and needs to be signed.

Motion:

A motion to direct O&G/ A.P. a Joint Venture to enter into a contract with J E Shea Electric, Inc. for the total of f\$625,000 for all three school projects for Bid Package 1.01 - Switchgear & Electrical Distribution Equipment Purchase.

Motion made by Jill McCammon, Jameson Riley seconded the motion. All voted in favor.

#### 7. **Update on Selection of Moving contractor** - Kevin Munrett, DPS

Process - shared phasing plans with the principals shared with three vendors to get comparison pricing. Pricing services are driven by manpower and boxes and items stored offsite. Myers had the largest amount of resources and the lowest price:

In preparation for the HHRBC next week, I have attached for your review the moving proposals as received by Myers, Sircusa & CMS for your review. My recommendation is to approve Myers for this work. They are on state contract, their references were exceptional and their price is considerably lower than the other two.

From Kevin Munrett: Please bear in mind, the number of movers and hours needed per phase per building, may vary depending on timeframe and deadlines so the final number will vary from what we are seeing here. I will be more than happy to elaborate during the meeting, should there be any questions.

<b>Vendor Name</b>	<b>Hindley</b>	<b>Holmes</b>	<b>Royle</b>	<b>Other (storage)</b>	<b>TOTAL</b>
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Myers	\$62,150.00	\$52,592.00	\$51,260.00		\$166,002.00
Sircusa	\$69,123.00	\$67,620.00	\$77,655.00	\$30,396	\$244,791.00
Commercial Moving Services					\$259,099.44

### 8. Upcoming important dates

Upcoming meeting on April 19th may not be needed but will be held on the calendar for now. Other meeting dates will be set soon.

- April 5 – HHRBC Meeting to Approve Phase 1 Trade Contractor for all Three School Projects.
- April 12 – Holmes ES Phase 2 PCR Meeting with OSCG&R
- April 28 – Anticipated Start of Bidding Hindley & Royle (contingent upon the receipt of Approval to Bid Letters from OSCG&R)
- May 5 – Anticipated Start of Bidding Holmes (contingent upon the receipt of Approval to Bid Letter from OSCG&R)
- June 16 – Budget Status Meeting with OSCG&R (to discuss cost overage(s) if the bids come in OVER budget)
- June 21 – Anticipated HHRBC Meeting to Approve Phase 2 CRITICAL Trade Contracts for all Three School Projects
- June 22 – Issue Limited Notice to Proceed Letters to Phase 2 CRITICAL Trade Contractors for all Three School Projects – THIS IS THE START OF CONSTRUCTION
- July 13 – START WORKING ONSITE, all three schools
- August 9 – HHRBC Meeting to approve GMP (Guaranteed Maximum Price)
- August 10 – Issue Limited Notice to Proceed Letters to Remaining Phase 2 Trade Contractors for all Three School Projects

### 9. Adjourn

Thanks to Lorel for quick scope review for the bids and make sure bids were vetted properly. Motion to adjourn: Jill McCammon moved, Sarah Neumann seconded the motion. All voted in favor.

Meeting adjourned at 6:50 pm.