

**Town of Colchester
WJJMS Building Committee
September 8, 2016 – 7:00 PM
WJJMS - Cafeteria**

Minutes

Members Present: Thomas Tyler, Anthony Tarnowski, Joe Ruiz, Lynn Goodwin, Irene Malsbenden

Members Absent: Paul Picard

Others Present: Director of Educational Operations Ken Jackson, Tecton Architect: Jeff Wyszynski; O&G: Lorel Purcell; Arcadis: Peter Filanda, Jack Butkus; Board of Selectman Liaison Rosemary Coyle, Board of Finance Liaison Tom Kane, Board of Education Liaison Brad Bernier, Superintendent Jeff Mathieu, Principal Chris Bennett, Board of Education Chairman Ron Goldstein, First Selectman Art Shilosky

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:02 p.m..
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
 - a. **Town email:** None
4. **Approval of Minutes - August 25, 2016:** L. Goodwin motioned to approve the August 25, 2016 meeting minutes, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

5. **Approval of invoices:**

J. Ruiz motioned to approve the following invoices for Arcadis, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
0802698	\$7,696.00	Billings to 7/25/16 - 8/21/16 - School

I. Malsbenden motioned to approve the following invoice for Arcadis, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
0802701	\$304.00	Billings to 7/25/16 - 8/21/16 - Pupil Services

L. Goodwin motioned to approve the following invoices for Fuss & O'Neill noting that K. Jackson will only authorize payment of \$2,500 at this time. Upon receipt of the "Documentation of Records Report" (Ref. Task #0040) he will release the \$500.00 balance. The motion was seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
0014834	\$3,000	Haz-Mat Inspection, Design & Monitoring

(A. Tarnowski arrived at this time)

6. **Project Manager update and potential action:**

- Project Status Report through month ending August 31, 2016 and a revised budget sheet, which included all expenditures current to the Town data date of 9/1/16, was reviewed.
- Construction Documents are being revised based on comments.

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- A reconcile meeting was held with Tecton and O&G. All felt it was a good meeting and cost savings generated.
- The first draw down from the State should be wired to the Town by end of the month with another one in October.
- On September 1, 2016, several members of the project team met with representatives of CHRO concerning small minority business set aside effort required by statute.
- Tecton Architects Contract Amendment #1 was presented. (see attached). J. Ruiz motioned that the William J. Johnston Building Committee approve Contract Ammendment #1, covering additional design effort required to develop bid alternates, to Tecton ARchitects in the amount of \$19,500.00 with the money coming from owner contingency, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

7. Architect update and potential action:

- A meeting is scheduled tomorrow to discuss Department of Public Works request for type of grass to be used and irrigation on the athletic field.
- Response from OSTA is expected soon.
- Local Building, Fire, Health and 504 Review is moving along. No problems are anticipated.
- Next weeeek Board of Education will approve the Bid Documents.

8. Construction Manager update and potential action:

- 2% can be held back from the State reimbursement if small minority business effort is not met.
- During the reconciliation meeting each area was gone thorough. Along with cost saving strategies there were some duplicates that were able to be eliminated to save money. Changes were made without losing quality by switching out some materials. The budget is in the process of being updated to reflect changes made as a result of the meeting.
- One cost saving measure would be to use high impact restisance gypsum instead of masonry in the corridor walls. Chairman Tyler asked J. Butkus and K. Jackson about their experience with the product. Both thought it was an acceptable alternative.

9. Discussion on communication/social media: C. Bennett and his staff will be increasing the amount of communication through social media.

10. Board of Selectman project briefing by Tecton, Thursday, September 15, 2016, 7:00 p.m.: Members were reminded of the meeting.

11. Tri-Board meeting Tuesday, September 20, 2016, 7:00pm: Members were reminded of the meeting.

12. Citizen's Comments: K. Jackson took this time to commend the WJJMS staff for their extrodinary efforts in the move to prepare for demolition and all that they did to have the school ready for opening day.

13. Adjournment: L. Goodwin motioned to adjourn seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:05 p.m.

Submitted by, 
Dawn LePage, Clerk

ACTION ITEM

DATE: September 8, 2016 (Revised)

TO: William J. Johnston Building Committee

FROM: John J. Butkus, AIA
Senior Program Manager

SUBJECT: **William J. Johnston Middle School Addition & Renovations
Tecton Architects Contract Amendment #1**

BACKGROUND

The William J. Johnston Building Committee desires to identify certain portions of the proposed work as alternates to the construction bids, in the interest of managing the scope of work to maintain the project budget. To that end, Tecton Architects and their design team invested additional design effort into the preparation of the construction documents to depict the work both with and without the alternates being implemented. The cost of the additional design time has now been calculated.

RECOMMENDATION

The William J. Johnston Building Committee approves Contract Amendment #1, covering the additional design effort required to develop bid alternates, to Tecton Architects in the amount of NINETEEN THOUSAND FIVE HUNDRED DOLLARS (\$19,500.00).



AIA[®] Document G801[™] – 2007

Notification of Amendment to the Professional Services Agreement

TO: Jack Butkus
Arcadis, U.S., Inc.
207 Main St
Suite 200
Hartford, CT 06106

Notification Number: 001

(Owner or Owner's representative)

In accordance with the Agreement dated: 12/17/2015

BETWEEN the Owner:
(Name and address)
Town of Colchester
Town Hall
127 Norwich Ave
Suite 201
Colchester, CT 06415

and the Architect:
(Name and address)
Tecton Architects, PC
One Hartford Sq West
Suite 103
Hartford, CT 06106

for the Project:
(Name and address)
William J Johnson Middle School 028-0043, Colchester pupil services 028-0044

Notification is made of the need to proceed with Additional Services as follows:
Contract Document adjustments for Bid Alternates

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
\$19,500

Time:
work will be completed in accordance with current schedule.

Prompt written notice to the Architect from the Owner is required to discontinue the described service.

SUBMITTED BY:


(Signature)

JEFFREY J WISZINSKI, PRINCIPAL
(Printed name and title)

09 SEPT 16
(Date)

September 8, 2016

Jack Butkus
Arcadis, U.S., Inc.
207 Main St
Suite 200
Hartford, CT 06106

RE: Additional Services – Contract Document adjustments for Bid Alternates
COL02AR – William J Johnson Middle School 028-0043, Colchester pupil services 028-0044

Dear Mr. Butkus,

Please find the following proposal for additional services related to modifications of the construction documents to provide a series of bid alternates for the above referenced project. As discussed during our last building committee meeting, during the design development estimate the trade costs were within the approved schematic design budget, however the committee decided to shift a portion of the allocated construction costs to various different line items in the soft cost portion of the budget. Therefore, in an effort to re-align the scope with the revised budget for construction and to protect the base bid project, a series of bid alternates were presented and approved. Those alternates required additional work not anticipated as part of our basic services and have been quantified in the total proposed total amount of **\$19,500, Nineteen thousand five hundred dollars.**

This proposed fee includes all work provided by Tecton Architects and our consultant team and include the following list of alternates:

- Alternate No. 1: Corridor Flooring.
- Alternate No. 2: Classroom Flooring.
- Alternate No. 3: Parking Lot - East.
- Alternate No. 4: Landscaping.
- Alternate No. 5: Gym Floors.
- Alternate No. 6: Composite Metal Wall Panels.
- Alternate No. 7: Concrete Pavers.
- Alternate No. 9: Gym Exhaust Fans.
- Alternate No. 10A: Gym Air Conditioning.
- Alternate No. 10B: Gym Air Conditioning.
- Alternate No. 11: Wall Panels Area E.
- Alternate No. 12: Existing Windows and Doors.
- Alternate No. 13: RTU Screens.
- Alternate No. 14: West Field.

Thank you for considering our proposed additional services request, please contact me directly should you have any questions or require additional clarification.

Thank you for your consideration,



Jeffrey J. Wyszynski, AIA, LEED AP
Principal, Chief Operating Officer