

**Town of Colchester**  
**WJJMS Building Committee**  
**October 12, 2017 – 7:00 PM**  
**WJJMS Cafeteria**

**MINUTES**

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

**Members Absent:** None

**Others Present:** Tecton: Stephen Melingonis; O & G: Gus Kotait; Arcadis: Jack Butkus, Pam Daly; Board of Finance Chair Rob Tarlov; Board of Education Liaison Brad Bernier; Board of Selectman Liaison Rosemary Coyle; Principal Chris Bennett

**1. Call to Order:** Chairman Tyler called the meeting to order at 7:08pm.

**2. Changes to the Agenda:** None

**3. Citizen's Comments:** None

**Town email:** None

**4. Approval of Minutes - September 28, 2017:** I. Malsbenden motioned to approve the September 28, 2017 meeting minutes amending Item 7, bullet 3, to read that P. Picard met with the mechanical contractor and not the electrical contractor, seconded by P. Picard. Vote was unanimous with J. Ruiz abstained. **MOTION CARRIED.**

**5. Approval of invoices:** I. Malsbenden motioned to approve the following invoices for a total of \$1,952,943.88, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

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VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Tecton	Inv. #: 40084 Dtd.: 09/30/17	Billing Period 09/01/17 – 09/30/17	29,153.81	1,001.75	30,155.56
O&G Industries	Application #0010 Dtd. 09/12/17	CM & Construction Services Through 09/30 /17	1,826,791.69	72,707.82	1,899,499.51
Arcadis	Inv. #: 0868530 Dtd. 09/27/17	Billing Period 08/21/17 – 09/24/17 Commissioning	14,020.00 0.00 14,020.00		14,020.00
Arcadis	Inv. #: 0868531 Dtd. 09/27/17	Billing Period 08/21/17 – 09/24/17 Commissioning		600.00 0.00 600.00	600.00
Independent Materials Testing Lab, Inc.	Inv. #: 3202-E-REV Dtd. 09/18/17	Multiple Materials Testing Services	6,763.60	0.00	6,763.60
Fuss & O'Neill	Inv. #: 0016040 Dtd. 08/21/17	Phase 3 CA / Monitoring	1,905.21	0.00	1,905.21
<b>TOTAL</b>					<b>\$1,952,943.88</b>

## 6. Project Manager update and potential action:

- Payment #5 from the State has now been received. The next payment is expected mid-November.
- Arcadis provided members with the 90 Day Look Ahead and Budget Detail.
- A User Change Request #003, exterior ladders to Gym for an estimated cost of \$15,000, was submitted to the Committee. The type of ladder and necessity of the ladders was discussed. There was general consensus among members to have O&G price options.

## 7. Architect update and potential action:

- Change orders will be coming through for some security changes for doors.
- Efforts with FFE were started last week. Items can be put out to bid or purchased off the State contractor list. Purchasing off the State list could be quicker but going out to bid could be cheaper. A. Tarnowski said a decision has to be made on FFE and if money is being put back into it. Even if reimbursement for the second gym does not come through, he believes the budget looks good enough to be able to put some back in. Chairman Tyler suggested doing as add alternates. Members discussed the importance of buying quality products and not just quantity.
- User Change Request for shower valves has been withdrawn. User did not feel the benefit outweighed the cost.

## 8. Construction Manager update and potential action:

- O&G *Monthly Progress Report #6* through September 2017 was presented. G. Kotait reviewed the report with members that included the following:
  - Boiler room equipment will be delivered on September 28 & 29th.
  - Seeding is complete and planting will take place mid-October.
  - Possible moisture mitigation in Area A & B at the floor infill locations and size of dumpster opening are new Cost/Schedule Impact Items.
  - Knox box is not a Fire Marshal requirement. There was member consensus to eliminate it.
  - Wiring for security hardware that should have been done prior to masonry and door jambs being set was not installed. There was member consensus for O&G to move ahead in determining how to deal with the issue. Chairman Tyler and K. Jackson will approve any necessary changes in order to not delay the project.
  - A. Tarnowski motioned to approve the following Out of Scope Changes for a total net sum of \$15,700, seconded by P. Picard. Vote was unanimous.  
**MOTION CARRIED.**

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
00030	Chg to Removable Mullions at Ext Doors	7,538.00	9-Oct-17	OR		Y
00031	Chg from CVR to Surface Mounted Rods in Gym	318.00	9-Oct-17	OR		Y
00033	Additional Heating Isolation Valves	7,167.00	9-Oct-17	OR		Y
00034	Additional Plumbing Isolation Valves	3,508.00	9-Oct-17	OR		Y
00035	Deletion of Swing Up Grab Bars	-2,771.00	9-Oct-17	A-H		Y
		15,700.00				

In Scope CM Contingency Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
		0.00				

Time Sensitive Changes Approved Since Last SBC Meeting

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
		0.00				

Time Sensitive In Scope CM Contingency Changes Approved Since Last SBC Meeting

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
		0.00				

**9. Discussion on communication/social media:** Pictures are linked to website.

**10. Citizen's Comments:** None

**11. Adjournment:** P. Picard motioned to adjourn seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:55pm.

Submitted by,

*Dawn LePage*  
Dawn LePage, Clerk