

MINUTES

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

Members Absent: None

Others Present: Tecton: Stephen Melingonis, Jeff McElravy; O&G: Gus Kotait, Mark Jeffco; Arcadis: Emily Sifuentes, Jack Butkus; Director of Educational Operations Ken Jackson, Board of Education Liaison Mary Bylone; Principal Chris Bennett; Director of Educational Technology and Instructional Innovation Darren Smith, Director of Teaching and Learning Charles Hewes; Citizen Joy Tyler

RECEIVED
TOWN OF COLCHESTER
APR 17 PM 4:07
TOWN CLERK

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:06pm.
2. **Citizen's Comments:** None
Town email: None
3. **Approval of Minutes - March 15, 2018:** I. Malsbenden motioned to approve the March 15, 2018 meeting minutes, seconded by L. Goodwin. J. Ruiz abstained. All remaining members voted in favor. **MOTION CARRIED.**
4. **Approval of invoices:** J. Ruiz motioned to approve the following invoices for a total of \$1,412,276.12, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Tecton	Inv. # 40810 Dtd: 03/31/18	Billing Period 03/01/18 – 03/31/18	48,590.81	1,564.75	48,155.56
O&G Industries	Application #018 Dtd. 03/28/18	CM & Construction Services Through 03/31/18	1,336,029.76	13,471.40	1,349,501.16
Arcadis	Inv. # 0899920 Dtd. 04/02/18	Billing Period 02/19/18 – 03/25/18 Commissioning	14,020.00 0.00 14,020.00		14,020.00
Arcadis	Inv. # 0899922 Dtd. 0/02/18	Billing Period 02/19/18 – 03/25/18 Commissioning		600.00 0.00 600.00	600.00
TOTAL					\$1,412,276.72

5. **WJJMS 6th grade butterfly garden presentation:** Postponed until April 26th meeting.
6. **Project Manager update and potential action:**
 - E. Sifuentes met with the State and a letter of approval is expected next week. Once the letter is received, purchasing can begin. The technology budget was presented again with some changes from the previous meeting. Members evaluated where the budgets and the remaining contingency are. A. Tarnowski motioned to approve an estimated technology budget not to exceed \$1,274,069.19, seconded by L. Goodwin. P. Picard was opposed. Remaining members voted in favor. **MOTION CARRIED.**

- P. Picard motioned to approve an amount not to exceed \$1,800 for additional packing materials paid to Kay's Trucking, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
- Payment #8 has been received from the State. Payment #9 was submitted and is anticipated by the end of May.
- User Change Request #004,RFI#225, was presented to leave the existing mezzanine stair located in Room F117 in place in lieu of removing and installing a ships ladder and bringing the stairs up to code. The change will allow the Physical Education program to continue to store various equipment there and be able to access it safely. The estimated cost is \$9,000. P. Picard asked Tecton look into and make sure all the codes are met for using the area for storage.

7. Architect update and potential action:

- Necessary signatures were obtained from the Town Officials.
- Bacon Academy sign is a LED digital. S. Melingonis will speak with the Town to get approval for a similar sign. K. Jackson said to not use the same manufacturer as the Bacon sign due to difficulties in repair when needed.
- Pricing for the bench outside the gym is still being costed.

8. Construction Manager update and potential action:

- G. Kotait distribute O&G Monthly Progress Report No. 12 through March 2018.
- Summary Data and Project Commentary were reviewed.
- Budget estimate for enclosing the new exposed HVAC stacks has been added to the Cost/Schedule Impact Items.
- M. Jeffco said that six day work weeks been bought from all trades for the summer months
- A. Tarnowski motioned to approve Out of Scope Change #78 for a total net sum of \$57,489, seconded by L. Goodwin. P. Picard was opposed. All remaining members voted in favor. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #81 for a total net sum of \$1,878, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
- Out of Scope Change #82 was deferred.
- Out of Scope Change Orders #79,80,83 were previously approved due to being time sensitive.

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
78	Exterior Staining of North Elevation A & B and Partial North Area E.	\$57,489.00	6-Mar-18	OR	N	Y
81	Additional Closure and kick plate for doors B112C & B112D	\$1,678.00	27-Mar-18	DD	N	Y
82	Exterior Staining of Gym B North & Upper East Elevations.		28-Mar-18	OR	N	Y
		\$59,367.00				

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
79	Add gyp board enclosures around exposed pipes in Art Room & World Language	\$1,222.00	22-Mar-18	DD	Y	Y
80	Hand wash stainless steel Sink and plumbing rough in cafeteria. Masonry cut and patch and paint to be completed on T&M	\$3,757.00	27-Mar-18	DD	N	Y
83	Credit for deleted Millwork in TV Studio	-\$921.00	28-Mar-18	OR	N	Y
		\$4,058.00				

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

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

Total PCO's presented for Approval \$63,425

Reason Code: DD = Design Deficiency, FC = Field Condition, OR = Owner's Request, AHJ = Authority Having Jurisdiction, P=Planned

9. Discussion on communication/social media: Additional tours have been set up with PTO and CES students will be visiting as well. S. McElravy will be visiting a first grade class.

10. Citizen's Comments: None

11. Adjournment: J. Ruiz motioned to adjourn, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 9:00pm.

Submitted by,


Dawn LePage, Clerk