

Town of Colchester
WJMS Building Committee
July 26, 2018 – 7:00 PM
Town Hall

RECEIVED
COLCHESTER, VT
2018 AUG -1 PM 1:56
Abigail Johnson
DIRECTOR OF OPERATIONS

MINUTES

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

Members Absent: Lynn Goodwin

Others Present: Tecton: Stephen Melingonis; O&G: Gus Kotait; Arcadis: Tammy Hamelin, Jack Butkus; CES: Derek Bride; Director of Educational Operations Ken Jackson; Board of Selectman Liaison Rosemary Coyle; Board of Education Chairman Brad Bernier, Citizen Joy Tyler

1. **Call to Order:** Chairman Tyler called the meeting to order at 6:03pm.
2. **Tour of William J. Johnston Middle School:** Members toured WJMS and the status of the project.
3. A. Tarnowski motioned to recess in order to move to Town Hall for remainder of the meeting, seconded by I. Malsbenden. All members voted in favor. **MOTION CARRIED.** Chairman Tyler recessed the meeting at 6:55.
4. **Call to Order:** Chairman Tyler called the meeting to order at 7:08pm
5. **Changes to the Agenda:** A. Tarnowski motioned to add agenda item 5a. Discussion of Tour, seconded by I. Malsbenden. All members voted in favor. **MOTION CARRIED.**
 - a) **Discussion of Tour:** Members were pleased with the site and how the project is progressing. Members did ask it be made clear to staff that they are not to give punch list items directly to O&G. All the punch list requests should go to Arcadis to be reviewed first.
6. **Citizen's Comments:** None
Town email: None
7. **Approval of Minutes - July 12, 2018:** J. Ruiz motioned to approve the July 12, 2018 meeting minutes, seconded by L. Goodwin. All members voted in favor with A. Tarnowski abstaining due to having left the meeting early. **MOTION CARRIED.**
8. **Approval of invoices:** I. Malsbenden motioned to approve additional technology purchases based on quotes:
 - 3 Each HP Computers @ \$1,707.00
 - 3 Each Elo Touch Monitors @ \$1,396.17
 - 0 Each Charging Adapters for Chromebooks @ \$1,4070.00Total Request = \$4,503.17
The motion was seconded by J. Ruiz. All members voted in favor. **MOTION CARRIED.**

The computers and touch monitors are for the Cafe Services operation. Not including the Cafe Services technology equipment was an oversight when the technology needs were being developed. The chromebook charges are to be keep at the school for charging student Chromebooks.
9. **Project Manager update and potential action:**
 - FF&E deliveries are still on schedule to be delivered the first full week in August.
 - Majority of non bid items are under procurement. Arcadis continues working on the remaining items.

- Arcadis is working to do a submission to the OSCG the end of July for reimbursement.

10. Architect update and potential action:

- Classrooms have had punch list items completed. Other areas still need to be done.
- Wall covering have been delivered but not installed yet.
- Signage has started to be installed.
- Colchester School District sign is scheduled to be installed next week.
- The window contractor wants to provide Child Guard instead of School Guard. Tecton will review and compare the Child Guard to the School Guard.
- K. Jackson and S. Melingonis are trying to get on the Planning and Zoning agenda for the next meeting to request approval of a marquee sign for the front of the school.
- Some staff have already moved items into the classrooms. The items should not have been moved in yet and will interfere with completion of the classrooms. Chairman Tyler requested the staff be informed that all items must be kept in a designated area. B. Bernier will also follow up with Principal Bennett about the being followed.

11. Construction Manager update and potential action:

- Contractors continue to work on punch list items.
- A final cleaning has been done in the rooms.
- Tests completed with the Fire Marshal today were good.
- 16 outlets for phones have been requested. There was consensus of members that the ones that need to be added due to safety and security should be installed. Additional phone lines should not be installed if there is already a outlet in the room.
- There is conflict with the Town on a the amount of porous pavement.
- J. Ruiz motioned to approve Out of Scope Change #110 for a total net sum of \$22,447, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #111 with the option to deduct the gyp ceiling in Vestibule 101 and install it under canopy for a total net sum of \$13,478, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to approve Out of Scope Change #112 for a total net sum of \$546, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.**
- A. Tarnowski motioned to approve Out of Scope Change #113 for a total net sum of \$-14,805, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #114 for a total net sum of \$1,833, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #115 for a total net sum of \$1,914.00, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #116 for a total net sum of \$30,769, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to approve Out of Scope Change #117 for a total net sum of \$8,486, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

PCO SUMMARY
7/26/18 SBC MEETING

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
110	Metal Panels and framing work to enclose HVAC Stacks using standard field mitered corners. Roofing work to be done on T&M in conjunction with contract work to help reduce the cost. Initial PCO Budget \$30,000	\$22,447.00	23-Jul-18	OR	N	Y
111	Additional Roofing, framing and sheathing necessary to keep a section of the East Entrance canopy behind the free standing Arch. The Aluminum Metal panels will be reviewed at the end of the project depending on left over qty. Option to deduct the gyp ceiling in Vestibule 101 and install it under canopy. \$13,478.00. Initial PCO budget \$20,000.	\$14,767.00	23-Jul-18	OR	N	Y
112	Additional Mech drafting to move AHU 3 and roof drain in conflict and to allow for 10' roof edge clearance and perimeter maintenance access in order to delete the crossover. This will result in additional roofing work to be done on T&M in conjunction with contract work to help reduce the cost.	\$546.00	23-Jul-18	FC	N	Y
113	Roof Duct Crossover credit per MEP coordination and PCO 112 above.	-\$14,806.00	23-Jul-18	DD	N	Y
114	Added Stainless Steel Side Splashes in Kitchen per health inspection	\$1,833.00	23-Jul-18	AHJ	N	Y
115	Change functionality of room F121 from District Computer to Outside storage. Add Cabinet Unit Heater to prevent sprinkler freezing. Other adds/deducts per this change are under review.	\$1,914.00	24-Jul-18	OR	N	Y
116	Change Gym Projectors from ceiling to wall mounts on shelves with cage protection. This will require upgrading the projectors to higher lumen for long throw distance. Initial PCO Budget \$40,000	\$30,769.00	24-Jul-18	DD	N	Y
117	Add range hoods in Unique Learners B10G and Innovation Space C123 per ASI 7 dated 7/18/18. Exclusions: Exterior wall penetration and patching, painting.	\$8,486.00	25-Jul-18	DD	N	Y
		\$65,957.00				

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				

Total PCO's presented for Approval \$65,957

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

9. Discussion on communication/social media: None

10. Citizen's Comments: None

11. Adjournment: I. Malsbenden motioned to adjourn, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:47pm.

Submitted by,

Dawn LePage
Dawn LePage, Clerk