

MINUTES

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

Members Absent: Paul Picard, Irene Maisbenden

Others Present: Tecton: Stephen Melingonis; O&G: Gus Kotait; Arcadis: Tammy Hamelin, Jack Butkus; Director of Educational Operations Ken Jackson

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 - May 24, 2018:** J. Ruiz motioned to approve the May 24, 2018 meeting minutes, seconded by L. Goodwin. All members voted in favor with A. Tarnowski abstaining. **MOTION CARRIED.**
5. **Approval of invoices:** A. Tarnowski expressed concern over paying the glass contractor after the glass specified was not installed. S. Melingonis has consulted with a School Guard representative, regarding test results of their brand. He is trying to get similar test results from Oldcastle to compare the two. The general consensus of members was that they are more concerned with having the School Guard, what is believed to be the higher rated glass, put in as specified than to have the Oldcastle and receive a credit.

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A. Tarnowski motioned to approve the following invoices for a total of \$1,579,174.55 seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

INVOICE SUMMARY
06/14/18 MEETING

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
O&G Industries	Application #018 Dtd. 06/11/18	CM & Construction Services 05/01/18 – 05/31/18	1,420,846.97	48,565.58	1,469,412.55
Tecton	Inv. #: 40782 Dtd.: 05/31/18	Billing Period 05/01/18 -- 05/31/18	29,153.81	1,001.75	30,155.56
Arcadis	Inv. #: 0912953 Dtd. 06/12/18	Billing Period 04/23/18 -- 05/27/18 Commissioning	14,020.00		16,718.41
Arcadis	Inv. #: 0912956 Dtd. 05/03/18	Billing Period 04/23/18 -- 05/27/18 Commissioning	2,698.41 16,718.41	600.00 108.59 708.59	708.59
Norwich Bulletin	AD# 00247386 Dtd. 05/10/18	FF&E + Technology Bid Legal Notice	384.71	15.20	399.91
The Hartford	Acct. #: 14971780 06/01/18 Billing	Builders Risk Insurance	4,814.70	190.19	5,004.89
CDW Govt.	MQL3636 Dtd. 05/07/18	Partial – Technology Equipment Order	8,484.96		8,484.96
CDW Govt.	MRB4283 Dtd. 05/09/18	Partial – Technology Equipment Order	48,094.42		48,094.42
CDW Govt.	MVS1215 Dtd. 05/26/18	Partial – Technology Equipment Order	583.50		583.50
CDW Govt.	MVX1341 Dtd. 05/29/18	Partial – Technology Equipment Order	201.12		201.12
CDW Govt.	MWT2989 Dtd. 05/31/18	CREDIT MEMO – Technology Equipment Order	-201.12		-201.12
CDW Govt.	MXB4580 Dtd. 06/01/18	Partial – Technology Equipment Order	398.38		398.38
CDW Govt.	MXK5736 Dtd. 06/04/18	CREDIT MEMO – Technology Equipment Order	-201.12		-201.12
CDW Govt.	MZJ4587 Dtd. 06/07/18	CREDIT MEMO – Technology Equipment Order	-583.50		-583.50
TOTAL					\$1,579,174.55

- A. Tarnwoski motioned to approve \$4,349.75 in moving expenses, \$4,150.00 for packing materials from Kay's trucking and \$199.75 to rent a U-haul for a week to assist the custodial staff in the moving WJJMS FF&E for storage in the Maintenance Garage, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

We are not contracting out any moving services as this will be done by the Colchester Public Schools custodial staff. Employees from all the schools will be mobilized.

6. Project Manager update and potential action:

- Bid packages were open on June 7th. There were numerous items that were not bid and will need to be purchased. The Town has not yet decided in what manner they would like to purchase these items.
- J. Ruiz motioned to award bids based upon the low bid (New England Fitness - \$13,560.00, Gerry's Music Shop, Inc - \$63,783.79, Kittredge Equipment Co., Inc - \$27,459.13, WB Mason - \$102,346.30, Volume Cases - \$11,970.00) as opened on June 7, 2018 in a total of \$219,119.22, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- Payment #9 was received. Payment #10 was submitted and payment is anticipated by the end of July.
- Administration will be moving into their new area on June 25th.
- A budget update was provided.

7. Architect update and potential action:

- Brick staining has been completed.
- S. Melingonis will ask Principal Bennett about the Butterfly Garden. There has been no information on it since the students came and spoke to the Committee.

8. Construction Manager update and potential action:

- G. Kotait distributed O&G Monthly Progress Report No. 14 through May 2018.
- Summary Data and Project Commentary were reviewed.
- The contractor installing the projector has concerns with installing one in a gym where it can be hit by balls and would need to continuously be adjusted. Various solutions were discussed and will be looked into.
- J. Butkus spoke with the State about treating the outdoor rope and climbing area as a separate phase. He was advised to do a change order for the project instead of making it a separate phase.
- Several items have been added to the Cost/Schedule Impact Items including irrigation for athletic fields and projectors and installation in gym. Exterior cameras will be added on next months report.
- J. Ruiz motioned to approve Out of Scope Change #84 for a total net sum of \$1,730.00, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- L. Goodwin motioned to approve Out of Scope Change #103 for a total net sum of \$6,014.00 that will be deducted from CM Contingency, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to approve Out of Scope Change #104 for a total net sum of \$1,968.00, seconded by A. Tarnwoski. Vote was unanimous. **MOTION CARRIED.**
- L. Goodwin motioned to approve Out of Scope Change #106 for a total net sum of \$4,843.00, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- A. Tarnwoski motioned to approve credit for tackable wall covering and tack boards revisions Out of Scope Change #105 for a total net sum of \$-3,609.00, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

PCO SUMMARY
6/14/18 SBC MEETING

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
84	Keep Existing Stair access to Gym A Mezz. PCO includes additional MEP coordination and section of duct to clear stair & credit for ladder access.	\$1,730.00	7-Jun-18	OR	N	Y
103	High 5 Interior Adventure Course in Gym B	\$6,014.00	7-Jun-18	OR	N	Y
104	Glaz Metal Closures to cover gap at Receiving Area Overhead door slides and top	\$1,968.00	7-Jun-18	FC	N	Y
106	ASI# 6 Exterior Door & Window Signs. This item is covered under GMP Allowance # 2.	\$4,843.00	12-Jun-18	P	N	Y
		\$14,555.00				

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
105	Lockable Wall Covering and Tack Boards Revisions - Credit.	-\$3,609.00	7-Jun-18	OR	N	Y
		-\$3,609.00				

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 \$10,946

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

Submitted by,


Dawn LePage, Clerk