

MINUTES

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

Members Absent: None

Others Present: Tecton: Stephen Melingonis, Jeff McElravy; O&G: Gus Kotait; Arcadis: Tammy Hamelin, Jack Butkus; Board of Education Chairman Brad Bernier, Superintendent Jeff Burt, Director of Educational Operations Ken Jackson, Principal Chris Bennett, Bacon Civic Students, WJJMS Cafeteria Manager Dot Gardner

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TOWN OF COLCHESTER
2018 OCT 10 PM 5:11
TOWN CLERK
MELISSA MARRAS

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:07pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
4. **Approval of Minutes - September 27, 2018:** A. Tarnowski motioned to approve the September 27, 2018 meeting minutes, seconded by J. Ruiz. All members voted in favor with J. Ruiz abstaining. **MOTION CARRIED.**
5. **Approval of invoices:** I. Malsbenden motioned to approve the following invoices for a total of \$1,479,764.25, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

INVOICE SUMMARY
10/11/18 MEETING

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
O&G Industries	Application #022 Dtd. 10/10/18	CM & Construction Services 09/01/18 – 09/30/18	1,139,199.06	118,177.96	1,257,377.02
Tecton	Inv. #41245 Dtd. 09/30/18	Billing Period 09/01/18 – 09/30/18	23,565.28	809.72	24,375.00
Arcadis	Inv. #0930860 Dtd. 09/25/18	Billing Period 08/20/18 – 09/23/18 Add: FF&E / Move In Services Commissioning	6,700.00 7,668.00 <u>9,841.26</u>		24,209.26
Arcadis	Inv. Dtd.	Billing Period 08/20/18 – 09/23/18 Commissioning		300.00 388.74 688.74	688.74
IMTL	Inv. #3202-K Dtd. 08/22/18	Testing Services / Reports	1,702.97	455.32	5,815.00
CDW-G	Inv. #NWJ6742 Dtd. 08/22/18	Technology Order	6,500.00	0.00	6,500.00
CDW-G	Inv. #PJX4150 Dtd. 09/26/18	Technology Order – CREDIT	-895.50		-895.59
CDW-G	Inv. #PJX4155 Dtd. 09/26/18	Technology Order – CREDIT	-1,322.16		-1,322.16
HP Inc	Inv. #60475746 Dtd. 09/17/18	Technology Order	1,704.00		1,704.00

6. Project Manager update and potential action:

- T. Hamelin gave report on what was accomplished in September and the Project Budget Summary. Total changes with CM Contingency is 1.75% or \$646,352.
- Punch list items continue to be worked on.
- T. Hamelin presented a complete list of Additional FF&E Faculty Staff Needs and Additional Construction Faculty Staff Needs. There was consensus among members that they would like to see the list priced out and prioritized. Members would also like to know where the Town's portion of the budget is at as anything added post State approval is not reimbursable.
- TouchIt Screen mock-up cabling installation is scheduled for October 17th.

TOTAL				\$1,479,764.25
Kitredge Equip. Co.	Inv. #24529	FF&E Order	2,783.44	
Kitredge Equip. Co.	Inv. #245780	FF&E Order	2,648.53	
Kitredge Equip. Co.	Inv. #249803	FF&E Order	53.79	
Kitredge Equip. Co.	Inv. #251425	FF&E Order	41.40	
PCM-Q	Inv. #B08615240101	Technology Order	2,699.00	
PCM-Q	Inv. #B08615360101	Technology Order	2,450.00	
PITSCO Education	Inv. #719188-1	FF&E Order	1,495.00	
School Specialty	Inv. #208120909710	FF&E Order	1,828.19	
School Specialty	Inv. #208120920066	FF&E Order	1,845.52	
W.B. Mason	Inv. #SF00128673-INV1	FF&E Order	420.30	
W.B. Mason	Inv. #SF00128673-INV1	FF&E Order	19,836.00	

HP Inc.	Inv. #60490354	Technology Order	1,400.00	
Inetco Corp.	Inv. #7620	FF&E Order	97,349.65	
Kitredge Equip. Co.	Inv. #245831	FF&E Order	22,920.78	
Kitredge Equip. Co.	Inv. #245843	FF&E Order	1,028.75	
Kitredge Equip. Co.	Inv. #248748	FF&E Order	2,509.33	
Kitredge Equip. Co.	Inv. #250437	FF&E Order	3.30	

7. Architect update and potential action:

- Sides still need to be tried on the chairs to see if it helps with the noise they are making when slid along the floor.
- According to the Acoustician, acoustics are in accordance with State standards. The areas of concern will be looked at more closely and the Acoustician will come do a site evaluation.
- Two additional windows have been requested for Pupil Services.
- A request was made to reverse the lock on door between Guidance and Nurse's office to prevent anyone from accessing the instruments and medications kept in the office. Fire Marshal would not approve the change. Adding a lock on the exam appears to be a simpler solution.
- There has been a request for additional furniture in the corridors. Options are being looked at.
- Discussion was had with Principal Bennett involving creating a TV studio and backstage green room in the current engineering robotics room. Some wall demolitions, added door and windows to the control room, and relocating the sound system will make the area much more useful space.
- A proposed kitchen layout was provided. P. Picard suggested some alternative solutions.

8. Construction Manager update and potential action:

- G. Kotait distributed O&G Monthly Progress Report No. 18 through September 2018.
- Summary Data was reviewed.
- Fuss & O'Neill does not believe DOT will be in favor of making the temporary driveway to CES permanent but cannot say for certain. Additional approval would be needed to proceed.
- If an irrigation system installed on the athletic fields would be maintained remains a concern among members. The Board of Education would be responsible for the cost to maintain and for the water. B. Bernier said the BOE would committ to the cost for water and upkeep. Members directed O&G to proceed by putting in necessary sleeving prior to pouring sidewalks. If members decide to move forward with the irrigation system, this will eliminate the need to tear sidewalks back up.
- Project Commentary was provided outlining activities that are ongoing and those that are starting.
- Lifts cannot be used in dumpster pad area. Reconfiguring is necessary.
- Out of Scope Change #128 was deferred until more information is available.
- L. Goodwin motioned to approve Out of Scope Change #133 for a total net sum of \$5,909, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #134 for a total net sum of \$16,152, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- A. Tarnowski motioned to approve Out of Scope Change #135, contingent upon review with DPW, for a total net sum of \$34,554, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- L. Goodwin motioned to approve Out of Scope Change #138 for a total net sum of \$918, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- A. Tarnwoski motioned to approve Out of Scope Change #140 for a total net sum of \$-58,535, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- L. Goodwin motioned to approve In Scope CM Contingency Change #130 for a total net sum of \$7,003, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

PCO SUMMARY
10/11/18 SBC MEETING

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
128	Add Athletic Fields Irrigation	\$63,878.00	6 Oct-18	OR	N	N
133	Add expanded Metal mesh cage over exposed pipes in Gym E for protection	\$5,909.00	4 Oct-18	OR	N	Y
134	Add (5) exterior Security Cameras and access cards	\$16,152.00	6 Oct-18	OR	N	Y
135	Provide new sidewalks along Norwich ave per review with Colchester DPW	\$34,544.00	6 Oct-18	OR	N	N
138	Add Solar Lights to 111 Fiber Glass Flag Poles	\$918.00	8 Oct-18	DD	N	Y
140	Deduct Balance of GMP Allowance 10 for tunnel Backfill	-\$58,535.00	8 Oct-18	P	N	Y
		\$62,866.00				

In Scope CM Contingency Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
130	Relocate Retaining Wall along Norwich Ave to fit the Guard Rail	\$7,093.00	3 Oct-18	DD	N	Y
		\$7,093.00				

Time Sensitive Changes Approved Since Last SBC Meeting

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
129	Add Courtyard Drains	\$8,856.00	3 Oct-18	FC	Y	Y
131	Building F added (2) Roof Drains on section of flat roof	\$9,316.00	3 Oct-18	FC	N	Y
132	Added Structural work in area E to remove steel beam in Gym and connect (3) Beams over Fitness room opening	\$1,983.00	4 Oct-18	FC	Y	Y
136	Additional Door Keys Per Staff Request	\$669.00	8 Oct-18	OR	N	Y
		\$20,824.00				

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

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
137	Tie Kitchen Gas valve to emergency power off system. Per RFI 137	\$520.00	8 Oct-18	AHJ	N	Y
		\$520.00				
Total PCO's presented for Approval		\$91,213				

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

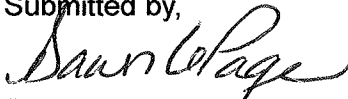
- I. Malsbenden motioned to approve \$345 to purchase 5 USB-C Digital AM Multiport Adapters, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to approve \$19,402 to purchase 50 iPads to support the school's curriculum, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- A. Tarnowski motioned to approve to increase IMTL purchase order by \$7,500 for additional testing, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- Principal Bennett proposed moving the fence that was originally to go around the courtyard area.

9. Discussion on communication/social media: None

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 10:03pm.

Submitted by,



Dawn LePage, Clerk