

HIGH SCHOOL- ALTERATION AND EXTENSIONS
S.P.N. 042-0041 EA/RR
BUILDING COMMITTEE
High School (Library)
15 North Maple Street, East Hampton, CT 06424
Thursday, April 9, 2015, 5:30 pm

Committee Members Present: Sharon Smith, Chairperson; Michele Barber, Vice-Chairperson; Cynthia Abraham, Stephen Karney, Tom Seydewitz, (Voting); Roy Gauthier, Denise Russo, Recording Secretary.

Committee Members Not Present: Michael Zimmerman, David Ninesling, Thomas Cooke

Also Present: Charles Warrington, SBS (Strategic Building Solutions); Ken Guyette, SBS; Michael Maniscalco, Town Manager; Kevin Reich, Town Council; Amy Samuelson (SLAM); Glenn Gollenberg (SLAM), Paul Wojtowicz (Downes); Jeff Anderson (Downes); Steve Smith (Downes); Diane Dugas, Superintendent of Schools; John Fidler, HS Principal.

Call to Order: Chairperson Sharon Smith called the meeting to order at 5:20 pm.

Public Remarks: None

Review and Approval of Meeting Minutes:

- *A motion was made by Ms. Barber to approve minutes for March 5, 2015. Seconded by Ms. Abraham. Voted (6-0-0) Motion unanimously carried.*
- *A motion was made by Ms. Abraham to approve the minutes for March 12, 2015 with amendments. Seconded by Ms. Barber. Voted (6-0-0) Motion unanimously carried.*
- *A motion was made by Ms. Barber to approve minutes for March 26, 2015 with amendments. Seconded by Mr. Karney. Voted (6-0-0) Motion unanimously carried.*

Project Managers Report:

- SBS stated the packets handed out to the BC (Building Committee) will contain budgetary information once they receive all the project documentation from CREC. They are not comfortable using the latest budget information from CREC and will present future budget updates in the SBS format. The Town Manager stated that the town's attorney has requested from CREC all documents pertaining to this project but have not had a response to date. SBS has reached out to all contractors and consultants that have participated on the project to this point to request any contracts and invoices to this date. Once SBS receives this information they will be better equipped to present an updated project budget. OPM report attached hereto.

Reports and Discussions:

- Mr. Gauthier asked if Downes was aware of the track event taking place this weekend at the High School. Downes is aware of this and the number of people that will be attending. They are working on making the grounds safe and are working on fixing all fences. Mr. Fidler stated

that there will be 14 teams and many buses attending the event. He has walked the back of the school with Athletic Director, Shawn Russell and they are both aware of the limited access. There will be many volunteers to direct traffic, people and buses. Buses will park at the Middle School. There will be signage that will go up tomorrow, April 10, 2015. Ms. Dugas stated that they are working on a future press release regarding the school being completely closed down the last day of school and there will not be any access throughout the summer break.

- Ms. Abraham asked if SBS received the invoice from William B. Meyers. Mr. Warrington stated that they did not receive the invoice but did receive information regarding the invoice from the town.
- Ms. Abraham asked if it would be possible review the phasing plans for the project.

Construction Update:

- Downes noted that SBS covered most of the construction activity occurring on site and future work to occur.
- Mr. Gauthier asked if there is a plan in place for the relocation of the Administration and Guidance Department.
- Ms. Dugas noted that the school administration and staff is planning to be located off site during the summer renovations.

Architects Update:

- The PCT (Plan Completion Test) meeting went well. The drawings and documents were accepted the first day of the review. The Office of School Facilities (OSF) has a 30 day window to complete that review.

GMP:

- SBS has been reviewed the GMP Proposal (Guaranteed Maximum Price) from Downes and does not recommend approval tonight. Some concerns are that some of the assumptions in the documents are open ended and believe that they leave the town with all the risk for unforeseen conditions. SBS will meet with Downes regarding the contract language.
- SBS is recommending the GMP be approved for the original GMP amount and that the \$1.7 million in value engineering items be handled separately from the GMP as change orders. Ms. Smith stated that there could always be a special meeting to accommodate any immediate change orders as they come up.
- Downes disagrees with SBS's recommendations. With all of the meetings and time that has gone into the value engineering process, Downes feels the GMP is accurate. Ms. Smith stated that SBS is new to this project and they have to be provided the opportunity to review all the documents and to do the job the building committee hired them to do. Downes also stated that they have subcontractors that are waiting for the changes that will be essential to this phase being completed in 5 months. SBS stated that there has to be some cost certainty. The GMP is a guaranteed maximum pricing and not a moving target.
- SLAM stated any changes resulting from the recommended value engineering items has been addressed. SLAM also noted that they would be seeking reimbursement for efforts associated with the value engineering items.
- Mr. Karney asked what SLAM'S role in reviewing the GMP is. SLAM was involved in the

scope reviews process with Downes and their subcontractors as well as creating any change order modifications resulting from the scope review process.

- In support of the recommendation to process the value engineering items as change orders, SBS noted that value engineering is typically done before bidding. Given that the bid documents and addenda were issued for bidding, bids have been received and work has commenced, any value engineering items are technically change orders.
- Downes stated when you go out to bid they have no idea what the bid amounts will be when they come in. Each and every sub-contractor is tied into the contract and the documents. They are contracted on the bid set of documents.
- SBS met with OSF two-weeks ago and are very clear on what they will be looking for with respect to change orders.

Roof Condition: Downes requested information on if there are PCB's in the roof. There is a roof under the existing roof which is believed to be from the original construction in the 60's. The existing roof was re-done in the late 80's early 90's. Mr. Reich confirmed the roof was replaced in stages during the 1990s. With this information, testing was assumed not to be needed. Now that there may be some of the existing roof still there testing is being recommended. There is also the possibility of water damage because of all of the roof leaks in the past. SLAM stated the documentation they have obtained shows that there may have been a few different contractors that worked on this roof and therefore may have each done the work differently. Testing on the roof show 6 areas of asphalt material and are possibly suspect of containing PCBs. SLAM will have a report at the next meeting regarding a plan for the roof.

Action Items: None

Sub-Committee Reports: None

Chairperson's Report: None

Public Remarks: None

Next Meeting: April 23, 2015 5:30 pm in the High School Library.

Adjournment: *At 6:44 pm a motion was made by Ms. Barber to adjourn. Seconded by Mr. Karney. Voted (6-0-0). Motion unanimously carried.*

Respectfully Submitted,

Denise Russo
Recording Secretary

TOWN OF EAST HAMPTON
20 East High Street
East Hampton, CT 06424



HIGH SCHOOL BUILDING COMMITTEE
Sharon Smith, Chairperson
Michele Barber, Vice Chairperson
Cynthia Acraman, Member
Thomas Cooke, Member
Roy Gauthier, Member
Stephen Karney, Member
Michael Zimmerman, Member
David Ninesing, Alternate
Tori Seydewitz, Alternate

**HIGH SCHOOL—ADDITION & RENOVATE-AS-NEW
BUILDING COMMITTEE MEETING**

High School (Library)
15 North Maple Street, East Hampton, CT 06424

AGENDA

Thursday, April 9, 2015, 5:30 p.m.

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1. Call to Order
 2. Public Remarks
 3. Review and Approve Minutes of March 5, 2015, March 12, 2015 and March 26, 2015
 4. Project Manager's Report (SBS)
 5. Reports and Discussion:
 - Construction Update (Downes)
 - Architects Update (SLAM)
 - GMP
 - Roof Condition
 6. Action Items:
 - Approve invoices (if any)
 - Approve Change Orders (if any)
 7. Sub-Committee Reports (if any)
 8. Chairperson's Report (Correspondence (if any))
 9. Public Remarks
 10. Next Meeting
 11. Adjournment



EAST HAMPTON PUBLIC SCHOOLS

East Hampton High School Additions and Alterations East Hampton High School Building Committee Meeting Owner's Project Manager Report

April 9, 2015

I. Activities/Schedule since March 26, 2015

- A. Detailing of the structural steel (final welding and securing of connections) is complete at the science wing addition.
- B. Underground plumbing being installed at science wing.
- C. MEP Rough-in at the 60s classroom continues.
- D. Foundations for the gym addition are 95% complete. Final walls poured on 4/7/15.
- E. Site clean-up has started and will continue through the next few weeks. Some of the snow piles were removed from the south parking lot.
- F. Downes has improved some of the erosion control measures. Additional improvements required. BSC report issued last week of March.
- G. Modified the access to the tennis courts on the south side of the school.

II. Upcoming Activities - Construction

- A. Continue with the MEP rough in at 60s classroom.
- B. Start CMU installation at the gym addition.
- C. Complete UG (underground) plumbing at science wing addition.
- D. Start slab prep for science wing addition after plumbing is complete.

III. Current and Upcoming Activities – OPM

- A. SBS has met with town, administration, and BC members over the past two weeks to introduce ourselves and further familiarize ourselves with the project team
- B. In the process of obtaining project documents from town and CREC. Documents required to construct a budget report. (i.e. All contracts to design team, CM, third party consultants, moving companies, etc.)
- C. Coordination of moves for the summer and fall.
- D. Assuming the project records from CREC and the town are received by 4/16/15, SBS can put together a project budget report for the April 23, 2015 BC meeting.

IV. PBC Approvals/Financials

- A. There are not any proposals, change orders, or invoices to approve.