

**HIGH SCHOOL- ALTERATION AND EXTENSIONS**  
**S.P.N. 042-0041 EA/RR**  
**BUILDING COMMITTEE**  
Town Hall Conference Room  
20 East High Street, East Hampton, CT 06424  
**Monday, August 24, 2015**

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**Committee Members Present:** Sharon Smith, Chairperson; Michele Barber, Vice Chairperson; Stephen Karney, Cynthia Abraham, Roy Gauthier, David Ninesling (Alternate), Tom Seydewitz (Voting) and Thomas Cooke.

**Committee Members Not Present:** Michael Zimmerman

**Also Present:** Charles Warrington and Joseph Lucas, Colliers International (CI), Glenn Gollenberg and Amy Samuelson, SLAM; Paul Wojtowicz, Jeff Anderson and Steve Smith, Downes Construction Company (DCC); Michael Maniscalco, Town Manager; Denise Russo, Recording Secretary.

**Call to Order:** Chairperson, Sharon Smith called the meeting to order at 5:30 p.m.

**Public Remarks:** Mr. Peter Brown of (Address) submitted a letter requesting that the high school project consider installation of LED lighting at the war memorial that is located in the front of the school. Mr. Brown noted that the war memorial honors East Hampton residents who have lost their lives in war as well as those who have served in the armed forces. Mr. Warrington noted that the project team is researching the ability to provide lighting at the war memorial currently. Mr. Warrington inquired if the flags are required to be lit all night. Mr. Brown noted they are not required to be lit all night.

**Executive Session:** A motion was made by Steve Karney and seconded by Michele Barber to go into executive session for purposes of attorney/client communication privileges at 5:40 p.m. The building committee invited Michael Maniscalco and Greg Faulkner (Robinson and Cole) to the executive session. At 6:20 p.m. the committee exited executive session.

**Review and Approve Minutes From August 10, 2015:**

- *A motion was made by Steve Karney to approve minutes for August 10, 2015. Seconded by David Ninesling. Voted (5-0-0) Motion unanimously carried with Sharon Smith and Tom Seydewitz abstaining.*

**Project Managers Report:**

Please see attached for the Owners Project Manager Report (OPM). Ms. Barber inquired if the ambulance personnel were in attendance at the August 11<sup>th</sup> meeting with first responders. Mr. Warrington noted that the police chief and fire marshal were the only emergency responders in attendance. Mr. Maniscalco noted that travel delays prohibited the fire chief from attending. It was noted that there were not any major issues noted.

## **Reports and Discussions:**

**Construction Update:** Steve Smith added that Downes has been focusing on the front of the school recently in order for school returning. They will be focusing on the south side of the site with utility installation and parking for this fall.

**Architects Update:** Amy Samuelson noted that SLAM is working to issue the final addenda for FF&E bids that will include bonding and insurance requirements. SLAM provided a new partition plan for submission to the Fire Marshal and first responders. During the architect's report Ms. Abraham inquired if the botany teacher at the school can transplant perennial plants from the existing green house at the rear of the building to the new planters in the courtyard.

## **Town Council Action to Change Voting and Alternate Members:**

There was a discussion concerning the Town Council action at a recent Town Council meeting to move an Alternate Building Committee member to Full Building Committee member status by moving a Full Building Committee member to Alternate Building Committee status. This action was taken without posting it on the Town Council agenda so no member of the Building Committee knew it was pending or could attend the meeting to comment or object to the action."

## **Action Items:**

- *A motion was made by Steve Karney to approve Strategic Building Solutions dba Colliers International Invoice #14322 dated August 1, 2015 in the amount of \$17,466.00. Seconded by Michele Barber. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Steve Karney to approve Horizon Engineering Associates Invoice #13 dated June 26, 2015 in the amount of \$3,723.75. Seconded by Michele Barber. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Steve Karney to approve Horizon Engineering Associates Invoice #14 dated July 31, 2015 in the amount of \$2,927.00. Seconded by Roy Gauthier. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Steve Karney to approve Change Order Proposals (COPs) #1 through #4 for the total credit amount of (\$1,747,245.78). Seconded by Michele Barber. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Steve Karney to approve COP #15 in the amount of \$10,830.46. Seconded by Tom Seydewitz. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Steve Karney to approve COP #28 in the amount of \$4,572.56. Seconded by Roy Gauthier. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Steve Karney to approve COP #53 in the amount of \$6,381.71. Seconded by Roy Gauthier. Voted (7-0-0) Motion unanimously carried.*
- *A motion was made by Michele Barber to table approval to change materials testing services. Seconded by Steve Karney. Voted (7-0-0) Motion unanimously carried.*

**Chairperson's Report:** None

**Sub-Committee Reports:** None.

**Public Remarks:** None

**Next Meeting:** Next scheduled meeting September 10, 2015 at 5:30 p.m. in the high school library.

**Adjournment:** *At 7:00pm a motion was made by Michele Barber to adjourn. Seconded by Steve Karney. Voted (7-0-0). Motion unanimously carried.*

Respectfully Submitted,

Denise Russo  
Recording Secretary

**EAST HAMPTON PUBLIC SCHOOLS**  
**East Hampton High School Additions and Alterations**  
**East Hampton High School Building Committee Meeting**  
**Owner's Project Manager Report**  
*August 24, 2015*

**I. Activities/Schedule since August 10, 2015**

**Area A (Boiler Room, Auditorium, Administration)**

- A. Installation of domestic water heaters.
- B. Gas piping installation for temporary boiler.
- C. Installation of permanent boiler piping and controls.
- D. Pouring of concrete equipment pads.
- E. Ductwork in main auditorium area about 70% complete.

**Area B (Locker Rooms, Cafeteria)**

- A. Tiling of floors/walls in locker rooms and showers complete
- B. Continue install of ceiling grid
- C. Wall treatment in corridors being installed.
- D. Cafeteria temp wall removed.
- E. VCT in extension of cafeteria installed.

**Area C (Gymnasium and FCS)**

- A. Gym slab installed.
- B. Gym roof installation.
- C. Completion of FCS footings.

**Area F (Science Wing)**

- A. Completion of courtyard doors and frames to courtyard.
- B. Installation of ceiling grids, lights and sprinkler drops.

**Site Work**

- A. Concrete sidewalks at front.
- B. Front precast steps.
- C. Temporary bituminous walks at entry.
- D. Top soiling of islands at front.
- E. Site lighting at front.
- F. Modification of construction back to original location.
- G. Installation of cafeteria patio walls and masonry.

## II. Upcoming Activities - Construction

- A. Complete installation of boilers in mechanical room. **Note: Natural gas is now connected to the building. Temporary propane still required until final connections made. Kitchen will remain on propane until the kitchen/cafeteria is renovated.**
- B. Casting of lift pit in the auditorium.
- C. Continue with mechanical ductwork in auditorium.
- D. Install ductwork over stage.
- E. Electrical work above main seating area.
- F. Installation/connection of air handling unit serving the auditorium.
- G. Installation of ceiling tile in locker rooms.
- H. Complete floor/wall tiling and install plumbing fixtures.
- I. Install A/C unit for main data room.
- J. Completion of north electrical room that serves north end and science wing.
- K. Startup of HVAC units at science wing.
- L. Prepared for the freshman orientation being held today.

## III. Current and Upcoming Activities – OPM

- A. Summer status/Move-in meeting on August 10, 2015.
- B. Re-assessing the total project budget, ineligible costs, and other financials as a result of the renovations status. Working with Downes to revise the ICW (Ineligible cost worksheet). This is required to estimate reimbursable amounts.
- C. FF&E bids for Phases 2 through 6 due September 1, 2015
- D. Coordination meeting with first responders schedule held August 11, 2015.
- E. Admin/guidance/nurse/kitchen moved back in on August 11<sup>th</sup> and 17<sup>th</sup>, 2015. Colliers consolidated guidance records into guidance area from former storage area.
- F. Moved the weight room equipment back to temporary area August 11, 2015.
- G. Start assessing the completion of Phase 1 areas, transfer of spaces for Phase 2 and moving into locker rooms and science wings.

**IV. PBC Approvals/Financials** *(Note: Should there be a discrepancy between amounts listed below and the actual invoice, invoice governs.)*

INVOICES				
Town Code	Company	Invoice No.	Date	Amount
5339	S/L/A/M Collaborative	N/A		
5720	Downes Construction Co.	N/A		
5342	Strategic Building Solutions/Colliers	14322	8/1/2015	\$ 17,466.00
5340	Eagle Environmental	N/A		
5340	W.B. Meyers	N/A		
5340	Horizon Engineering Associates	#13	6/26/2015	\$ 3,723.75
5340	Horizon Engineering Associates	#14	7/31/2015	\$ 2,927.00

**V. Change Orders**

- A. Value Engineering Change Orders, total VE value = **\$1,747,245.78**. Original VE value provided by Downes in original GMP Contract = ~~\$1,718,586.00~~. **\$1,793,090.00.** *(Note: The corrected values shown is reflected from Downes original GMP proposal dated March 26, 2015 and latest*

CHANGE ORDERS		
COP #	Description	Amount
1	Value Engineering (Bid Packages 3.1, 7.1, 9.2, 9.3, and 9.4)	\$ (173,660.14)
2	Value Engineering (Bid Packages 22.1, 23.1, and 26.1)	\$ (671,345.38)
3	Value Engineering (Bid Packages 4.1, 5.1, 6.1, 6.2, 8.1 and 9.5)	\$ (600,479.27)
4	Value Engineering (Bid Packages 9.1 and 31.1)	\$ (301,760.99)
	<b>VE Subtotal</b>	<b>\$ (1,747,245.78)</b>
15	Relocate Existing Fuel Lines	\$ 10,830.46
28	Plumbing Coring and Electrical UG demo in 60s wing	\$ 4,572.56
53	Temporary Fiber for Existing MDF	\$ 6,381.71
	<b>TOTAL OF CHANGE ORDERS</b>	<b>\$ (1,725,461.05)</b>