

**HIGH SCHOOL- ALTERATION AND EXTENSIONS**

**S.P.N.042-0041 EA/RR**

**BUILDING COMMITTEE**

East Hampton Town Hall

20 East High St., East Hampton, CT 06424

**Thursday, August 18, 2016**

**Minutes**

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**Committee Members Present:** Sharon E. Smith, Chairperson, Michele Barber, Cynthia Abraham, Roy Gauthier, Tom Seydewitz, Steve Karney, Michael Zimmerman

**Committee Members Not Present:** Alternates Thomas Cooke and David Ninesling

**Also Present:** Charles Warrington and Sean Jensen, Colliers International (CI); Amy Samuelson and Glenn Gollenberg, SLAM; Steve Smith, Downes Construction Company (DCC), Glen LeConche, East Hampton Building Official; Jon Fiddler, EHHS Principal

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

**Public Remarks:** None

**Time Capsule Discussion:** Deferred until later in the meeting as Mr. Fiddler was not yet present

**Review and Approve Minutes:**

**July 21, 2016 Regular Meeting:** *Mr. Karney made a motion, seconded by Mr. Seydewitz, to approve the meeting minutes with the corrections as noted. Voted 7-0.*

**Project Manager's Report (Colliers International):**

**Project Update:** Please see the attached for the Owners Project Manager's Report as explained in detail by Mr. Jensen.

**August Move/FF&E Coordination Update:** Teachers are to begin moving into guidance and admin starting next week. FF&E for those wings will take place at the same time as the move. The rooms in Phase III are completed, Downes and SLAM are working on the punch list now. Minor clean up work is happening in this area as well. As for Phase IV, punch list items are being addressed and final cleaning is occurring in the kitchen. The Fire Marshal and Town Inspectors are helping a lot to move things along, there will most likely be a TCO Friday. There is continued demo in the former library, music room and classrooms in that area. This phase should be finished in the January/February time frame. The café and

kitchen are done now. Phase V is in early MEP (mechanical, electrical, plumbing) stage. Site work is ongoing as noted in the PM Report; binder course for student parking is ongoing. The domestic water line was approved and turned over with some minor items identified for repair. As for FF&E, there have been some minor hurdles with receiving late or damaged furniture. Colliers has been present monitoring this every day and arrangements will be made for temporary furniture if necessary.

**Teachers and students back to school:** Return to admin is scheduled for the week of August 22. The areas are prioritized as identified by Mr. Fiddler: (1) guidance, (2) social services, (3) Principal & Vice Principal. Teachers will return to work the following Monday.

Ms. Barber asked about access to the back. Mr. Jensen stated that the path between the science wing and the trailers will be open and that the First Responders are ok with it. Don Harwood is communicating with that group now.

The goal is for landscaping to be completed in the fall, Downes has asked for a plan from the landscaper. Discussion occurred on what the expected work is on the interior (science) courtyard. This will be reviewed.

There were 147 parking spaces last year, there will be more than that coming back this year. A parking trial with buses will occur for next school year (2017).

**Review of Change Orders Approved since 7/21/16:** Change orders were reviewed. Mr. Jensen explained each item on the list in detail as needed.

### **Reports and Discussion:**

**Construction Update (Downes):** Most of this update was included in the Project Manager's Report above.

- i. **TBell and Library Status:**
- ii. **Fitness Center, Gym Storage and Bathrooms near gym**
- iii. **Kitchen renovations:**
- iv. **Phase 3A renovations:** A TCO (temporary certificate of occupancy) will be issued. A major inspection is taking place tomorrow (8/19/16) with Building Official Glen LeConche and Deputy Fire Marshal Guest.
- v. **Phase 4 renovations:** A TCO will be issued for portions of Phase IV.
- vi. **Site Work:**
- vii. **Discussion of Blue Water (High Copper content):** The entire system has been chlorinated and tested, showing no copper and that all is normal

and ready to go. It has still not been determined what caused the issue, but they are thinking it was probably a temporary wire from a line of lighting touching a copper pipe.

Mr. Steve Smith noted that the building official and Fire Marshal and Deputy Fire Marshal have been instrumental to the project getting to the point it is. Also noted is that Mr. Fiddler has been very responsive to the needs of all.

Mr. Seydewitz stated at this time that a phenomenal amount of work has been done by Colliers, Downes, Town staff and SLAM, and that is impressive to see the coordination and progress being made. He thanked everyone involved and noted that Mr. Jensen has been working very hard as the point person.

**Architect's Update (SLAM):**

- i. **Discuss exterior signage options:** A mock-up of the proposed exterior signage was placed on the wall close to the road. The Committee collectively agreed that they prefer the sign to be up on the building (not on the canopy), as it is hard to see on the wall.

Mr. Gollenberg noted that a copy of a draft of the drawings necessary to bid the weep work was provided to Colliers and Downes. Mr. Warrington noted the unique situation with the weep bid as it is considered an addendum, but it is really an additional bid package. He will be meeting with the State to make sure that they are on board with this and will let the Committee know when this meeting will occur so they can attend if possible. If the State disagrees on how to handle this, the work will possibly be done as a change order.

**Action Items:**

**Approval of Invoices:**

- *A motion was made by Mr. Gauthier to approve Downes Construction Co. invoice number 20 dated 7/31/16 in the amount of \$1,421,003.07. Second by Mr. Seydewitz. Motion passed 7-0.*
- *A motion was made by Mr. Gauthier to approve SBS/Colliers invoice number 16336, dated 7/31/16 in the amount of \$21,741.00. Second by Mr. Seydewitz. Motion passed 7-0.*
- *A motion was made by Mr. Gauthier to approve SLAM invoice number 1013504, dated 8/2/16 in the amount of \$20,925.19. Second by Mr. Seydewitz. Motion passed 7-0.*

- *A motion was made by Mr. Gauthier to approve W.B. Meyer invoices 2598 dated 4/1/16 in the amount of \$225.00, 3120 date 5/6/16 in the amount of \$225.00, 4532 dated 7/28/16 in the amount of \$157.50 & 4535 dated 7/28/16 in the amount of \$132.00 for a subtotal for W.B. Meyer of \$739.50. Second by Mr. Seydewitz. Motion passed 7-0.*
- *A motion was made by Mr. Gauthier to approve Eagle Environmental invoice number 13898, dated 6/30/2016 in the amount of \$21,780.00. Second by Mr. Seydewitz. Motion passed 7-0.*
- *A motion was made by Mr. Gauthier to approve Special Testing Laboratories invoices 30330 dated 7/29/16 in the amount of \$3,750.00, 29802 dated 10/30/15 in the amount of \$5,070.00, 30079 dated 3/31/16 in the amount of \$3,620.00, & 30190 dated 3/31/16 in the amount of \$5,108.50 for a subtotal for Special Testing Laboratories of \$17,548.50. Seconded by Mr. Seydewitz. Motion passed 7-0. Discussion occurred on this motion: the invoices have such varying because there may have been questions or follow up testing, or a request for more information or paperwork from STL that delayed the invoice. Mr. Karney asked Mr. Jensen if everybody is satisfied with STL's work and Mr. Jensen noted that there has been a recent issue that he is documenting and they will hold their next invoice until it is resolved.*
- *A motion was made by Mr. Gauthier to approve Interscape invoices all dated 7/27/16, numbers 3387 in the amount of \$24,765.91, 3424 in the amount of \$36,503.37, & 3423 in the amount of \$15,752.82 for a subtotal for Interscape of \$77,022.10. Seconded by Mr. Seydewitz. Motion passed 7-0. Discussion occurred on this motion: these are for FF&E – also noted was that if broken or late FF&E comes, payment will be held or not made in full until the issue is rectified. Mr. Jensen noted that it hasn't yet come to the point where they will back charge for custodial supervision, coverage and clean up for extra time due to late FF&E, but that if it does, back charging will occur.*
- *A motion was made by Mr. Gauthier to approve DeClerq invoices 13711 dated 8/2/16 in the amount of \$15,498.00 & 13712 dated 8/3/16 in the amount of \$3,803.00, for a subtotal for DeClerq in the amount of \$19,301.00. Mr. Seydewitz seconded. Motion passed 7-0.*

- *A motion was made by Mr. Gauthier to approve Horizon Engineering invoice number 24, dated 7/29/16, in the amount of \$1,700.00. Seconded by Mr. Seydewitz. Motion passed 7-0.*

**Approval of Change Order 316; abatement of vermiculite phase 3 areas 2 and 4B admin - \$35,451.59:** Mr. Jensen explained that the approximate running total for abatement is \$180,000. They are on the brink of having to withhold additional contingency because they are nearing the threshold of \$200,000. This will be exceeded as there are at least three more tracking COPs.

*A motion was made by Mr. Seydewitz and seconded by Mr. Karney to approve Change Order number 316 in the amount of \$35,451.59, dated 8/8/16. Motion passed 7-0.*

**Approval of \$50,000 CM contingency allowance for cleaning:** Mr. Jensen explained that there is a need for a built in allowance rather than to approve each change order. The amount will cover what is currently outstanding and hopefully future allowances. This is a transfer to an allowance from CM contingency.

*A motion was made by Mr. Seydewitz and seconded by Mr. Karney to approve Change Order Proposal number 336, dated 8/17/16, as an in-scope to provide cleaning of existing spaces impacted by construction due to phasing increase in the allowance in the amount of \$50,000. Motion passed 7-0.*

**Time Capsule Discussion:** Mr. Fiddler reported that the time capsule box is a small metal container about 1', and is intact in the cornerstone which can be removed when they are ready. He agrees with Ms. Abraham that the opening should be a community wide effort sometime in May. Once school starts he will ask students and staff about what to include in a new, replacement time capsule. For the unveiling, invitations to the Boards and Committees of Town government were discussed. Ms. Abraham will be the liaison for the Building Committee on this project and will help the school/Mr. Fiddler with any PR. She will discuss this item as needed during the sub-committee report section.

*A motion was made by Ms. Barber and seconded by Mr. Karney that Ms. Abraham be the liaison between the High School Building Committee and the High School on the time capsule project. Voted 7-0 in favor.*

**Sub-Committee Reports:** None; although Mr. Karney noted that from the finance sub-committee standpoint he finds it remarkable that all parties are still communicating with each other at this point (4 years in April).

Mr. Seydewitz asked the communications sub-committee if another open house will be held in the fall. Mr. Fiddler stated that he would like that to occur once school starts and the construction is as cleaned up as possible. Ms. Abraham will be the liaison for an open house.

Discussion occurred on whether the elections will continue to be held at the High School. It was noted that the election in November will most likely be at the Middle School.

**Chairperson's Report:** None

**Public Remarks:** Glen Gollenberg, of SLAM stated that they will be having a photographer come to take pictures. They will coordinate this with Mr. Fiddler and Mr. Smith. They like to have students in the photos. This will occur a couple of times through the end of the project.

Mr. Karney asked about the window film in the gym. This has not yet been put up.

**Next Meeting** – September 15, 2016, 5:30 p.m., in the TBell at the high school.

**Adjournment:**

*At 6:37 p.m. a motion was made by Ms. Abraham to adjourn; seconded by Mr. Zimmerman. Motion passed 7-0.*

Respectfully submitted,

Eliza LoPresti  
Recording Clerk