

HIGH SCHOOL- ADDITIONS AND RENOVATIONS

S.P.N.042-0041 RNV

BUILDING COMMITTEE

East Hampton High School

15 N. Maple St., East Hampton, CT 06424

Thursday, November 17, 2016

Draft Minutes

Committee Members Present: Sharon E. Smith, Chairperson, Michele Barber, Vice Chairperson, Roy Gauthier, Steve Karney, Michael Zimmerman, Tom Seydewitz, and Alternate Member David Ninesling

Committee Members Not Present: Cynthia Abraham and Alternate Member Thomas Cooke

Also Present: Robert Hart and Ken Guyette, Colliers International (CI); Glenn Gollenberg, SLAM; Steve Smith, Downes Construction Company (DCC), Jon Fidler, EHHS Principal, Paul Smith, Superintendent of Schools, Glen LeConche, Town of East Hampton Building Official, Sarah Smith-Levine, Systems Integration Analyst for EH Public Schools

Call to Order: Chairperson Smith called the meeting to order at 5:30 p.m.. Mr. Ninesling was seated as a voting member in place of Ms. Abraham.

Public Remarks: None

Review and Approve Minutes:

September 15, 2016 Regular Meeting: These minutes were presented for review as they had already been approved.

October 20, 2016 Regular Meeting: *Mr. Karney moved and Mr. Zimmerman seconded to approve the minutes of the October 20, 2016 Regular Meeting. Voted 6-0 in favor, with 1 abstention (Ms. Barber).*

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. Hart. Additional details provided below.

Move/FF&E Coordination Update: Classroom FF&E is scheduled to start the week of December 12; the music/art/PLC area/30's wing FF&E will be for the week of December 20. It was decided that the 50's wing will be

demolished first before the 40's wing since some teachers will already be out of that area. Some quotes were included for informational purposes including for more chairs and tables for the cafeteria. Don Harwood has been asked to find a possible better price for now.

Blue Water Update: Chairperson Smith noted that the Committee should give the Town Council an update on the water situation. At the time of this meeting, report from Power Hawk is still pending. Mr. Karney noted that he has asked for a written chronological report on what they have done thus far. Discussion occurred on the fact that this is a bigger issue than just in the High School and the State has hired a copper specialist to work on this as it is happening in multiple projects. Mr. Steve Smith of Downes noted that he does not expect the report to contain a "smoking gun" and discussed some possibilities for causes and actions to be taken. He stated he will get information together for an interim report to the Council.

3D Printer Updated Quote Received: The quote came down by \$500.00. It was discovered later in the meeting that the model of printer quoted is no longer available. There is another model available for \$2,476.00, which is still less than the originally approved amount for this purchase.

State Change Order Update: Mr. Warrington did an analysis of change orders submitted to date based on the reinterpreted six-month tracking rule at the State. Mr. Guyette reported that there were a few that were not tracked in time. They are continuing to track these, and estimate that 50% of owner contingency and in-scope change orders will be ineligible. About \$400,000 was caught up in the reinterpretation change and it is thought that about \$250,000 could be deemed eligible and the other \$150,000 probably does not have a good chance of being argued. A detailed report will be provided to the finance sub-committee. It was noted that the ineligible costs because of the State's reinterpretation will come out of the Town's portion of the budget. It was suggested that State Rep. Ziobron could track what some of the larger districts are doing. Discussion occurred on the State's interpretation of the retroactive status of this rule.

Project Budget Update: Mr. Guyette discussed the project budget, noting that the district's share should be less than the 28.3 million originally projected. Chairperson Smith emphasized needs vs. wants to Superintendent Smith and Principal Fidler. There was a discussion on the means of funding technology and whether or not the finance sub-committee needs that

information when making decisions on spending. Mr. Karney stated that he feels that he does not have all the information and conversations are occurring that all members are not privy to. During the discussion, Mr. Karney made a motion to disband the finance sub-committee, which Chairperson Smith called out of order, and no second was taken.

Mr. Seydewitz asked for clarification on the \$744,700 under item VB (Contingency Additional Need) on the Financial Status Report. Mr. Guyette stated that nothing had been encumbered against that amount yet, the amount is available for use for unforeseen expenses; that added to the \$321,8000 (which includes the deferred costs) makes up the total contingency. Mr. Seydewitz also noted that the top left-hand corner of the report should read “\$(00)” instead of including 3 zeros in the parenthesis. He also asked about Downes’ contingency amount. That specific number is not in the report but is included in the Construction line items. Mr. Karney asked Mr. Smith of Downes to include an order of magnitude on contingency and allowances.

Review of Change Orders Approved Since October 20, 2016: Mr. Hart reviewed the list of change orders approved since the last meeting, adding clarification as needed. Mr. Seydewitz asked if the total amount (\$139,404.97) is included in the Construction & Owner’s Project Contingency line item of the Financial Status Report, to which Mr. Guyette replied that these have already been executed.

Reports and Discussion:

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

Masonry Weephole Repairs Update: The work is complete, SLAM can now look at it. Mr. Smith of Downes noted that the contractor did an excellent job.

Phase 4 Renovations: 4 Classrooms were turned over 3-4 weeks early to allow for FF&E to come in, making things less congested during the break.

Site Work: The bus turnaround in the back has been paved. Downes is now using it but they will turn it over to the school if they need it. There is another week or so left for landscaping work then they will stop that until the spring.

Overall Project Schedule to Completion: They are on schedule to be out by May 2017.

Architect's Update (SLAM): Mr. Gollenberg reported that the Architects are continuing to respond to questions and observe in the field. A sketch is forthcoming of the lettering for the outside of the building. Mr. Karney asked about the publicity pictures that were taken; Mr. Gollenberg stated he will try to find a way that he can forward them, maybe as proofs.

Mr. Gollenberg stated that there has been an issue with accessibility to a portion of the risers in the music room. The ramp has been extended and the handrail projects out into the double doors. As it is designed it meets the code requirement, but access is only provided to 2 of the 3 levels, creating a possible program impact. He noted that if access is provided to the middle level this may result in loss of seats as another ramp that takes up additional floor space would be needed. He will work directly with Mr. LeConche, the Building Official, to determine whether anything in the project will be impacted. Further discussion occurred on possible accommodations.

Action Items:

Approval of Invoices:

- *A motion was made by Mr. Seydewitz to approve Downes Construction Co. invoice number 23 dated 10/31/16 in the amount of \$882,242.34. Second by Mr. Karney. Motion passed 7-0.*
- *A motion was made by Mr. Seydewitz to approve SBS/Colliers invoice number 16868, dated 10/31/16 in the amount of \$19,801.00. Second by Mr. Karney. Motion passed 7-0.*
- *A motion was made by Mr. Seydewitz to approve SLAM Collaborative invoice number 1013947, dated 11/2/16 in the amount of \$25,598.00. Second by Mr. Karney. Motion passed 7-0. Discussion occurred: Mr. Seydewitz clarified that \$152,000 in reimbursables, through Fuss & O'Neill, will be included in the next invoice.*
- *A motion was made by Mr. Seydewitz to approve Horizon Engineering invoice number 26 dated 10/28/2016 in the amount of \$3,900.00. Second by Mr. Karney. Motion passed 7-0.*
- *A motion was made by Mr. Seydewitz to approve Special Testing Laboratories, Inc. invoice number 30640 dated 10/31/16 in the amount of*

\$5,553.00. Second by Mr. Karney. Discussion occurred: Mr. Karney asked about withholding payment as there is an outstanding issue with the failed masonry work. The motion was amended to table this invoice; motion passed 7-0.

- A motion was made by Mr. Seydewitz to approve William B. Meyer Inc. invoice number COM-547-16/6, dated 10/24/16 in the amount of \$26,889.50. Second by Mr. Karney. Motion passed 7-0.*
- A motion was made by Mr. Seydewitz to approve Midwest Technology Products invoice number 2074954 dated 9/16/16 in the amount of \$15,427.00. Second by Mr. Karney. Motion passed 7-0.*
- A motion was made by Mr. Seydewitz to approve Ergonomic Group invoices numbered 904648, 904649, 904650 and 909838, dated 8/25/16 and 10/26/16 in the total amount of \$146,718.00. Second by Mr. Karney. Motion passed 7-0.*

Approval of Phase 4 Technology Quotes:

A motion was made by Ms. Barber, seconded by Mr. Zimmerman, to approve Apple Inc. quote 2203559296 in the amount of \$2,318.00 and quote 2203550575 in the amount of \$9,540.00 and Ergonomic Group proposal P238664 in the amount of \$44,010.00 and Ergonomic Group proposal P239008r1 in the amount of \$14,415.00. Voted 7-0. Discussion occurred: It was clarified that this equipment was included in the original budget.

Discussion occurred on the quotes for Avid Pro Tools software and related licenses. It was noted that these are necessary to support the curriculum.

A motion was made by Ms. Barber, seconded by Mr. Guathier, to approve shi quote #12530547 in the amount of \$672.00. Voted 7-0 in favor.

A motion was made by Ms. Barber, seconded by Mr. Seydewitz, to approve shi quote #12529256 in the amount of \$2,527.00. Voted 7-0 in favor.

A discussion occurred on the quote from B&H Photo-Video Inc. in relation to the requested keyboards. Mr. Gollenberg noted that there are spaces for the keyboards and they were part of the original design. Mr. Karney felt that they have changed direction if they are now supporting the curriculum rather than building a facility, and that a keyboard had been added. Ms. Smith-Levine stated one had been added for the

teacher. This led to further discussion about additions, omissions, and supported items. Superintendent Smith noted that if the Committee committed to adding a digital music studio to the school, then they should also add the basic elements for that to the room.

A motion was made by Ms. Barber, seconded by Mr. Karney, to approve B&H Photo-Video Inc. quote #635154760 in the amount of \$2,688.00. Voted 6-0 in favor with 1 abstention (Mr. Karney).

COP 193 Gym Window Treatments Per PR #074 - \$30,757.58:

A motion was made by Mr. Zimmerman, seconded by Mr. Karney, to approve COP #193 in the amount of \$30,757.58. Discussion occurred: this window treatment is being held off for the North and East sides at this time. Mr. Fidler believes this will not need to be addressed in the future.

In-scope Change for Downes' Laborer: Mr. Smith of Downes explained that this is an allowance increase out of contingency to continue to employ their laborer Brian, who is a valuable part of the project. This increase will get his allowance through the end of Phase 5.

A motion was made by Mr. Gauthier, seconded by Mr. Seydewitz, to approve Downes Change Order Proposal 426, in the amount of \$0. Voted 7-0. Discussion occurred: Chairperson Smith asked since they are moving this money out of contingency, what happens if an huge issue is run into, to which Mr. Steve Smith replied that the money would then come out of the Building Committee's contingency. Mr. Karney asked why the employee is not on Downe's staff if he is doing Downe's management. Mr. Steve Smith explained that he is not doing management, but they need him as a laborer to respond to things that need to be done immediately.

Approval of 2017 Building Committee Meeting Dates:

A motion was made by Mr. Gauthier, seconded by Mr. Seydewitz, to approve the 2017 regular meeting dates as proposed. Voted 7-0 in favor.

Sub-Committee Reports: Mr. Karney apologized if anyone felt he wasted their time but he does feel there is a top communication level most don't know about and he would like to see improvement. Mr. Seydewitz apologized to Mr. Karney for using the phrase "wasting time" as he felt there was some value to the discussion.

Chairperson's Report: Chairperson Smith stated that a Town Council member had asked her when there was going to be a tour of the school. It was agreed that Ms.

Abraham can work with Mr. Fidler on a date for a tour, hopefully in front of an event. Chairperson Smith will email Ms. Abraham about this.

Public Remarks: None

Next Meeting – December 15, 2016, 5:30 p.m., High School TBell

Adjournment:

At 7:41 p.m. a motion was made by Mr. Zimmerman to adjourn; seconded by Mr. Seydewitz. Motion passed 7-0.

Respectfully submitted,

Eliza LoPresti
Recording Clerk