

**Town of Stonington
K-12 School Building Committee
Special Meeting Minutes
Tuesday, May 10, 2016
7:00pm
Central Office, Old Mystic, CT
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RECEIVED FOR RECORD
STONINGTON, CT
16 MAY 13 PM 12:00
CYNTHIA LADWIG
TOWN CLERK

Members Present: Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman; Rob Sundman, Wendy Wilbert and Dan Oliverio

Late Arrival: Kathy Sanford 7:53pm

Members Absent: Julie Holland, Secretary; George Crouse, June Strunk and Deb Downie

Recording Secretary: Sandy Tissiery

Guests and Citizens: Diana Urban, State Representative, Connecticut; Bill King, Director of Operations and Facilities, Stonington Public Schools; Jim Sullivan, Director of Finance, Town of Stonington; Anwar Hossain, DRA; Marc Sklenka, Colliers; Peter Manning, Gilbane; Alicia Dawe, Principal, West Vine Street, West Broad Street Schools; and interested citizens

1. Call to Order

Chairman Marseglia called the meeting to order at 7:01pm.

2. Approval of Minutes

The minutes for approval were Thursday, April 28, 2016 and Tuesday, May 3, 2016.

The following motion was made by Dan Oliverio and seconded by Kate Rotella:

Motion: To accept the minutes of April 28, 2016 and May 3, 2016 as presented.

All: Aye

3. Public Comments

Mr. Paul Sartor introduced himself and stated, for the record, he was the former building committee chairman when Stonington High School was remodeled. He has a concern for the need of an owner's representative as he feels this is something that is not necessary. He stated having an owner's representative creates a loss of dynamics between the owner, the construction company and the architect. He voiced there isn't much cost difference between the high school and the elementary schools projects and finds it hard to believe the two or three people that handled the finances on the previous committee provided \$400,000 worth of services. Mr. Sartor feels that services are being duplicated by Colliers, Gilbane and DRA. All money spent on an Owner's Representative is less money being spent on the project. Mr. Sartor requested being invited into executive session (Item #9) later in the meeting.

4. Legislative Relief Discussion with Representative Diana Urban

Representative Diana Urban spoke of the current budget issues within the State of Connecticut. She spoke of her support for the elementary schools modernization projects. Ms. Urban said the request for legislative relief letter was well written. She explained the process of how the State's budget gets approved. Ms. Urban shared as early as next week, the education bill would be presented. Kate Rotella discussed with the committee about the CHRO (Commission on Human Rights and Opportunities) bid requirements. Lastly, Ms. Urban shared with the committee information about the CT Kids Report Card, a results based accountability tool intended to enable legislators to track the State of Connecticut's children and make informed decisions regarding budget decisions. The committee discussed with Ms. Urban about the possibility on having natural gas lines ran to Deans Mill School.

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5. Owner's Representative Report:

a. Update on Pawcatuck Middle School Reroofing project

Chairman Marseglia shared with the committee that the Pawcatuck Middle School Reroofing project cost a little bit more than anticipated. Marc Colliers distributed a new milestone schedule (Attachment #1). He discussed where the project was on the schedule. Mr. Colliers shared the bids for the reroofing project were being opened and reviewed on March 24, 2016. He requested a meeting with the Building Committee on March 24th as well to discuss and decide on a roofing contractor. The Board of Selectmen will be meeting on March 25th so if a decision for a contractor is reached by the committee on the 24th, the Board of Selectmen could add the item to their agenda for approval. Also, if there is a meeting on May 24th, Marc Sklenka said that cost estimates could be discussed relative to estimates and budget. Chairman Marseglia stated if value engineering has to happen, the committee has to know the process. Mr. Sklenka explained the details of value engineering. Alicia Dawe informed the committee of upcoming Administration and school based team meetings will be more detailed oriented based on the needs of the end user.

b. Legislative Relief Letter

Discussed earlier in the meeting.

c. Approval of Invoices

The following motion was made by Rob Sundman and seconded by Dan Oliverio:

Motion: To approve Deans Mill School Invoice #4 DRA and Invoice #21878 GNGB (Geotechnical) for a total amount of \$20,180.00 and West Vine Street School Invoice #4 DRA and Invoice #21878 GNGB (Geotechnical) for a total amount of \$106,320.00

All: Aye

d. Establish Finance Subcommittee – tabled

6. Architects Report - Review of West Vine and Deans Mill Concept

Ms. Dawe told the committee about a presentation her students shared with DRA regarding the need for a track for their school. She spoke of the state's physical fitness yearly test of student fitness and how the students at West Vine Street and West Broad Street Schools are at a disadvantage because they didn't have a track. Ms. Dawe said the students did a beautiful job.

7. New Business

- a. Process for fund expenditure authorization - tabled
- b. Process for accounting of fund expenditures - tabled
- c. Process for document review - tabled

Dan Oliverio mentioned that he has been approached regarding moving the start time of the community meetings to a later time than 5:30pm. This idea will be revisited in October.

8. Public Comments Relative to Tonight's Meeting

Bob Mitchell of Stonington Public Schools' maintenance department ask to speak to the committee. He apologized for chuckling when the committee discussed the replacement of the Deans Mill School roof. It wasn't about something the committee was discussing but he remembered when the Deans Mill School

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roof was replaced, Allied roofing company drilled a screw through the roof into a fire alarm cable. The committee discussed how these things could happen. Mr. Mitchell shared with the committee the importance of input from the custodial and maintenance staff regarding what was needed in the new buildings to do their jobs. He also mentioned to be aware of how storage areas are labeled as there are restrictions on the amount of storage a building can have.

9. Owners Representative Contract Discussion with Colliers

The following motion was made by Kate Rotella and seconded by Wendy Wilbert:

Motion: To enter into executive session at 8:38pm to discuss the owners representative contract with Colliers inviting Marc Sklenka, Jim Sullivan, Bill King, Paul Sartor and Sandy Tissiere.

The following motion was made by Wendy Wilbert and seconded by Rob Sundman:

Motion: To exit executive session at 10:34pm.

All: Aye

10. Adjourn

The following motion was made by Dan Oliverio and seconded by Rob Sundman:

Motion: To adjourn the meeting at 10:34pm.

All: Aye

Julie Holland, Secretary

Stonington Public Schools

West Vine - Deans Mill - Pawcatuck MS

Design, Bidding & Construction Phases Milestone schedule
May 10, 2016

DRAFT

ATTACHMENT #1

 Completed Tasks

I. Schematic Design/Estimate & Review	January 1 thru May 27, 2016	Suggested Topics for Meetings
1 Start Schematic Design Phase	January 1, 2016	
2 Special SBC Meeting	February 22, 2016	Site Layout
3 Working Group Meeting	February 25, 2016	Site Layout
4 SBC Meeting	February 25, 2016	Approval of Site Layout
5 SBC Meeting	March 1, 2016	Backup Approval of Site Layout
6 Working Group Meeting	March 3, 2016	Building Layout
7 Special SBC Meeting	March 7, 2016	Approval of Building Layout
8 Public Information Session	March 8, 2016	High School, 5:30 p.m.
9 Working Group Meeting	March 10, 2016	Building Massing
10 Special SBC Meeting	March 15, 2016	Approval of Building Massing
11 Working Group Meeting	March 17, 2016	Exterior Materials, Geotech RFP Initial Review
12 Special SBC Meeting	March 21, 2016	Approval of Exterior Materials, Approval of Geotech RFP
13 Advertise Geotech RFP	March 24, 2016	Advertise RFP
14 S K-12 Sub Committee Meeting	April 5, 2016	Review final OPM Contract
15 S K-12 BC Meeting	April 7, 2016	App'l of PMS bid docs, MEP Systems, Opening of Geotech bids and award
16 Ston. BOE Meeting	April 14, 2016	Approval of PMS bid docs
17 Meeting w/ OSCG to obtain PMS bid approval	April 15, 2016	Permit Received on 5/3/16
18 Geotech Borings (4/18 to 4/22)	4/18/16 to 4/22/16	Perform Geotechnical Borings at both schools
19 SD Distribution to Project Team	May 2, 2016	
20 Start SD Design Review	May 2, 2016	
21 S K-12 BC Meeting	May 3, 2016	Presentation of Schematic Design
22 Public Information Session	May 3, 2016	High School, 5:30 p.m.
23 Advertise PMS Roof Project	May 6, 2016	
24 SD Design Review Comments Complete	May 13, 2016	
25 SD Estimates due from Estimators	May 16, 2016	To Colliers
26 PMS Pre-bid site visit	May 17, 2016	3:00 PM
27 S K-12 BC Meeting	May 17, 2016	Review and approve GMP for PMS
28 SD Reconciliation meeting	May 19, 2016	All day reconciliation at GBCO
29 SD VE Efforts Commence (Building Only)	May 20, 2016	
30 SD VE Efforts Complete	May 23, 2016	
31 Special S K-12 BC Meeting	May 24, 2016	SD Estimate and VE Presentation; Roofing Bid Results
32 Bids Due for PMS	May 24, 2016	
33 Special S K-12 BC Meeting	May 26, 2016	VE Approval; Request Approval of SD
34 Approval to DD	May 27, 2016	

Current Status

II. Design Development (DD) Phase

May 30, 2016 thru September 30, 2016