

Town of Stonington
K-12 School Building Committee
Special Meeting Minutes
Tuesday, August 18, 2020
Virtual Public Meeting
4:00 pm – Finance Subcommittee
4:30 – Building Committee
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Members Present: June Strunk, Vice-Chairman; Julie Holland, Secretary; Dan Oliverio, Debra Widmer, Bobby Mitchell and Blunt White
Late Arrival: Rob Marseglia, Chairman, 4:46 p.m.

Members Absent: George Crouse, Rob Sundman, Kathy Sanford, Wendy Wilbert and Alexa Garvey, Board of Education liaison

Recording Secretary: Sandy Tissiere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Peter Anderson, Director of Operations and Facilities, Stonington Public Schools; Chuck Warrington, Senior Project Manager, Colliers; Greg Smolley, Studio Director, CT and Senior Project Manager; Jim Barrett, Principal, AIA; DRA; John Hawley, Vice President, Building Unit Manager and Nathan Gengarella, Project Engineer III, Gilbane

1. Call to Order – Finance sub-committee

The finance sub-committee met prior to the meeting. Those present were June Strunk, Bobby Mitchell, Blunt White and Chuck Warrington. The meeting was called to order at 4:05 p.m.

2. Adjourn – Finance sub-committee

As there was not any further discussion, the meeting adjourned at bob and blunt 4:27 p.m.

3. Call to Order

June Strunk, Vice-Chairman, called the virtual meeting to order at 4:30 p.m.

Seating of Alternates

Bobby Mitchell, Blunt White and Debra Widmer were seated as alternates.

5. Approval of Outstanding Minutes

The minutes of July 21, 2020 were presented for approval.

The following motion was made by Debra Widmer and seconded by Bobby Mitchell:

Motion #1: To approve the July 21, 2020 minutes as presented.

All: Aye

6. Update from Commissioning Agent

- a. DMS – DOA #2 low limit shut-off at 2000 ppm CO2. CES/Ferguson evaluate/recommend fix
- b. WVSS Room 237 – HVAC resolution results in Area B
- c. DMS Kitchen Exhaust Fan – resolution of HVAC pumping warm air & balance issues
- d. Gymnasium Thermostats – resolution of temperature disparities

Chuck Warrington reported these items are user related and, as the buildings haven't been occupied, these items can't be addressed.

7. Architect (DRA)

a. Architect Updates

Greg Smolley said the lawn areas at West Vine Street School have been addressed and have been signed off on. Greg Smolley said all the information for the Bradley Sinks has been provided so Peter Anderson and Chuck Warrington can work with G. Donovan Associates, Inc. to get those installed. Nick Gengarella will report on the progress of getting the surface mounted electrical boxes at Deans Mill School to get them wrapped like the other boxes.

b. Architect Actions

No actions taken.

8. Construction Manager (CM) (Gilbane)

a. CM Update – Including:

1. WVSS and DMS – Review of punch list items, and completion ECD

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Nick Gengarella said there are two remaining punch list items. One being the exposed back box at the front and rear vestibule at Deans Mill School which they are reviewing with Custom Electric, Inc. to get the correct trim cover. There are any open items at West Vine Street School.

Rob Marseglia asked for a date to have the outside electrical boxes covered. John Hawley answered the boxes will be fixed before school starts.

2. DMS – concrete locker base mis-alignment with soffits – Gilbane evaluating resolution

John Hawley said the work has now been completed and is ready to be inspected for approval. Peter Anderson will check on this item and report to the committee via email.

3. DMS – results of water issues/Aquarion meeting/ installation of expansion tank

Peter Anderson said there was meeting with Aquarion Water Company and it is agreed there is a water pressure issue and there hasn't been any follow-up from Aquarion Water Company. June Strunk said she will reach out to Aquarion Water Company and get an update.

4. Volleyball court striping

Nick Gengarella said this work has been completed and is awaiting approval.

John Hawley said when the final landscape walkthrough this was done, the landscape architect noted clover was starting in the Phase B area of West Vine Street School so this area was never approved in the fall. The solution is there is a site plan with designated areas that will be reworked by Mizzy Construction when the lawn planting season starts.

b. CM Actions

No actions taken.

9. OPM (Colliers)

a. OPM Update – discussion topics will include but are not limited to:

1. Invoices and Financial Report (attachment #1)

Chuck Warrington reported the project is looking at an approximate 2.3 million savings at Deans Mill School and a savings of 1.1 million at West Vine Street School in addition to \$239,000.00 savings for the Pawcatuck Middle School roof.

The West Vine Street School invoices were submitted for approval as follows: Colliers invoice #6443, \$292.50; Colliers, invoice #6872, \$1,072.50 and Connecticut Business Systems, invoice #IN94999, \$7,435.00 for a total amount of \$8,800.00.

The following motion was made by Blunt White and seconded by Bobby Mitchell:

Motion #2: To approve the West Vine Street School invoices, dated August 18, 2020, for a total amount of \$8,800.00.

All: Aye

There was one invoice for Deans Mill School: Colliers, invoice #6871, for a total amount of \$1,170.00.

The following motion was made by Blunt White and seconded by Bobby Mitchell:

Motion #3: To approve the Deans Mill School invoices, dated August 18, 2020, for a total amount of \$1,170.00

All: Aye

2. Update on project closeout

Rob Marseglia asked Chuck Warrington about the close out of the project. Chuck Warrington said there are a couple of things to get done. Chuck Warrington said he and Nate Gengarella will be meeting in the next couple of weeks to discuss release of retainage to the trade contractors. The project can be closed out although there are open items as those items are ineligible for reimbursement.

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Rob Marseglia asked Chuck Warrington that once school is in session, will the items listed under #6. Update to Commissioning Agents be addressed? Peter Anderson said, due to the current pandemic, the air flow in the schools have had to be adjusted to meet CDC requirements and asked the completion of these items be deferred to a later date. Chuck Warrington said he and Nick Gengarella will schedule a meeting with Ferguson to discuss options for an agreement on how to defer the completion of these items that is fair to all parties. Rob Marseglia asked Chuck Warrington send the him and June Strunk an email discussing the results of that meeting.

- b. OPM Actions
No actions taken.

10. K-12 BC Items

- a. Replacement of damaged countertops – scheduled for installation – Summer, 2020
Chuck Warrington said the invoices have been released. Once the sinks are ordered, Peter Anderson will schedule the installation.
- b. Final BC walk-through – WVSS – 8/24; DMS – 8/25
Peter Anderson said he can arrange the walk throughs for those dates. Rob Marseglia suggested keeping the group small for the walkthrough, the start time will be 3:30 p.m.
- c. Repairs to dumpster enclosures
Peter Anderson said he has been in touch with Atlas Fence to have a more substantial fence installed.
- d. AV Equipment – Action to approve \$21k per school for portable AV equipment
Chuck Warrington will forward the purchase orders to Chris Williston, Director of Technology, Stonington Public Schools. Chris Williston will order the equipment and work with Peter Anderson on the best time to have them installed.

Dan Oliveirio volunteered to do the walk through of the schools with Rob Marseglia. Rob Marseglia accepted and thanked Dan for volunteering.

11. New Business

The next tentative meeting will be September 22, 2020. Chairman Marseglia suggested the next meeting after that be between Thanksgiving and Christmas with one possible last meeting after the first of the year.

12. Old Business

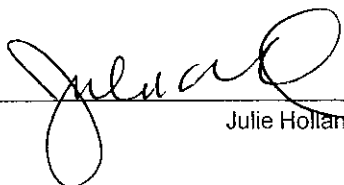
There wasn't any old business to be discussed.

13. Adjourn

The following motion was made by Bobby Mitchell and seconded by June Strunk:

Motion #4: To adjourn the meeting at 5:22 p.m.

All: Aye



Julie Holland, Secretary

STONINGTON

Deans Middle School

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	Project Budget 7/1/17		Budget		Approved Budget with Transfers	Approved Budget with Transfers	Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
			Approved Transfers	Approved Transfers			Paid	Unpaid	Total Contract			
I. Building Construction												
A. New Building & Renovation	\$ 25,080.2		3,650.8	\$ 28,731.0			\$ 27,260.9	\$ 1,373.2	\$ 28,634.1	\$ (688.7)	\$ 27,945.4	\$ 785.6
B. Other Construction							32.8	55.7	88.5		88.5	(88.5)
Total Building Construction	25,080.2		3,650.8	28,731.0			27,293.7	1,428.9	28,722.6	(688.7)	28,033.9	697.1
II. Related Construction												
A. Sitework												
B. Site Utility Systems												
C. Hazardous Materials												
Total Related Construction												
III. Inflation												
A. Total Construction	\$ 25,080.2		3,650.8	\$ 28,731.0			\$ 27,293.7	\$ 1,428.9	\$ 28,722.6	\$ (688.7)	\$ 28,033.9	\$ 697.1
IV. Furniture, Fixtures & Equipment (FF&E)												
A. Loose Furnishings	1,254.0		(163.9)	1,090.1			881.7	2.0	883.7		883.7	206.4
B. Program Related Equipment	included		386.2	386.2			410.3	-	410.3		410.3	(24.1)
C. Computer/Data/Wiring	included		183.1	183.1			363.5	-	363.5		363.5	(180.4)
D. Telecommunications	included		200.0	200.0			222.3	-	222.3		222.3	(22.3)
E. Audio/Visual Equipment	included		439.0	439.0			214.6	31.0	245.6		245.6	193.4
F. Specialty Signage												
Total FF & E	1,254.0		1,044.4	2,298.4			2,092.4	33.0	2,125.4		2,125.4	173.0
V. Fees and Expenses												
A. Fees												
1. Existing Conditions & Space Program Architect			128.4									
2. a. Structural Eng.	1,909.0	w/ architect										
b. MEP Eng.		w/ architect										
c. Civil Eng.		w/ architect										
d. Landscape Arch.		w/ architect										
e. Interior/Furniture Designer		w/ architect										
f. Code		w/ architect										
g. Lighting		w/ architect										
h. Acoustical		w/ architect										
i. Signage		w/ architect										
j. Referendum Services		w/ architect										
3. Special Consultants												
a. Haz. Mat. Consultant	150.0	w/ architect		150.0			299.3	6.6	305.9		305.9	(155.9)
b. Audio/Visual		w/ architect					25.6		25.6		25.6	(25.6)
c. Computer/Info. Systems		w/ architect										
d. Geo-Tech	35.0			35.0			21.3		21.3		21.3	13.7
e. Traffic												
f. Ecologist/Soil Sample	12.0			12.0			10.6		10.6		10.6	1.4
g. Peer Reviews	25.0			25.0			24.0		24.0		24.0	1.0
h. Stormwater Monitoring	40.0			40.0			41.3		41.3		41.3	(1.3)

STONINGTON
Deans Middle School
Financial Status Report - 8/17/2020
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	Project Budget 7/7/17		Budget		Approved Budget with Transfers	Approved Budget Transfers	Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
	7/7/17		Approved Transfers				Paid	Unpaid	Total Contract			
4 Project Management	300.0		103.1		403.1		392.1	8.7	400.8	-	400.8	2.3
5 Building Commissioning	68.6		-		68.6		68.5	0.1	68.6	-	68.6	-
6 CM PreCon			-		-		-	-	-	-	-	-
7 Owners Legal Fees	50.0		-		50.0		15.7	-	15.7	-	15.7	34.3
8 Site Survey	25.0		-		25.0		21.2	-	21.2	-	21.2	3.8
9 Utility Assessment	50.0		-		50.0		29.9	-	29.9	-	29.9	20.1
Sub-total Fees	2,664.6		231.5		2,896.1		2,983.4	18.9	3,002.3	-	3,002.3	(106.2)
B. Expenses												
1 Owners Insurance	30.0		-		30.0		2.5	-	2.5	-	2.5	27.5
2 Permits	15.0		-		15.0		1.5	-	1.5	-	1.5	13.5
3 Printing	15.0		-		15.0		8.1	-	8.1	-	8.1	6.9
4 Construction Utilities Use			-		-		-	-	-	-	-	-
5 Site Borings			-		-		40.9	-	40.9	-	40.9	84.5
6 Materials Testing	125.4		-		125.4		11.6	-	11.6	-	11.6	13.4
7 Special Inspections	25.0		-		25.0		7.5	-	7.5	-	7.5	2.5
8 Consultant Reimbursables	10.0		-		10.0		113.9	-	113.9	-	113.9	(13.9)
9 Moving/Relocation	100.0		-		100.0		24.0	0.4	24.4	-	24.4	(9.4)
10 Physical Plant Expenses	15.0		-		15.0		150.8	-	150.8	-	150.8	(10.8)
11 Bonding	140.0		-		140.0		0.9	-	0.9	-	0.9	9.1
12 Advertising	10.0		-		10.0		361.7	0.4	362.1	-	362.1	123.3
Sub-total Expenses	485.4		-		485.4		3,345.1	19.3	3,364.4	-	3,364.4	17.1
Total Fees and Expenses	3,150.0		231.5		3,381.5							
VI. Contingency												
A. Construction & Owner's Project												
1 Construction			-		-		-	-	-	-	-	-
2 Owner's Project	6,434.4		(4,926.7)		1,507.7		-	-	-	-	-	1,507.7
B. Additional Need												
Total Contingency	6,434.4		(4,926.7)		1,507.7		-	-	-	-	-	1,507.7
Total Project	\$ 35,918.6		\$ 0.0		\$ 35,918.6		\$ 32,731.2	\$ 1,481.2	\$ 34,212.4	\$ (688.7)	\$ 33,523.7	\$ 2,394.9

Transfers
From:
V. Contingency 3,650.8 I.A. Construction
IV.A.FFE 183.1 IV.C Technology

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	Project Budget		Budget		Approved Budget Transfers	Approved Budget Transfers	Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
	7/9/17						Paid	Unpaid	Total Contract			
I. Building Construction												
A. New Building & Renovation	\$ 22,916.8	3,527.2	\$ 3,527.2	\$ 26,444.0		\$ 24,819.4	\$ 1,601.1	\$ 26,420.5	\$ (920.9)	\$ 25,499.6	\$ 944.4	
B. Other Construction	-	-	-	-	-	25.4	59.8	85.2	-	85.2	(85.2)	
Total Building Construction	22,916.8	3,527.2	3,527.2	26,444.0		24,844.8	1,660.9	26,505.7	(920.9)	25,584.8	859.2	
II. Related Construction												
A. Sitework	-	-	-	-	-	-	-	-	-	-	-	-
B. Site Utility Systems	-	-	-	-	-	-	-	-	-	-	-	-
C. Hazardous Materials	-	-	-	-	-	-	-	-	-	-	-	-
Total Related Construction	-	-	-	-		-	-	-	-	-	-	-
III. Escalation												
Total Construction	\$ 22,916.8	\$ 3,527.2	\$ 3,527.2	\$ 26,444.0		\$ 24,844.8	\$ 1,660.9	\$ 26,505.7	\$ (920.9)	\$ 25,584.8	\$ 859.2	
IV. Furniture, Fixtures & Equipment (FF&E)												
A. Loose Furnishings	1,128.0	(92.2)		1,035.8		792.9	6.3	799.2	-	799.2	236.6	
B. Program Related Equipment	included	380.6		380.6		389.6	-	389.6	-	389.6	(9.0)	
C. Computer/Data/Wiring	included	183.1		183.1		344.3	1.0	345.3	-	345.3	(162.2)	
D. Telecommunications	included	-		-		22.8	-	22.8	-	22.8	(22.8)	
E. Audio/Visual Equipment	included	420.2		420.2		195.1	31.1	226.2	-	226.2	194.0	
F. Specialty Signage	included	-		-		-	-	-	-	-	-	
Total FF & E	1,128.0	891.7		2,019.7		1,744.7	38.4	1,783.1	-	1,783.1	236.6	
V. Fees and Expenses												
A. Fees												
1 Existing Conditions & Space Program	-	-	-	-	-	-	-	-	-	-	-	-
2 Architect	1,709.1	123.8		1,832.9		1,829.3	-	1,829.3	-	1,829.3	3.6	
a Structural Eng.	w/ architect											
b MEP Eng.	w/ architect											
c Civil Eng.	w/ architect											
d Landscape Arch.	w/ architect											
e Interior/Furniture Designer	w/ architect											
f Code	w/ architect											
g Lighting	w/ architect											
h Acoustical	w/ architect											
i Signage	w/ architect											
j Referendum Services	w/ architect											
3 Special Consultants				150.0		251.7	3.8	255.5	-	255.5	(105.5)	
a Haz. Mat. Consultant	w/ architect			-		10.7	-	10.7	-	10.7	(10.7)	
b Audio/Visual	w/ architect			-		-	-	-	-	-	-	
c Computer/Info. Systems	w/ architect	35.0		35.0		15.7	-	15.7	-	15.7	19.3	
d Geo-Tech				-		-	-	-	-	-	-	
e Traffic				-		10.8	-	10.8	-	10.8	-	
f Ecologist/Soil Sample		11.8		11.8		-	-	-	-	-	1.0	

STONINGTON
West Vine School
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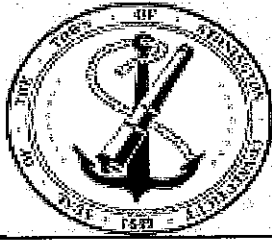
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	Project Budget 7/9/17		Budget		Approved Budget with Transfers	Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
	Project Budget 7/9/17	Approved Transfers	Approved Transfers	Sub-total		Paid	Unpaid	Total Contract			
A											
g Peer Reviews	21.7	-	-	21.7	21.7	-	21.7	-	-	21.7	-
h Storm water monitoring	40.0	-	-	40.0	43.0	-	43.0	-	-	43.0	(3.0)
i Project Management	300.0	79.3	-	379.3	366.8	7.7	374.5	-	-	374.5	4.8
4 Building Commissioning	67.5	-	-	67.5	67.5	-	67.5	-	-	67.5	-
5 CM PreCon	-	-	-	-	-	-	-	-	-	-	-
6 Owner's Legal Fees	50.0	-	-	50.0	15.3	-	15.3	-	-	15.3	34.7
7 Site Survey	31.7	-	-	31.7	30.6	-	30.6	-	-	30.6	1.1
8 Utility Assessment	50.0	-	-	50.0	42.0	-	42.0	-	-	42.0	8.0
9 Sub-total Fees	2,466.8	203.1	-	2,669.9	2,705.1	11.5	2,716.6	-	-	2,716.6	(46.7)
B											
Expenses											
1 Owner's Insurance	30.0	-	-	30.0	2.5	-	2.5	-	-	2.5	27.5
2 Permits	5.0	-	-	5.0	1.5	-	1.5	-	-	1.5	3.5
3 Printing	10.0	-	-	10.0	8.1	-	8.1	-	-	8.1	1.9
4 Construction Utilities Use	-	-	-	-	-	-	-	-	-	-	-
5 Site Borings	112.8	-	-	112.8	117.6	(1.1)	116.5	-	-	116.5	(3.7)
6 Materials Testing	25.0	-	-	25.0	9.6	-	9.6	-	-	9.6	15.4
7 Special Inspections	5.0	-	-	5.0	9.8	-	9.8	-	-	9.8	(4.8)
8 Consultant Reimbursables	100.0	-	-	100.0	94.9	-	94.9	-	-	94.9	5.1
9 Moving/Relocation	15.0	-	-	15.0	14.2	-	14.2	-	-	14.2	0.8
10 Physical Plant Expenses	125.0	-	-	125.0	137.0	-	137.0	-	-	137.0	(12.0)
11 Bonding	10.0	-	-	10.0	0.8	-	0.8	-	-	0.8	9.2
12 Advertising	437.8	-	-	437.8	396.0	(1.1)	394.9	-	-	394.9	42.9
Sub-total Expenses	2,904.6	203.1	-	3,107.7	3,101.1	10.4	3,111.5	-	-	3,111.5	(3.8)
Total Fees and Expenses											
VI. Contingency											
A. Construction & Owner's Project											
1 Construction	-	(4,622.0)	-	-	-	-	-	-	-	-	-
2 Owner's Project	4,638.3	-	-	16.3	-	-	-	-	5.0	5.0	11.3
B. Additional Need											
Total Contingency	4,638.3	(4,622.0)	-	16.3	-	-	-	-	5.0	5.0	11.3
Total Project	\$ 31,587.7	\$ -	\$ -	\$ 31,587.7	\$ 29,690.6	\$ 1,709.7	\$ 31,400.3	\$ (915.9)	\$ 30,484.4	\$ 1,103.3	



Stonington K-12 Building Committee
 Rob Marseglia, Chairman
 June Strunk
 Robert Sundman
 Julie Holland
 George Crouse
 Deborah Downie
 Kathy Sanford
 Dan Oliverio
 Wendy Wilbert

Stonington West Vine Street School
 State Project No.: 137-0048
 Invoice Approval Cover Sheet

Building Committee Date: 8/18/2020

(Where discrepancies exist between the amount shown on the cover sheet and the actual invoice, the invoice governs)

INVOICES				
Town Acct.	Company	Invoice No.	Date	Amount
405002-81124	Gilbane	NO INVOICE		
405002-81118	Colliers Project Leaders	6443	5/31/2020	\$ 292.50
405002-81118	Colliers Project Leaders	6872	7/31/2020	\$ 1,072.50
405002-81108	Connecticut Business Systems	IN949999	3/31/2020	\$ 7,435.00
405002-81107				

Total of Invoices \$ 8,800.00

Approvals:

Stonington K-12 Building Committee

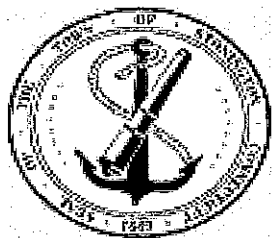
(One of two chairs required to sign)	_____ Robert Marseglia, Chairperson	_____ Date
	_____ June Strunk, Asst. Chairperson	_____ Date
Town Official Signatures	_____ Danielle Chesebrough, First Selectman	_____ Date
	_____ James Sullivan, Finance Director	_____ Date
	_____	_____ Date

Colliers International, Owners Project Manager

 Charles E. Warrington, Jr., P.E., Director

 Date





Stonington K-12 Building Committee
 Rob Marseglia, Chairman
 June Strunk
 Robert Sundman
 Julie Holland
 George Crouse
 Deborah Downie
 Kathy Sanford
 Dan Oliverio
 Wendy Wilbert

Stonington Deans Mill School

State Project No.: 137-0047
 Invoice Approval Cover Sheet

Building Committee Date: 8/18/2020

(Where discrepancies exist between the amount shown on the cover sheet and the actual invoice, the invoice governs)

INVOICES				
Town Acct.	Company	Invoice No.	Date	Amount
405001-81124	Gilbane	NO INVOICE		
405001-81118	Colliers	6871	7/31/2020	\$ 1,170.00
405001-81118				
405002-81108				
Total of Invoices				\$ 1,170.00

Approvals:

Stonington K-12 Building Committee

(One of two chairs required to sign)		Date
	Robert Marseglia, Chairperson	
Town Official Signatures		Date
	Danielle Chesebrough, First Selectman	
	James Sullivan, Finance Director	Date
		Date

Colliers Project Leaders, Owners Project Manager

Charles E. Warrington, Jr., P.E.

Date

