Town of Stonington
K-12 School Building Committee
Special Meeting Minutes
Tuesday, August 20, 2019
6:00 p.m.
Central Office, Old Mystic, CT
Page 1 of 3

Members Present: Rob Marseglia, Chairman; June Strunk, Vice Chair; Rob Sundman, Deb Downie, Bobby Mitchell, Wendy Wilbert and Debra Widmer

Members Absent: Julie Holland, Secretary; Kathy Sanford, George Crouse, Dan Oliverio and Blunt White

Recording Secretary: Sandy Tissiere

Guests and Citizens: Jim Barrett, Principal, AIA, DRA; Greg Smolley, Studio Director, CT and Senior Project Manager, DRA; and John Hawley, Vice President, Building Unit Manager, Gilbane and Don Fiore, citizen

### 1. <u>Call to Order – Finance sub-committee</u>

The finance sub-committee met prior to the meeting. Those present were June Strunk, Bobby Mitchell, Greg Smolley, Jim Barrett and John Hawley. The meeting was called to order at 4:30 p.m. The finance subcommittee discussed financial statements, invoices and change orders.

### 2. Adjourn - Finance sub-committee

As there weren't any further discussion this meeting adjourned at 5:50 p.m.

### Call to Order

Chairman Marseglia called the meeting to order at 6:00 p.m.

### 4. <u>Seating of Alternates</u>

Debra Widmer was seated as the alternate.

### Approval of Outstanding Minutes

The minutes from July 16, 2018 and the minutes of August 6, 2019, with the correction of the line under item #3. Approval of Outstanding Minutes, the date was changed from July 18 to July 16, 2019.

A motion was made by Debra Downie and seconded by Wendy Wilbert:

Motion #1: To approve the minutes of July 16, 2019 as submitted and August 6, 2019 as amended.

Aye: Rob Marseglia, June Strunk, Deb Downie, Wendy Wilbert and Debra Widmer

Abstained: Rob Sundman

### 6. Update from Commissioning Agent

Rob Marseglia reported from an email sent from Chuck Warrington, Senior Project Manager, Colliers saying the air conditioning at Deans Mill School has been repaired and tested and found to be in good working order and will be online again next week. John Hawley reported the transformer at Deans Mill School has been reset on Monday and the generator tests have been done at both schools.

Deb Downie reported from an email sent from Peter Anderson, Director of Facilities and Operations, Stonington Public Schools, regarding issues from the transformer being shut down. At Deans Mill School, the MDF room air conditioning did not come back online and Mr. Anderson had to find a work around. The email has been shared with Nate Gengarelli, Project Engineer, Gilbane and Mr. Hawley will confer with him to determine if the issues were resolved.

### 7. BDAs - Executive Session - discuss ROM/schedule from Tactical Comm.s

There was not a need for executive session.

Rob Marseglia reported Chuck Warrington shared the police portion of the BDAs is complete and has been turned over to the Stonington Police Department to coordinate with the state. June Strunk told the committee the BDA system at West Vine Street School is complete.

### 8. 6:30 pm - Architect (DRA)

- Architect Updates discussion topics will include but are not limited to:
  - 1. Backflow preventers to outdoor water usage

Greg Smolley said the backflow preventer is shown on the design so it is just a matter of having it installed. Westerly Water Company is requesting a backflow preventer be put on the bypass loop. This is not a zoning code but a requirement of the Westerly Water Company Greg Smolley will follow up with Westerly Water Company for this requirement to be put in writing.

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2. Update - FF&E updates - discuss furniture lists/missing items (including K chairs/rugs)

Greg Smolley said the pre-K and kindergarten chairs are all straightened out and he is waiting on WB Mason to schedule a delivery date. Greg Smolley said there is 24 chairs at 11 ½ inches ordered per school for pre-k and 31 chairs at 14 inches ordered per school for kindergarten. The tables that were approved at the last meeting have been ordered. There was confusion with the rug count as some rugs were ordered as classic rugs but were actually rugs with graphics on them. Deb Widmer said there is 4 x 8 fall mats missing from the OT/PT room and need to be located or replaced.

- 3. <u>Update Technology proposal for 3D printer</u>
  - This item was tabled.
- DMS Kindergarten locker ordering and installation
   John Hawley reported the lockers have been delivered to the vendor and the vendor has been instructed the lockers need to be installed by next Friday, August 30, 2019.
- WVSS roof leak near room 164/inadequate flashing
   John Hawley reported the expected completion date for this item will be next Friday, August 30, 2019.
- Kitchen Exhaust system installation and testing
   Greg Smolley said CES and Trane are working on getting the systems programmed and coordinated.
- b. Architect Actions

Greg Smolley reported the timing of the lighting, as well as the flagpole lighting at West Vine Street School have been addressed. The cause was the astronomical clock in the building needed adjustment.

At West Vine Street School, there is an issue with birds nesting by the kitchen. Greg Smolley this area is being addressed so the nesting areas will be removed.

- 9. Construction Manager (CM) (Glibane)
  - a. CM Update Including:
    - HVAC systems mechanical and electrical system operation and testing Discussed in Item #6. Update from Commissioning Agent.
    - 2. WVSS and DMS Review of punch list items, and completion ECD John Hawley reported they are down to about 10 items per school.
    - WVSS damaged poles, replacement schedule and including caps
       John Hawley reported he is working with the vendor on resolving this item.
    - 4. DMS Paving schedule

John Hawley said the goal is to have enough of the parking areas done over the weekend as not to affect Kindergarten Orientation.

5. DMS - Entry door system

John Hawley said the parts have been ordered and are waiting for been approval for installation.

- Schedule to replace damaged flagpole base ring at WVSS
   John Hawley reported he has gotten a quote on a new base.
- Flagpole lights at WVSS are not operating Addressed in item #8b. Architect's Actions.
- WVSS and DMS exterior parking lot lights on/off schedule Addressed in item #8b. Architect's Actions.
- b. CM Actions

Deb Downie reported from Peter Anderson via email saying Standard Sprinkler Corporation came out to do the testing at Deans Mill School and there were a number of deficiencies. Standard Sprinkler Corporation met with the fire marshal and he said the system will operate in the event of a fire, there isn't a reason to delay school but he does want the deficiencies corrected. The fire marshal wants the contractor input why there is deficiencies in the system. Deb Downie said the list of deficiencies may have already been addressed as the email is dated August 19, 2019.

- 10. OPM (Colliers)
  - a. OPM Update discussion topics will include but are not limited to:
    - Furniture Update

Discussed under item #8, a. 2, Update - FF&E updates

Timeline – final payment and project completion
 This item is still in progress.

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### b. OPM Actions

The invoices and financial reports were distributed. (Attachment #1)

The invoices for Deans Mill School were presented for approval as follows: Gilbane, invoice #25, \$294,862.76; Colliers, invoice #23231, \$2,537.50; Tactical Communications, invoice #752, \$42,256.00; Tactical Communications' invoice #753 for \$117,751.00 was decreased to \$111,853.45 due to 5% retainage until the complete system is operational; Tactical Communications, invoice #754, \$12.112.50; CDW-G, invoice #TLL4975, \$10,497.25 and Anchor Engineering, invoice #32450, \$1,715.00 for the total amount of \$475,844.16.

The following motion was made by Wendy Wilbert and seconded by Deb Downie:

Motion #2: To approve the Deans Mill School invoices, dated 8/20/19, in the total amount of \$175,844.16.

All: Aye

The West Vine Street School invoices were presented for approval as follows: Gilbane, invoice #25, \$183,067.51 and Monitor Equipment, invoice #6810, \$46,911.98 for the total amount of \$229,979.49.

The following motion was made by Wendy Wilbert and seconded by Deb Downie:

Motion #3: To approve the West Vine Street invoices, dated 8/20/19, in the total amount of \$229,979.49.

All: Aye

A not-to-exceed Change Order for \$40,000.00 for paving at Deans Mill School was submitted for approval.

The following motion was made by Deb Downie and seconded by Wendy Wilbert:

Motion #4: To approve the not to exceed expenditure of \$40,000.00 for weekend paving for Deans Mill School.

All: Aye

### 11. K-12 BC Items

a. WVSS – Paving sensory garden walkways

Chairman Marseglia has emailed Scot Deledda, Town Engineer, Town of Stonington and Tom Curiouso for assistance in the paving of the Sensory Garden. Chairman Marseglia will contact them to check on any progress.

b. Ribbon Cutting Ceremonies - WVSS - Saturday, 9/21; DMS - Saturday, 9/28

Sandy Tissiere will create the brochure and postcards and share with Chairman Marseglia.

DMS – gaga pit quote

The shed has been moved to its site and the site where the shed was will be where the Gaga pit will be installed. Chairman Marseglia will contact Chuck Warrington to price out pavement vs concrete for the Gaga pit.

### 12. New Business

Rob Marsegelia asked John Hawley for an update on the corner drain at Deans Mill School. John Hawley answered the drain had been installed last week.

### 13. Old Business

Rob Sundman asked if the school district and other parties are satisfied with all the safety systems and have the systems been checked to ensure they are working correctly and as planned. The committee will check with the district to verify these Items are satisfactory.

Debra Widmer asked about the two items that were taken off, the audio/visual systems, could we think about getting them at Deans Mill School if there is money left and not at West Vine Street School. The committee discussed the plan for bonding for improvements at Stonington Middle School and the new central office building, and that the K-12 BC needs to minimize expenditures and maximize the amount of money that we do not borrow. This will enable the town to get the voters to support a new referendum to borrow money not used by the K-12 BC on the elementary schools, for the middle school, central office, and sidewalks.

The committee discussed that maybe there should be a consideration of one PTO for both elementary schools.

### 14. Adjourn

The following motion was made by Rob Sundman and seconded by June Strunk: Motion #5: To adjourn the meeting at 7:49 p.m.

All: Aye

dulte Holland, Secretary

### **ATTACHMENT #1**



Stonington K-12 Building Committee

Rob Marseglia, Chairman June Strunk, Vice-Chairman 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: 8/20/19**

(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	25	7/31/2019	\$ 294,862.76
405001-81100	DRA			
405001-81118	Colliers (WB Mason Oversight)	23231	11/30/2018	\$ 2,537.50
405001-81108	Tactical Communications	752	8/15/2019	\$ 42,256.00
405001-81108	Tactical Communications	753	8/15/2019	\$ 117 <del>.751.00</del>
405001-81108	Tactical Communications	754	8/15/2019	\$ 12,112,50
405001-81108	CDW-G (Doc Cameras)	TLL4975	8/12/2019	\$ 10,497.25
405001-81126	Anchor Engineering	32450	8/9/2019	\$ 1,715.00

Total of Invoices

Approvals: Stonington K-12 Building Committee \$ 475,844,16

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(One of two thairs required sign)	Robert Marseglia, Chairperson	Date
(O chair	June Strunk, Vice-Chairperson	Date
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ıi Signat	Robert Simmons, First Selectman	Date
Town Official Signatures	James Sullivan, Finance Director	Date
Tow		Date

Coiliers International, Owners Project Manager

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





Stonington K-12 Building Committee

Rob Marseglia, Chairman
June Sirunk, Vice-Chairman
Robert Sundman
Julie Holland
George Crouse
Deborah Downle
Kathy Sanford
Don Oilverfo
Wendy Wilbert

## **Stonington West Vine Street School**

State Project No.: 137-0048 Invoice Approval Cover Sheet

Building Committee Date: 08/20/2019

(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	T	Amount
405002-81124	Gilbane	25	7/31/2019	\$	183,067.51
405002-81100	DRA			<del> </del>	
405002-81118	Colliers			İ	
405002-81107	Monitor Equipment	6810	5/16/2019	\$	46,911.98
405002-81126	Anchor Engineering			1	_

Total of Invoices \$ 229,979.49

Approvals:

Stonington K-12 Building Committee

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(One of two chairs required 1 sign)	Robert Maisegila, Chailpeisort	Dale
chai	June Strunk, Vice-Chairperson	Date
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Town Official Signatures	James Sullivan, Finance Director	Date
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<b>~</b>			
Colliers	International,	Owners Pro	Ject Manager

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



STONINGTON

West Vine St School Financial Status Report - 8/15/19

Financial Status Report - 8/15/19 S(000)	4	В	O	Ō	D2		Ш	LL	C
		Budget		Cont	Contracted Project Costs	Costs			)
	Project Budget 7/9/17	Approved Transfers	Approved Budget with Transfers	Paid	Unpaid	Total Contract	Planned, but	Anticipated Total Costs	Remaining
I. Building Construction A. New Building & Renovation	\$ 22,916.8	3,631.5	\$ 26,548.3	\$ 23,900.6	\$ 2,566.2	\$ 26,466.8	\$ 82.0	\$ 26,548.8	\$ (0.5)
Total Brilding Construction	22,916.8	3,631.5	26,548.3	15.0 23,915.6	2,566.2	15.0	. 82.0	15.0	(15.0)
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III. Escalation	1		•	J			,	1	
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IV. Furniture, Fixtures & Equipment (FF&E)									
		(92.2)	Ť	637.6	159.0	796.6	1	9.967	239.2
E. Program Kelated Equipment C. Committee/Data/Winne	included	380.6	380.6	337.8	40.6	378.4	1	378.4	2.2
D. Telecommunications	included	1.69.1		22.8		22.8		340.7	(157.6)
	included	420.2	420.2	187.7	8.4	1961	•	196.1	224.1
F. Specialty Signage	included		1	,	1	_	_	1	•
Total FF & E	1,128.0	891.7	2,019.7	1,515.3	219.3	1,734.6	•	1,734.6	285.1
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# Colliers International

Financial Status Report - 8/15/19 8(000)	4	В	C	Ω	$D_2$		LL	Ш	ď
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7 Owner's Legal Fees	20.0		, 57	- 15.3	•		ı	r !	1
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9 Utility Assessment	50.0	ı	20.0	42.0	; ,	1.10	,	31.7	1
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Total Fees and Expenses	2,904.6	203.1	3,107.7	2,995.7	27.6	3,067.3	9.1	3,076.4	313
VI. Contingency		<del></del>			1				
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B. Additional Need	,	,		,	,	1	]	1	(7700)
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## Colliers International

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		Project Budget	Approved Transfers	Approved Budget with Transfers	Paid	Unpaid		Total
<u> </u>	Building Construction New Building & Renovation Other Construction	\$ 25,080,2	3,654.2	\$ 28,734.4	\$ 25,267.3	•	5	28,243.0
	Total Building Construction	25,080.2	3,654.2	28,734.4	7.11.25	1,275.7	5	28,247.4
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mi (		included	386.2	386.2	318.0		7	395.2
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>	Fees and Expenses							
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01.		25.8	1	25.0	24.0			24.0
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Remaining

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STONINGTON

Balance

Anticipated Total Costs

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3

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STONINGTON	Deans Mill School

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Status Report - 8/15/19	
Financial	\$(000)

Financial Status Report - 8/15/19 S(000)	V	В	ပ	Ď	D <sub>2</sub>	Q	Ш	Ш	ග
		Budget		Contro	Contracted Project Costs	Costs			
			Approved						
	Project Budget	Approved	Budget with	7	11	Total	Planned, but	Apticipated	Remaining
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6 CM PreCon	w/ constr.	•	,	•	•	1	1	1	,
7 Owner's Legal Fees	50.0	•	50.0	15.7	•	15.7	1	15.7	34.3
8 Site Survey	25.0	•	25.0	212	,	21.2	'	23.2	3.8
	50.0	•	50.0	29.9	-	29.9	1	29.9	20.1
Sub-total Fees	2,664.6	231.5	2,896.1	2,856.7	127.9	2,384.6	22.3	3,006.9	(110.8)
B. Expenses									
	30.0	1	30.0	22	1	2.5	,	2.5	27.5
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3 Printing	15.0	1	15.0	8.1	1	8.1	1	8.1	6'9
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5 Site Borings	w/geotech	•	١	,	1	1	t	ı	1
6 Materials Testing	125.4	•	125.4	33.2	41.8	75.0	١	75.0	50.4
	25.8	•	25.0	8.7	9.6	18.3	6.7	25.0	•
8 Consultant Reimbursables	31	,	10.0	9.9	'	6.6	3.4	10.0	•
	190.0	•	100.0	110.7	0.1	110.8	ı	110.8	(10.8)
10 Physical Plant Expenses	15.0	•	15.0	23.3	(1.1)	22.2	ı	22.2	(7.2)
	140.0	•	148.0	120.6		129.6	,	120.6	19.4
12 Advertising	10.0	-	10.0	60	,	0.9	9.1	10.0	_
Sub-total Expenses	485.4	•	485.4	316.1	50.4	366.5	19.2	385.7	2.66
Total Fees and Expenses	3,150.0	231.5	3,381.5	3,172.8	178.3	3,351.1	41.5	3,392.6	(11.1)
VI. Centingency									
A. Construction & Owner's Project									
1 Construction	1	•	ı	•	,	1	•	1	ı
2 Owner's Project	6,434.4	(4,930.1)	1,504.3	1	(	•	37.1	37.1	1,467.2
B. Additional Need	•	-	1	1			-	1	
Total Contingency	6,434.4	(4,930.1)	1,514.3	1	,	•	37.1	37.1	1,467.2
Total Project	\$ 35,918.6	S 0.0	S 35,918.6	S 30,250.6 S	\$ 3,418.8	\$ 33,669,4	\$ 571.5	S 34,240,9	S 1,677,7

Transfers
From:
V. Contingency
IV.A FFB

3,654.2 I.A Construction 183.1 IV.C Technology