

Town of Stonington  
K-12 School Building Committee  
Regular Meeting Minutes  
Tuesday, March 6, 2018  
6:00 p.m.  
Central Office, Old Mystic, CT  
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**Members Present:** Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman, Julie Holland, Secretary; June Strunk, Rob Sundman, Dan Oliverio, Bob Mitchell and Blunt White

**Late Arrival:** Kathy Sanford, 6:09 p.m., Deborah Downie, 6:11 p.m. and Wendy Wilbert, 6:32 p.m.

**Members Absent:** George Crouse and Debra Widmer

**Recording Secretary:** Sandy Tisiere

**Guests and Citizens:** Van Riley, Superintendent, Stonington Public Schools; Jim Sullivan, Stonington Director of Finance; Chuck Warrington, Sr. Project Manager; Rob Hart, Assistant Project Manager, Colliers; Greg Smolley, Studio Director, Project Manager, DRA; and Peter Manning, Senior Project Executive; Nick Conti, Project Manager; Taylor Gladding, Project Engineer; Gilbane and interested citizens

**1. Call to Order**

Chairman Marseglia called the meeting to order at 6:02 p.m.

**2. Seating of Alternates**

Bob Mitchell was seated as the alternate.

**3. Approval of Outstanding Minutes**

The minutes from February 20, 2018 were presented for approval.

The following motion was made by Julie Holland and seconded by Dan Oliverio:

**Motion #1:** To approve the minutes from February 20, 2018 as presented.

**Aye:** Rob Marseglia, Kate Rotella, Julie Holland, Secretary; Rob Sundman, Dan Oliverio, and Bob Mitchell

**Abstention:** June Strunk

**4. OPM**

**a. OPM Update**

**1. Discuss material abatement - Risk based plan update**

Rob Hart reported the design documents for pricing were given to Gilbane earlier this week. Chuck Warrington gave details on the pricing process between Colliers, the design team and the contractors. Mr. Warrington said the packet will be presented to the committee on April 3 for possible approval on April 17, 2018.

Chuck Warrington said, regarding the risk-based plan, he has spoken with Langan Engineering and Environmental and they have received comments from the Building Committee and Board of Education attorneys and Deb Downie. Langan Engineering and Environmental will incorporate those changes into the plan to get it submitted to EPA by the end of next week. Chuck Warrington told the committee it will be up to the EPA to determine if the plan is acceptable, however, if they impose additional requirements, this could affect the estimated cost of the proposed plan that will be submitted to the committee on March 20, 2018.

**2. Invoices, change order and financial report**

Rob Hart said there weren't any invoices or change orders. Mr. Hart shared the Financial Status Reports (attachment #1) saying the bottom line for the contingency budgets for Deans Mill School is \$2,739,300 and West Vine Street School is \$696,000 including the change orders approved from last night. June Strunk added it is time to start to apply to the state for reimbursement due on April 1, 2018; Colliers will reconcile the numbers and Gary Shettle, Stonington Public Schools Finance Director, will work with Jim Sullivan on this reimbursement.

**3. Colliers Add Service Request for Construction Extension**

Rob Hart said he is working with Jim Sullivan on this document and the hope is it will be ready for the next meeting.

**4. Discuss existing fire system at West Vine Street Elementary School**

Rob Hart said he did not have anything new on the fire alarm system at West Vine Street School. Mr. Hart said, regarding the heat sensor needed in the shed at Deans Mill School, after some discussion with the fire marshal there was agreement it wasn't necessary. Rob Sundman asked if the fire emergency system at West Vine Street School being discussed is the existing system and is it on track meaning there isn't anything new or additions or alterations. Rob Hart answered the only issue is the project team hasn't gotten the direction to put this system in or not; there is a little design work as to verification as to what Gilbane has proposed on how to get the conduit from the building to the pole. The

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committee discussed if this system was a back-up system or a main system. Chuck Warrington said the hard-wired system is activated when the detectors go off or the system is manually pulled then a signal goes immediately to the fire station; the wireless system notifies a third-party monitor. The recurring costs of both systems were discussed and who would be responsible for the costs.

b. OPM Actions

Rob Hart explained Tri State Materials Testing is being paid in \$50,000 increments per their contract. Mr. Hart is requesting a \$50,000 increase on their purchase order; it would not affect the budget line items.

A motion by was made by Kate Rotella and seconded by June Strunk:

**Motion #2:** To increase the Tri State Materials Testing purchase order by \$50,000.00 for West Vine Street School.

All: Aye

5. Construction Manager

a. CM Update

Taylor Gladding reported on Deans Mill School saying everything is painted; the ceiling grid is almost complete on the second floor; moisture mitigation is ongoing and flooring is being installed. Casework is scheduled to be delivered next week. Down on the first floor, moisture mitigation will start this week followed by flooring and casework, the boiler room piping is in good shape targeting for permanent power by March 15, 2018, then they can start testing the HVAC systems. The gymnasium wood floor has a date set for installation the first week of April. On the outside, the grading is ready for sidewalks to be installed. Regarding the pond, there was a sketch received to modify the outlet structure that accepts all the water from the pond and will have formal pricing for the changes at the next meeting.

Nick Conti reported on West Vine Street School saying the second-floor vinyl floor tiles have been installed in the classrooms. The millwork is completed; the ceiling tiles are being installed and final paint will follow then doors, casework and countertops will be installed. On the first floor, vinyl floor tiles are ongoing; the storefront for the lobby is to be delivered next week and millwork installation is ongoing and about 50% installed. On the exterior, the sidewalks are being installed in front of the building; in the back of the building, the ball field area is being brought up to grade and the grading for the Sensory Garden is complete. At the Sensory Garden, the stairs will be installed next week and a retaining wall is being built. At the playground perimeter there is a concrete curb which is scheduled for placement on March 20, and the sub base should be complete at the end of the month. Regarding the playground surface, the civil engineers need to know the thickness of the type of surface that will be chosen as that will determine the height of the curb. Dr. Riley said the teachers had discussed the choices and concurred a rubberized surface would be best for all children using the playground. Greg Smolley said the playground committee will be meeting to discuss their recommendation of a surface for the playground. Kate Rotella suggested Mr. Smolley bring in layouts of the playgrounds to share with the committee to assist in the decision of a surface. The committee discussed the pros and cons of mulch versus a rubberized surface. Greg Smolley said he has met with the civil engineers regarding the plantings and the timeframe of putting them in the ground.

Dr. Riley spoke of a productive safety meeting with Colliers, Glibane, town personnel, and town safety personnel. Dr. Riley thanked everyone that attended the meeting as it was a very productive meeting to provide safety to the schools.

b. CM Actions

No action.

6. Architect

a. Architect Updates

1. Update - FF&E and Technology

Greg Smolley reported there was a meeting with the state on FF&E and Technology. That review went well with a few corrections to the process of purchase orders; minor edits to the scope letter and floorplan; and one piece of software to coordinate the phone systems, if it wasn't on the site, it wasn't reimbursable. Greg Smolley said they are working with the vendors on getting the orders ready to process once there is state approval.

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2. Intercom/fire alarm/bells during 2018-2019 renovation/construction

Greg Smolley said the security review meeting brought everyone up to speed. It was good opportunity to bring everyone together to work on safety procedure and protocol. There will be training meetings scheduled at the schools. There will be a meeting with a smaller group regarding the safety protocols for the outside of the schools and professional development for the administration. There will also be a security meeting to review the different camera types and software. Mr. Smolley discussed various safety items being requested for implementation in the schools.

3. Fireproof sheetrock over steel I-beams

Greg Smolley said they reached out to the group that did the code review on behalf of the town with no response. Mr. Smolley said that as they have not heard from them, they put together a proposal request for the sheetrock to be put over steel I-beams. Mr. Warrington will contact the group for Mr. Smolley regarding this item.

4. Detention Basin-Deans Mill School

a. Resolution of size/volume

Greg Smolley said the solution for pond was the easiest as it is located at the lowest end of the site so the pond will fill itself up and drain itself down after storms discharging to the wetlands.

b. Fencing, mosquito control, site safety

Greg Smolley said the pond shouldn't have standing water as the vernal pools in the wetlands next door fill up in the spring, there could be some water at that time. Dr. Riley suggested the detention ponds and safety be included in the monthly updates to parents.

b. Architect Actions

1. Irrigation ROM

Greg Smolley said he is in process of getting this drawing over to Nick Conti.

7. New Business

Rob Marseglia spoke about a letter he was copied on from Chuck Warrington to Nick Conti about delaying continuation of building the Sensory Garden, and Nick replied with the potential impact on the schedule and cost if construction was delayed. Mr. Marseglia asked the letter be rescinded until the building committee could discuss options of continuing or delaying. Mr. Marseglia asked Mr. Conti for the details of the potential impacts. Mr. Conti replied the location of the Sensory Garden makes it hard to isolate and come back to it after the other work is done around it so they need direction on how to proceed. Nick Conti explained the base bid work will happen, it is the final product they are asking held until the costs of the PCB abatement is determined. Rob Marseglia asked for a comparison of the costs to keep the Sensory Garden on hold and to continue to move forward. Members of the building committee were concerned that Chuck Warrington had written the letter to Gilbane without all the committee members agreeing to hold work on the Sensory Garden.

Julie Holland spoke of how the Sensory Garden is part of the project and part of what the public voted for and her concern of how this item keeps getting brought up after the committee voted on keeping it. Ms. Holland went on to say the community and teachers want the Sensory Garden and expect it to be included as it is an outdoor classroom. Ms. Holland asked for guidance from Colliers, as the owner's representative, for advice on this item because if it is not going forward, the public should be advised about it. Julie Holland asked going forward that there is more transparency and communication within the committee.

Dr. Riley clarified for the committee there was a discussion between himself and the Board of Education to assess items in the contingency budgets and a list of potentially available funds was created. The conversation focused on the West Vine Street School's suggested items to be put on hold until the committee has a better understanding of the cost of PCB remediation and any other potential change orders. The suggestions items made by Dr. Riley were attached to the January 23, 2018 minutes. The committee discussed that work on the Sensory Garden should continue as planned and was reassured by Colliers and Gilbane that the Sensory Garden would continue.

8. Old Business

Dr. Riley asked, on behalf of Deans Mill School, if the running track that going to be re-installed with the same track surface. Greg Smolley answered it is part of the plan and the surface will be asphalt as before.

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9. Adjourn

The following motion was made by Rob Sundman and seconded by Julie Holland:

Motion #3: To adjourn the meeting at 7:50 p.m.

All: Aye

  
Julie Holland, Secretary

## Financial Status Report - 3/6/18

ATTACHMENT #1

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	A	B	C	D
	Approved Budget with Transfers	Total Contract	Anticipated Total Costs	Remaining Balance
<b>I. Building Construction</b>				
A. New Building & Renovation	\$ 25,769.3	\$ 25,734.3	\$ 25,769.3	\$ -
B. Other Construction	-	\$ -	\$ -	\$ -
<b>Total Building Construction</b>	<b>25,769.3</b>	<b>25,734.3</b>	<b>25,769.3</b>	<b>-</b>
<b>II. Related Construction</b>				
A. Sitework	-	\$ -	\$ -	\$ -
B. Site Utility Systems	-	\$ -	\$ -	\$ -
C. Hazardous Materials	-	\$ -	\$ -	\$ -
<b>Total Related Construction</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>III. Escalation</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Construction</b>	<b>\$ 25,769.3</b>	<b>\$ 25,734.3</b>	<b>\$ 25,769.3</b>	<b>\$ -</b>
<b>IV. Furniture, Fixtures &amp; Equipment (FF&amp;E)</b>				
A. Loose Furnishings	1,304.1	\$ -	\$ 1,304.1	\$ -
B. Program Related Equipment	150.0	\$ -	\$ 150.0	\$ -
C. Computer/Data/Wiring	183.1	\$ 183.1	\$ 183.1	\$ -
D. Telecommunications	-	\$ -	\$ -	\$ -
E. Audio/Visual Equipment	225.0	\$ -	\$ 225.0	\$ -
F. Specialty Signage	-	\$ -	\$ -	\$ -
<b>Total FF &amp; E</b>	<b>1,862.2</b>	<b>183.1</b>	<b>1,862.2</b>	<b>-</b>
<b>V. Fees and Expenses</b>				
A. Fees				
1 Existing Conditions & Space Program	-	\$ -	\$ -	\$ -
2 Architect	2,037.4	\$ 2,037.4	\$ 2,037.4	\$ -
a Structural Eng.	-	\$ -	\$ -	\$ -
b MEP Eng.	-	\$ -	\$ -	\$ -
c Civil Eng.	-	\$ -	\$ -	\$ -
d Landscape Arch.	-	\$ -	\$ -	\$ -
e Interior/Furniture Designer	-	\$ -	\$ -	\$ -
f Code	-	\$ -	\$ -	\$ -
g Lighting	-	\$ -	\$ -	\$ -
h Acoustical	-	\$ -	\$ -	\$ -
i Signage	-	\$ -	\$ -	\$ -
j Referendum Services	-	\$ -	\$ -	\$ -
3 Special Consultants	-	\$ -	\$ -	\$ -
a Haz. Mat. Consultant	150.0	\$ 125.0	\$ 288.6	\$ (138.6)
b Audio/Visual	-	\$ 16.4	\$ 16.4	\$ (16.4)
c Computer/Info. Systems	-	\$ -	\$ -	\$ -
d Geo-Tech	35.0	\$ 21.3	\$ 21.3	\$ 13.7
e Traffic	-	\$ -	\$ -	\$ -
f Ecologist/Soil Sample	12.0	\$ 12.0	\$ 12.0	\$ -
g Peer Reviews	25.0	\$ 24.0	\$ 24.0	\$ 1.0
h Storm water monitoring	40.0	\$ 31.9	\$ 40.0	\$ -
4 Project Management	300.0	\$ 280.1	\$ 355.1	\$ (55.1)
5 Building Commissioning	68.6	\$ 68.6	\$ 68.6	\$ -
6 CM PreCon	-	\$ -	\$ -	\$ -

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		A	B	C	D
		Approved Budget with Transfers	Total Contract	Anticipated Total Costs	Remaining Balance
7	Owner's Legal Fees	50.0	\$ 13.5	\$ 13.5	\$ 36.5
8	Site Survey	25.0	\$ 22.3	\$ 25.0	\$ -
9	Utility Assessment	50.0	\$ 14.7	\$ 50.0	\$ -
Sub-total Fees		2,793.0	2,667.2	2,951.9	(158.9)
B. Expenses					
1	Owner's Insurance	30.0	\$ 2.5	\$ 30.0	\$ -
2	Permits	15.0	\$ 1.5	\$ 15.0	\$ -
3	Printing	15.0	\$ 8.1	\$ 15.0	\$ -
4	Construction Utilities Use	-	\$ -	\$ -	\$ -
5	Site Borings	-	\$ -	\$ -	\$ -
6	Materials Testing	125.4	\$ 100.2	\$ 125.4	\$ -
7	Special Inspections	25.0	\$ 9.6	\$ 25.0	\$ -
8	Consultant Reimbursables	10.0	\$ 6.6	\$ 10.0	\$ -
9	Moving/Relocation	100.0	\$ 49.3	\$ 100.0	\$ -
10	Physical Plant Expenses	15.0	\$ 5.9	\$ 15.0	\$ -
11	Bonding	140.0	\$ 80.5	\$ 140.0	\$ -
12	Advertising	10.0	\$ 0.4	\$ 10.0	\$ -
Sub-total Expenses		485.4	264.6	485.4	-
Total Fees and Expenses		3,278.4	2,931.8	3,437.3	(158.9)
VI. Contingency					
A. Construction & Owner's Project					
1	Construction	-	-	-	-
2	Owner's Project	5,008.7	-	2,160.5	2,848.2
B. Additional Need		-	-	-	-
Total Contingency		5,008.7	-	2,160.5	2,848.2
Total Project		\$ 35,918.6	\$ 28,849.2	\$ 33,229.3	\$ 2,689.3

## Financial Status Report - 3/6/18

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	A	B	C	D
	Approved Budget with Transfers	Total Contract	Anticipated Total Costs	Remaining Balance
<b>I. Building Construction</b>				
A. New Building & Renovation	\$ 23,710.1	\$ 23,652.3	\$ 23,710.1	\$ -
B. Other Construction	-	15.0	15.0	(15.0)
<b>Total Building Construction</b>	<b>23,710.1</b>	<b>23,667.3</b>	<b>23,725.1</b>	<b>(15.0)</b>
<b>II. Related Construction</b>				
A. Sitework	-	-	-	-
B. Site Utility Systems	-	-	-	-
C. Hazardous Materials	-	-	-	-
<b>Total Related Construction</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>III. Escalation</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Construction</b>	<b>\$ 23,710.1</b>	<b>\$ 23,667.3</b>	<b>\$ 23,725.1</b>	<b>\$ (15.0)</b>
<b>IV. Furniture, Fixtures &amp; Equipment (FF&amp;E)</b>				
A. Loose Furnishings	1,231.0	-	1,231.0	-
B. Program Related Equipment	150.0	-	150.0	-
C. Computer/Data/Wiring	183.1	183.1	183.1	-
D. Telecommunications	-	-	-	-
E. Audio/Visual Equipment	225.0	-	225.0	-
F. Specialty Signage	-	-	-	-
<b>Total FF &amp; E</b>	<b>1,789.1</b>	<b>183.1</b>	<b>1,789.1</b>	<b>-</b>
<b>V. Fees and Expenses</b>				
A. Fees				
1 Existing Conditions & Space Program	-	-	-	-
2 Architect	1,832.9	1,832.8	1,832.8	0.1
a Structural Eng.	-	-	-	-
b MEP Eng.	-	-	-	-
c Civil Eng.	-	-	-	-
d Landscape Arch.	-	-	-	-
e Interior/Furniture Designer	-	-	-	-
f Code	-	-	-	-
g Lighting	-	-	-	-
h Acoustical	-	-	-	-
i Signage	-	-	-	-
j Referendum Services	-	-	-	-
3 Special Consultants	-	-	-	-
a Haz. Mat. Consultant	150.0	123.5	241.9	(91.9)
b Audio/Visual	-	5.2	5.2	(5.2)
c Computer/Info. Systems	-	-	-	-
d Geo-Tech	35.0	15.7	15.7	19.3
e Traffic	-	-	-	-
f Ecologist/Soil Sample	11.8	11.8	11.8	-
g Peer Reviews	21.7	21.7	21.7	-
h Storm water monitoring	40.0	31.9	40.0	-
4 Project Management	300.0	280.1	355.1	(55.1)
5 Building Commissioning	67.5	67.5	67.5	-
6 CM PreCon	-	-	-	-

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		A	B	C	D
		Approved Budget with Transfers	Total Contract	Anticipated Total Costs	Remaining Balance
7	Owner's Legal Fees	50.0	12.8	50.0	-
8	Site Survey	31.7	31.7	31.7	-
9	Utility Assessment	50.0	17.2	50.0	-
Sub-total Fees		2,590.6	2,451.9	2,723.4	(132.8)
B.	Expenses				
1	Owner's Insurance	30.0	2.5	30.0	-
2	Permits	5.0	1.5	5.0	-
3	Printing	10.0	8.1	10.0	-
4	Construction Utilities Use	-	-	-	-
5	Site Borings	-	-	-	-
6	Materials Testing	112.8	50.0	112.8	-
7	Special Inspections	25.0	9.6	9.6	15.4
8	Consultant Reimbursables	5.0	9.3	9.3	(4.3)
9	Moving/Relocation	100.0	53.3	100.0	-
10	Physical Plant Expenses	15.0	16.5	16.5	(1.5)
11	Bonding	125.0	74.6	125.0	-
12	Advertising	10.0	0.3	10.0	-
Sub-total Expenses		437.8	225.7	428.2	9.6
Total Fees and Expenses		3,028.4	2,677.6	3,151.6	(123.2)
VI.	Contingency				
A.	Construction & Owner's Project				
1	Construction	-	-	-	-
2	Owner's Project	3,060.1	-	2,225.9	834.2
B.	Additional Need	-	-	-	-
Total Contingency		3,060.1	-	2,225.9	834.2
Total Project		\$ 31,587.7	\$ 26,528.0	\$ 30,891.7	\$ 696.0