

Town of Stonington
K-12 School Building Committee
Regular Meeting Minutes
Tuesday, August 21, 2018
6:00 p.m.
Central Office, Old Mystic, CT
Page 1 of 4

Members Present: Rob Marseglia, Chairman; Julie Holland, Secretary; June Strunk, George Crouse, Dan Oliverio, Rob Sundman, Kathy Sanford, Wendy Wilbert, Bobby Mitchell and Blunt White

Members Absent: Kate Rotella, Vice Chairwoman; Deborah Downie and Debra Widmer

Recording Secretary: Sandy Tissiere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Jim Sullivan, Director of Finance, Town of Stonington; Rob Hart, Project Manager, Colliers; Greg Smolley, Studio Director CT and Senior Project Manager, DRA; Peter Manning, Senior Project Executive; Cheryl Benn, Senior Project Engineer; Taylor Gladding, Project Manager; Gilbane and interested citizens.

1. Finance subcommittee meeting

Present were June Strunk, Bob Mitchell and Blunt White. Kate Rotella was absent. The meeting was called to order at 4:30.

2. Finance subcommittee meeting - adjourn

As there was no other business to discuss the Finance Subcommittee adjourned the meeting at 5:50 p.m.

3. K-12 School Building Committee Call to Order

Chairman Marseglia called the K-12 School Building Committee meeting to order at 6:04 p.m.

4. Seating of Alternates

Bobby Mitchell and Blunt White were both seated as Alternates.

5. Approval of Outstanding Minutes

The minutes from August 7, 2018 were presented for approval.

The following motion was made by George Crouse and seconded by Dan Oliverio:

Motion #1: To approve the minutes of August 7, 2018 as presented.

Aye: Rob Marseglia, George Crouse, June Strunk, Bobby Mitchell, Julie Holland, and Dan Oliverio

Abstention: Kathy Sanford, Rob Sundman, Wendy Wilbert and Blunt White

6. Architect

a. Architect Updates

1. Update - FF&E updates

i. Custodian office equipment

Greg Smolley told the committee this is still in progress.

ii. Office Furniture

The office furniture that did not fit for the administrative spaces at both schools was discussed. Greg Smolley reported he and Chuck Warrington are working with the vendor and the consultant on a workable solution. The committee discussed the details of why it didn't fit and why it hasn't been or couldn't be returned. The committee decided the process to resolve this situation is to move forward with a 2-D model of furniture for consideration of replacement furniture.

2. Update - Technology

Greg Smolley reported the Smart Boards are installed and the ordering for the chargers has not been resolved.

3. Playgrounds

Mr. Smolley reported he and Chuck Warrington, Senior Project Manager, Colliers, had a meeting with the state for consideration of review of the playground drawings. The drawings were not accepted for review, the interviewer made suggested changes and revisions before the drawings could be submitted. The changes and revisions are being made and another meeting will be scheduled next week with the state for the presentation of the drawings for consideration of review. Mr. Warrington is working with M. E. O'Brien and Sons, Inc. on the playground subsurface and surfaces cost. Mr. Warrington joined the committee via telephone reporting he had finalized quotes with M. E. O'Brien and Sons, Inc. for the rubberized surfaces and these quotes will be submitted with the playground drawings to the state for approval.

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4. Schedule and topics for DRA/Owner meetings
Discussed above, a meeting with the state will be rescheduled for next week.

5. Memorials and saved trees
The committee discussed the memorial plaques and trees that need to be placed back at the schools. The number of trees that were able to be saved were discussed. Mr. Smolley said he will forward pictures of the plaques and trees to Chairman Marseglia for distribution to determine where the plaques should be resituated.

- b. Architect Actions
No actions taken.

7. Construction Manager

- a. CM Update

Taylor Gladding reported on Deans Mill School saying all the interior abatement of the old building is done as well as the outside and they are awaiting the final test results. Ms. Gladding said on the second floor the walls have been framed and the electrical is been installed and the underground utilities on the first floor should be able to be started by the end of the week. For site work, the final paving will be done this week and striping will be done as weather permits. There is work being done on the temporary cafeteria in the old gymnasium that will be ready for the beginning of school. The base of the covered walkway has been graded and paved and the foundations are in so the structure can be started on Monday. The partial certificate of occupancy has been received and the teachers have been able to start moving into their rooms.

Greg Smolley commended Bobby Mitchell for his work on getting the cafeteria power, utilities and getting air conditioning installed at Deans Mill School saying Mr. Mitchell has tremendous knowledge and saved the project money.

Cheryl Benn discussed West Vine Street School's progress starting with Addition A saying they have received the partial certificate of occupancy and the teachers have started moving back into their classrooms. The punch lists are ongoing and owner training is being coordinated with Wes Greenleaf, Interim Director of Facilities and Operations, Stonington Public Schools. The gymnasium floor will be divided and the floor covered for use as a cafeteria. The final cleaning will be done on Monday and Tuesday. The Trane unit issue is being worked on by both Trane and Eversource to determine a resolution. The playground striping for the auxiliary playground will be installed by the end of the week. Landscaping is installed and will take two seasons to fully establish. Ms. Benn moved on to Area B, hazardous material abatement is ongoing reporting soil removal will be done next week with soil sample results coming back next Thursday. Rob Marseglia discussed Kindergarten Orientation on August 28, 2018, suggesting asking the abatement company to delay the start of their day until 10:30 a.m. Mr. Manning said as a logistics question, it is doable but the understanding is that it would need to be approved by the Department of Health. Mr. Warrington said Langan Engineering and Environmental, Inc. will have to contact EPA to discuss the situation and he will contact Langan Engineering and Environmental, Inc. about doing this tomorrow. It was discussed the expectations were the soil samples would be back in time and who would notify the schools they were clear for occupancy by students. The flagpoles being lit was discussed and Ms. Benn said this was something that is in the plans.

- b. Update DMS Covered walkway
Discussed in item #7. a.
- c. Partial Certificate of Occupancy (PCO) Status
Discussed in item #7. a.
- d. CM Actions
No actions taken.

8. OPM

- a. OPM Update

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1. WVSS antenna relocation

Rob Hart reported the coaxial cable will be delivered to West Vine Street School tomorrow; the rest of the equipment will arrive during the week and then Tactical Communications, Inc. and the fire company can get it installed.

2. Invoices, change orders, and financial reports (Attachment #1)

June Strunk presented the Deans Mill School Change orders as follows: Change order #ATP-22/OS-025, Missing Waste Lines at Area A, \$37,943.00; Change order #ATP-104/OS-125, Add (9) Lockdown Buttons, \$10,335.00; ATP-105/OS-113, Added Security Monitors, \$6,687.00; ATP-106/OS-144, Deans Mill Schedule Extension Due to Increased Abatement Scope \$00.00; ATP-107/OA-003, RFI-277 & PR-16 - Residential Appliances - Purchased through Owner's Allowance -\$17,318, \$00.00 in the total amount of \$54,965.00.

The following motion was made by Blunt White and seconded by Julie Holland:

Motion #2: To approve the Deans Mill School change orders in the total amount of \$54,965.00.

All: Aye

June Strunk presented the Deans Mill School invoices as follows: DRA, Change Order #32, \$16,906.50; Gilbane, Change Order #13, \$1,098,278.98; Colliers, Change Order #21920, \$7,932.00 in the total amount of \$1,123,117.48.

The following motion was made by Bobby Mitchell and seconded by Julie Holland:

Motion #3: To approve the Deans Mill invoices in the total amount of \$1,123,117.48.

All: Aye

June Strunk presented the West Vine Street School Change Orders as follows: Change Order #ATP-028/OS-036-Rev 1, Kantech Access Control System - Finalizing Cost, \$28,832.00; Change Order #ATP-045/OS-059 Rev 1, Add Card Reader to Library Door 255A - Revised - Finalizing Pricing, \$2,133.00; Change order #ATP-052/OS-072 Rev 1, Relocation of Fire Department Master box - Finalized Cost, \$14,070.00; Change Order #ATP-080/OS-087, Area B Plumbing Revisions, \$4,092.00; Change Order #ATP-083/OS-088 Stair 3 Temporary Egress for Area A Occupation - Trade Allowance - \$27,254.00, \$00.00; Change Order #ATP-087/OS-077, Power and Height Changes for Operable Partitions - Finalized Cost for ATP 47, \$28,881.00; Change Order #ATP-098/OS-099, Gym Floor Protection for Temporary Cafeteria, \$10,207.00; Change Order #ATP-101/OS-112, West Vine Schedule Extension Due to Added Abatement Scope, \$00.00 in the total amount of \$88,214.00.

The following motion was made by Rob Sundman and seconded by George Crouse:

Motion #4: To approve the West Vine Street School Change Orders in the total amount of \$88,214.00.

Discussion: The type of floor covering and its durability for the gym floor being used as the temporary cafeteria was discussed.

All: Aye

June Strunk presented the West Vine Street School Invoices as follows: DRA, Invoice #32, \$14,827.50; Gilbane, Invoice #13, \$1,355,044.20 and Colliers, Invoice #2192, \$7,932.00 in the total amount of \$1,377,803.70.

The following motion was made by George Crouse and seconded by Julie Holland:

Motion #5: To approve the West Vine Street School Invoices in the total amount of \$1,377,803.70.

All: Aye

June Strunk discussed the contingency balances as Deans Mill School for \$2,210,400.00 and West Vine Street School for \$409,000.

3. Review and approval of Colliers add service request

June Strunk discussed the added service request submitted by Colliers for their extension of services of 10 month at West Vine Street School for \$79,320.00 and Deans Mill School for 13 months for \$103,116.00.

The following motion was made by George Crouse and seconded by Dan Oliverio:

Motion #6: To approve the additional fees for West Vine Street School for a 10-month time period for \$79,320.00 and Deans Mill School for a 13-month time period for \$103,116.00 for their services.

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Discussion: The fees for the services were discussed and these fees have been encumbered.
All: Aye

4. Review and approval of Langan add service request

Rob Hart presented two Langan Engineering and Environmental Services, Inc. proposals for work already done for West Vine Street School for \$5,000.00 and Deans Mill School for \$5,500.00.

The following motion was made by George Crouse and seconded by Dan Oliverio:

Motion #7: To approve the additional services proposals for West Vine Street School for \$5,000.00 and Deans Mill School for \$5,500.00.

All: Aye

Rob Hart presented quotes from Westerly AED, LLC. for additional AEDs at the schools. Mr. Hart explained this AEDs were necessary due to the increase of size at the schools. Colliers recommends going forward with this quote.

The following motion was made by George Crouse and seconded by Bobby Mitchell:

Motion #8: To approve the quote from Westerly AED, LLC for Deans Mill School for three AED machines in the amount of \$4,485.00 and for West Vine Street School for three AED machines in the amount of \$4,485.00.

All: Aye

b. OPM Actions

No actions taken.

9. New Business

Rob Marseglia suggested to the committee that once the middle schools were consolidated at Mystic Middle School, there would be two things he would recommend for the school, air conditioning and additional parking. Mr. Marseglia suggested it might be time to start the discussion of how this could be facilitated. The group discussed how to fund improvements to the middle school. The funding discussion included using, if it was possible, to use money left in the contingency budget or if it would be included in the school district's CIP plan. This idea will need to be explored further.

Rob Marseglia will work with the school principals to arrange a tour of the schools prior to the first day of school.

10. Old Business

a. WVSS Update - Outdoor classroom - Sensory Garden

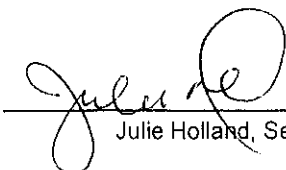
Julie Holland said Cheryl Benn had viewed the tree that is of concern at West Vine Street School. Ms. Benn suggested contacting the tree warden to have it determined whether this tree needs to be cut down.

11. Adjourn

The following motion was made by George Crouse and seconded by Bobby Mitchell:

Motion #9: To adjourn the meeting at 8:00 p.m.

All: Aye


Julie Holland, Secretary



Stonington K-12 Building Committee
Rob Marseglia, Chairman
Kate Rotella, Vice-Chairman
Robert Sundman
Julie Holland
George Crause
Deborah Dawnie
June Strunk
Kathy Sanford
Dan Oliverio
Wendy Wilbert

Stonington Deans Mill School

State Project No.: 137-0047

Invoice Approval Cover Sheet

Building Committee Date: 8/21/18

(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
405001-81100	DRA	32	8/2/2018	\$ 16,906.50
405001-81124	Gilbane	13	7/31/2018	\$ 1,098,278.98
405001-81118	Colliers	21920	7/31/2018	\$ 7,932.00
Total of Invoices				\$ 1,123,117.48

Approvals:

Stonington K-12 Building Committee

(One of two chairs required to sign)		
	Robert Marseglia, Chairperson	Date
Town Official Signatures	Kate Rotella, Vice-Chairperson	Date
	Robert Simmons, First Selectman	Date
	James Sullivan, Finance Director	Date
		Date

Colliers International, Owners Project Manager

Robert Hart, Asst. Project Manager

Date



G

F

E

D

D2

D1

C

B

A

	Budget		Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
	Project Budget 7/7/17	Approved Transfers	Approved Budget with Transfers	Unpaid	Total Contract			
I. <u>Building Construction</u>								
A. New Building & Renovation	\$ 25,080.2	3,026.4	\$ 28,106.6	\$ 10,448.2	\$ 27,875.6	\$ 231.0	\$ 28,106.6	\$ -
B. Other Construction	-	-	-	-	-	-	-	-
Total Building Construction	25,080.2	3,026.4	28,106.6	10,448.2	27,875.6	231.0	28,106.6	-
II. <u>Related Construction</u>								
A. Sitework	-	-	-	-	-	-	-	-
B. Site Utility Systems	-	-	-	-	-	-	-	-
C. Hazardous Materials	-	-	-	-	-	-	-	-
Total Related Construction	-	-	-	-	-	-	-	-
III. <u>Inflation</u>								
Total Construction	\$ 25,080.2	\$ 3,026.4	\$ 28,106.6	\$ 10,448.2	\$ 27,875.6	\$ 231.0	\$ 28,106.6	\$ -
IV. <u>Furniture, Fixtures & Equipment (FF&E)</u>								
A. Loose Furnishings	1,254.0	(163.9)	1,090.1	851.7	851.7	17.5	869.2	220.9
B. Program Related Equipment	included	150.0	150.0	-	-	164.9	164.9	(14.9)
C. Computer/Data/Wiring	included	183.1	183.1	148.8	329.2	-	329.2	(146.1)
D. Telecommunications	included	-	-	23.5	23.5	-	23.5	(23.5)
E. Audio/Visual Equipment	included	439.0	439.0	214.0	214.0	-	214.0	225.0
F. Specialty Signage	included	-	-	-	-	-	-	-
Total FF & E	1,254.0	608.2	1,862.2	1,238.0	1,418.4	182.4	1,600.8	261.4
V. <u>Fees and Expenses</u>								
A. Fees								
1 Existing Conditions & Space Program Architect	-	-	-	-	-	-	-	-
2 a Structural Eng.	1,909.0	128.4	2,037.4	245.2	2,037.4	-	2,037.4	-
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	-	150.0	178.1	302.0	-	302.0	(152.0)
a Haz. Mat. Consultant								

Deans Mill School
Financial Status Report - 8/21/18
\$(000)

Financial Status Report - 8/21/18

\$(000)

A			B		C	D1			D2	D	E	F	G
Project Budget 7/7/17			Budget		Approved Budget with Transfers	Contracted Project Costs			Planned, but not Contracted		Anticipated Total Costs	Remaining Balance	
w/ architect w/ architect			Approved Transfers		Budget with Transfers	Paid Unpaid Total Contract			Planned, but not Contracted		Anticipated Total Costs	Remaining Balance	
b	Audio/Visual	-	-	-	-	11.2	14.4	25.6	-	-	25.6	(25.6)	
c	Computer/Info. Systems	-	-	-	-	-	-	-	-	-	-	-	
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	1.4	12.0	-	-	12.0	-	
g	Peer Reviews	25.0	-	-	25.0	20.5	3.5	24.0	-	-	24.0	1.0	
h	Stormwater Monitoring	40.0	-	-	40.0	15.6	16.3	31.9	8.1	-	40.0	-	
4	Project Management	300.0	-	-	300.0	248.4	31.7	280.1	75.0	-	355.1	(55.1)	
5	Building Commissioning	68.6	-	-	68.6	33.1	35.5	68.6	-	-	68.6	-	
6	CM PreCon	-	-	-	-	-	-	-	-	-	-	-	
7	Owner's Legal Fees	50.0	-	-	50.0	15.7	-	15.7	-	-	15.7	34.3	
8	Site Survey	25.0	-	-	25.0	21.2	1.1	22.3	2.7	-	25.0	-	
9	Utility Assessment	50.0	-	-	50.0	29.9	-	29.9	20.1	-	50.0	-	
Sub-total Fees			2,664.6	128.4	2,793.0	2,343.6	527.2	2,870.8	105.9	-	2,976.7	(183.7)	
B.	Expenses												
1	Owner's Insurance	30.0	-	-	30.0	2.5	-	2.5	27.5	-	30.0	-	
2	Permits	15.0	-	-	15.0	1.5	-	1.5	13.5	-	15.0	-	
3	Printing	15.0	-	-	15.0	8.1	-	8.1	6.9	-	15.0	-	
4	Construction Utilities Use	-	-	-	-	-	-	-	-	-	-	-	
5	Site Borings	-	-	-	-	-	-	-	-	-	-	-	
6	Materials Testing	125.4	-	-	125.4	30.6	44.4	75.0	-	-	75.0	50.4	
7	Special Inspections	25.0	-	-	25.0	-	9.6	9.6	15.4	-	25.0	-	
8	Consultant Reimbursables	10.0	-	-	10.0	6.6	-	6.6	3.4	-	10.0	-	
9	Moving/Relocation	100.0	-	-	100.0	78.6	-	78.6	50.7	-	129.3	(29.3)	
10	Physical Plant Expenses	15.0	-	-	15.0	5.5	12.7	18.2	-	-	18.2	(3.2)	
11	Bonding	140.0	-	-	140.0	80.5	-	80.5	59.5	-	140.0	-	
12	Advertising	10.0	-	-	10.0	0.6	-	0.6	9.4	-	10.0	-	
Sub-total Expenses			485.4	-	485.4	214.5	66.7	281.2	186.3	-	467.5	17.9	
Total Fees and Expenses			3,150.0	128.4	3,278.4	2,558.1	593.9	3,152.0	292.2	-	3,444.2	(165.8)	
VI.	Contingency												
A.	Construction & Owner's Project												
1	Construction	-	-	-	-	-	-	-	-	-	-	-	
2	Owner's Project	6,434.4	(3,763.0)	-	2,671.4	-	-	-	556.6	-	556.6	2,114.8	
B.	Additional Need	-	-	-	-	-	-	-	-	-	-	-	
Total Contingency			6,434.4	(3,763.0)	2,671.4	-	-	-	556.6	-	556.6	2,114.8	
Total Project			\$ 35,918.6	\$ (0.0)	\$ 35,918.6	\$ 20,165.9	\$ 12,280.1	\$ 32,446.0	\$ 1,262.2	\$ 33,708.2	\$ 2,210.4		

Transfers



Public Building Commission
Rob Marseglia, Chairman
Kate Rotella, Vice-Chairman
Robert Sundman
Julie Holland
George Crouse
Deborah Downie
June Strunk
Kathy Sanford
Dan Oliverio
Wendy Wilson

West Vine Street School Project
State Project No.: 137-0048
Change Order Approval Cover Sheet

Building Committee Date: 8-21-18

CHANGE ORDERS		
ATP/OS #	Description	Amount
ATP-028/ OS-036-Rev 1	Kantech Access Control System - Finalizing Cost	\$ 28,832.00
ATP-045/ OS-059-Rev 1	Add Card Reader to Library Door 255A - Revised - Finalizing Pricing	\$ 2,133.00
ATP-052/ OS-072-Rev 1	Relocation of Fire Department Masterbox - Finalized Cost	\$ 14,070.00
ATP-080/ OS-087	Area B Plumbing Revisions	\$ 4,091.00
ATP-083/ OS-088	Stair 3 Temporary Egress for Area A Occupation - Trade Allowance - \$27,254.00	\$ -
ATP-087/ OS-077	Power and Height Changes for Operable Partitions - Finalized Cost for ATP 47	\$ 28,881.00
ATP-098/ OS-099	Gym Floor Protection for Temporary Cafeteria	\$ 10,207.00
ATP-101/ OS-112	West Vine Schedule Extension Due to Added Abatement Scope	\$ -
TOTAL OF CHANGE ORDERS		\$ 88,214.00

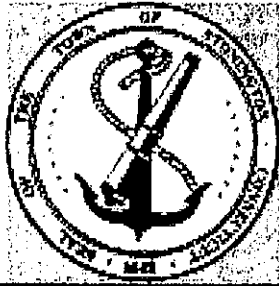
Approvals:
Stonington K-12 Building Committee

(One of two chairs required to sign)		
	Robert Marseglia, Chairperson	Date
Town Official Signatures	Kate Rotella, Vice-Chairperson	Date
	Robert Simmons, First Selectman	Date
	James Sullivan, Finance Director	Date
		Date

Colliers International, Owners Project Manager

Robert Hart, Asst. Project Manager

Date



Stonington K-12 Building Committee
Rob Marseglia, Chairman
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Dan Oliverio
Wendy Wilbert

Stonington West Vine Street School

State Project No.: 137-0048

Invoice Approval Cover Sheet

Building Committee Date: 8/21/18

(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
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405002-81124	Gilbane	13	7/31/2018	\$ 1,355,044.20
405002-81118	Colliers	21921	7/31/2018	\$ 7,932.00
Total of Invoices				\$ 1,377,803.70

Approvals:

Stonington K-12 Building Committee

(One of two chairs required to sign)		
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Town Official Signatures	Kate Rotella, Vice-Chairperson	Date
	Robert Simmons, First Selectman	Date
	James Sullivan, Finance Director	Date
		Date

Colliers International, Owners Project Manager

Robert Hart, Asst. Project Manager

Date



Financial Status Report - 8/21/18									
\$(000)									
A B C D1 D2 D E F G									
Project Budget Approved Budget with									
7/9/17 Transfers Transfers									
I. Building Construction									
A. New Building & Renovation									
B. Other Construction									
Total Building Construction									
II. Related Construction									
A. Sitework									
B. Site Utility Systems									
C. Hazardous Materials									
Total Related Construction									
III. Escalation									
Total Construction									
IV. Furniture, Fixtures & Equipment (FF&E)									
A. Loose Furnishings									
B. Program Related Equipment									
C. Computer/Data/Wiring									
D. Telecommunications									
E. Audio/Visual Equipment									
F. Specialty Signage									
Total FF & E									
V. Fees and Expenses									
A. Fees									
1. Existing Conditions & Space Program									
2. Architect									
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									
b. Audio/Visual									
c. Computer/Info. Systems									
d. Geo-Tech									

Financial Status Report - 8/21/18

\$ (000)

	A			B			C			D1			D2			D			E			F			G		
	Project Budget			Budget			Approved			Contracted Project Costs			Planned, but not Contracted			Anticipated Total Costs			Remaining Balance								
	7/9/17	Approved Transfers	Approved Budget with Transfers																								
e Traffic	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
f Ecologist/Soil Sample	11.8	-	-	-	-	-	-	-	-	10.8	-	-	1.0	-	-	11.8	-	-	-	-	-	-	-	-	-		
g Peer Reviews	21.7	-	-	-	-	-	-	-	-	18.2	-	-	3.5	-	-	21.7	-	-	-	-	-	-	-	-	-		
h Storm water monitoring	40.0	-	-	-	-	-	-	-	-	12.8	-	-	19.1	-	-	31.9	-	-	-	-	-	-	-	-	-		
4 Project Management	300.0	-	-	-	-	-	-	-	-	248.4	-	-	31.7	-	-	280.1	-	-	-	-	-	-	-	-	-		
5 Building Commissioning	67.5	-	-	-	-	-	-	-	-	25.9	-	-	41.6	-	-	67.5	-	-	-	-	-	-	-	-	-		
6 CM PreCon	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
7 Owner's Legal Fees	50.0	-	-	-	-	-	-	-	-	15.3	-	-	-	-	-	15.3	-	-	-	-	-	-	-	-	-		
8 Site Survey	31.7	-	-	-	-	-	-	-	-	30.6	-	-	1.1	-	-	31.7	-	-	-	-	-	-	-	-	-		
9 Utility Assessment	50.0	-	-	-	-	-	-	-	-	37.8	-	-	-	-	-	37.8	-	-	-	-	-	-	-	-	-		
Sub-total Fees	2,466.8	123.8	123.8	2,590.6						2,130.3	528.2	-	-	-	-	2,658.5	87.8	-	-	-	-	-	-	-	-		
B. Expenses																											
1 Owner's Insurance	30.0	-	-	-	-	-	-	-	-	2.5	-	-	-	-	-	2.5	-	-	-	-	-	-	-	-	-		
2 Permits	5.0	-	-	-	-	-	-	-	-	1.5	-	-	-	-	-	1.5	-	-	-	-	-	-	-	-	-		
3 Printing	10.0	-	-	-	-	-	-	-	-	8.1	-	-	-	-	-	8.1	-	-	-	-	-	-	-	-	-		
4 Construction Utilities Use	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
5 Site Borings	w/ geotech	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
6 Materials Testing	112.8	-	-	-	-	-	-	-	-	100.7	-	-	-	-	-	100.7	-	-	-	-	-	-	-	-	-		
7 Special Inspections	25.0	-	-	-	-	-	-	-	-	-	-	-	9.6	-	-	9.6	-	-	-	-	-	-	-	-	-		
8 Consultant Reimbursables	5.0	-	-	-	-	-	-	-	-	9.3	-	-	-	-	-	9.3	-	-	-	-	-	-	-	-	-		
9 Moving/Relocation	100.0	-	-	-	-	-	-	-	-	45.2	-	-	8.1	-	-	53.3	-	-	-	-	-	-	-	-	-		
10 Physical Plant Expenses	15.0	-	-	-	-	-	-	-	-	13.5	-	-	-	-	-	13.5	-	-	-	-	-	-	-	-	-		
11 Bonding	125.0	-	-	-	-	-	-	-	-	74.6	-	-	-	-	-	74.6	-	-	-	-	-	-	-	-	-		
12 Advertising	10.0	-	-	-	-	-	-	-	-	0.5	-	-	-	-	-	0.5	-	-	-	-	-	-	-	-	-		
Sub-total Expenses	437.8	-	-	-	-	-	-	-	-	255.9	17.7	-	-	-	-	273.6	89.7	-	-	-	-	-	-	-	-		
Total Fees and Expenses	2,904.6	123.8	123.8	3,028.4						2,386.2	545.9	-	-	-	-	2,932.1	177.5	-	-	-	-	-	-	-	-		
V1. Contingency																											
A. Construction & Owner's Project																											
1 Construction	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2 Owner's Project	4,638.3	(4,031.5)	(4,031.5)	606.8						-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
B. Additional Need	-	-	-	-						-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Contingency	4,638.3	(4,031.5)	(4,031.5)	606.8						-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Total Project	\$ 31,587.7	\$ 0.0	\$ 0.0	\$ 31,587.7						\$ 19,205.9	\$ 11,082.1	\$ 30,288.0	\$ 890.7	\$ 31,178.7													



August 16, 2018

Mr. Robert Maseglia
Chairman, Stonington K-12 Building Committee
c/o Stonington Town Hall
152 Elm Street
Stonington, CT 06378

**Subject: *Town of Stonington School Modernization Project
Project Management/Owner's Representation
Add Service Request for Construction Extension***

Dear Mr. Marseglia:

On behalf of the entire Colliers International (CI) team, I wish to express our appreciation to continue to serve as the owner's representative on the Deans Mill and West Vine Street Elementary School additions and renovations. Contained herein is our request to extend our services for the Deans Mill and West Vine Street Schools

Our original fee proposal for both schools provided services through November 2018 which anticipated construction completion in August 2018 and project closeout efforts through November 2018. Please note that our original proposal is based on these dates which were established in early 2016 when the design phase started.

Due to the extension of the construction schedule resulting from the discovery of PCBs, the West Vine construction completion date has been extended to May 16, 2019 and the Deans Mill construction completion date to August 21, 2019. We typically add an additional four months to completions dates to permit oversight of the project closeout by the construction manager, commissioning agents, furniture vendors, and other project services that extend beyond the construction completion date. As such, we're requesting the building committee to extend our services through the end of September, 2019 for West Vine and the end of December, 2019 for Deans Mill.

We are proposing to extend our fees based on the current monthly rate of \$7,932.00 for each project and are requesting additional fees of \$79,320 for West Vine (10 months) and \$103,116 for Deans Mill (13 months).

Rob Hart will continue as the project manager for this project with general oversight of our services by me. The original terms and conditions of the existing executed contract will remain in effect for these additional services.

We are available to discuss our fee proposal at your convenience and look forward to the successful completion of these exciting projects. Please feel free to call with any questions or comments at your convenience at (860) 235-5313.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles E. Warrington, Jr.", written in a cursive style.

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

cc: Van Riley, Stonington, Superintendent of Schools



Kate Rotella, Co-Chair, K-12 Building Committee
James Sullivan, Director of Finance, Town of Stonington
Marc Sklenka, Sr. Director, Colliers International, PMNE

The appropriate signature in the space provided below will signify acceptance of the terms proposed in this letter of agreement and the ability to mutually adjust scope of services and corresponding fees if applicable at a later date.

Signature: _____

Name: _____

Title: _____

Date: _____

12 June 2018
Revised 23 July 2018

Mr. James Sullivan
Town of Stonington
152 Elm Street
Stonington, CT 06378

**Re: Proposal for PCB Risk-Based Plan Revisions -
Remediation and Disposal under 40 CFR 761.61(c)
Town of Stonington – West Vine Street School
17 West Vine Street
Pawcatuck, Connecticut
Langan Project No. 140150804**

Dear Mr. Sullivan:

Task I – PCB Risk Based Plan under 40 CFR 761.61(c)

Langan has prepared multiple revisions of the PCB Risk Based Plan complying with 40 CFR 761.61(c) for the removal of the interior PCB source sealant materials containing greater than 50 ppm PCB, removal of all interior masonry walls and for the encapsulation and enclosure of all exposed concrete columns throughout and remaining block walls (interior of exterior walls) containing greater than 1 ppm PCB. The PCB Risk Based Plan has been reviewed and revised multiple times by the project team and EPA Region1 submitted multiple rounds of comments that required revisions. This proposal includes the additional hours for plan revisions, management, EPA and CT DEEP coordination and meetings.

ESTIMATED COSTS


Base Services		
Scope of Work Item	Langan Fee	Laboratory Allowance and Expenses
Task I – Risk Based Plan Revisions, Management and Meetings	\$5,000 ⁽¹⁾	–
Estimated Subtotal	\$5,000	
TOTAL		\$5,000

(1) Langan's fees include 26 hours @ \$75/hour, 20 hours @ \$135/hour and 2 hours @ \$175/hour for revisions, management and meetings. Reimbursables include copies, CD's and fedex fees.

LIMITATIONS

It is our understanding that our work will be hourly and the base services listed above. The work will be billed in accordance with the hourly rates listed in the costs section and conform to the approved contract unit rates.

Sincerely,
Langan CT, Inc.


Matthew A. Myers
Senior Hazmat Specialist


Jamie P. Barr, L.E.P.
Senior Associate/Vice President

AUTHORIZATION

Authorization:

Receipt of this additional authorization, including the previously agreed upon General Terms and Conditions annexed hereto, is hereby acknowledged and all of the terms and conditions contained therein are accepted:

Mr. James Sullivan
Town of Stonington
152 Elm Street
Stonington, CT 06378

Re: **Langan CT**
Proposal for PCB Risk-Based Plan Revisions -
Remediation and Disposal under 40 CFR 761.61(c)
Town of Stonington - West Vine Street School
17 West Vine Street
Pawcatuck, Connecticut
Langan Project No. 140150804

Company: _____ ("Client")

By/Title: _____

Signature: _____

Date: _____

Langan CT, Inc. will be the contracting entity for this proposed work. All of the work will be performed by Langan Engineering and Environmental Services, Inc., which will contract to Langan CT, Inc.

Unbilled Detail

Monday, July 23, 2018
9:03:08 AM

Langan CT, Inc.

As of 6/29/2018

Billing Status	Date	Labor Code /Account	Employee/ Reference	Description	Hours/ Units	Billing Rate	Billing Amount
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Project Number: 140150804 Stonington PCB Risk Based Plans

Phase Number: 650 Demo/ Hazmat/Asbestos

Task Number: 300.0 PCB Risk Based Plan - Deans Mill

SH/ Assoc: Jamie Barr			Total Compensation:		5,100.00	Rev Type:	BWPL	JTD Billed:	4,841.25
PM:	Matthew Myers		Client Name:		Town of Stonington				
Labor:									
B	6/22/2018	256	1264	Barr, Jamie		5.50	175.00	962.50	
B	6/29/2018	256	1264	Barr, Jamie		3.50	175.00	612.50	
B	6/15/2018	256	2737	Myers, Matthew		5.00	135.00	675.00	
B	6/22/2018	256	2737	Myers, Matthew		8.50	135.00	1,147.60	
B	6/15/2018	713	3292	Quinlan, Brian		17.50	75.00	1,312.50	
EPA COMMENTS									
B	6/22/2018	713	3292	Quinlan, Brian		2.25	75.00	168.75	
Updated figures and tables									
B	6/22/2018	740	3730	Schwendy, Elyssa		1.00	75.00	75.00	
Figure edits									
						Total Billable Labor	43.25	4,953.75	
						Total Labor	43.25	4,953.75	
						Total for 300.0	43.25	4,953.75	

Task Number: 400.0 PCB Risk Based Plan - West Vine Street

SH/ Assoc: Jamie Barr		Total Compensation:		5,100.00	Rev Type:	BWPL	JTD Billed:	4,807.50
PM:	Matthew Myers		Client Name:		Town of Stonington			
Labor:								
B	5/25/2018	256	1264	Barr, Jamie		.50	175.00	87.50
PCB RBP Call								
B	6/29/2018	256	1264	Barr, Jamie		1.00	175.00	175.00
B	6/22/2018	740	2412	Granucci, David		2.00	135.00	270.00
Plan								
B	4/20/2018	256	2737	Myers, Matthew		.75	135.00	101.25
B	4/20/2018	256	2737	Myers, Matthew		1.00	135.00	135.00
info for colliers and Stonington request								
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B	6/15/2018	713	3292	Quinlan, Brian		17.50	75.00	1,312.50
EPA COMMENTS								
B	6/22/2018	713	3292	Quinlan, Brian		3.25	75.00	243.75
Updated figures and tables								
B	6/22/2018	713	3292	Quinlan, Brian		1.00	75.00	75.00
Update tables and figures								
B	6/22/2018	740	3730	Schwendy, Elyssa		.75	75.00	56.25
Figure edits								
B	6/22/2018	740	3730	Schwendy, Elyssa		1.50	75.00	112.50
Proofreading figures; printing figures and tables								
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Proofreading figures; printing figures and tables								
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Total for 400.0						46.75	4,841.25	

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Total for 400.0							46.75	4,841.25

12 June 2018
Revised 23 July 2018

Mr. James Sullivan
Town of Stonington
152 Elm Street
Stonington, CT 06378

**Re: Proposal for PCB Risk-Based Plan Revisions –
Remediation and Disposal under 40 CFR 761.61(c)
Town of Stonington – Deans Mill Elementary School
35 Deans Mill Road
Stonington, Connecticut
Langan Project No. 140150804**

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ESTIMATED COSTS

Base Services		
Scope of Work Item	Langan Fee	Laboratory Allowance and Expenses
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Estimated Subtotal	\$5,050	
TOTAL		\$5,050

Langan's fees include 21 hours @ \$75/hour, 14 hours @ \$135/hour and 9 hours @ \$175/hour for multiple revisions, management and meetings. Reimbursables include copies, CD's and fedex fees.

LIMITATIONS

It is our understanding that our work will be hourly and the base services listed above. The work will be billed in accordance with the hourly rates listed in the costs section and conform to the approved contract unit rates.

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Langan CT, Inc.



Matthew A. Myers
Senior Hazmat Specialist



Jamie P. Barr, L.E.P.
Senior Associate/Vice President

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Mr. James Sullivan
Town of Stonington
152 Elm Street
Stonington, CT 06378

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Remediation and Disposal under 40 CFR 761.61(c)
Town of Stonington - Deans Mill Elementary School
35 Deans Mill Road
Stonington, Connecticut
Langan Project No. 140150804**

Company: _____ ("Client")

By/Title: _____

Signature: _____

Date: _____

Langan CT, Inc. will be the contracting entity for this proposed work. All of the work will be performed by Langan Engineering and Environmental Services, Inc., which will contract to Langan CT, Inc.



From: Westerly AED

To:
Stonington Public Schools
49 North Stonington Road
Old Mystic, CT 06355

Attention: Wes Greenleaf

Quote / Proposal:

08/13/18

Westerly AED is pleased to provide a quote for the following:

For the Deans Mill School:

Three (3) Cardiac Science Powerheart G5 Fully automatic *Bi-lingual* (Spanish) AED (with 7 yr warranty)
(units are \$1495.00/each) **Total: \$4485**

For the West Vine Street School:

Three (3) Cardiac Science Powerheart G5 Fully automatic *Bi-lingual* (Spanish) AED (with 7 yr warranty)
(units are \$1495.00/each) **Total: \$4485**

Each unit includes:

- two pair of electrodes
- battery with 4-year warranty
- carrying case
- "rescue-ready" kit

If you have any questions, please call me at (401) 596-9022.

Best Regards,

Frank Palaia
Westerly AED, L.L.C.