

Town of Stonington  
K-12 School Building Committee  
Regular Meeting Minutes  
Tuesday, September 4, 2018  
6:00 p.m.  
Central Office, Old Mystic, CT  
Page 1 of 3

**Members Present:** Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman; Julie Holland, Secretary; Dan Oliverio, Wendy Wilbert, Debra Widmer and Blunt White

**Members Absent:** June Strunk, George Crouse, Kathy Sanford, Rob Sundman and Bobby Mitchell

**Recording Secretary:** Sandy Tisiere

**Guests and Citizens:** Van Riley, Superintendent, Stonington Public Schools; Rob Hart, Assistant Project Manager, Colliers; Greg Smolley, Studio Director CT and Senior Project Manager, DRA; Peter Manning, Senior Project Executive; Aleita Hall, Senior Project Manager; Gilbane and Mr. Tom Fiore, interested citizen

1. **Finance subcommittee meeting**

Blunt White met with Rob Hart to review project contingency.

2. **Finance subcommittee meeting – adjourn**

As one member attended this item is non-applicable to the meeting.

3. **K-12 School Building Committee Call to Order**

Chairman Marseglia called the K-12 School Building Committee meeting to order at 6:03 p.m.

4. **Seating of Alternates**

Debra Widmer and Blunt White were both seated as alternates.

5. **Approval of Outstanding Minutes**

There were not any minutes submitted for approval.

6. **Architect**

a. Architect Updates

1. Update - FF&E updates

i. **Custodian office equipment**

Greg Smolley said this item has not been moved on yet as he wanted to pair it with something so there wouldn't be additional shipping charges. Mr. Smolley will present it at the next meeting.

ii. **Office Furniture**

The office furniture was discussed. The issue of the furniture ordered being too large for the space has not been resolved.

iii. **Classroom Chairs**

There was an issue with the wrong size height of the chairs for Kindergarten being ordered and delivered. Mr. Smolley is investigating how this happened and who is responsible for the wrong height chairs being ordered.

2. Update - Technology

The Smart boards and speech amplification systems are installed. The DRA consultant is working with Rob Hart and Jason Jones, Director of Technology, Stonington Public Schools on ordering the chargers for the laptops.

3. Playgrounds - possible BC action to approve playground surfaces

Mr. Smolley reported the town third party code review is not finished so the State meeting had to be canceled. There is a consideration of having some else do the review. Chairman Marseglia asked if the playgrounds being installed by Thanksgiving is still a possibility. Mr. Smolley said it depends on the third party review.

4. Schedule and topics and DRA/Owner meetings

Greg Smolley said he and Julie Holland will meet on Wednesday, September 5, to discuss the Sensory Garden.

5. Memorials and trees

Mr. Smolley said he will get the information on the memorials and trees from Gilbane to share with Chairman Marseglia for distribution.

Town of Stonington  
K-12 School Building Committee  
Regular Meeting Minutes  
Tuesday, September 4, 2018  
6:00 p.m.  
Central Office, Old Mystic, CT  
Page 2 of 3

- b. Architect Actions  
No actions taken.

**Construction Manager**

- a. CM Update  
Aleita Hall reported both schools have moved into Area A. Ms. Hall told the committee that both schools opened successfully but there were issues that are being worked on such as the front doors and training the staff how the systems work within the schools. Ms. Hall reported in Area B of both schools, West Vine Street School has the underground work done for the kitchen and for Deans Mill School all the underground work for the first floor corridor; at both schools, framing has started on the second floor and both projects are moving along. The striping has been done at West Vine Street School and Deans Mill School is being scheduled.
- b. Update DMS Covered walkway  
Ms. Hall reported the walkway is enclosed and the electrical and sheetrock is installed; the next thing will be installing the heat and tying in the fire alarms with the existing building.
- c. Partial Certificate of Occupancy (PCO) Status  
Both schools have their partial certificate of occupancy.
- d. CM Actions  
The committee discussed the handicap access button outside the gym doors in the back of the building at Deans Mill School. The button will not work without a card swipe; the card reader is on the far side of the doors. Aleita Hall said the card readers are being changed out and they are looking to move the card reader closer to the handicap accessible button.

Aleita Hall reported the PCB levels were approved and the schools were safe for occupancy before the first day of school. The committee discussed the Langan Engineering and Environmental, Inc. final reports and, regarding the Deans Mill School report, it won't be done until the 1975 wing is demolished. The timeline of the demolition was discussed and the importance of having a firm timeline established was emphasized.

Peter Manning discussed the elevated CO<sub>2</sub> levels at West Vine School during the day. It was caused by the building systems adjusting and balancing CO<sub>2</sub> levels from the building being used for the first time. Mr. Manning elaborated on the procedures of how the system levels are balanced. Mr. Smolley explained the specifications and how the system is designed to balance the CO<sub>2</sub> levels saying this is common with new systems as it learns how to adjust to the use of the building. There will be continued monitoring by Gilbane and the school district.

**7. OPM**

- a. OPM Update
  - i. Office Furniture update  
Rob Hart reported the vendor and Chuck Warrington is working with the principals on getting the right furniture for administrative suites and reception areas. Mr. Hart said this whole situation should be resolved by Friday, September 17, the replacement furniture ordered with an installation date of the Columbus Day weekend, the first weekend of October. The installation of student desks is anticipated being done on September 6 and September 7. Rob Hart discussed the timeline of different FF & E items.
  - ii. Update - WVSS antenna relocation  
The equipment is onsite with installation scheduled for Thursday and Friday; the fire marshal will oversee the installation and ensure it is installed correctly.
  - iii. Invoices, change orders and financial report  
Rob Hart presented a change order request for West Vine Street School for time and materials for masonry work for some put back work as the result of PCB demolition in the cafeteria outside the scope of the PR-15 being submitted for a not to exceed \$118,735.00. Mr. Hart explained the EPA document that Langan Engineering and Environmental, Inc. submitted for

Town of Stonington  
K-12 School Building Committee  
Regular Meeting Minutes  
Tuesday, September 4, 2018  
6:00 p.m.  
Central Office, Old Mystic, CT  
Page 3 of 3

PCB removal included broad terms of requirements that all PCB material had to be removed as well as removing the CMU a certain distance adjacent to it. The PR-15, focused on the classroom section of the building and because of the EPA document and the proposal request, PR-15, being developed in parallel, the EPA document included PCB abatement in the cafeteria and other sections of the building. These areas were not included in the PR-15 drawings so these costs were not included in the total cost amount. There will be a change order for this work for Deans Mill School as well. Aleita Hall will facilitate a meeting with the superintendent on site with Chairman Marseglia and other committee members to discuss and explain these change orders.

Mr. Hart reported the balance of the overall budgets are \$2,032,000.00 for Deans Mill School and \$285,000.00 for West Vine Street School.

- iv. Review and approval of Colliers add service request  
This was done at the 8/21/18 meeting.

- v. Review and approval of Langan add service request  
This was done at the 8/21/18 meeting.

b. **OPM Actions**

Rob Hart presented a quote for Westerly AED, L.L.C. for cabinets to house the AED equipment approved for purchase at the 8/21/18 meeting.

The following motion was made by Kate Rotella and seconded by Julie Holland:

**Motion #1:** To approve the quote from Westerly AED L.L.C. for AED cabinets in amount of \$717.00 for West Vine Street School and \$717.00 for Deans Mill School for a total amount of \$1,434.00.

All: Aye

8. **New Business**

No discussion.

9. **Old Business**

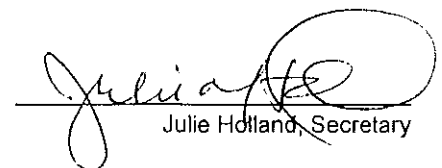
No discussion.

10. **Adjourn**

The following motion was made by Kate Rotella and seconded by Deb Downie:

**Motion #2:** To adjourn the meeting at 7:45 p.m.

All: Aye

  
Julie Holland, Secretary

Financial Status Report - 9/4/18									
Attachment									
A B C D1 D2 D E F G									
Budget									
Approved									
Project Budget 7/7/17									
Approved Budget with 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. Inflation									
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									
150.0									
123.9									
178.1									
302.0									
302.0									
220.5									
(14.5)									
(146.1)									
(23.5)									
225.4									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									
261.5									

Deans Mill School  
Financial Status Report - 9/4/18  
\$(000)

Financial Status Report - 9/4/18									
5(000)									
A B C D1 D2 D E F G									
Budget									
Project Budget 7/7/17									
Approved Budget with Transfers									
Approved Budget with Transfers									
b	Audio/Visual	-	-	-	11.2	14.4	25.6	-	25.6
c	Computer/Info. Systems	-	-	-	-	-	-	-	-
d	Geo-Tech	35.0	-	-	21.3	-	21.3	-	21.3
e	Traffic	-	-	-	-	-	-	-	-
f	Ecologist/Soil Sample	12.0	-	-	10.6	1.4	12.0	-	12.0
g	Peer Reviews	25.0	-	-	20.5	3.5	24.0	-	24.0
h	Stormwater Monitoring	40.0	-	-	15.6	16.3	31.9	8.1	40.0
4	Project Management	300.0	103.1	403.1	248.4	134.9	383.3	19.8	403.1
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
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	231.5	2,896.1	2,343.6	630.4	2,974.0	50.7	3,024.7
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	15.4	75.0
7	Special Inspections	25.0	-	25.0	-	9.6	9.6	3.4	25.0
8	Consultant Reimbursables	10.0	-	10.0	6.6	-	6.6	50.7	10.0
9	Moving/Relocation	100.0	-	100.0	78.6	-	78.6	-	129.3
10	Physical Plant Expenses	15.0	-	15.0	5.5	12.7	18.2	-	18.2
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
Total Fees and Expenses		3,150.0	231.5	3,381.5	2,558.1	697.1	3,255.2	237.0	3,492.2
VI.	Contingency								
A.	Construction & Owner's Project								
1	Construction	-	-	-	-	-	-	-	-
2	Owner's Project	6,434.4	(3,866.1)	2,568.3	-	-	-	686.7	686.7
B.	Additional Need	-	-	-	-	-	-	-	-
Total Contingency		6,434.4	(3,866.1)	2,568.3	-	-	-	686.7	686.7
Total Project		\$ 35,918.6	\$ (0.0)	\$ 35,918.6	\$ 20,165.9	\$ 12,383.3	\$ 32,549.2	\$ 1,337.1	\$ 33,886.3
					\$				\$ 2,032.3

Transfers

Financial Status Report - 9/4/18									
S(000)									
	A			B			C		
	Budget			Approved			Approved		
	Project Budget 7/9/17	Approved Transfers	Budget with Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
I. <u>Building Construction</u>									
A. New Building & Renovation	\$ 22,916.8	3,246.6	\$ 26,163.4	\$ 16,609.3 15.0	\$ 9,421.6	\$ 26,030.9 15.0	\$ 111.4	\$ 26,142.3 15.0	\$ 21.1 (15.0)
B. Other Construction	-	-	-	16,624.3	9,421.6	26,045.9	111.4	26,157.3	6.1
Total Building Construction	22,916.8	3,246.6	26,163.4						
II. <u>Related Construction</u>									
A. Sitework	-	-	-	-	-	-	-	-	-
B. Site Utility Systems	-	-	-	-	-	-	-	-	-
C. Hazardous Materials	-	-	-	-	-	-	-	-	-
Total Related Construction	-	-	-	-	-	-	-	-	-
III. <u>Escalation</u>	-	-	-	-	-	-	-	-	-
IV. <u>100% Construction</u>	-	-	-	-	-	-	-	-	-
IV. <u>Furniture, Fixtures &amp; Equipment (FF&amp;E)</u>									
A. Loose Furnishings	1,128.0	(92.2)	1,035.8	-	777.6	777.6	16.5	794.1	241.7
B. Program Related Equipment	included	150.0	150.0	-	-	-	153.6	153.6	(3.6)
C. Computer/Data/Wiring	included	183.1	183.1	195.4	118.1	313.5	-	313.5	(130.4)
D. Telecommunications	included	-	-	-	22.8	22.8	-	22.8	(22.8)
E. Audio/Visual Equipment	included	420.2	420.2	-	196.1	196.1	-	196.1	224.1
F. Specialty Signage	included	-	-	-	-	-	-	-	-
Total FF & E	1,128.0	661.1	1,789.1	195.4	1,114.6	1,310.0	170.1	1,480.1	309.0
V. <u>Fees and Expenses</u>									
A. Fees	-	-	-	-	-	-	-	-	-
1. Existing Conditions & Space Program Architect	1,709.1	123.8	1,832.9	1,585.1	247.7	1,832.8	-	1,832.8	0.1
2. Structural Eng.	w/ architect								
a. MEP Eng.	w/ architect								
b. Civil Eng.	w/ architect								
c. Landscape Arch.	w/ architect								
d. Interior/Furniture Designer	w/ architect								
e. Code	w/ architect								
f. Lighting	w/ architect								
g. Acoustical	w/ architect								
h. Signage	w/ architect								
i. Referendum Services	w/ architect								
j. Special Consultants	w/ architect								
3. Haz. Mat. Consultant	150.0	-	150.0	124.5	177.0	301.5	-	301.5	(151.5)
a. Audio/Visual	w/ architect	-	-	5.2	5.5	10.7	-	10.7	(10.7)
b. Computer/Info. Systems	w/ architect	-	-	-	-	-	-	-	-
c. Geo-Tech	35.0	-	35.0	15.7	-	15.7	-	15.7	19.3

West Vine St School  
Financial Status Report - 9/4/18  
\$(000)

Financial Status Report - 9/4/18		A		B		C		D1		D2		D		E		F		G	
		Budget			Contracted Project Costs			Planned, but not Contracted			Anticipated			Remaining Balance					
		Project Budget 7/9/17	Approved Transfers	Approved Budget with Transfers	Paid	Unpaid	Total Contract												
e	Traffic	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
f	Ecologist/Soil Sample	11.8	-	11.8	10.8	1.0	11.8	-	-	-	-	-	-	-	-	-	-	-	
g	Peer Reviews	21.7	-	21.7	18.2	3.5	21.7	-	-	-	-	-	-	-	-	-	-	-	
h	Storm water monitoring	40.0	-	40.0	12.8	19.1	31.9	-	-	-	-	-	-	-	-	-	-	-	
4	Project Management	300.0	79.3	379.3	248.4	111.1	359.5	-	-	-	-	-	-	-	-	-	-	-	
5	Building Commissioning	67.5	-	67.5	25.9	41.6	67.5	-	-	-	-	-	-	-	-	-	-	-	
6	CM PreCon	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7	Owner's Legal Fees	50.0	-	50.0	15.3	-	15.3	-	-	-	-	-	-	-	-	-	-	-	
8	Site Survey	31.7	-	31.7	30.6	1.1	31.7	-	-	-	-	-	-	-	-	-	-	-	
9	Utility Assessment	50.0	-	50.0	37.8	-	37.8	-	-	-	-	-	-	-	-	-	-	-	
Sub-total Fees		2,466.8	203.1	2,669.9	2,130.3	607.6	2,737.9	-	-	-	-	-	-	-	-	-	-	-	
B.	Expenses																		
1	Owner's Insurance	30.0	-	30.0	2.5	-	2.5	-	-	-	-	-	-	-	-	-	-	-	
2	Permits	5.0	-	5.0	1.5	-	1.5	-	-	-	-	-	-	-	-	-	-	-	
3	Printing	10.0	-	10.0	8.1	-	8.1	-	-	-	-	-	-	-	-	-	-	-	
4	Construction Utilities Use	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5	Site Borings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6	Materials Testing	112.8	-	112.8	100.7	9.6	100.7	-	-	-	-	-	-	-	-	-	-	-	
7	Special Inspections	25.0	-	25.0	-	-	9.6	-	-	-	-	-	-	-	-	-	-	-	
8	Consultant Reimbursables	5.0	-	5.0	9.3	-	9.3	-	-	-	-	-	-	-	-	-	-	-	
9	Moving/Relocation	100.0	-	100.0	45.2	8.1	53.3	-	-	-	-	-	-	-	-	-	-	-	
10	Physical Plant Expenses	15.0	-	15.0	13.5	-	13.5	-	-	-	-	-	-	-	-	-	-	-	
11	Bonding	125.0	-	125.0	74.6	-	74.6	-	-	-	-	-	-	-	-	-	-	-	
12	Advertising	10.0	-	10.0	0.5	-	0.5	-	-	-	-	-	-	-	-	-	-	-	
Sub-total Expenses		437.8	-	437.8	255.9	17.7	273.6	-	-	-	-	-	-	-	-	-	-	-	
Total Fees and Expenses		2,904.6	203.1	3,107.7	2,386.2	625.3	3,011.5	-	-	-	-	-	-	-	-	-	-	-	
Total Project		\$ 31,587.7	\$ 0.0	\$ 31,587.7	\$ 19,205.9	\$ 11,161.5	\$ 30,367.4	\$ 934.5	\$ 31,301.9	\$ 285.8									



**From: Westerly AED**

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

**Attention: Wes Greenleaf**

**Quote / Proposal:**

**08/28/18**

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) **\$4485.00**

Each unit includes:

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

Three (3) Heart Station wall mount cabinets, each with audible alarm, strobe, and 1-year warranty  
(units are \$239.00/each) **\$717.00**

**Total for AEDs and wall mount cabinets: \$5202.00**

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

Best Regards,

Frank Palaia  
Westerly AED, L.L.C.





**From: Westerly AED**

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

**Attention: Wes Greenleaf**

**Quote / Proposal:**

**08/28/18**

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

**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) **\$4485.00**

Each unit includes:

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

Three (3) Heart Station wall mount cabinets, each with audible alarm, strobe, and 1-year warranty  
(units are \$239.00/each) **\$717.00**

**Total for AEDs and wall mount cabinets: \$5202.00**

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

Best Regards,

Frank Palaia  
Westerly AED, L.L.C.