Town of Stonington
K-12 School Building Committee
Regular Meeting Minutes
Tuesday, October 16, 2018
6:00 p.m.
Central Office, Old Mystic, CT
Page 1 of 4

Members Present: Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman; June Strunk, Deborah Downie, George Crouse, Dan

Oliverio, Wendy Wilbert, Bobby Mitchell and Debra Widmer

Late arrivals: Kathy Sanford, 6:12 p.m.

Members Absent: Julie Holland, Secretary; Rob Sundman and Blunt White

Recording Secretary: Sandy Tissiere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Chuck Warrington, Senior Project Manager; Robert Hart, Project Manager, Colliers; Greg Smolley, Studio Director, CT and Senior Project Manager, DRA; Peter Manning, Senior Project Executive; Aleita Hall, Senior Project Manager; Taylor Gladding, Project Manager; Gilbane and Stonington High School students

1. Finance subcommittee meeting - call to order

The subcommittee was called to order at 5:00 p.m. Present were Bobby Mitchell, Kate Rotella, June Strunk, Chuck Warrington from Colliers, Robert Hart from Colliers and Greg Smolley from DRA. Current invoices and budget updates from both schools was discussed.

2. Finance subcommittee meeting - adjourn

Kate Rotella made a motion to adjourn the meeting. Bobby Mitchell seconded. The meeting was adjourned at 5:55 p.m.

3. K-12 School Building Committee Call to Order

Chairman Marseglia called the K-12 School Building Committee meeting to order at 6:01 p.m.

4. Seating of Alternates

Both Debra Widmer and Bobby Mitchell were seated as alternates.

5. Approval of Outstanding Minutes

The minutes from October 2, 2018 were submitted for approval.

The minutes were tabled.

The following motion was made by George Crouse and seconded by Kate Rotella:

Motion 1: To move Item 8. a. 3. Invoices, change orders and financial reports to be after item 5 on the agenda.

All: Aye

8. a. 3. Invoices, change orders, and financial reports (Attachment #1)

The Deans Mill School invoices were presented as follows: DRA, invoice #34, \$16,960.22; Colliers, invoice #22737, \$7,932.00; Versteeg Associates, invoice # INV2018-17, \$3,500.00; WB Meyer, invoice #1781, \$550.00; WB Meyer, invoice #1578, \$1,802.00; WB Meyer, invoice #2858, \$550.00; Langar Environmental, invoice #55362, \$7,886.19; CDW, invoice #NSW6766, \$12,075.00; A&A Office Systems, invoice #338468, \$5,882.93; Carousel Industries, invoice #228515, \$23,497.43; Hillyard, invoice #603094210, \$4,360.27; Robert H. Lord, invoice #3327B, \$32,491.72 and US Bank, invoice #1, \$2,438.00 for a total amount of \$119,926.76. June Strunk, on behalf of the Finance Subcommittee, recommended approval of these invoices. Gilbane did not have an invoice this time so there will be two months included on next month's invoice.

The following motion was made by Kate Rotella and seconded by Bobby Mitchell:

Motion #2: To approve the Deans Mill School invoices in the amount of \$119,926.76.

Discussion: Deb Downie asked if the US Bank was the bonding. June Strunk answered yes it was.

All: Aye

The West Vine Street School invoices were presented as follows: DRA, invoice #34, \$14,884.19; Colliers, invoice #22738, \$7,932.00; Versteeg Associates, invoice #INV2018-18, \$3,500.00; Langan Environmental, invoice #55361, \$7,565.29; A & A Office Systems, Inc., invoices #INV338469, \$5,883.93; Carousel Industries, invoice # 2282520, \$22,767.38; Hillyard Invoice, invoice #603094211, \$4,360.27; Robert H. Lord, invoice #332288, \$36,119.87; US Bank, Invoice #1, \$2,162.00 for a total amount of \$105,174.93. Gilbane did not have an invoice this time so there will two months invoices for next month. June Strunk, on behalf of the Finance Subcommittee, recommended approval of these invoices.

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The following motion was made by Kate Rotella and seconded by George Crouse:

Motion #3: To approve the West Vine Street School invoices in the total amount of \$105,174.93.

Discussion: June Strunk explained the Tactical Communications invoices were removed from both schools so the invoices could be corrected.

All: Aye 🕟

Rob Hart reported the project bottom line for Deans Mill School is around \$1.7 million and for West Vine Street School the amount is \$233,000.

6. Architect

- a. Architect Updates
 - 1. Update FF&E updates
 - i. Update FF&E updates discussion topics will include but not limited to:
 - 1. Custodian Office Equipment
 - Discussed below.
 - 2. Classroom Chairs

Greg Smolley reported he has received an email confirmation the chair sizes in question will be exchanged at no additional expense.

3. Chromebook Charging Stations

Greg Smolley said this item is resolved and Chuck Warrington said delivery and installation should occur late October or early November.

Office Furniture

Chuck Warrington and Greg Smolley said they are working on a cost effective solution to resolve the office furniture issue and will be able to present it to the principals by next week.

Deb Downie asked about the use of the extra furniture at Deans Mill School, will a desk be used for the custodian office. Greg Smolley answered they will be using an extra desk for that office.

2. Technology

Discussed above Item #6. A. 3.

3. Playgrounds

Greg Smolley reported on the requested report by Chairman Marseglia regarding the safety of the rubberized playground surface saying he is about % done but wants to ensure he has covered all the key points before presenting it.

4. Schedule and topics for DRA/Owner meetings

No meetings scheduled.

5. Memorials and saved trees

This is an ongoing discussion.

b. Architect Actions

No actions taken.

7. Construction Manager

a. CM Update

Chairman Marseglia congratulated Peter Manning on the announcement of his retirement. Mr. Marseglia thanked Mr. Manning for his work on the Elementary Modernization projects but also for all the work he has done for the school district.

Town of Stonington
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Aleita Hall reported at West Vine Street School, the roof is ready for winter; the kitchen masonry walls are still in progress and the built-ins should be in for December. The classrooms are framed and then sheetrock can go up and installation of windows have started.

Taylor Gladding reported at Deans Mill School that in the kitchen the rough ins are being done; most of the infills are done in the cafeteria; the classroom windows have been measured. The framing is finished in the two-story part of the building and half of the second floor passed in wall inspection so now the installation of sheetrock will start. The roof openings have been cut and the roof curbs have been delivered. The rooftop units for the cafeteria will be installed in the next few weeks.

Chairman Marseglia and the committee set up Monday, October 22 at 4:30 p.m. for a walk through of the West Vine Street School.

b. CM Actions

No actions taken

8. <u>OPM</u>

a. OPM UPdate

Office Furniture Update

Discussed above in Item 6, a. i. 3,

2. Update WVSS antenna relocation

June Strunk reported the police BDP antennas were installed on the towers at the Stonington Police Department today and they will be able test the new radios at the two schools soon.

Chuck Warrington said request for State reimbursement needs to be done but Jim Sullivan, Finance Director, Town of Stonington, said a new software system is being implemented by the state and training is scheduled on how to use it.

3. Invoices, change orders, and financial reports

Moved to after Item #5.

Chuck Warrington and Greg Smolley discussed the meeting with the state to request submission of the playground plans for approval. This is an ongoing process as there are changes requested by the state to be addressed.

b. OPM Actions

Rob Hart reported there was an issue with the W.B. Mason installer on site so a new installer was hired. W.B. Mason has about five more-night deliveries to complete the furniture delivery.

9. New Business

a. Review and approval of 2019 Regular meeting schedule

The committee reviewed the 2019 Regular meeting schedule. The meetings for January - June will be held at the Board of Education Room at the Stonington Public Schools Central Administration Office and for July - December, the meetings will be held at Stonington High School in the Commons.

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

Motion #4: To approve the K-12 School Building Committee Regular Meeting Schedule.

All: Aye

b. Bi-directional amplifiers

Now the antenna has been installed on the Stonington Police Station tower, Chairman Marselgia can reach out the Chief Stewart about testing the radios at Deans Mill School.

10. Old Business

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a. WVSS Update - Outdoor classroom - Sensory Garden

Greg Smolley said he is working on this item and will have a recommendation at the next meeting. Aleita Hall said their electrical contractor said they would have to do the work on the electrical panel for warranty purposes.

11. Adjourn

The following motion was made by George Crouse and seconded by Deb Downie: **Motion #8:** To adjourn the meeting at 6:46 pm.

All: Aye

lutie Holland, Secretary

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Financial Status Report - 10/16/18

Finan \$(000)	Financial Status Report - 10/16/18 5(000)	V	B	O		D1	D2	D	Ш	LL	g
-			Budget			Contra	Contracted Project Costs	Costs			
		Project Budget	Approved Transfers	Approved Budget with Transfers		Paid	Unpaid	Total Contract	Planned, but	Anticipated Total Costs	Remaining Balance
- 1											
	Building Construction New Building & Renovation Other Construction	\$ 25,080.2	3,068.6	\$ 28,148.8	64	19,028.4	\$ 9,020.4	\$ 28,048.8	s 100.0	\$ 28,148.8	· · ·
1	Total Building Construction	25,080.2	3,968.6	28,148.8		19,028.4	9,020.4	28,048.8	160.0	28,148.8	1
1	Related Construction										
	Sitework Sire Hiliv Systems	1 1	1 1	1 1		1 1			, 1	1 1	
	Hazardous Materials	•	ı			'		ı	1	1	-
1	Total Related Construction	1		•		,	1	,	,	-	l I
II.	Inflation	1		•		'	,	ı	,		4
	100	\$ 25,080.2	3.068.6	\$ 28,148:8	12	19,028.4;	\$ 9,0204	9,020 4 5 28,048.8	0.001	5 28,148.8	A
II .	Furniture, fixtures & Equipment (FR&E)		10 x 2 x 3				7 158	7 128	7.7	869.2	TAG
	Loose Furnishings Decerate Related Fortinment	1,254.0 included	150.0				5.2	5.2	164.9	170.1	(2007)
	Computer/Data/Wiring	included	183.1	183.1	_	295.1	56.2	351.3	1	351.3	(16891)
	Telecommunications	included	439.0	439.0		23.5	214.0	214.0	1 1	214.0	225
	Specialty Signage	included	,	1		,	1	•	•	-	
,	Total FF & E	1,254.0	608.2	1,862.2		318.6	1,127.1	1,445.7	182.4	1,628.1	234.1
	Fees and Expenses										
	Fees			·		-	ı	,		1	'
	Existing Conditions & Space Program	0 000 1	1284	2.037.4		1 826 1	211.3	2,037.4	ı	2,037.4	•
	Architect	U.C.O.C.A.	4.071	F-1 CD14				-			
	Structural Eng.	w/architect									
5 0		w/ architect									
•		w/ architect									
	Interior/Furniture Designer	w/ architect									
	Code	w/ architect									
	Lighting	w/ architect									
٠.		w/ architect									
	Signage Referendum Services	w/ architect									
,	Special Consultants				<i></i>					0.00	
		150.0	•	150.0		233.8	68.2	302.0	'	307.0	(152.0)
اک	Audio/Visual	w/ architect	,	-		11.2	14.4	0.62		1 0.67	(10°C7)

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Finan \$(000)	Financial Status Report - 10/16/18	<	В	O	, O	D ₂	Ω	Ш	ᄔ	O
	I		Budget		Contra	Contracted Project Costs	Costs			
		Project Budget	Approved	Approved Budget with			Total	Planned, but	Anticipated	Remaining
		דוודוד	Transfers	Transfers	Paid	Unpaid	Contract	not Contracted	Total Costs	Вагансе
OI	Computer/Info. Systems	w/ architect	•	1	ı	,	•	1	• }	, (
101	Geo-Tech	35.0	4	35.0	21.3	,	21.3	•	21.3	13.7
انه	Traffic	1	1	1	,	1	1	ı	1 ;	1
4-	Ecologist/Soil Sample	12.0	•	12.0	9.01	1.4	12.0	1	12.0	'
, DI	Peer Reviews	25.0)	25.0	24.0	ı	24.0	ı	24.0	1.0
	Stormwater Monitoring	40.0	•	0.04	18.6	13.3	31.9	8.1	40.0	•
	Project Management	300.0	103.1	403.1	264.3	0.611	383.3	19.8	403.1	1
150	Building Commissioning	9.89	ı	9.89	35.2	33.4	68.6	1	9-89	•
JΦ	CM PreCon	w/ constr.	•	,	,	•	1	,	ı	,
1 ^	Owner's Legal Fees	50.0	1	50.0	15.7	1	15.7	•	15.7	34.3
ب ا «۵	Sire Survey	25.0	ı	25.0	21.2	1.1	22.3	2.7	25.0	•
οl σ	Utility Assessment	50.0	,	20.0	29.9	1	29.9	20.1	50.0	•
)l	Sub-total Fees	2,664.6	231.5	2,896.1	2,511.9	462.1	2,974.0	50.7	3,024.7	(128.6)
	Ĺ									
<u>zi</u> T	Expenses Comments Included	0.08	,	30.0	2.5	1	2.5	27.5	30.0	
-10	Dermite	15.0	1	15.0	1.5	ı	1.5	13.5	15.0	t
VI (*	Deinting	15.0	,	15.0	8.1	•	8.1	6.9	15.0	•
ר אנ	Construction Utilities (1se		•			ı	,	1	1	ı
ri u	Site Design	w/ornferti	1	•	t	1	٠	ı	•	•
ဂ <u>၊</u> ဖ	Materials Testing	125.4	•	125.4	31.7	43.3	75.0	•	75.0	50.4
21 1	Special Inspections	25.0	1	25.0	1	9.6	9.6	15.4	25.0	,
-1 «	Consultant Reimburgables	10.01	•	10.0	9.9	•	9.9	3.4	10.0	ı
ol o	Movine/Relocation	100.0	1	100.0	94.6	4.7	99.3	0.7	100.0	1
si C	Physical Plant Expenses	15.0		15.0	9.5	12.7	22.2	•	22.2	(7.2)
7	Bonding	140.0	•	140.0	83.0		83.0	57.0	140.0	1
15	Advertising	10.0	,	10.0	9.0	1	9.0	9.4	10.0	,
!	Sub-total Expenses	485.4	-	485.4	238.1	70.3	308.4	133.8	442.2	43.2
	Total Fees and Expenses	3,150.0	231.5	3,381.5	2,750.0	532.4	3,282.4	184.5	3,466.9	(85.4)
ż	Contingency									
<	Construction & Owner's Project									
ć -	Construction	1	1		ı	1	1	,	,	1
. 7	Owner's Project	6,434.4	(3,908.3)	2,526.1	1	1	•	805.9	805.9	1,720.2
α.	Additional Need	•	•	-	,	ı		-	-	,
<u>.</u>	Total Contingency	6,434.4	(3,908.3)	2,526.1	1	ţ	j	805.9	805.9	1,720.2
	f - 19							0 (24)	240107	0 8% 1
	Total Project	\$ 35,918.6	S 0.0	\$ 35,918.6	0.720.22	5 10,679.9	5 52,770.9	2 1.4.7.0		

Transfers

From:
V. Contingency

<u>Te:</u> 3,068.6 I.A Construction

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1			Budget			Contrac	Contracted Project Costs	Costs			
		Project Budget 7/9/17	Approved Transfers	Approved Budget with Transfers	Paid	id	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
., 4∫¤	Building Construction A New Building & Renovation A Other Construction	\$ 22,916.8	3,283.1	\$ 26,199.9	\$ 16	16,609.3 \$	9,421.6	\$ 26,030.9 15.0	S 169.0	\$ 26,199.9 15.0	\$ (15.0)
<u> </u>	1	22,916.8	3,283.1	26,199.9	16	16,624.3	9,421.6	26,045.9	0.691	26,214.9	(15.0)
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√ m ∨	3. Site Utility Systems		1 1	1 1		1 1		, 1	1 1	1 1	, ,
1	-	,	,			-	1		1	ı	1
.≝	Escalation	,		-		1		1			1
NA.	14	\$ 22,916.8	3,283.1	\$ 26,199.9	\$ 16,624.3		\$ 9,421.6	\$ +, 26,045.9.	\$	\$26,214.9	\$ (15.0)
_ ≥ △		1,128.0	(5.29)	1,035.8		8:9	770.8	3.777	16.5	794.1	241.7
E C		included	150.0	150.0		278.7	5.2 59.5	5.2	153.6	158.8	(8.8)
ا ا	Computer Data witing Telecommunications	included	1			,	22.8	22.8	1	22.8	(22.8)
linj n		included	420.2	420.2			1961	196.1	• 1	196.1	224.1
-	¥	1,128.0	1.199	1,789.1		285.5	1,054.4	1,339.9	170.1	1,510.0	279.1
> <	F. F.					, , , ,	,	1	,	•	1
. 114	 Existing Conditions & Space Program Architect 	1,709.1	123.8	1,832.9		1,614.8	218.0	1,832,8	•	1,832.8	0.1
		w/architect									
		w/ architect									
	d Landscape Arch.	w/architect				<u> </u>					
	f Code	w/ architect									
	g Lighting	w/ architect									
	h Acoustical	w/architect									
	Signage i Referendum Services	w/ architect									****
<u>-</u>	Š						5	3015		3108	(3.151)
	B Haz. Mat. Consultant	150.0		150.0		5.27	5.5	10.7		10.7	(10.7)
		w/ architect	,	1		,	,	1	1	ı	
		35.0	1	35.0		15.7	•	15.7	1	15.7	£.01
	g Traffic f Ecologist/Soil Samula	8.1	1 1	11.8		10.8	1.0	11.8	1	11.8	,
-		_		- -		•					10/16/2018
	Colliers International			Pag	Page 1 of 2			W Vine Bu	W Vine Budget Block Control Logs: Financial Status Report	Logs: Financial	Status Report

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Financial & as Report - 10/16/18 Scoop		Ω	C) 	D ₂		Ш	Ш	Ŋ
		Budget		Contra	Contracted Project Costs	Costs			
		7	Approved			Total			Dominia
rroject Budget 7/9/17		Approved Transfers	Budget with	Paid	Unpaid	Contract	not Contracted	Anticipated Total Costs	Balance
g Peer Reviews	21.7		21.7	18.2	3.5	23.7	r [†]	21.7	1
.c }	40.0	, ;	40.0	15.8	16.1	31.9	8.1	40.0	
4 Project Management 5 Building Commissioning	309.0	79.3	379.3	204.3	39.7	35%5 67.5	1 1	67.5	8.61
-	?	,	?	· '	! '		1	•	,
	20.0	,	50.0	15.3)	15.3	4.7	20.0	30.0
	31.7		31.7	30.6		31.7	1	31.7	,
	50.0	1	50.0	42.0	,	42.0	-	42.0	8.0
Sub-total Fees	2,466.8	203.1	2,669.9	2,289.8	452.3	2,742.1	12.8	2,754.9	(85.0)
D. Expenses	30.0	•	30.0	2.5	ı	2.5	3.0	5.5	24.5
	5.0	1	5.0	1.5	1	1.5	1	1.5	3.5
	10.0	1	10.0	8.1	ı	8.1	1.9	10.0	,
Construction Utilities Use	1	ı	ı	1	,	1	Ĭ	1	1
Site Borings w/ gq	w/ geotech	ı	. (, 5	,	1 60 7		1 5	,
Materials Testing	112.8	1	112.8	100.7	70	100.7	T-71	9.7	15.4
	25.0	ı	0.57	. 0	0.7	P. 6	1 1	9.6	13.4
S Consultant Keimbursables	0, 0,		100.0	56.3	22.0	78.3	21.7	100.0	,
	15.0	ı	15.0	13.5		13.5	1	13.5	1.5
	125.0	•	125.0	74.6	ı	74.6	25.0	9.66	25.4
	10.0	1	10.0	0.5	-	0.5	1.0	1.5	8.5
Sub	437.8	1	437.8	267.0	31.6	298.6	64.7	363.3	74.5
penses	2,904.6	203.1	3,107.7	2,556.8	483.9	3,040.7	77.5	3,118.2	(10.5)
VI. Contingency						· • • • • • • • • • • • • • • • • • • •			
A. Construction & Owner's Project									
Construction	1		,	,	1	•		, 10	, 6
2 Owner's Project 4	4,638.3	(4,147.3)	491.0	1	,	,	0.11.0	9.11.6	(70.0)
B. Additional Need	-	L	,	,	1	•			-
Total Contingency	4,638.3	(4,147.3)	491.0	-	-	-	511.6	511.6	(20.6)
T	8 2728518	•	\$ 31,587.7	S 19,466.6	6.656,01 S	S 30,426.5	\$ 928.2	\$ 31,354.7	\$ 233.0



Stonington K-12 Building Committee
Rob Maisegila, Chaliman
Kate Rotella, Vice Chaliman
Robert Sundman
Julie Holand
Geotge Crouse
Deborah Cownie
June Stunk
Kathy Sanford
Oan Oriverla
Wendy Wilbert

Stonington Deans Mill School

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

Building Committee Date: 10/16/18

(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	1	Amount
405001-81100	DRA	34	9/30/2018	\$	16,960.22
405001-81124	Gilbane				
405001-81118	Colliers	22737	9/30/2018	\$	7,932,00
405001-81101	Versteeg Associates	INV2018-17	10/5/2018	\$	3,500.00
405001-81109	WB Meyer	1781	7/31/2018	\$	550,00
405001-81,109	WB Meyer	1578	7/30/2018	\$	1,802.00
405001-81109	WB Meyer	2858	9/30/2018	\$	550.00
405001-81113	Langan Environmental	55362	10/9/2018	\$	7,886.19
405001-81117	CDW	NSW6766	8/14/2018	\$	12,075,00
405001-81117	A&A Office Systems	338468	7/27/2018	\$	5,883.93
405001-81117	Carousel Industries	2282515	9/17/2018	\$	23,497.43
405001-81107	Hillyard	603094210	8/7/2018	\$	4,360.27
405001-81107	Robert H Lord	332278	8/17/2018	\$	32,491.72
405001-81115	US Bank	1	10/3/2018	\$	2,438.00

Total of Invoices

119,926.76

Approvals:

Stonington K-12 Building Committee

o.omig.om	- 12 boliding Comminee	
(One of two chairs required to sign)	Robert Marseglio, Chairperson	Date
8 8	Kate Rotella, Vice-Chairperson	Date
Town Official Signatures	Robert Simmons, First Selectman	Dale
vn Officio	James Sullivan, Finance Director	Date
Tov		Date

Colliers International, Owners Project Manager

Robert Hart, Asst. Project Manager

Date





Stonington K-12 Building Committee Rob Marsegila, Choirman Kate Rotello, Vice-Choirman Robert Sundman Julie Holland George Crouse Deborah Downie June Stunk Kathy Sanford

Stonington West Vine Street School

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

Building Committee Date: 10/16/18

(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
405002-81100		34	9/30/2018	\$ 14,884.19
405002-81124				
405002-81118	Colliers	22738	9/30/2018	\$ 7,932.00
	Versteeg Associates	INV2018-18	10/5/2018	\$ 3,500.00
	Langan Environmental	55361	10/9/2018	\$ 7,565.29
	A&A Office Systems, Inc.	INV338469	7/27/2018	\$ 5,883.93
405002-81117	Carousel Industries	2282520	9/17/2018	\$ 22,767.38
	Tactical Communications	659	9/6/2018	
	Hillyard Invoice	603094211	8/7/2018	\$ 4,360.27
	Robert H Lord	33228B	8/17/2018	\$ 36,119.87
405001-81106		1	10/3/2018	\$ 2,162.00

Total of Invoices \$ 105,174.93

Approvals:

Stonington K-12 Building Committee

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

Colliers International, Owners Project Manager

Robert Hart, Project Manager	Date

