Town of Stonington
K-12 School Building Committee
Regular Meeting Minutes
Wednesday, November 7, 2018
6:00 p.m.
Central Office, Old Mystic, CT
Page 1 of 4

Members Present: Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman; Julie Holland, Secretary; Rob Sundman,

George Crouse, Dan Oliverio, Bobby Mitchell, Debra Widmer and Blunt White

Late arrivals: Kathy Sanford 6:16

Members Absent: June Strunk, Deborah Downie and Wendy Wilbert

Recording Secretary: Sandy Tisslere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Peter Anderson, Director of Operations and Facilities; Wes Greenleaf, Interim Director of Operations and Facilities; 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; Gilbane; Alexa Garvey, Board of Education Chairman, and Tom Fiore

1. Finance subcommittee meeting - call to order

Attendees were Kate Rotella, Bobby Mitchell and Blunt White as well as Chuck Warrington and Rob Hart from Colliers. Invoices and financial status were discussed.

2. Finance subcommittee meeting - adjourn

The Finance Subcommittee adjourned their meeting 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 6:00 p.m.

4. Seating of Alternates

Bobby Mitchell, Blunt White and Debra Widmer were seated as alternates.

Chairman Marseglia congratulated Kate Rotella on her win as the 43rd District State Representative and the there was a round of applause.

5. Approval of Outstanding Minutes

The minutes from October 2, 2018 and October 16, 2018 were submitted for approval.

The minutes were tabled.

6. Architect

a. Architect Updates

1. Update - FF&E updates - probable approval of F &E packages

Chromebook charging stations

Chuck Warrington reported the Tripp Lite chargers are on backorder until February. He is working with Jason Jones, Stonington Public School's Director of Technology who is working with a vendor that will stay within the original quoted amount that was approved. HB Communications, Inc. and CDW-G are both also working on solutions. It is Mr. Warrington recommendation that if they can get the quotes and they are close to the original, he could send them out to Kate Rotella and June Strunk for authorization so they can move forward with them or they can bring them to the committee for approval.

Kate Rotella discussed the charger carts were a reimbursable item. If they are reimbursable, they need to be purchased off of state contracts. She suggested finding the quickest solution that is meets specifications and is within budget to get these to the students for use as soon as possible. The committee discussed the eligibility of reimbursements of the Tripp Lite carts.

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

Motion #1: To authorize Colliers to change the Tripp Lite purchase order with an alternate vendor within the budgeted amount.

Discussion: Julie Holland asked whether there was a warranty on the technology we are purchasing for the

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Page 2 of 4

schools. Chuck Warrington answered the standard was a year. All: Aye

2. Update - Technology

Covered 6. a. l. 1.

3. Update - Playgrounds

Greg Smolley said the goal is for the playground packages to be presented again to the state in December.

4. Schedule and topics for DRA/Owner meetings

There are no outstanding meetings.

5. Deans Mill School signage

Greg Smolley said the Deans Mill School signage on the front the school said Deans Mill Elementary School so the panels need adjustment to have the right name on the school. Mr. Smolley there are a couple of panels that need replaced and Aleita Hall will have a cost for change order for those two panels.

6. Memorials and saved trees

Greg Smolley reported the bronze plaque on the inside of West Vine Street School is missing; Mr. Smolley surmised it was not removed at the same time as the others and when it came time for demolition, it was discarded. It was the plaque from the original dedication of the school. Mr. Smolley said they have photos of it and it can be recreated. It was asked where the money for the cost of a new plaque would come from and Peter Manning said they would take it out of the construction contingency budget. The committee discussed the placement of the dedication plaques and whether all the dedication plaques had been or will be placed together. Aleita told the committee that the plaques are up at West Vine Street School but not at Deans Mill School. Before any more plaques are installed at the schools, Aleita Hall will bring the suggested placement before the committee.

b. Architect Actions

No action taken.

7. Construction Manager

a. CM Update

Aleita Hall reported Deans Mill School and West Vine Street School are along the same track. Deans Mill School's second floor area is in process of being taped and mudded and can lights are installed. At West Vine Street School, the ductwork is going down the corridor into the kitchen. West Vine Street School is ahead with flooring going down in the kitchen and they are anticipating food service equipment delivery at the beginning of December.

i. Substantial completion - warranty start dates

Aleita Hall reported the warranties will start when the architect issues the substantial completion certificate per contract or the building completion of occupation. Peter Manning spoke of a conversation with Wes Greenleaf that caused confusion that came from a discussion about extended warranties purchased by the town of Groton in the beginning of their project. Peter Manning continued saying some warranties in Phase one will end earlier then some of the warranties in Phase two. Dr. Riley expressed his concern there are major systems that are still not working and it was our understanding someone would come and fix them and now we are being told to call the vendor to address the issues. Wes Greenleaf spoke of the time when the school district does take over the maintenance of the equipment saying this if a piece of equipment isn't working right, it is an issue for the people who installed it. Mr. Greenleaf continued saying there are several complicated systems that have to work together and the question is when do we own that and how do we approach the responsibility of these systems. Mr. Manning said as long as Gilbane Is on site, his staff will facilitate the calls to ensure all the systems are working correctly. Mr. Manning said some things can't be done until Phase B is completed as

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Regular Meeting Minutes
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Page 3 of 4

there is interface between the two buildings. The committee discussed how complicated the systems are and the necessity of training the employees who will maintain them. There has been some miscommunication around the process of how to address warranty issues. Rob Sundman asked if there is a system in place to record complaints or issues that are happening in the new schools. Dr. Riley said there is a process in place, the employees report issues to their principal which then gets reported to Wes Greenleaf. Alelta Hall said there isn't equipment that isn't working correctly, it is a matter of getting all the systems to work together correctly. Rob Hart said there will be a meeting with Wes Greenleaf, Peter Andrson, Colliers, Gilbane, the representatives from the mechanical systems vendor with the commissioning agent on Tuesday to discuss any mechanical issues. The committee discussed the importance of training the maintenance crew on how to ensure all the building systems work together correctly and function as they should.

b. CM Actions

Peter Manning said John Hawley, District Manager of Glastonbury, will be taking over for him and will attend the next meeting for an introduction.

8. <u>OPM</u>

a. OPM Update

Office Furniture Update

Greg Smolley said they have been working with the furniture consultant to order the furniture that works best with the office and the next step will be to present it to Dr. Riley then Rob Marseglia will share it with building committee. After that, the pieces can be ordered and changed out at no cost to the project.

2. Update - WVSS antenna relocation

Rob Hart discussed the Tactical Communications quotes for the Code Red radio part of the project. The Deans Mill School quote is for \$6,742.00. This buys the radio system, the programming, the cable and the work to move the antenna. What it doesn't buy is the infrastructure for the costs for the electrician to pull the cable.

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

Motion #2: To approve the Tactical Communications, Inc. invoice in the amount of \$6,742.05.

All: Aye

Discussion: Blunt White asked should this item be in a not to exceed amount. Rob Hart said it is by the hour as a not to exceed amount.

All: Aye

The following motion was made by Blunt White and seconded by George Crouse:

Motion #3: To approve the Tactical Communications Inc. invoice for West Vine Street School for a ceiling speaker in the amount of \$615.00.

All; Aye

3. Invoices, change orders and financial report (attachment #1)

Rob Hart presented the Deans Mill School invoices as follows: Horizon Engineering, Invoice #156-27, \$3,616.25; Connecticut Business Systems, invoice #IN435654, \$117,464.00; Westerly AED, invoice #626, \$4,485.00; Westerly AED, invoice #635, \$717.00; Insalco, invoice #7574, \$38,945.35 for a total amount of \$165,227.60.

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

Motion #4: To approve the Deans Mill School Invoices in the amount of \$165,227.60.

All: Aye

Rob Hart presented the West Vine Street as following as follows: Horizon Engineering, invoice #28, \$680.75; Connecticut Business Systems, invoice #IN435668, \$103,341.00; Insalco, invoice #7544, \$32,146.76; Westerly

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Page 4 of 4

AED, invoice #625, \$4,485.00, Westerly AED, invoice #636, \$717.00 for a total amount of \$141,370.51.

The following motion was made by George Crouse and seconded by Rob Sundman: Motion #5: To approve the West Vine Street School invoices in the amount of \$141,370.51. All: Ave

Rob Hart reported the remaining budgets were for Deans Mill School are \$1,858,000 and for West Vine Street School for \$181,000. Mr. Hart and Mr. Warrington added they will be meeting with Gilbane to reconcile the budget.

Rob Hart said WB Mason has been doing off hours installation of furniture and they will be coming in on Veterans Day to complete everything. Rob Hart said the goal of the next phase is the school district receives a turn key operation. The requirement is all the punch lists are complete, all the furniture is delivered and installed, and that is what the teams are working toward.

b. OPM Actions

No actions taken.

9. New Business

a. Review and approval of 2019 Regular meeting schedule

This item has been addressed.

b. Bi-directional amplifiers

Rob Marseglia reported he spoke with Chief Stewart. Chief Stewart said they have done testing and measurements from antennas in both Stonington and Groton to Deans Mill School and it is their recommendation bi-directional antennas be installed into Deans Mill School. Rob Hart will have a quote to present at the next meeting.

10. Old Business

a. WVSS Update - Outdoor classroom - Sensory Garden

Julie Holland spoke of a meeting with Aleita Hall and Wes Greenleaf to discuss the electrical service to the Sensory Garden. Ms. Holland said one of the biggest concerns for her committee into getting funding to make the walkways in the back of the garden handicapped accessible because the gravel walkway keeps getting washed out as there is drainage issues; the committee is looking into asphalt or pavers for the walkway. Ms. Holland asked about the planters that were included in the scope of the project asking when will they be delivered. Aleita Hall said she will look into what is included in the scope of the project. The electrical service was discussed and what was necessary for the garden. The cable from the garden to be tied into the panel will have to be done by the project electrician. The committee discussed who would hire the electrician to install the electrical cable in the garden and run it back to the to the panel. Chuck Warrington said he would solicit the quote for the local electricians.

11. Adjourn

The following motion was made by Rob Sundman and seconded by Bobby Mitchell:

Motion #6: To adjourn the meeting at 7:48 p.m.

All: Aye

Julie Holland, Secretary

ATTACHMENT #1



Stonington K-12 Building Committee

Rob Marseglia, Comminee
Rob Marseglia, Choirman
Kate Rotello, Vice-Choirman
Robert Sundman
Julie Holtand
George Crouse
Deboron Downie
June Strunk
Kathy Sanford
Don Oliverio
Wendy Wibbert

Stonington Deans Mill School

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

Building Committee Date: 11/7/18

(Where discrepancies exist between the amount shown on the cover sheet and the actual invoice, the invoice governs)

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		INVOICES			
Town Acct.		Invoice No.	Date		Amount
	Horizon Engineering	156-27	9/28/2018	\$	3,616.25
405001-81117	Connecticut Business Systems	IN435654	8/31/2018	\$	117,464.00
405001-81117	Westerly AED	626	9/24/2018	\$	4,485.00
405001-81117	Westerly AED	635	10/18/2018	\$	717.00
405001-81107	Insalco	7574	7/23/2018	\$	38,945.35
					

Total of Invoices

165,227.60

Approvals:

Stonington K-12 Building Committee

	- 12 Building Committee	
e of two required to sign)	Robert Marseglia, Chairperson	Date
(On chairs	Kate Rotella, Vice-Chairperson	Date
Town Official Signatures	Robert Simmons, First Selectman	Date
n Official	James Sullivan, Finance Director	Date
Tow		Date

Colliers International, Owners Project Manager

Robert Hart, Asst. Project Manager

Date





Stonington K-12 Building Committee
Rob Marseglia, Chairman
Kate Rotella, Vice-Chairman
Robert Sundman
Julie Holtand
George Crouse
Debarah Downie
June Strunk
Kathy Sanfard
Don Olvaria
Wendy Wilbert

Stonington West Vine Street School

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

Building Committee Date: 11/7/18

(Where discrepancies exist between the amount shown on the cover sheet and the actual invoice, the invoice governs)

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		INVOICES			
	Company	Invoice No.	Date	T	Amount
405002-81127	Horizon Engineering	28	9/28/2018	\$	680.75
405002-81117	Connecticut Business Systems	IN435668	8/31/2018	\$	103,341.00
405002-81107		7544	7/11/2018	\$	32,146,76
	Westerly AED	625	9/24/2018	\$	4,485.00
405002-81107	Westerly AED	636	10/18/2018	\$	717.00

Total of Invoices \$ 141,370.51

Approvals:

Stonington K-12 Building Committee

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

Colliers International, Owners Project Manager

Robert Hart, Project Manager	Date



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Page 1 of 2

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24.5	55	3.0	2.5	-	2.5	30.0	1	30.0	
	ı I								B. Expenses
(85.0)	2,734.3	12.8	2,742.1	413.1	2,329.0	2,669.9	203.I	2,466.8	Sub-total Fees
0.6	42.8	,	42.U		42.0	50.0	1	50.0	9 Utility Assessment
e ;	11./	•	31.7		30.6	31.7	1	31.7	
30.0	20.0	4.7	15.5		15.3	50.0	1	50.0	
-	,	, ,	, ,	,	,	1	ı	,	6 CM PreCon
1	6/.0	,	67.5	36.3	31.2	67.5	ŧ	67.5	5 Building Commissioning
19.8	359.5	ı	359.5	95.2	264.3	379.3	79.3	300.0	
	40.0	8.1	31.9	13.3	18.6	40.0	1	40.0	h Storm water monitoring
	21.7	. •	21.7	ı	21.7	21.7	1	21.7	
-	11.8	ı	11.8	1.0	10.8	11.8	,	8.11	f Ecologist/Soil Sample
1	1	ı	•	ı	•	1	1	-	
19.3	15.7	,	15.7	,	15.7	35.0	ı	35.0	
-	1	_	-	,	•	-	-	w/ architect	Computer/Info. Systems
Balance	Total Costs	not Contracted	Contract	Unpaid	Paid	Transfers	Transfers	7/9/17	
Remaining	Anticipated	Planned, but	Total			Approved Budget with	Approved	Project Budget	
			Costs	acted Project Costs	Contracted		Budget		
ហ	71	, TT	D	D_2	D ₁	С	В	A	\$(000)

Tactical Communications,Inc.
29 Soundview Road
Guilford CT 06437
(Telephone) 203-453-2389
(Toll Free) 800-933-0313
www.taccomm.com

QUOTATION

CT Lic# 702129

STPS01

TO: STONINGTON PUBLIC SCHOOLS 52 NORTH STONINGTON RD OLD MYSTIC, CT 06355

QUOTE NO.: 212654 DATE: 10/08/18 TERMS: NET 30

Please reference Quote No. on Correspondence & purchase orders. Prices good for 30 days.

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

Service Requested

DEANS MILL SCHOOL BUILDING PROJECT. THIS IS NOT AN INVOICE. THIS IS FOR BUDGET PURPOSE ONLY.

Qty	Item	Description	Unit Price	Disc	Total
1.00	901-9334	MODEL 1516 SENTRIVOICE	938.0000	93.80	844.20
2.00	950-9390	REMOTE CONTROL RELAY	41.0000	4.10	73.80
2.00	950-9388	VOICE OPTION 10 SECONDS	74.0000		148.00
1.00	103489	60"H NON-PENETRATING MOUNT 1-	1 124.3000		124.30
2.00	102758	NELLO MAT KIT	22.5000		45.00
300.00	LMR-400	LMR-400	1.7000		510.00
3.00	RFN-1006-3I	N-MALE CRIMP-9913/LMR400	6.3000		18.90
1.00	EZ-400-NF	N-FEMALE CRIMP LMR-400	14.5000		14.50
1.00	RFN-1005-3C	N MALE CRIMP-RG58/RG141	8.7500		8.75
1.00	RFU-600-6	MINI-UHF MALE/RG58, 141	4.5000		4.50
1.00	IS-50NX-C2	GENERAL POLYPHASER NF-NF	65.8500		65.85
1.00	CSD2X2LU	DROPIN CEILING SPKR	95.0000		95.00
1.00	HLN9457	MOTOROLA 16 PIN	9.2500		9.25
1.00	MISC	MISC HARDWARE/ELECTRICAL	100.0000		100.00

Service To Be Performed	Hours	Price	Amount
LABOR	36.00	130.00	4,680.00
ESTIMATED LABOR FOR INSTALLATION.			
	Parts		2,062.05
	Tech Sve		4,680.00
		==:	
	Total Svc		6,742.05
	Shipping		. 00
	Tax		00
	Total Du	2	6,742.05

Continued on following page

Page 2

Tactical Communications, Inc. TACT 29 Soundview Road

29 Soundview Road Guilford CT 06437 (Telephone) 203-453-2389 (Toll Free) 800-933-0313 www.taccomm.com

QUOTATION

CT Lic# 702129

QUOTE NO.: 212654 DATE: 10/08/18

TO: STPS01 STONINGTON PUBLIC SCHOOLS

ORDERS SUBJECT	TO SHIPPING	& HANDLING	AND SALES T	AX IF APPLICABLE

TERMS SUBJECT TO CREDIT REVIEW

Accept	ted	
by		P.O. No.
	LEGAL NAME OF PURCHASER	
		Date
	AUTHORIZED SIGNATURE	Date
		



Tactical Communications, Inc. 29 Soundview Road Guilford CT 06437 (Telephone) 203-453-2389 (Toll Free) 800-933-0313 www.taccomm.com

QUOTATION

CT Lic# 702129

STPS01

TO: STONINGTON PUBLIC SCHOOLS 52 NORTH STONINGTON RD OLD MYSTIC, CT 06355 QUOTE NO.: 212758 DATE: 10/31/18 TERMS: NET 30

Please reference Quote No. on Correspondence & purchase orders. Prices good for 30 days.

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

Service Requested

WEST VINE STREET SCHOOL BUILDING PROJECT, THIS IS FOR BUDGET PURPOSES ONLY. THIS IS NOT AN INVOICE.

_Qty	Item	Description	Unit Price	Disc	Total
1.00	CSD2X2LU	DROP-IN CEILING SPKR	95.0000	·	95.00
LIDOR	Service To Be Po	erformed	Hours	Price	Amount
LABOR	ATED I ADOD TO ING	CTAIL COURS OF AMERICAN	4.00	130.00	520.00
PROGR		STALL CEILING SPEAKER AND DE ON EMERGENCY RADIO AT WEST			
			Parts		95.00
			Tech Svo	:	520.00
			m . 10	=	=======================================
			Total Sv	c	615.00
			Shipping	3	.00
			Tax		. 00
			Total Di	16	615.00

ORDERS SUBJECT	TO SHIPPING &	HANDLING	AND SALES	TAXIE	APPLICABLE

TERMS SUBJECT TO CREDIT REVIEW

Accept	ed		
by		P.	O. No.
	LEGAL NAME OF PURCHASER		
	AUTHORIZED SIGNATURE		Date