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

Members Present: Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman; Julle Holland, Secretary; Deborah Downie, Dan Oliverio,

Kathy Sanford, George Crouse, Wendy Wilbert, Bobby Mitchell, Debra Widmer and Blunt White

Members Absent: Rob Sundman Recording Secretary: Sandy Tissiere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Peter Anderson, Director of Operations and Facilities, 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; Taylor Gladding, Senior Project Engineer; Gilbane, Chief Darren Stewart, Captain Todd Olson, Stonington Police Department, Raymond Trebisacci, Chairman, Board of Police Commissioners, interested citizens and a Stonington High School student

### 1. Finance Subcommittee Meeting - Call to Order

Members in attendance were Vice Chair Kate Rotella, Blunt White and Bob Mitchell, June Strunk was absent (in NY ringing the closing bell at the NASDAQ, congratulations June!). Colliers (Owners Rep) was represented by Chuck Warrington and Rob Hart. DRA (Architect) was represented by Greg Smolley. Gilbane was represented by Peter Manning. There were no members of the public in attendance. The meeting was called to order at 5:15pm by Vice Chair Kate Rotella.

The invoice package for DMS totaling \$54,070.18 was reviewed and unanimously approved. The invoice package for WVVS totaling \$106,705.77 was reviewed and unanimously approved.

There were no change orders (ATP's) to review/approve.

Rob Hart reported on the status of a memo he is preparing reconciling the status of the WVSS, Owner and CM, contingency accounts. The memo is nearing completion.

### 2. Finance Subcommittee Meeting - Adjourn

One motion duly made and seconded the meeting was adjourned at 5:50pm.

Respectfully submitted by Blunt White, Finance Subcommittee Member

## 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.

Chairman Marseglia said tonight was Peter Manning's last meeting and wished him a long and happy retirement; Chairman Marseglia thanked Mr. Manning for all the work he has done for the Town of Stonington. Mr. Marseglia shared with the committee June Strunk was not at the meeting because she had the opportunity to ring the closing bell at NASDAQ.

#### 4. Seating of Alternates

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

## 5. Approval of Outstanding Minutes

The minutes from October 2, 2018, October 16, 2018, November 7, 2018 and November 20, 2018 were submitted for approval. June Strunk asked the November 20, 2018 be amended by adding a line to Item #6, Approval of Outstanding Minutes, to the final paragraph the line: "This discussion was tabled until the next meeting when the chair was present."

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

Motion #1: To approve the minutes of October 2, 2018, October 16, 2018, November 20, 2018 as submitted and November 20, 2018 as amended.

All: Aye

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### 6. Architect

- a. Architect Updates
  - 1. Update FF&E updates discussion topics will include but not limited to:
    - i. Chromebook Charging Stations

Greg Smolley introduced Gregg Belous, BIM/CAD Designer with DRA who is the technical lead for the projects saying he invited Mr. Belous to the meeting so he could see the other side of the project. Chuck Warrington reported the i-Pads and chargers are ordered and will be delivered and installed in December.

 Update → Technology Discussed in 6. a. 1. i.

#### Update – Playgrounds

Mr. Smolley said there is a meeting scheduled for December 11, 2018 at 1:00 p.m. with the state for request of submission of the playground plans. Katie Quinlan, Deans Mill School PTO President, had emailed Chairman Marseglia about the need for a shed to store outside play equipment. It was discussed this is not a need at West Vine Street School as they had a shed that was able to be moved. The size needed and the cost of the shed were discussed. Chuck Warrington will procure quotes for different options for an outside shed for Deans Mill School to be presented at the next meeting with the anticipation of installation over winter break. Katie Quinlan asked who would be responsible for installation of storage shelves inside the shed; it was suggested she reach out to the school district with this question.

### 4. Schedule and topics for DRA/Owner meetings

Mr. Smolley reported there are not any impending meetings. Mr. Smolley asked to discuss Item #8 a. 1. Office Furniture Update saying the latest floor plans for Deans Mill School have been shared with administration and the objective is to keep at no cost.

### 5. Deans Mill School signage

Taylor Gladding said pricing is being worked on for this item.

### 6. Memorials, plaques and saved trees

Greg Smolley reported they are waiting for vector drawings of the lost plaque at West Vine Street School so it can be recreated. The West Vine Street School plaque is already installed and the new one will go beside it. Before the plaques are installed at Deans Mill School, the committee would like to review the placement. Greg Smolley will bring a picture of where they will go at the next meeting.

The concern with the pooling of water at the base of the lamp pole at West Vine Street School was discussed. Greg Smolley told the committee the steps that have been taken to resolve the issue of this drainage basin. The desired objective is for grass to grow in that area, one idea is to bring the lamp post base up and in-fill there to redirect the drainage. The second piece is to rethink the plantings in that area.

b. Architect Actions

No actions taken.

## 7. Construction Manager

## a. CM Update

Peter Manning introduced John Hawley, Vice President, Business Unit Manager, Gilbane, who will be taking over his responsibilities on the projects.

Taylor Gladding reported at Deans Mill School, the second-floor painting is ongoing, the celling grids are started and next will be the mechanical, electrical and fire protection contractors to start. The first floor, moisture mitigation is 25% complete in the two-story wing. The dry wall is 95% complete then the taping can start. The first-floor bathrooms have the rough-ins started and the track is being laid out on the walls so that work can commence. In the cafeteria, not a lot of work is going on as it is being used for a staging area. In the kitchen, last Monday, the freezer and walk-in cooler were delivered and set in place. The painter is also in the kitchen and the floor will starts in the next week. This Friday, the roof top mechanicals will be lifted into place.

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The height of the bathroom sinks was discussed. Greg Smolley said the bathrooms are code compliant. The code requires 31 inch and 34-inch sinks except for early childhood. It was discussed the sinks in the gymnasium changing rooms, the bathrooms adjacent the gym and nurse's office are too high for elementary children. Greg Smolley said they might be able to lower the height of the sinks in the changing room area and the ones down by the cafeteria as they are not included in the sink usage ratio stated by code. Greg Smolley and Chuck Warrington will discuss these issues with Larry Stannard, Building Official, Town of Stonington. Dr. Riley asked that Peter Manning be in the conversation with Mr. Stannard.

Peter Manning reported on West Vine Street School saying the sheetrock in the corridor is complete and the painting is done. The first-floor masonry is 100%; most of the classrooms are roughed in. All the windows are in except one. The sheet rock on the soffits in the classrooms are in-progress; the prime painting is almost complete on the second floor; all of the in-wall roughins are completed and the above grid rough-in is started and grid will be started shortly. On the first floor, masonry is complete. Freezers and coolers are installed and the kitchen hoods are complete.

The HVAC equipment in the cafeteria is placed at West Vine Street and the duct work is being installed. Trane was onsite at West Vine Street School reprogramming units. ABS has repaired the stats so they are reading the room temperature in the gymnasium. Taylor Gladding reported before Thanksgiving the Deans Mill School site contractor put fill and a blanket on the shallow water pipe that was of concern of freezing and they are waiting on pricing for a more permanent solution. Mr. Manning reported on the question of the paving of the bus loop being done when the weather was too cold. Mr. Manning said the testing labs results came back favorable but he has reached out to DRA to have Milone and McBroom evaluate the pavement.

b. CM ActionsNo actions taken.

## 8. <u>OPM</u>

- a. OPM Update
  - Office Furniture update
     Discussed in Item #6. a. 4.
  - 2. Invoices, change orders, and financial reports (Attachment #1)

Kate Rotella presented the Deans Mill School invoices as follows: Materials Testing, Inc., invoice #17881-IM, \$500.00; Apple Inc., invoice #6763080726, \$2,446.50; Insalco, invoice #7606, \$22,411.43; Insalco, invoice #7721, \$19,026.50; S&P Global, invoice #11359152, \$7,300.75; S&P Global, invoice #11359153, \$2,385.00 for a total amount of \$54,070.18.

The following motion was made by George Crouse and seconded by Blunt White: Motion #2: To approve the Deans Mill School invoices for the total amount of \$54,070.18. All: Aye

Kate Rotella presented the West Vine Street School invoices as follows: Horizon Engineering, Invoice #30, \$118.75; Apple, Inc., invoice #6763162515, \$2,446.50; Robert H. Lord, invoice #33228V, \$57,854.75; Insalco, invoice #7722, \$16,259.50; Insalco, invoice #7607, \$21,437.02; S&P Global, invoice #11359152, \$6,474.25; S&P Global, invoice #11359153, \$2,115.00 for the total amount of \$106,705.77.

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

Motion #3: To approve the West Vine Street School invoices for the total amount of \$106,705.77

All: Aye

Rob Hart reported the budget balances were Deans Mill School, \$1,800,000.00 and West Vine Street School is \$224,00.00.

3. <u>Bi-Directional amplifiers</u> (Attachment #2)

Chairman Marseglia spoke of his meeting with Darren Stewart, Stonington Chief of Police, about the need for the bidirectional amplifiers at Deans Mill School. Chief Stewart explained to the committee how Deans Mill School is located in Town of Stonington
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an area that does not have reliable cell phone service. West Vine Street School is located close to an antenna located in Westerly, Rhode Island and the police department is in negotiations of shared resources with Rhode Island. This antenna in conjunction with the police station antenna will allow West Vine Street School reception without the need of the bi-directional amplifiers. The group discussed what the bi-directional amplifiers are, their function and how they are installed. There have been two quotes for the installation of the wiring, one from July 2018 and one from November. Blunt White asked the question why is there a discrepancy between the different amount of wiring needed between the quotes and the price increase. Kate Rotella asked the question about the pre-requisite of Phase 1 being done, what is Phase 1? The action to be taken will be Rob Hart or Kate Rotella will email the July quote to Chief Stewart so he can reconcile the differences. Wireless Design will be invited to the December 18, 2018 to discuss the bi-directional amplifiers.

#### b. OPM Actions

No actions to be taken.

## 9. New Business

Plow pick-up trucks being used on the West Vine Street School sidewalks to plow snow was discussed. The concern is there could be damage to sidewalks. Greg Smolley said the thought was the school district would purchase small RTV's (four-wheel utility vehicle) to plow the sidewalks and in the summer, it could have other uses.

### 10. Old Business

a. WVSS Update - Outdoor classroom - Sensory Garden Julie Holland said there is substantial run off washing out the pathways in the Sensory Garden. Ms. Holland said the Sensory Garden Committee is working on getting quotes for asphalt to make the garden handicapped accessible. The Sensory Garden Committee has purchased five trees thinking they will help with wash-off. The electrical service to the Sensory Garden shed is still in progress.

## 11. Adjourn

The following motion was made by George Crouse and seconded by Kate Rotella: **Motion #4:** To adjourn the meeting at 7:45 p.m.

All: Aye

Julie Holland, Secretary

### ATTACHMENT #1



Stonington K-12 Building Committee

Rob Marsegllo, Chairman Kate Rotella, Vice-Chairman Robert Sundman Julie Holland George Crouse Deborah Downie June Strurk Kathy Sanford Dan Oliverio

## **Stonington Deans Mill School**

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

Building Committee Date: 12/4/18

(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
405001-8) 101	Materials Testing, Inc	17881-IM	11/20/2018	\$ 500.00
405001-81117	Apple, Inc.	6763080726	10/11/2018	\$ 2,446.50
405001-81107	Insalco	7606	8/20/2018	\$ 22,411.43
405001-81107	Insalco	7721	8/29/2018	\$ 19,026.50
405001-81115	S&P Global	11359152	8/15/2018	\$ 7,300:75
405001-81115	S&P Global	11359153	8/15/2018	\$ 2,385.00

Total of Invoices \$ 54,070.18

Approvais:

Stonington K-12 Building Committee

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One of fw irs require sign)	Robert Marseglia, Chairperson	Date
fO chair	Kate Rotella, Vice-Chairperson	Date
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Official Signafures	Robert Simmons, First Selectman	Date
	James Sullivan, Finance Director	Date
Town		Date

Colliers International	, Owners	Project	Manager
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Robert Hart, Asst. Project Manager	Date





Stonington K-12 Building Committee

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

## **Stonington West Vine Street School**

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

**Building Committee Date: 12/04/18** 

(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	T	Amount
405002-81127	Horizon Engineering	30	11/2/2018	\$	118.75
405002-81117	Apple	6763162515	10/11/2018	\$	2,446.50
405002-81107	Robert H Lord	33228V	8/22/2018	\$	57,854.75
405002-81107	insalco	7722	9/19/2018	\$	16,259.50
405002-81107	Insalco	7607	8/20/2018	\$	21,437.02
405001-81115	S&P Global	11359152	10/15/2018	\$	6,474.25
405001-81115	S&P Global	11359153	10/15/2018	\$	2,115.00

Total of Invoices \$ 106,705.77

## Approvals:

Stonington K-12 Building Committee

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

Colliers International,	Owners Project Manager
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Robert Hart, Project Manager	Date
Robert Harr, Froject Mariager	Dale



	12/4/18
West Vine St School	Financial Status Report -

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12/4/2018 W Vine Budnet Block Control Lone: Financial Status Bonort

West Vine St School Financial Status Report - 12/4/18 \$(000)	A	В	O	Q	ô		Щ	ш	رر
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g Peer Reviews	21.7	,	21.7	21.7	1	21.7	,	21.7	, ,
.ci	40.0	•	40.0	18.6	13.3	31.9	×	40.0	
Project Management	300.0	79.3	379.3	272.2	87.3	359.5	;	359.5	801
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	31.7	ı	31.7	30.6	1.1	31.7	•	31.7	,
	20.0	•	50.0	42.0	,	42.0	•	42.0	8.0
Sub-total Fees	2,466.8	203.1	2,669.9	2,369.5	372.6	2,742.1	12.8	2,754.9	(85.0)
B. Expenses									
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	10.0		10.0	0.8	•	0.8	1.0	1.8	8.2
Sub-total expenses	437.8	-	437.8	298.0	11.7	309.7	79.3	389.0	48.8
Total Fees and Expenses	2,904.6	203.1	3,107.7	2,667.5	384.3	3,051.8	92.1	3,143.9	(36.2)
Vi. Contingency									
A. Construction & Owner's Project									
	1	1		1	1	•	•	1	•
2 Owner's Project	4,638.3	(4,252.2)	386.1	1	1	J	378.9	378.9	7.2
B. Additional Need	-	1	'	'	•	•	•	_	,
Total Contingency	4,638.3	(4,252.2)	386.1	-	•	•	378.9	378.9	7.2
Total Project	\$ 31,587,7 \$	(0.0)	\$ 31,587.7	\$ 23,472.6 \$	7,137.2	\$ 30,609.8	\$ 753.0	\$ 31.362.8	\$ 224.9

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		Budget			Contra	Contracted Project Costs	l Costs			
	Project Budget	Approved Transfers	Approved Budget with Transfers		Paid	Unnaid	Total	Planned, but	Anticipated Total Costs	Remaining
Building Construction New Building & Renovation Other Construction	\$ 25,080.2	3,068.6	· · · · · · ·	8	20.329.6	\$ 7,719.2	\$ 28,048.8		\$ 28,148.8	\$
Total Building Construction	25,080.2	3,068.6	28,148.8		20,329.6	7,719.2	28,048.8	100.0	28,148.8	
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Furniture, Fixtures & Equipment (FF&E) Loose Furnishings Program Related Equipment Computer/Data/Wiring Telecommunications Audio/Visual Equipment Specialty Signage					<b>-</b>			THE PARTY OF THE P		19 (2) (15 (15 (2) (2)
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Fees and Expenses Fees Existing Conditions & Space Program Architect Structural Eng.	1,909.0 w/ architect w/ architect	<u>-</u> 128.4	2,037.4		1.826.1	211.3	2,037.4		2,037.4	1 1
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Haz, Mat. Consultant	150.0	,	150.0		233.8	68.2	302.0	ı	302.0	(152.0)

12/4/2018	Control Logs POST GMP: Financial Status Report
	Deans Mill Budget Block Control L.

E E		Planned, but Anticipated Remaining not Contracted Total Costs Balance	25.6	(5.5.0)	- 21.3	1 7	24.0	40.0	<b>∞</b> ç		15.7	25.0	50.0	51.8 3,024.7 (128.6)	30.0		- 15.0	1	2550				47.3 140.0	·	442.5	173.9 3,467.2 (85.7)	805.9 805.9 1.720.2	,	805.9 805.9 1,720.2	1,263.2 \$ 34,064.7 \$ 1,853.9
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	Budget	Approved Budg Transfers Tra	-	1		1 3	,	, 601	103.1	1 1	•	,		C.1C2	······································	,	,	1	1 1	•	1	1	, ,	,	-	231.5	 (3,908.3)		(3,908.3)	0.0 \$ 35
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⋖		Project Budget	w/architect	w/architect	35.0	12.0	25.0	40.0	300.0	w/constr.		25.0	30.00	Z,004.b	30.0	15.0	15.0	1	w/geotecn 125.4	25.0	10.0	100.0	15.0	10.0	485.4	3,150.0	6,434.4	· · · · · · · · · · · · · · · · · · ·	6,434.4	\$ 35,918.6 \$

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Page 2 of 3

Colliers International



# **PROPOSAL**

1934

7345

Date: 11/28/2018

Customer ID: Stonington CT

RichardL@WirelessDesignGroup.com 45 Michele Drive, Norwich CT. 06360

Town of Stonington
Board Of Education
DEANS MILL Street School
In Building Public Safety Systems

Proposal Valid until Dec 31 2018

TERMS: 50% Deposit 50% Upon Completion PROPOSAL TO INSTALL

Phase 2 Cable

Labor			of Services	Cost	Extended
	Parts	ENGINEERING DESIGN- INSTALLATION- of P	hase Two Public Safety 800		Line Total
		CABLING ONLY- Does Not Include Cable Ter	minations (Connectors)		0.00
		of Antennas. This is a PREWIRE Proposal O	nly as a second		0.00
		ALL Ceiling Tiles shall be removed by owner	prior to Cable Install		0.00
		Owner Shall provide adequate Cable Support			0.00
	2740	Cable -Low Loss Fire Retardant Transmission		7.45	20,413.00
	2540	Cable -Low Loss Fire Retardant Transmission	Cable VHF	7.45	18,923.00
	60	Above Ceiling Additional 3 Hooks		5.25	315.00
	45	CABLE MANAGEMENT		4.23	190.35
	1	INSTALLATION SUPPLIES		75.00	75.00
18		Labor Required to Install Hardware	Engineer	\$120.00	0.00
			Engineer	\$120.00	0.00
		Calibration will require Evening Time  Quotation Assumes DEANS MILL school h			0,00
		permits and approvals for the installation communication syste  Quotation assumes that the town of Stor required approvals, permits from all propert agencies for the Installation and continued the purpose of locating surveillance cameras on there property. Wireless Design Group free of any and all liability. The town of Storequired Insurance and liability covers	ms sington has received all y owners and government use of there property for and associated hardware to be held harmless and nington agrees to provide age to all locations.		0.00 0.00 39,916.3
	····	Total Parts Cost	\$0.00		39,910.3
		Total Labor Cost	\$5,760.00	\$120.00	5,760.00
_		Total Labor Hours	48.00	Subtotal	45,676.3
		Total Labor Cost	\$4,080.00	PAID	0.00
		Total	\$4,080.00		
		Proposal Proposal	Valid Until Dec 31, 2018	TOTAL DUE	45,676.3
48		PREPRORITORY PROPOSAL- NOT FOR DISTRUBUTION	Components and Design therein are in part of a Secured Communications system		

SCOPE OF WORK: DEANS MILL School Phase Two, STONINGTON CT. Installation of hybrid VHF-700/800MHz frequency specific Bi-Directional Antenna system Cable Only .

Prerequisites: Deans Mill School Phase 1 shall be completed prior to any Phase 2 construction.

Deans Mill School (owner) Shall prepare and remove/re-install all Proposed Phase 2 ceiling tiles and any other obstructions. Installer shall have a unimpeded access to all above ceiling cable management, Where required owner shall provide accepted firewall cable feed through and sleeves. The Owner shall ensure that all sleeves are properly Fire stopped with approved Fire stop system.

Terms: 50% Deposit Upon Agreement 50% Upon Completion (Net 30 days)