

Town of Stonington
K-12 School Building Committee
Regular Meeting Minutes
Tuesday, August 7, 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; June Strunk, Dan Oliverio, Deborah Downie, George Crouse and Bob Mitchell

Members Absent: Kathy Sanford, Rob Sundman, Wendy Wilbert, Debra Widmer and Blunt White

Recording Secretary: Sandy Tissiere

Guests and Citizens: Van Riley, Superintendent, Stonington Public Schools; Jim Sullivan, Director of Finance, Town of Stonington; Chuck Warrington, Senior Project Manager, Colliers; Peter Manning, Senior Project Executive; Aleita Hall, Senior Project Manager; Taylor Gladding, Project Manager; Gilbane and Mr. Fiore, interested citizen

1. **Finance subcommittee meeting - call to order**

The Finance subcommittee meeting was called to order 5:00 pm. Present was Kate Rotella, Robert Mitchell and June Strunk. Blunt White was absent. The Finance sub-committee reviewed change order requests for recommendation to the K-12 School Building committee. The change order requests are attached to the K-12 Building committee minutes

2. **Finance subcommittee meeting - adjourn**

Kate Rotella made a motion to adjourn at 5:58 p.m. Robert Mitchell seconded and the motion passed.

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

Chairman Marseglia called the K-12 School Building Committee meeting to order at 6:02 p.m.

4. **Seating of Alternates**

Bobby Mitchell was seated as an alternate.

5. **Approval of Outstanding Minutes**

The minutes from July 10, 2018 and July 24, 2018 were presented for approval. Ms. Wilbert requested correction of Item #8. OPM a. OPM update 4. Invoice, change orders and financial, motion #10 and motion #11 to reflect her abstention from the vote.

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

Motion #1: To approve the minutes of July 10, 2018 as presented and the minutes from July 24, 2018 as revised.

All: Aye

6. **Architect**

a. Architect Updates

1. Update - FF&E updates

i. **Custodian office equipment**

Greg Smolley said he has not written the recommendation for the desk and two chairs for the custodian office and will have it available for the next meeting.

ii. **Office Furniture**

Greg Smolley told the committee the office furniture purchased for West Vine Street School had sizing conflicts with the size of the furniture and the space it is to serve making it not conducive to ADA standards. Mr. Smolley explained the offices at Deans Mill School were slightly larger than the office space at West Vine Street School giving slightly more room. The committee discussed the timeline of having furniture in the offices by the opening of school.

2. Update Technology.

Greg Smolley said they are working with CDW-G to purchase the chargers and are working with their consultant trying to resolve the issue. Chuck Warrington explained the problem is they do not need the cases and do not want to purchase them.

3. Playgrounds

Greg Smolley reported there is a date set for the play scape review on August 14, 2018 at 9:00 a.m. Mr. Smolley said they are now working through what is going to be used for the subsurface and surface and finding the most cost effective solution. Mr. Smolley said the independent code review is being done and will be signed off on August 14, 2018. Mr. Warrington discussed the color choices and the cost of the different colors. Mr. Warrington said the estimated prices will be \$176,000.00 for West Vine Street School and \$180,000.00 for Deans Mill School.

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Greg Smolley reported the covered tunnel at Deans Mill School has been approved by the building official and fire marshal so the plans have been turned over to Aleita Hall. Mr Smolley continued saying he has the received necessary affidavits of conformance the building code requires and they are ready to be delivered. Mr. Smolley said the last thing being worked on was the evacuation maps for the classrooms and he is working on those with Wes Greenleaf, Interim Director of Operations and Facilities of Stonington Public Schools.

4. Schedule and topics for DRA/Owner meetings
This item not discussed.

- b. Architect Actions
No action taken.

7. Construction Manager

- a. CM Update

- b. Update DMS Covered walkway

Aleita Hall explained the process of what needs to be done and projected schedule of the construction of the covered walkway. Ms. Hall spoke of the variables of other areas of construction and how the schedule is being adjusted to accommodate the covered walkway. Ms. Hall explained there will be a walkway constructed that will be built for teacher access and emergency egress that the children could use at the beginning of the school prior to the covered walkway being completed.

- c. Partial Certificate of Occupancy (PCO) Status

Aleita Hall said the abatement schedule is moving along as expected. The committee discussed partial certificates of occupancy at Deans Mill School and West Vine Street School and Gilbane, Colliers, and Stonington Public Schools are working with the fire marshals to get a written list of items to be resolved for the issuance of the partial certificate of occupancy at each school.

- d. CM Actions
No actions taken.

8. OPM

- a. OPM Update

1. WVSS antenna relocation

Chuck Warrington spoke of the deliveries and upcoming delivery dates of various items ordered and the dates of the installation. Mr. Warrington will meet with Julie Holland to assess the Sensory Garden to determine which items will be installed according to contract. Chuck Warrington said they are working at Deans Mill School to ensure there is air conditioning in the gym prior to school starting as the children will be eating lunch in there.

Chuck Warrington reported Rob Hart is working with Tactical Communications Inc. to get a quote for the Deans Mill School antenna relocation.

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

Chuck Warrington discussed the Deans Mill School change orders as follows: Change Order #ATP-100/OS-046, ASI-3 Revise East Exterior Wall at Cafeteria, \$10,209.00; Change Order #ATP-102/OS-094, RFI-285 - Relocate Cabinet Unit Heater in Stair 1, \$1,414.00 and Change Order #ATP-103-OS-126, Trim Out Windows at CMU Walls in Area A, \$9,060.00 in the total amount of \$20,683.00.

The following motion was made by June Strunk and seconded by George Crouse:

Motion #2: To approve the Deans Mill School change orders in the total amount of \$20,683.00.

All: Aye

Chuck Warrington presented the West Vine Street School as follows: Change Order #ATP-080/OS-087 Area B Plumbing Revisions, \$4,091.00; Change Order #ATP-088/OS-62, PR #14 Rev 2 - Revised Card Reader Locations, \$2,422.00; Change Order #ATP-096/OS-093, Demo of Concrete Beams in Area B for MEPFP, \$5,345.00; and Change Order #ATP-097/OS-076, Lobby Overlook Guardrail for \$(1,294.00) in the total amount of \$10,564.00.

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Mr. Warrington said Change Order #ATP-080/OS-087 Area B Plumbing Revisions for \$4,091.00 will be held for further investigation decreasing the total amount for approval to \$6,473.00.

The following motion was made by Kate Rotella and seconded by June Strunk:

Motion #3: To approve the West Vine Street School Change Orders in the total amount of \$6,473.00.

All: Aye

Chuck Warrington reported the balance of the contingency budget for Deans Mill School is \$2,256,000.00 and for West Vine Street School is \$419,000.

Chuck Warrington reported the majority of the FF&E items have been ordered. The choral risers and stages have been ordered.

3. Review and approval of Colliers add service request

Chuck Warrington said this has not been processed yet and it will be presented it at the next committee meeting.

4. Review and approval of Langan add service request

Chuck Warrington reported he has received the Langan Engineering and Environmental add service request proposals but needs to review them before presenting it to the committee for approval.

b. OPM Actions

No actions taken.

9. New Business

No items discussed.

10. Old Business

Julie Holland spoke about a large tree that looks diseased located by the Sensory Garden that may need to be removed. Aleita Hall said they will look at it. Greg Smolley said there is a list of the trees and memorials that are in storage that will be reinstalled in the Sensory Garden. Van Riley informed the committee all the old furniture is being moved to the old shop room located at Mystic Middle School for storage.

11. Adjourn

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

Motion #: To adjourn the meeting at 7:19 p.m.

All: Aye


Julie Holland, Secretary

A B C D1 D2 D E F G

	Project Budget 7/9/17		Budget Approved Transfers		Approved Budget with Transfers		Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
							Paid	Unpaid	Total Contract			
<u>6</u> Traffic	-	11.8	-	-	-	11.8	-	1.0	-	-	-	-
<u>7</u> Ecologists/Soil Sample	-	21.7	-	-	-	21.7	-	3.5	-	-	11.8	-
<u>8</u> Peer Reviews	-	40.0	-	-	-	40.0	-	19.1	-	-	21.7	-
<u>9</u> Storm water monitoring	-	300.0	-	-	-	300.0	-	39.6	-	-	40.0	-
<u>10</u> Project Management	-	67.5	-	-	-	67.5	-	41.6	-	-	355.1	-
<u>11</u> Building Commissioning	-	-	-	-	-	-	-	-	-	-	67.5	(55.1)
<u>12</u> CM PreCon	-	-	-	-	-	-	-	-	-	-	-	-
<u>13</u> Owner's Legal Fees	-	50.0	-	-	-	50.0	-	-	-	-	20.0	30.0
<u>14</u> Site Survey	-	31.7	-	-	-	31.7	-	1.1	-	-	31.7	-
<u>15</u> Utility Assessment	-	50.0	-	-	-	50.0	-	-	-	-	37.8	-
Sub-total Fees	2,466.8	123.8	123.8	2,590.6	2,590.6	2,107.6	550.9	2,658.5	87.8	2,746.3	(155.7)	
B. Expenses												
<u>1</u> Owner's Insurance	30.0	-	-	30.0	30.0	2.5	-	2.5	3.0	5.5	24.5	-
<u>2</u> Permits	5.0	-	-	5.0	5.0	1.5	-	1.5	-	1.5	3.5	-
<u>3</u> Printing	10.0	-	-	10.0	10.0	8.1	-	8.1	1.9	10.0	-	-
<u>4</u> Construction Utilities Use	-	-	-	-	-	-	-	-	-	-	-	-
<u>5</u> Site Borings	w/ geotech	-	-	-	-	100.7	-	100.7	12.1	112.8	-	-
<u>6</u> Materials Testing	112.8	-	-	112.8	112.8	-	-	-	-	-	-	-
<u>7</u> Special Inspections	25.0	-	-	25.0	25.0	-	9.6	9.6	-	9.6	15.4	-
<u>8</u> Consultant Reimbursables	5.0	-	-	5.0	5.0	9.3	-	9.3	-	9.3	(4.3)	-
<u>9</u> Moving/Relocation	100.0	-	-	100.0	100.0	45.2	8.1	53.3	46.7	100.0	-	-
<u>10</u> Physical Plant Expenses	15.0	-	-	15.0	15.0	13.5	-	13.5	-	13.5	1.5	-
<u>11</u> Bonding	125.0	-	-	125.0	125.0	74.6	-	74.6	25.0	99.6	25.4	-
<u>12</u> Advertising	10.0	-	-	10.0	10.0	0.5	-	0.5	1.0	1.5	8.5	-
Sub-total Expenses	437.8	-	-	437.8	437.8	255.9	17.7	273.6	89.7	363.3	74.5	
Total Fees and Expenses	2,904.6	123.8	123.8	3,028.4	3,028.4	2,363.5	568.6	2,932.1	177.5	3,109.6	(81.2)	
VI. Contingency												
<u>1</u> Construction & Owner's Project	-	-	-	-	-	-	-	-	-	-	-	-
<u>2</u> Owner's Project	4,638.3	(4,032.7)	(4,032.7)	605.6	605.6	-	-	-	379.1	379.1	226.5	-
<u>B.</u> Additional Need	-	-	-	-	-	-	-	-	-	-	-	-
Total Contingency	4,638.3	(4,032.7)	(4,032.7)	605.6	605.6	-	-	-	379.1	379.1	226.5	
Total Project	\$ 31,587.7	\$ -	\$ -	\$ 31,587.7	\$ 31,587.7	\$ 17,828.1	\$ 12,459.9	\$ 30,288.0	\$ 860.4	\$ 31,148.4	\$ -	\$ -439.3

ATTACHMENT #1

	Project Budget 7/9/17		Approved Budget Transfers		Approved Budget with Transfers		Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
							Paid	Unpaid	Total Contract			
I. Building Construction												
A. New Building & Renovation	\$ 22,916.8		3,247.8	\$ 26,164.6			\$ 15,254.2	\$ 10,776.7	\$ 26,030.9	\$ 133.7	\$ 26,164.6	\$ -
B. Other Construction	-			-			15.0	-	15.0	-	15.0	(15.0)
Total Building Construction	22,916.8		3,247.8	26,164.6			15,269.2	10,776.7	26,045.9	133.7	26,179.6	(15.0)
II. Related Construction												
A. Sitework	-			-			-	-	-	-	-	-
B. Site Utility Systems	-			-			-	-	-	-	-	-
C. Hazardous Materials	-			-			-	-	-	-	-	-
Total Related Construction	-		-	-			-	-	-	-	-	-
III. Escalation												
IV. Furniture, Fixtures & Equipment (FF&E)												
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. Fees and Expenses												
A. Fees												
1 Existing Conditions & Space Program	-	-		-			-	-	-	-	-	-
2 Architect	1,709.1	123.8		1,832.9			1,570.3	262.5	1,832.8	-	1,832.8	0.1
a Structural Eng.	w/ architect											
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			124.5	177.0	301.5	-	301.5	(151.5)
a Haz Mat. Consultant	w/ architect			-			5.2	5.5	10.7	-	10.7	(10.7)
b Audio/Visual	w/ architect			-			-	-	-	-	-	-
c Computer/Info. Systems	w/ architect			-			-	-	-	-	-	-
d Geo-Tech				35.0			15.7	-	15.7	-	15.7	19.3

Deans Mill School
Financial Statement Report - 8/6/18
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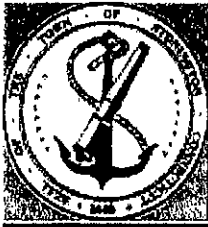
A B C D1 D2 D E F G

	Project Budget		Approved Budget with Transfers		Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
	7/7/17	w/ architect	Approved Transfers	Budget Transfers	Paid	Unpaid	Total Contract			
b Audio/Visual					11.2	14.4	25.6	-	25.6	(25.6)
c Computer/Info. Systems					-	-	-	-	-	-
d Geo-Tech	35.0	w/ architect	-	35.0	21.3	-	21.3	-	21.3	13.7
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	1.0
4 Project Management	300.0				240.5	39.6	280.1	75.0	355.1	(55.1)
5 Building Commissioning	68.6				33.1	35.5	68.6	-	68.6	-
6 CM PreCon					-	-	-	-	-	-
7 Owner's Legal Fees	50.0				15.7	-	15.7	-	15.7	34.3
8 Site Survey	25.0				21.2	1.1	22.3	2.7	25.0	-
9 Utility Assessment	50.0				29.9	-	29.9	20.1	50.0	-
Sub-total Fees	2,664.6		128.4	2,793.0	2,318.8	552.0	2,870.8	105.9	2,976.7	(183.7)
B. Expenses										
1 Owner's Insurance	30.0				2.5	-	2.5	27.5	30.0	-
2 Permits	15.0				1.5	-	1.5	13.5	15.0	-
3 Printing	15.0				8.1	-	8.1	6.9	15.0	-
4 Construction Utilities Use					-	-	-	-	-	-
5 Site Borings					-	-	-	-	-	-
6 Materials Testing	125.4	w/geotech			30.6	44.4	75.0	-	75.0	50.4
7 Special Inspections	25.0				-	9.6	9.6	15.4	25.0	-
8 Consultant Reimbursables	10.0				6.6	-	6.6	3.4	10.0	-
9 Moving/Relocation	100.0				78.6	(28.7)	49.9	50.7	100.6	(0.6)
10 Physical Plant Expenses	15.0				5.5	12.7	18.2	-	18.2	(3.2)
11 Bonding	140.0				80.5	-	80.5	59.5	140.0	-
12 Advertising	10.0				0.6	-	0.6	9.4	10.0	-
Sub-total Expenses	485.4			485.4	214.5	38.0	252.5	186.3	438.8	46.6
Total Fees and Expenses	3,150.0		128.4	3,278.4	2,533.3	590.0	3,123.3	292.2	3,415.5	(137.1)
VI. Contingency										
A. Construction & Owner's Project										
1 Construction					-	-	-	-	-	-
2 Owner's Project	6,434.4		(3,742.3)	2,692.1	-	-	-	487.8	487.8	2,204.3
B. Additional Need										
Total Contingency	6,434.4		(3,742.3)	2,692.1	-	-	-	487.8	487.8	2,204.3
Total Project	\$ 35,918.6		\$ 0.1	\$ 35,918.7	\$ 19,042.9	\$ 13,374.4	\$ 32,417.3	\$ 1,172.8	\$ 33,590.1	\$ 2,328.6

Transfers

A B C D1 D2 D E F G

	Budget			Contracted Project Costs			Planned, but not Contracted	Anticipated Total Costs	Remaining Balance
	Project Budget 7/7/17	Approved Transfers	Approved Budget with Transfers	Paid	Unpaid	Total Contract			
I. Building Construction									
A. New Building & Renovation	\$ 25,086.2	3,005.8	\$ 28,086.0	\$ 16,329.2	\$ 11,546.4	\$ 27,875.6	\$ 210.4	\$ 28,086.0	\$ -
B. Other Construction	-	-	-	-	-	-	-	-	-
Total Building Construction	25,086.2	3,005.8	28,086.0	16,329.2	11,546.4	27,875.6	210.4	28,086.0	-
II. Related Construction									
A. Site-work	-	-	-	-	-	-	-	-	-
B. Site Utility Systems	-	-	-	-	-	-	-	-	-
C. Hazardous Materials	-	-	-	-	-	-	-	-	-
Total Related Construction	-	-	-	-	-	-	-	-	-
III. Inflation									
Total Inflation	-	-	-	-	-	-	-	-	-
IV. Furniture, Fixtures & Equipment (FF&E)									
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	180.4	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	180.4	1,238.0	1,418.4	182.4	1,600.8	261.4
V. Fees and Expenses									
A. Fees									
1. Existing Conditions & Space Program Architect	-	-	-	-	-	-	-	-	-
2. Architect	1,909.0	128.4	2,037.4	1,775.3	262.1	2,037.4	-	2,037.4	-
a. Structural Eng. w/ architect									
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									
Special Consultants	150.0	-	150.0	123.9	178.1	302.0	-	302.0	(152.0)
442. Mat. Consultant									



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

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

Building Committee Date: 8-7-18

CHANGE ORDERS		
ATP/OS #	Description	Amount
ATP-080/ OS-087	Area B Plumbing Revisions hold	\$ 4,091.00
ATP-088/ OS-62	PR #14 Rev 2 - Revised Card Reader Locations	\$ 2,422.00
ATP-096/ OS-093	Demo of Concrete Beams in Area B for MEPFP	\$ 5,345.00
ATP-097/ OS-076	Lobby Overlook Guardrail	\$ (1,294.00)
TOTAL OF CHANGE ORDERS		\$ 10,564.00

Approvals:

Stonington K-12 Building Committee

\$ 6,473.00

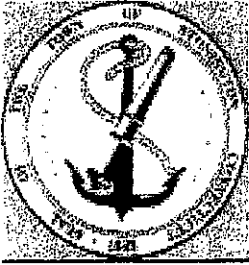
(One of two chairs required to sign)		
	Robert Marseglia, Chairperson	Date
	Kate Rotella, Vice-Chairperson	Date
Town Official Signatures		
	Robert Simmons, First Selectman	Date
	James Sullivan, Finance Director	Date
		Date

Colliers International, Owners Project Manager

Robert Hart, Asst. Project Manager

Date





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

Stonington Deans Mill School
 State Project No.: 137-0047
 Change Approval Cover Sheet

Building Committee Date: 8/7/18

CHANGE ORDERS		
ATP/OS#	Description	Amount
ATP-100/ OS-046	ASI-3 - Revise East Exterior Wall at Cafeteria	\$ 10,209.00
ATP-102/ OS-094	RFI-285 - Relocate Cabinet Unit Heater in Stair 1	\$ 1,414.00
ATP-103 OS-126	Trim Out Windows at CMU Walls in Area A	\$ 9,060.00
TOTAL OF CHANGE ORDERS		\$ 20,683.00

Approvals:
Stonington K-12 Building Committee

(One of two chairs required to sign)	_____	_____
	Rob 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

