

Student Support Services Building Committee

Regular Meeting Minutes

August 9, 2018

9:00 am – 10:30 am

Ocean Avenue LEARning Academy
660 Ocean Avenue, New London, Connecticut

Meeting called to order: 9:07 a.m.

In Attendance: Craig Esposito, Joanne Barmasse, Eileen Howley, Lynn Nenni, Jack Cross, Rita Volkmann (L)

Representatives not in attendance: Tim Hagen, Bridgette Gordon-Hickey

Presenters and other guests: Ken Biega (O&G), Roland Kekelia (O&G), Justin Hopkins (Tecton), Kathryn Mease (Tecton), Yvonne Tobey, Gary Cymbala, Ed Bjorbekk (O&G)

1.0 Approval of Minutes

1.1 **Motion** to approve the July 19, 2018 Building Committee minutes made by **Esposito**, **seconded by Howley**, Motion was amended to include the acceptance Alternate #1 (Hexagon Carpet Tiles). **Passed Unanimously.**

2.0 Reports

2.1 Roland Kekelia, O&G Project Manager, reviewed progress and current issues. The most critical unexpected concern involves the need for additional structural support for six key areas. The issue is further complicated by the discovery of asbestos insulated pipes in the area that will require footings. Roland is seeking solutions in an attempt to avoid additional abatement costs. Worst case scenario would be abatement of each hole to allow for full reinforced footing to support the second floor structure. The estimated cost is approximately \$60,000.00. Despite structural concerns, other phases of the project continue on schedule including running sprinkler lines, wall framing, and painting. Kekelia also reported that the preparation for and delivery of the electrical switchgear is on schedule. Roland also shared a number of photos of the lower level work.

Mr. Kekelia reviewed the Monthly Report providing summary of the project progress, cost controls and GMP status, and change order status.

2.2 Tecton Architects - Justin Hopkins

Justin Hopkins provided a brief summary of Tecton’s efforts to respond to RFIs in a timely fashion in order to keep the project on track. Hopkins also reported on the work on finalizing the FFE package for the Phase 2 PCR meeting with DAS. In scheduling the Phase 2 meeting DAS has raised questions about a discrepancy between the initial Phasing letter and the ED049 Application. He is working with the DAS representative to figure out how to address this question. The goal is to have DAS approval by the end of August to insure sufficient time for procurement.

3.0 Old Business

There was no old business for discussion or action.

4.0 New Business

4.1 Change Orders

Motion to accept Scope Change Order (PCO 00004) for Wood/Concrete Credit for \$766.00 to be credited to Owner’s Contingency made **by Esposito and seconded by Barmasse. Passed Unanimously.**

Motion to accept Scope Change Order (PCO 00005) for Switch GEAR Modifications for \$15,636.77 to be charged to Construction Manager (CM) Allowance made **by Esposito and seconded by Barmasse. Passed Unanimously.**

5.0 Financial Update

5.1 Invoices/Contracts

No action on Invoices or contracts

5.2 Lynn Nenni, LEARN CFO, provided an update on the overall budget with a detailed analysis of the current distribution of budgeted items and uncommitted balance. (See Pending Adjustments to Report (8/8/18).

6.0 Upcoming Building Project Meetings

Cross reviewed the upcoming meetings as listed below:

6.1 Project Meeting – Tuesday, August 7, 2018 (8:30 am – Ocean Avenue)

6.2 Project Meeting – Wednesday, August 22, 2018 (8:30 am – Ocean Avenue)

6.3 Building Committee Meeting (tentative) – Friday, August 24, 2018 (10:00 am – LEARN)

6.4 Building Committee Meeting - Thursday, September 13, 2018 (11:00 am – LEARN)

7.0 Adjournment

Motion to adjourn to a site tour made **by Howley and seconded by Esposito. Passed Unanimously.**

Meeting adjourned: 10:30 am

8.0 Site Walk