

Student Support Services Building Committee

July 19, 2018

Regular Meeting

Minutes

Room 216 - 44 Hatchedts Hill Road, Old Lyme, CT 06371

Meeting called to order: 9:10 a.m.

In Attendance: Craig Esposito, Tim Hagen, Joanne Barmasse, Eileen Howley, Bridgette Gordon-Hickey, Lynn Nenni, Jack Cross

Representatives not in attendance: Rita Volkmann

Presenters and other guests: Ken Biega (O&G), Roland Kekelia (O&G), Donna Worst, Yvonne Tobey

1.0 Approval of Minutes

- 1.1 **Motion** to approve the June 14, 2018 Building Committee minutes made by Esposito, seconded by Howley, **Passed Unanimously.**

2.0 Reports

- 2.1 Roland Kekelia, O&G Project Manager, reported on project status and upcoming schedule of work. Only potential hold up is with getting impedance data for the project transformer. Kekelia also presented the first formal Monthly Report for the Ocean Avenue project. Future Monthly reports will be sent out electronically
- 2.2 Cross provided a brief update on the FFE phase and preparations for the DAS review meeting scheduled for August 21st in Hartford. Kathryn Mease, Tecton's lead designer has been working with the SSS leadership to refine the furniture needs for classrooms and office spaces. Arrangements to purchase bookshelves from Deans Mill School in Stonington that can be utilized in the Ocean Avenue site were shared. Ken Biega, O&G, offered to arrange to pick up the furniture. Cross reported on the discussion with the state regarding excluding technology from the second phase of DAS approval process. Technology equipment does not meet the state threshold for reimbursement, leaving technology out of the phase 2 approval process. It was clarified that the budgeted amount for technology will remain as part of the project budget.

3.0 Old Business

- 3.1 Cross and Kekelia reported on the completion of the asbestos abatement and inspection by Mystic Air Quality Consultants. A letter dated June 28, 2018 from Mystic Air substantiates the abatement process via visual inspection and air sampling. The process was completed in less time than anticipated and had minimal impact on the overall schedule.

4.0 New Business

4.1 Change Orders

Motion to accept Change Order for Existing Light Fixture Supports for \$5,128.00 to be charged to Construction Manager (CM) Allowance made **by Hagen and seconded by Barmasse. Passed Unanimously.**

Motion to accept Alternate No. 1, to provide alternative carpet layout as indicated on Drawing A4.01C (Hexagon Carpet Tiles) for \$2,800.00 made **by Esposito and seconded by Barmasse. Passed Unanimously.**

5.0 Financial Update

5.1 Invoices and Contracts

Motion to approve payment to Mystic Air Invoice for \$765.00 for Asbestos Inspection made **by Esposito and seconded by Howley. Passed Unanimously.**

Motion to approve payment of Mystic Air Invoice for \$3,413.27 regarding abatement follow-up, testing, and inspection made **by Esposito and seconded by Howley. Passed Unanimously.**

5.2 Biega presented the Guaranteed Maximum Price (GMP) and AIA Document A133 for review and approval by the building committee. The GMP document, page 7 Assumption #20 was amended to reflect July 19, 2018 as the approval.

Motion to accept GMP and AIA document A1333 as presented and amended made **by Esposito and seconded by Hagen. Passed Unanimously.**

5.3 CFO Nenni presented an update on the project budget as recorded in the Munis system, summarizing pending Adjustments to Report. The Pending Adjustments to Report included overall remaining balance for the project and identified specific contingencies and what has been committed to date.

6.0 Upcoming Building Project Meetings

Cross provided a review of upcoming meetings as listed below

6.1 Project Meeting – Tuesday, July 24, 2018 (8:30 am – Ocean Avenue)

6.2 Project Meeting – Tuesday, July 31, 2018 (8:30 am – Ocean Avenue)

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

6.4 SSS Building Committee – Thursday, August 9, 2018 (9:00 am – Ocean Avenue)

7.0 Meeting adjourned: 11:10 a.m.