

Student Support Services Building Committee

June 14, 2018

Special Meeting

Minutes

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

Meeting called to order: 11:08 a.m.

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

Representatives not in attendance:

Presenters and other guests: Justin Hopkins (Tecton), Kathryn Mease (Tecton), Roland Kekelia (O&G), Gary Cymbala, Lance Hagen, Christ Eident (Mystic Air), Donna Worst

1.0 Approval of Minutes

- 1.1 **Motion** to approve the May 25, 2018 Building Committee minutes made by Volkmann, seconded by Esposito, **Passed Unanimously.**
- 1.2 **Motion** to approve all previous Building Committee minutes made by **Esposito, second by Hagen. Passed with one abstention:** Joanne Barmasse

2.0 Reports

- 2.1 Chris Eident, Mystic Air Consultants, reported on recent findings and presented an asbestos report for the Ocean Avenue facility. Based on the findings and the opportunity to fully abate asbestos in pre-existing floor tile and adhesive (mastic glue), Mr. Eident recommended full abatement.
- 2.2 Roland Kekelia, O & G Project Manager, reported on the progress of the project. Work is ongoing around the areas where asbestos has been identified, including site work for the elevator and planning for the removal of the existing electrical switch gear in preparation for the installation of the new switch gear. He also presented and reviewed an updated schedule that incorporated the estimated time for asbestos abatement within the November 24, 2018 project completion date. He reported that certain work areas could be expedited once the abatement was completed.

Cross and Kekelia reported on the recent meeting with Atlantic Broadband regarding the plan for bringing fiber optic internet lines to the building and to the demarcation point central to the entire building.

- 2.3 Justin Hopkins, Tecton Architects, reported on the next phase of work with the Department of Administrative Services (DAS). He reviewed his plan to schedule a meeting in August with DAS to enable procurement of furniture and technology to occur in time for opening in November. The committee was informed that based on the Phase 1 bids being lower than expected, an additional \$50,000 could be allocated to FFE & Technology. The FFE/Technology line items are revised to: \$101,000, and \$149,000 respectively. A

subcommittee, including SSS staff was scheduled to meet following the building committee meeting to review current plans and allocations.

3.0 Old Business

3.1 Cross reported that Carmody attorney, Ann Zucker, confirmed the release of funds held in escrow regarding the oil tank removal.

4.0 New Business

4.1 The committee discussed the options and recommendations for asbestos abatement. Full abatement was recommended. Mr. Kekelia reviewed the initial estimate of \$31,000 and was concerned that it might be slightly higher.

Motion to authorize full abatement not to exceed \$49,000 **by Esposito, second by Hagen. Passed Unanimously.**

4.2 Mr. Kekelia reviewed a list of submittals that would likely result in Change Orders. This list included plumbing pipe relocation to accommodate the elevator, structural considerations for walls slated for demolition, and light fixture supports. All options including potential offsets will be considered and discussed at upcoming project meetings.

5.0 Financial Update

5.1 Invoices and Contracts

Motion to approve the third payment to Tecton Architects for \$37,860.10 **by Esposito, second by Volkmann. Passed Unanimously.**

Motion to approve payment to Mystic Air for \$1,281.52 for asbestos testing made **by Esposito, second by Volkmann. Passed Unanimously.**

Motion to approve the rate adjustment to the Ed Bartelli plumbing contract for potential change orders to include prevailing rates (from \$15.84 to \$30.36) for benefits made **by Esposito, second by Hagen. Passed Unanimously.**

5.2 Construction Budget, Guaranteed Maximum Price (GMP) will be presented at the next building committee meeting for review and approval.

5.3 Lynn Nenni, LEARN CFO, reported that the closing for the loan had been completed .

5.4 LEARN CFO provided a budget update and distributed a budget report.

6.0 Upcoming Building Project Meetings

6.1 FFE Meeting – Thursday, June 14, 2018 (12:00 pm) LEARN

6.2 Progress Meeting – Tuesday, June 19, 2018 (8:30 am) – Ocean Avenue

6.3 Technology Meeting – Tuesday, June 19, 2018 (10:00 am) – Ocean Avenue

6.4 SSS Building Committee – Thursday, July 19, 2018 (9:00 am) – LEARN

6.5 SSS Building Committee – Thursday, August 9, 2018 (9:00 am) – LEARN

7.0 Meeting adjourned: 12:20 p.m.