

Student Support Services Building Committee

Regular Meeting

November 8, 2018

11:00 am – 12:30 am

Room 107 - 44 Hatchedts Hill Road

Old Lyme, CT 06371

Agenda

1.0 Approval of Minutes

1.1 October 11, 2018

2.0 Reports

2.1 O&G Construction - Roland Kekelia

- Monthly Report
- Schedule Update (elevator, switch gear etc)

2.2 Tecton Architects - Justin Hopkins

- Second Floor Sprinkler Update
- Furniture Procurement Update
- Technology Procurement Update (Jack)

3.0 Old Business

3.1 Roof Project update

4.0 New Business

4.1 Change Orders

5.0 Financial Update

5.1 Invoices/Contracts

- Draw 3
- Draw 4

5.2 Budget Report

6.0 Upcoming Building Project Meetings

6.1 Building Committee Meeting – Thursday, December 13, 2018 (11:00 am – LEARN)

7.0 Adjournment

Student Support Services Building Committee Regular Meeting Minutes

October 11, 2018

11:00 am – 12:30 am

44 Hatchedts Hill Road, Old Lyme, CT 06371

Meeting called to order: 11:07 a.m.

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

Presenters and other guests: Roland Kekelia (O&G), Donna Worst (LEARN), Gary Cymbala (SSC),

1.0 Approval of Minutes

1.1 Motion to approve the September 13, 2018 Building Committee minutes made by Howley, second by Esposito. Passed unanimously

2.0 Reports

2.1 Monthly Report- Roland Kekelia (O & G) provided an update on the anticipated completion schedule and presented the monthly report which included several change orders.

Motion to approve change orders: PCO 00010, 0011, 0012, 0013, 0014, 0015, 0016, 0017, 0019 by Esposito, second by Volkmann. Passed unanimously

Costs related to providing power to the water fountain to come from Contingency Fund

3.0 Old Business

3.1 Transition Schedule and Alternatives- The elevator may not be ready for use on the scheduled occupancy date but an alternative entrance is available and the completed installation should be ready in January

3.2 Emergency Roof RFP- The patio roof is in need of repairs and approval to proceed with Request For Proposals was requested to move forward with the project pending any guidelines from the Department of Administrative Services. An estimate of the cost was provided.

Motion to approve up to \$125,000 to move forward with repairs to the roof as presented by Esposito, second by Volkmann. Passed unanimously.

4.0 New Business

4.1 Change orders moved up to item 2.1 of the agenda

5.0 Financial Update

5.1 Invoices/Contracts- Tecton's invoice was reviewed

Motion to approve payment of Tecton invoice for \$13,340.62 by Hagen, second by Volkmann. Passed unanimously

5.2 Budget Report- LEARN CFO, Lynn Nenni presented the budget as of 10/9/18

6.0 Upcoming Building Project Meetings

6.1 Building Committee Meeting- Thursday, November 8, 2018 (11:00-12:30 @ LEARN)

7.0 Motion to adjourn made by Howley and second by Barmasse. Passed unanimously.

Meeting Adjourned: 12:37 p.m.