

Student Support Services Building Committee

Regular Meeting Minutes

November 8, 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), Yvonne Tobey (LEARN)

Agenda

1.0 Approval of Minutes

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

2.0 Reports

- 2.1 Roland Kekelia, O&G Construction Manager, reviewed the monthly report. Highlights included power connected to the new pole, new switchgear energized 10.31.2018, mechanical systems and HVAC are being energized and tested, carpeting reaching 90% completion, ceiling grid installation reaching 80% and millwork is being installed. The concerns about the sprinkler installation have been addressed. Specifically, the pipe in the main lobby area has been raised and a channeled through a false beam to eliminate big exposure under the beam. Additional dry heads have been added to meet code in the attic area above the upper level. The elevator foundation was held up due to the need to address a larger storm drain piping than had been anticipated.

The patio roof work was authorized and expected to commence as soon as possible.

Based on several unanticipated challenges, including asbestos abatement, additional structural steel reinforcements and miss-sized switchgear, the November 16th completion is in serious jeopardy. Planning for an alternate date has been in the works with November 26th being established as a drop dead date for completion, notably excluding the elevator.

O&G has had all trades working overtime and costs associated with the OT will be captured in the CM contingency allowance.

Current outstanding issues are the technology changes for the second floor, door some hardware changes and switchgear room finishes.

- 2.2 Justin Hopkins, Tecton Architects, was not able to attend due to a sick child at home. Jack Cross provided a brief update on the adjustments made for the second floor sprinklers. In addition, all furniture has been procured and we are waiting on confirmation of delivery

dates. Technology equipment has also been procured and Lance Hagen and his technology staff have begun server configuration.

3.0 Old Business

3.1 Roof Project Update: Jack Cross and Justin Hopkins met with Robert Celmer at DAS to review the proposed replacement as a change order. Based on the estimates and the ability to make the repairs under the existing budget, DAS was willing to accept the roofing repairs as a change order. Subsequent to the initial set of estimates, the cost for the repairs were higher than expected. Because of the cost and the apparent remediation of the lobby roof (cleaning roof drain), a decision was made to address only the patio roof. A full roofing project will need to occur in the next phase of work or as a capital improvement.

4.0 New Business

4.1 Change Orders: Roland review current approved change orders and is still working on final estimates for outstanding change orders

5.0 Financial Update

5.1 Invoices/Contracts

- **Motion to approve payment of invoice (Draw #3) to O&G for \$646,387.54 made by Esposito, seconded by Barmasse. Passed unanimously.**
- The Draw #4 invoice was not finalized for review.

5.2 Budget Report Lynn Nenni, LEARN CFO, presented the budget report and updates on pending adjustments. The current estimated remaining balance is very slim. Final cost for outstanding change orders and application of CM Contingency allows for some further adjustments.

5.3 Additional discussion and questions around the budget report included questions about a flagpole, playground and a building plaque. The current fenced-in playground has been cleared of all equipment and is ready for additional mulch to level and make it suitable for students to use. Jack will inquire with the architects about a plaque and suitable location for a flagpole.

6.0 Upcoming Building Project Meetings

6.1 Building Committee Meeting – It was suggested that the next Building Committee Meeting be held at the Ocean Avenue site so we might tour the facility. The next meeting is scheduled for Thursday, December 13, 2018 following the Board of Directors meeting (11:00 am – 660 Ocean Avenue, New London, CT)

7.0 Adjournment: Motion to adjourn made by Howley and seconded by Barmasse. Passed unanimously.

Meeting Adjourned: 12:46 pm