

Minutes

Members Present: Thomas Tyler, Lynn Goodwin, Irene Malsbenden, Joe Ruiz, Anthony Tarnowski

Members Absent: Paul Picard

Others Present: Tecton: Stephen Melingonis; O&G: Gus Kotait, Mark Jeffco; Arcadis: Pam Budas, Jack Butkus; Board of Finance Chairman Rob Tarlov; Director of Educational Operations Ken Jackson; First Selectman Art Shilosky; Principal Chris Bennett, Board of Selectman Liaison Rosemary Coyle; MultiVista: Dave Werner, Patrick King

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COLCHESTER, CT
2017 MAY 18 PM 12:39
Gayle Furman
TOWN CLERK

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:04pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
 - a. **Town email:** None
4. **Approval of Minutes - April 27, 2017:** I. Malsbenden motioned to approve the April 27, 2017 meeting minutes correcting Item #7, bullet 5, O&G to Arcadis; J. Ruiz seconded the motion. All members voted in favor with A. Tarnowski abstaining. **MOTION CARRIED.**
5. **Approval of invoices:** A. Tarnowski motioned to approve the following invoices for a total of \$385,988.04, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
O&G Industries	Application #0005 Dtd. 05/10/17	CM & Construction Services Through 04/30/17	368,994.21	2,373.83	371,368.04
Arcadis	Inv. #0844038 Dtd. 05/05/17	Billings to 03/27/17 -- 04/23/17 Commissioning	14,020.00 0.00 14,020.00		14,020.00
Arcadis	Inv. #0844039 Dtd. 05/05/17	Billings to 03/27/17 -- 04/23/17 Commissioning		600.00 0.00 600.00	600.00
TOTAL					\$385,988.04

6. **MultiVista presentation and potential action:** Representatives from MultiVista gave a presentation on photographic construction documentation. MultiVista's team would coordinate onsite visits to capture the project at all milestones of construction. Mr. Werner also explained some of the benefits of having the photos such as being used by the Facilities Department to determine where mechanical, electrical, plumbing, etc.... are located inside the structure. Ken Jackson will work with MultiVista, as well as the construction team, to determine a potential scope and cost.
7. **Project Manager update and potential action:**
 - The current outlook for the space waiver reimbursement does not look favorable, though a firm decision has not been made by the State. Rosemary Coyle and Principal Bennett will speak with contacts they have regarding the ruling on the space waiver.
 - J. Butkus discussed some of the change orders such as the additional floor drains. Chairman Tyler urged caution in issuing change orders for items based on staff requests. He said that the staff was consulted with prior to and during the design phase to eliminate requests for changes being made during the construction phase.

- Activities for May include the continuation of product submittals, trade coordination efforts, and foundation construction. Underslab work in areas C & D will begin. Demolition in areas A&B will be completed.

8. Architect update and potential action:

- RFI responses and trade coordination continues.
- Kitchen equipment has been approved. One substitution was needed from what was originally called for
- Many samples have been received.
- Roofing submittals were received
- A color rendering of the exterior was distributed for members. Many of the exterior products have been approved.
- MEP are doing massive coordination.
- A. Tarnoski questioned the possibility of a change order for additional fill to be brought in to level the elevation. J. Butkus said that the elevation will be adapted based on the amount of fill we have and assured Mr. Tarnowski that there will be no need for a change order for additional fill.

9. Construction Manager update and potential action:

- G. Kotait distributed Monthly Progress Report No 1 through April 2017. The report included a Monthly Cost Control Report, Monthly GMP Status Report, Scope Changes, Change Orders By Trade Contractor, Cost/Schedule Impact Items, Schedule of Allowances, Project Commentary, and Project Scheduling and Phasing. Members requested they receive the report by the first Friday of the month to review prior to the first meeting of the month.
- The Project Schedule continues to be worked on.
- Change Order #00007, additional floor drains for areas C& D, first floor, in the amount of \$11,181 was previously approved by Chairman Tyler on May 5, 2017 do to being a time sensitive change.
- A. Tarnowski motioned to approve the following Out of Scope Changes for a total deduct of \$93,654, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

PCO #	Title	Cost (\$)	Date
00003	Credit CM Field Office rent	-\$17,202	17-Apr-17
00004	Concrete Pier Change Per Reinf SD Review	\$7,703	19-Apr-17
00005	Vapor Lock Concrete Aditive Substitution Credit	-\$10,470	21-Apr-17
00006	Credit GMP Frost Removal Allowance	-\$51,200	25-Apr-17
00008	Change Boilers to PVI WH	\$8,697	11-May-17
00009	Additional Dock Lift (Included in GMP Allowance)	-\$1,949	11-May-17
00010	VE Elevator Chg to Hydraulic Hole-Less	-\$29,233	11-May-17
		-\$93,654	

- The Board of Selectmen are looking into the legality of authorizing K. Jackson to approve change orders up to a certain dollar amount that are time sensitive and when Chairman Tyler is unreachable. R. Coyle said the BOS does recommend that the Committee elect a Vice-Chairman.

10. Discussion on communication/social media: WJJMS staff continues to update social media.

11. Citizen's Comments: None

12. Adjournment: J. Ruiz motioned to adjourn seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 9:00 pm.

Submitted by,

Dawn LePage, Clerk