

**Town of Colchester**  
**WJJMS Building Committee**  
**April 11, 2019 – 7:00 PM**  
**WJJMS**

**MINUTES**

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

**Members Absent:** None

**Others Present:** Tecton: Stephen Melingonis, Jeff McElravy; O&G: Gus Kotait; Arcadis: Jack Butkus, Tammy Hamelin; Director of Educational Operations Ken Jackson, CBSL President Patrick Walsh

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:05 pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
4. **Approval of Minutes - March 14, 2019:** J. Ruiz motioned to approve the March 14, 2019 meeting minutes, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
5. **Approval of invoices:**
  - I. Malsbenden motioned to approve the following invoices in the amount of \$324,151.31, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

| VENDOR                      | INV. #                            | DESCRIPTION   | PRJT. #0043                      | PRJT. #0044               | TOTAL               |
|-----------------------------|-----------------------------------|---|----------------------------------|---------------------------|---------------------|
| O&G Industries              | Application #028<br>Dtd. 04/03/19 | CM & Construction Services<br>03/01/19 – 03/31/19   | 265,485.64                       | 14,390.89                 | 279,876.53          |
| Tecton                      | Inv. #: 33119<br>Dtd. 03/31/19    | Billing Period 03/01/19 – 03/31/19                  | 9,828.00                         | 340.00                    | 10,168.00           |
| Arcadis                     | Inv. #: 0966308<br>Dtd. 04/03/19  | Billing Period 03/04/19 – 03/24/19<br>Commissioning | 6,700.00<br>2,116.40<br>8,816.40 | 0.00                      | 8,816.40            |
| Arcadis                     | Inv. #: 0966309<br>Dtd. 04/03/19  | Billing Period 03/04/19 – 03/24/19<br>Commissioning |                                  | 300.00<br>83.60<br>383.60 | 383.60              |
| IMTL                        | Inv. #: 3202-Q<br>Dtd. 02/22/19   | Testing Services / Reports                          | 230.00                           | 0.00                      | 230.00              |
| Gopher Sport <sup>(1)</sup> | Inv. #: 9582980<br>Dtd. 04/02/19  | FF&E Order  | 5,131.21                         | 0.00                      | 5,131.21            |
| PO#: 196634<br>Interscape   | Inv. #: 4065-0<br>Dtd. 01/31/19   | FF&E Order  | 0.00                             | 17,824.51                 | 17,824.51           |
| PO#: 186585<br>Red Thread   | Inv. #: 754058<br>Dtd. 02/20/19   | FF&E Order  | 142.68                           | 0.00                      | 142.68              |
| PO#: 196585<br>Red Thread   | Inv. #: 722706<br>Dtd. 08/29/18   | FF&E Order  | 1,578.38                         | 0.00                      | 1,578.38            |
| PO#: 186582                 |                                   |   |                                  |                           |                     |
| <b>TOTAL</b>                |                                   |   |                                  |                           | <b>\$324,151.31</b> |

<sup>(1)</sup> PO Totaled \$12,288.35 of which \$7,157.14 was allocated out of BOE Funds.

6. **Project Manager update and potential action:**

- T. Hamelin gave the monthly report for March, including the Project Budget Summary. Total changes with CM Contingency is .59% or \$216,431.32.
- Cx & Punch list items are 95% complete. Additional items will be worked on next week during the school break.
- Red Thread will be doing the rewiring for TouchIt boards next week.
- Study carrels are coming apart and the hydraulics on the science lab stools have been malfunctioning. T. Hamelin is working with the manufacturers to correct faulty equipment.
- Casters for desk and chairs have been ordered but there has been no delivery date as of yet. The hope had been to do the replacements during the break.
- The irrigation system is scheduled to go in soon.
- Rollerblades were damaged during the move due to improper storage. The school would like all of them to be replaced. Chairman Tyler questioned if that should be part of the building project.
- J. Butkus said Arcadis is nearing the end of their services. He will have a formal proposal for the next meeting on the continuation of services.

**7. Architect update and potential action:** S. Melingonis had nothing new to report.

**8. Construction Manager update and potential action:**

- G. Kotait distributed O&G Monthly Progress Report No. 24 through March 2019.
- Summary Data and GMP allowances were reviewed.
- Sitework to complete the fields will begin in April.
- Mechanical Units roof screens will be replaced starting Saturday.
- Status of Project Closeout Log requirements for contractor retainage reduction and release were reviewed.
- CES parking driveway will start being restored in the next couple weeks.
- DOA Unity pre-filters and heat recovery wheel damage issue with Daikin has not yet been resolved.
- Revisions for dumpster pad are moving forward.
- A. Tarnowski motioned to approve Out of Scope Change #195 for a total net sum of \$3,804, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #196 for a total net sum of -\$9,267, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
- J. Ruiz motioned to approve Out of Scope Change #197 for a total net sum of \$6,926, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #198 for a total net sum of \$12,982, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #199 for a total net sum of \$10,963 seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**
- A. Tarnowski motioned to approve Out of Scope Change #200 for a total net sum of \$51,106, seconded by J. Ruiz. All members voted in favor. **MOTION CARRIED.** P. Picard requested it is noted that the dumpster area should have been designed correctly, to begin with.
- L. Goodwin motioned to approve Out of Scope Change #201 for a total net sum of -\$512,000, seconded by I. Malsbenden. All members voted in favor. **MOTION CARRIED.** Chairman Tyler thanked G. Kotait, K. Jackson, and O&G staff for the diligent job done managing the project.
- P. Picard motioned to approve Out of Scope Change #202 for a total net sum of \$103,347 seconded by J. Ruiz. All members voted in favor. **MOTION CARRIED.**
- Members did a walkthrough of the kitchen at this time to discuss the layout in more detail. Chairman Tyler asked K. Jackson for his opinion, as it is his staff that uses the kitchen. Mr. Jackson was in favor of the half wall.
- I. Malsbenden motioned to approve Out of Scope Change #203, with the demolition of kitchen wall being revised to a half wall and for a total net sum not to exceed \$7,180, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**

- I. Malsbenden motioned to approve Out of Scope Change #204 for a total net sum of \$45,016, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**

| Out of Scope Changes for Approval |   |                      |           |             |     |            |
|-----------------------------------|---|----------------------|-----------|-------------|-----|------------|
| PCO #                             | Title   | Cost (\$)            | Date      | Reason Code | T&M | Reimb Elig |
| 195                               | Add Gypsum Soffits in CR 226 & D204 for sound attenuation from Multipurpose room  | \$3,804.00           | 5-Mar-19  | DD          | N   | Y          |
| 196                               | Deduct BP 1.10 Firestop Penetration Allowance   | -\$9,267.00          | 7-Mar-19  | P           | N   | Y          |
| 197                               | Add EPO system in D102 & Range shut-off in B106 & C123.1  | \$6,926.00           | 29-Mar-19 | OR          | N   | Y          |
| 198                               | Add Light OCC (18) Sensors and associated controllers in Cafe, Gym A & Gym B  | \$12,982.00          | 29-Mar-19 | OR          | N   | Y          |
| 199                               | Add Traffic signs, wood guardrail and concrete curb at bus loop road for improved flow and safety   | \$10,963.00          | 5-Apr-19  | OR          | N   | Y          |
| 200                               | Dumpster pad and enclosure modifications per RFI 490; Demo concrete Sidewalk and replace with new Bush heavy duty pad with curbs. Add Asphalt walkway. Add new full dumpster enclosure per P&Z. Option to add Asphalt in lieu of heavy duty concrete: \$45,376.00 | \$51,106.00          | 5-Apr-19  | DD          | N   | N          |
| 201                               | Partial CM Contingency credit   | \$612,000.00         | 1-Apr-19  | P           | N   | Y          |
| 202                               | Kitchen Revisions per PR 0093 & Clarifications  | \$103,347.00         | 4-Apr-19  | OR          | N   | N          |
| 203                               | Demo Kitchen wall per PR 003  | \$7,180.00           | 4-Apr-19  | OR          | N   | N          |
| 204                               | CM site supervision and contract administration allowance to be used for added construction scope during Summer 2019  | \$45,016.00          | 4-Apr-19  | OR          | N   | N          |
|                                   |   | <b>-\$279,943.00</b> |           |             |     |            |

| In Scope CM Contingency Changes for Approval |       |               |      |        |     |       |
|--|-------|---------------|------|--------|-----|-------|
| PCO #  | Title | Cost (\$)     | Date | Reason | T&M | Reimb |
|  |       |               |      |        |     |       |
|  |       | <b>\$0.00</b> |      |        |     |       |

| Time Sensitive Changes Approved Since Last SBC Meeting |       |               |      |             |     |            |
|--|-------|---------------|------|-------------|-----|------------|
| PCO #  | Title | Cost (\$)     | Date | Reason Code | T&M | Reimb Elig |
|  |       |               |      |             |     |            |
|  |       | <b>\$0.00</b> |      |             |     |            |

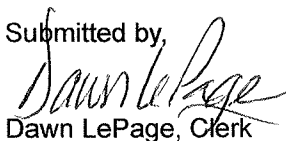
| Time Sensitive In Scope CM Contingency Changes Approved Since Last SBC Meeting |       |                   |      |        |     |       |
|--|-------|-------------------|------|--------|-----|-------|
| PCO #  | Title | Cost (\$)         | Date | Reason | T&M | Reimb |
|  |       |                   |      |        |     |       |
|  |       | <b>\$0.00</b>     |      |        |     |       |
| Total PCO's presented for Approval   |       | <b>-\$279,943</b> |      |        |     |       |

Reason Code: DD = Design Deficiency, FC = Field Condition, OR = Owner's Request, ANS = Authority Having Jurisdiction, P=Planned

## 10. Discussion on communication/social media: None

**11. Citizen's Comments:** Mr. Walsh asked that a baseball field is added as part of the athletic fields. Members from CBSL had attended a meeting in September 2016 to request a field be added back in after it had been realized the T-ball field that was originally at WJJMS was not shown in the drawings. Chairman Tyler had requested members return to ask about the field later in the project, closer to the time in which the fields would be worked on and the committee would have a better view of the budget. Mr. Walsh said a regulation Little League field would be ideal but CBSL would be grateful for any field as there is a shortage of fields in town. The possibility of adding the field was discussed. Tecton was asked to look at the current layout of the fields to see if adding a baseball field is possible and what the cost would be.

**12. Adjournment:** P. Picard motioned to adjourn, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:32 pm.

Submitted by,  
  
 Dawn LePage, Clerk