

HIGH SCHOOL- ALTERATION AND EXTENSIONS
S.P.N. 042-0041 EA/RR
BUILDING COMMITTEE
Town Hall Conference Room
20 East High Street, East Hampton, CT 06424
Monday, July 27, 2015

Committee Members Present: Sharon Smith, Chairperson; Michele Barber, Vice Chairperson; Michael Zimmerman, Stephen Karney, Thomas Cooke, Tom Seydewitz, (voting), David Ninesling (voting).

Committee Members Not Present: Cynthia Abraham, Roy Gauthier.

Also Present: Charles Warrington, Colliers International (CI), Glenn Gollenberg and Amy Samuelson, SLAM; Mark Winzler (Interim-Superintendent); Michael Maniscalco (Town Manager), Steve Smith (Downes).

Call to Order: Chairperson Sharon Smith called the meeting to order at 5:30 p.m.

Public Remarks: None

Review and Approve Minutes From June 29, 2015:

- *A motion was made by Steve Karney to approve minutes for July 13, 2015. Seconded by Tom Seydewitz. Voted (5-0-1) Motion carried with Thomas Cooke abstaining. David Ninesling was not in attendance at the time of this vote.*

Project Managers Report:

Please see attached for the Owners Project Manager Report.

Reports and Discussions:

Construction Update: Steve Smith reported that the construction fence will be moved back to its original locations on August 12th or 13th.

Architects Update: SLAM reported that the FF&E bid packages for the remaining phases will be advertised for bid on July 31, 2015. SLAM is working on the final egress plan that will be in place for the return of school. Downes will submit the plan to the fire marshal and building official for final review and comment.

SLAM presented the FF&E color board to clarify the “Eclipse” color for the VIRCO quote. Eclipse is a grey color. Sharon Smith inquired as to who will be confirming will be providing oversight of the FF&E deliveries to ensure the material is properly located in the building and that all materials are received. Colliers will review the SLAM contract as well as the Colliers contract to confirm the scope. If the scope of this task is not covered, Colliers will make a recommendation for doing so.

Action Items:

- *Motion made by Steve Karney to approve Downes Construction Invoice #7 dated June 30, 2015 in the amount of \$4,312,641.79. Seconded by Tom Seydewitz. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Horizon Engineering Associates invoice #10, dated March 27, 2015 in the amount of \$5,009.00. (Note: Invoice was sent to previous OPM firm but was not forward to Colliers/SBS for approval until late June.) Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Horizon Engineering Associates invoice #11, dated May 1, 2015 in the amount of \$1,300. Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Horizon Engineering Associates invoice #12, dated May 29, 2015 in the amount of \$2,150. Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve SLAM Collaborative invoice #1011939 dated July 14, 2015 in the amount of \$20,775.81. Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Eagle Environmental Invoice #12896 dated July 10, 2015 in the amount of \$3,842.38 Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Eagle Environmental Invoice #12898 dated July 10, 2015 in the amount of \$6,040.75. Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve W.B Meyers Invoice #1306-7 dated July 8, 2015 in the amount of \$550.00. Seconded by Steve Karney. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Moore Medical Quote #849971 based on state contract #13PSX0088 in the amount of \$1,358.43. Second by Michael Zimmerman. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve Virco Quote #8075180 in the amount of \$23,531.48. Seconded by Michele Barber. Discussion: Mr. Karney noted that the terms and conditions were not dated with the most recent revision date. A notation of "r.5" exists below the quotation number however the revision date of 7/15/15 will be added by Colliers to note the date it was re-submitted by Virco for consideration. Mr. Warrington noted that the revised terms and conditions are reasonable and fair. Voted (7-0-0), motion passed.*
- *Motion made by Steve Karney to approve the eight quarterly report. Seconded by Michael Zimmerman. Discussion: Mr. Seydewitz requested that the meeting date with emergency responders be added for clarification. Voted (7-0-0), motion passed.*
- *Motion made by Tom Seydewitz to approve PCO (Proposed Change Order) #085 in the amount not to exceed \$15,360.77 to install a geo-grid under the east (front) parking lot as recommended by the geo-technical engineer. Seconded by Steve Karney. Discussion: Mr. Karney requested that Colliers confirm that sales tax is deleted from the quote as the project is tax exempt. Voted (7-0), motion passed.*

Sub-Committee Reports:

The construction sub-committee reported that Connecticut Natural Gas will most likely not be at the building by August 24, 2015 due to gas line connections required at the intersection of route 16 and 66.

Mr. Karney requested that Downes perform moisture probes at the science wing east soffit where there was a leak behind the vapor barrier. Downes to follow up with probes.

Mr. Karney noted that air testing will be performed after the construction inside the building is complete to confirm air quality prior to school returning. Colliers will obtain a quote from Eagle Environmental to perform the air test.

Chairperson's Report: Ms. Smith reported that a letter from Tom Seydewitz to town council was submitted requesting that he be moved from an alternate to a voting member. The town council is expected to propose that all nine members become voting members without alternates. The town council is required to perform a first reading of the letter at the first meeting it is presented, then a vote can be made at the following meeting. Upon such approval, a quorum will require five members to be present.

Public Remarks: Mark Winzler noted that John Fidler and he will be co-authoring a letter to parents about what to expect for conditions upon the return of school.

Next Meeting: Next scheduled meeting August 10, 2015 at 5:30 pm in the Town Hall Conference Room.

Adjournment: *At 6:55 p.m. a motion was made by Steve Karney to adjourn. Seconded by Tom Seydewitz. Voted (7-0-0). Motion unanimously carried.*

Respectfully Submitted,

Charles E. Warrington, Jr., P.E.
Sr. Project Manager
Colliers International

EAST HAMPTON PUBLIC SCHOOLS
East Hampton High School Additions and Alterations
East Hampton High School Building Committee Meeting
Owner's Project Manager Report
July 27, 2015

I. Activities/Schedule since July 13, 2015

General: All asbestos abatement complete.

Area A (Boiler Room, Auditorium, Administration)

- A. Installing domestic water heaters and boilers.
- B. Started demolition for new auditorium chairlift.
- C. Auditorium main ceiling demolished. Demolishing the ductwork above the ceiling.
- D. Installing steel over stage.
- E. Installing new roof drains from auditorium to exterior.
- F. Administration area abatement completed and light fixtures re-hung.

Area B (Locker Rooms, Cafeteria)

- A. Painting of locker room walls.
- B. Window installation.
- C. Exterior masonry wall completion.
- D. New roof being installed over locker room areas.

Area C (Gymnasium and FCS)

- A. Exterior brick being installed.
- B. Roofing decking being installed.
- C. Remaining footings in FCS being installed.

Area F (Science Wing)

- A. Main electrical feeders to science wing.
- B. Setting main HVAC unit.
- C. Gypsum board walls being taped.
- D. Completing windows on East side.
- E. Storefront system in corridor being installed.

Site Work

- A. New sewer line installed to North Maple.
- B. Site lighting pole bases and conduits being installed.
- C. New curbing installed.

- D. Front entry walls installed on both sides of entrance. Masonry being installed.

Other

- A. Meeting held July 27, 2015 with BOE and school staff, Downes and Colliers to review plan to have school ready for 8/24/15 return of school.

II. Upcoming Activities - Construction

- A. Connect gas piping for boilers/water heaters.
- B. Continue chair lift installation at auditorium.
- C. Complete roof drain piping for auditorium and backfill slabs.
- D. Installation of new ductwork above auditorium seating area.
- E. Install ceiling grid and light fixtures in locker rooms.
- F. Installation of floor and wall tile in locker rooms.
- G. Install sprinkler drops (heads).
- H. Install storefront system at cafeteria and start to enclose it.
- I. Installation of floor and wall tile in locker rooms.
- J. Make final connections of HVAC ductwork to HVAC unit on roof at science wing.
- K. Installation of ceiling grids, light fixtures and sprinkler drops in science wing.
- L. Front stair casting.
- M. Pour sidewalks behind front entry wall.
- N. Paver installation at front.
- O. Paving 2nd week of August (first course only.)
- P. New site signage installation.
- Q. Start cleanup of interior areas.

III. Current and Upcoming Activities – OPM

- A. Move-in meeting scheduled for July 30, 2015.
- B. Re-assessing the total project budget, ineligible costs, and other financials as a result of the renovations status. Working with Downes to revise the ICW (Ineligible cost worksheet). This is required to estimate reimbursable amounts.
- C. FF&E bids for Phases 2 through 6 are ready to advertise for July 31, 2015.
- D. Coordination meeting with first responders in new few weeks to review access to school and emergency access to fields.
- E. Start moving furniture back into the admin area.
- F. Move the weight room equipment back to temporary area.



IV. PBC Approvals/Financials (Note: Should there be a discrepancy between amounts listed below and the actual invoice, invoice governs.)

- A. SLAM Collaborative Invoice #1011939 (7/14/15): **\$20,775.81**
- B. Downes Construction Invoice #7 (6/30/15): **\$4,312,641.79**
- C. Eagle Environmental Invoice #12896 (7/10/15): **\$3,842.38**
- D. Eagle Environmental Invoice #12898 (7/10/15): **\$6,040.75**
- E. W.B. Meyers Invoice #C1306-7 (7/8/15): **\$550.00**
- F. Horizon Environmental Assoc. Invoice #10 (3/27/15): **\$5,009.00**
- G. Horizon Environmental Assoc. Invoice #11 (5/1/15): **\$1,300.00**
- H. Horizon Environmental Assoc. Invoice #12 (/29/15): **\$2,105.00**