

HIGH SCHOOL- ADDITIONS AND RENOVATIONS

S.P.N.042-0041 RNV

BUILDING COMMITTEE

East Hampton High School Library

15 N. Maple St., East Hampton, CT 06424

Thursday, September 21, 2017

Minutes

Committee Members Present: Michele Barber, Vice Chairperson, Cynthia Abraham, Stephen Karney, and Michael Zimmerman

Committee Members Not Present: Sharon Smith, Chairperson, Roy Gauthier, Tom Seydewitz, and Alternate Members Thomas Cooke and David Ninesling

Also Present: Robert Hart and Charles Warrington, Colliers International (CI); Steve Smith, Downes Construction; Paul Smith, Superintendent of Schools

Call to Order: Vice Chairperson Barber called the meeting to order at 5:30 p.m.

Public Remarks: None

Review and Approve Minutes:

Vice Chairperson Barber made a motion to table approval of the minutes of June 15, 2017, June 27, 2017, July 20, 2017 & August 17, 2017 until the October meeting. Second by Mr. Karney. Voted (4-0).

Project Manager's Report (Colliers International):

Project Update: Please see the Owners Project Manager's Report as detailed by Mr. Hart. The back punch list is 95% complete; change order work is being performed as it's getting approved. There are still items on the deferred list that are being priced up, this process needs to be completed soon.

Landscaping is complete. There was discussion at this time about possible PR for the bioswale in front of the school that many community members believe to be weeds. SLAM will be asked to provide an educational narrative about that area and possibly photos. The site work punch list is still being worked on.

The O&M manual is 90% complete and as-built drawings have been provided. These are a conformed set generated by SLAM.

Blue Water Update: The kitchen is functioning well with the plastic piping. The next phase is to continue to run the plastic piping through the school for potable water. Snyder and the school are still waiting on approval from DPH. The work was discussed and it was agreed that an engineered plan could be put into place to be ready to go with this project as soon as DPH is heard from.

Discussion included the fact that plastic piping can sag; there is a plan in place for the pipes to be cradled. The copper pipes will not be removed from the wall.

Building Exterior Signage Discussion: This was discussed with Superintendent Smith – the signage should be put up.

Review of Change Orders Approved Since August 17, 2017: Mr. Hart reviewed the approved change orders.

Reports and Discussion:

Construction Update (Downes): Downes is in the process of financially closing out the trade's contracts and releasing final retainage. At this point, they are assessing what is left of the work (possibly running the Pex piping, any items on the deferred list, etc.) and will try to handle it all at once. They ask for a one week notice on putting in the new time capsule.

Architect's Update (SLAM): No SLAM associate was available to give an update. Questions for the architects remain on squaring away the Washington DC class photos. Superintendent Smith suggested digitizing them. Ms. Abraham will reach out to SLAM.

Action Items:

Approval of Invoices:

- *A motion was made by Ms. Abraham to approve Downes Construction Co. invoice number 33 dated 8/31/17 in the amount of \$93,450.81. Second by Mr. Karney. Motion passed 4-0.*
- *A motion was made by Ms. Abraham to approve Downes Construction Co. invoice number 33R dated 8/31/17 in the amount of \$126,045.81. Second by Mr. Karney. Motion passed 4-0.*
- *A motion was made by Ms. Abraham to approve WB Mason invoice number 9941BC dated 4/19/17 in the amount of \$2,037.00. Second by Mr. Karney. Motion passed 4-0.*

Discussion: This invoice is late due to the fact that it was held for payment, and they have not completed the job satisfactorily. A nurse's cot and steel wardrobe are still outstanding from them; Mr. Warrington suggested cancelling the order and obtaining those items elsewhere.

Approval to Install Security Film on Exterior Windows: Superintendent Smith discussed this with the Committee; the film is or will be on all the other schools. This is for all ground floor glass up to 8' that faces the exterior. Some of this has already been completed in the original scope of work. Per Steve Smith of Downes, the cost will be \$32,000. The other three schools will be reimbursed from a State school safety grant; Mr. Smith will see if the High School can be included as well. All were in agreement that this process should be moved forward.

Approval of Downes COP 454AR1: This is an item from the deferred list – a phone, lighting and lighting protection that ties in with the control alarm for the water vault. There was discussion on the details of the alarm and what alarms it alerts the operator to.

Mr. Karney moved and Mr. Zimmerman seconded to approve Downes COP 454AR1 in the amount of \$30,033.74. Motion passed 4-0.

Approval of Downes COP 353: This COP is in regards to \$69,000 worth of overtime hours. Mr. Smith of Downes gave background on staffing and how this cost accumulated. They are asking for this to come out of contingency. COP 556 will return \$50,313 of unused premium time from trades that will help fund this. There is an additional \$141,000 being taken back from unused trade allowances that will go back into the contingency.

Committee members requested more details and more time to look into this matter before approving. This will be on the agenda for the October meeting.

Approval of Substantial Completion Forms: Downes has several forms which Vice Chairperson Barber will sign. They have been reviewed with Mr. Harwood and generated by SLAM.

Sub-Committee Reports: Ms. Abraham discussed the dedication ceremony, which had a good turnout. Highlights from the project will be going into the time capsule. Superintendent Smith stated he would give her something in regards to school accolades to include. A letter was received from Dick Burnham, a member of the original building committee. This will also be included in the time capsule.

Public Remarks: Superintendent Smith thanked the Committee for considering the window laminate.

Next Meeting – October 19, 2017, 5:30 p.m. – East Hampton High School.

It was discussed that the Committee should understand fully what the State requirements are in regards to auditing for the October meeting. This will be emailed to the Building Committee. There was discussion around a self-audit at this time as well. It was also noted that there needs to be more members in attendance so that the minutes going back to June can be approved.

Adjournment:

At 6:40 p.m. a motion was made by Ms. Abraham to adjourn; seconded by Mr. Zimmerman. Motion passed 4-0.

Respectfully submitted,

Eliza LoPresti
Recording Clerk