

HIGH SCHOOL- ADDITIONS AND RENOVATIONS
S.P.N.042-0041 RNV
BUILDING COMMITTEE
East Hampton High School
15 N. Maple St., East Hampton, CT 06424
Thursday, May 18, 2017
Draft Minutes

Committee Members Present: Sharon Smith, Chairperson, Cynthia Abraham, Tom Seydewitz, and Michael Zimmerman

Committee Members Not Present: Michele Barber, Vice Chairperson, Roy Gauthier, Stephen Karney, and Alternate Members David Ninesling and Thomas Cooke

Also Present: Robert Hart and Charles Warrington, Colliers International (CI); Amy Samuelson, SLAM; Steve Smith, Downes Construction Company (DCC), and Glen LeConche, Town of East Hampton Building Official

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

Public Remarks: None

Review and Approve Minutes:

April, 2017 Regular Meeting: *Ms. Abraham moved and Mr. Zimmerman seconded, to approve the minutes of the April 20, 2017 regular meeting. Voted 4-0 in favor.*

Project Manager's Report (Colliers International):

Project Update: Please see the attached for the Owners Project Manager's Report as detailed by Mr. Hart. Additional details provided below.

Move/FF&E Coordination Update: The building is done except for the one classroom that should be turned over by the end of next week. Work now consists of site work and back punching the punch list.

Budget update: \$200,000 is remaining in the overall project budget. 93% complete on the contractor side, all the rest is 95% paid off.

A time capsule box was found for \$360; stainless steel 9"x4" x 12". The Committee members present stated that it should be purchased. The plaque layout was passed around for corrections. Ms. Abraham stated that she thinks

the bell should be bigger, Mr. Zimmerman stated that the font size should be consistent with the other plaques.

Mr. Warrington composed a letter to the State regarding change order # 1. The State did their initial review and one rebuttal is allowed. Within the letter he addressed that the CO was submitted before the interpretation change but the State retroactively applied the new interpretation to it along with other supporting details. Mr. Warrington believes there may be a good shot of succeeding with the rebuttal, as the State has been fair thus far. At this point 12 COs have been submitted; 3 have been reviewed. Mr. Warrington will talk with Superintendent Smith and then submit this letter to Barbara Fabiani at DAS.

Blue Water Update: The pilot test is up and running. It is too soon to tell if it is working; the pH in the tank is still being raised to the desired level. It was discussed that more water may need to be moved through the system to mimic regular use, especially as the kitchen is not using it currently. The DPH has approved the pilot test. The Committee will be updated as things happen/change with the status. Water sampling will begin next week.

The DPH is asking Snyder to take samples every day. This incurs more cost to the water operator because of intense daily sampling for two weeks. He is asking for a \$150/day per diem. It was stated that there is allowance in Downes' contract to fund this.

Review of Change Orders Approved Since April 20, 2017: Mr. Hart reviewed the approved change orders.

Reports and Discussion:

Construction Update (Downes): Mr. Steve Smith stated that the last special services classroom will possibly be turned over by the end of next week. This room will not be utilized by the school until the fall. Now the parking lot and sidewalks are being finalized; paving starts May 31. The hope is to have it all paved and striped before graduation. Mr. Smith stated that he plans to be in and out throughout the summer, along with Jeff Vossberg, but the trailer will be gone as of May 30.

A walkthrough was tentatively scheduled prior to the June 15 Building Committee meeting, time TBD, possibly moving the meeting later.

Architect's Update (SLAM): Ms. Samuelson stated the punch list is ongoing, and there is some following up with vendors based on comments on wear and tear of materials received from Don Harwood.

Action Items:

Approval of Invoices:

- *A motion was made by Mr. Seydewitz to approve Downes Construction Co. invoice number 28R dated 4/26/17 in the amount of \$182,931.22. Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve Downes Construction Co. invoice number 29, dated 4/30/17 in the amount of \$632,662.56 Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve SBS/Colliers invoice number 17883 dated 4/30/17 in the amount of \$11,681.00. Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve SLAM Collaborative invoice number 1014712, dated 5/8/17 in the amount of \$30,249.60. Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve Snyder Engineering invoice number 2017-104, dated 5/10/17 in the amount of \$10,577.50. Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve Eagle Environmental invoices numbered 14416, 14417 & 14721, in the total amount of \$16,943.13. Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve STL invoices numbered 30830 & 30903, in the total amount of \$13,125.00. Second by Mr. Zimmerman. Motion passed 4-0.*
- *A motion was made by Mr. Seydewitz to approve William B. Meyer invoices numbered 8941 & COM-840-15/4 in the total amount of \$587.50. Second by Mr. Zimmerman. Motion passed 4-0.*

- *A motion was made by Mr. Seydewitz to approve Interscape invoices numbered 3582-1, 3583-0 & 3583-1 in the total amount of \$4,682.10. Second by Mr. Zimmerman. Motion passed 4-0.
Discussion: In closing out POs it was noted that a few of Interscape's invoices were off by a few cents. Instead of correction within another invoice they issued one invoice for \$0.07 and another for (\$0.12).*
- *A motion was made by Mr. Seyewitz to approve DeClerq Office Group invoice 14090, dated 4/26/17, in the amount of \$3,803.00. Second by Mr. Zimmerman. Motion passed 4-0.*

Sub-Committee Reports: Ms. Abraham reaffirmed that the ribbon cutting will occur on September 8. Building Committee members should plan to attend. The sub-committee will next meet on June 1 at the Central Admin. Office.

Chairperson Smith stated that she attended the closeout process kickoff meeting and that it was nice to hear how organized everyone is.

Mr. Warrington noted they will still be involved from the financial side but not be onsite. He has requested the commissioning agent to come give a report at the next Committee meeting.

Public Remarks: None

Next Meeting – June 15, 2017, T-Bell – Time to be determined with a tour scheduled prior to the meeting

Adjournment:

At 6:10 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