

Meeting Minutes

Project: OXFORD MIDDLE SCHOOL
CT Project #108-0043 N

Subject: Oxford School Building Committee
Date: April 8, 2020 7:00 PM
Location: Remote Google Meet

Committee Members Present:

Robert Slie, Jeffrey DiIulio, Marcelina Fernandes, Dean Golembeski, Rich Krueger, Kerry Mizak, Diamond Rosa, Herman Schuler, Ethan Stewart

Others in Attendance:

Gus Kotait (O&G), Mark Jeffko (O&G), Justin Hopkins (Tecton), Karen DePersia (CSG), George Renzoni (OPS-Facilities),

1. **Call to Order:** 7:14 PM
2. **Pledge of Allegiance and Roll Call**
3. **Public Comment:**
None

4. **Approval of Minutes From March 11, 2020 Regular Meeting:**
Motion to approve by J. DiIulio, motion seconded by R. Krueger. The motion carried unanimously.

5. Approval of Invoices/Contract Change Orders/Proposals:

A motion to approve O&G Application for Payment #10 for \$4,140,060.58, was made by H. Schuler and seconded by D. Golembeski. The motion carried unanimously.

A motion to approve Invoice #4275 from Tecton Architects for the amount of \$71,667.00, was made by J. DiIulio. Motion seconded by H. Schuler. The motion carried unanimously.

A motion to approve Invoice #117 from CSG for the amount of \$13,047.12, was made by H. Schuler. Motion seconded by R. Krueger. The motion carried unanimously.

A motion to approve Invoice #005359 from Colliers International for the amount of \$3,090.03 for commissioning work was made by D. Golembeski. Motion seconded by H. Schuler. The motion carried unanimously.

A motion to approve Contract Change Order #PCO 029 in the amount of \$1,785.00, to add wire guards to the gym light fixtures, was made by H. Schuler, and seconded by D. Golembeski. The motion carried unanimously.

A motion to approve Contract Change Order #PCO 30 in the amount of \$110,474.00, from CM contingency, to extend CM Staff Assistant Super/Document Control until end of July 2020, was made by H. Schuler, and seconded by D. Golembeski. The motion carried unanimously.

A motion to approve CSG Move Management Services Proposal in the amount of \$62,400.00 was made by K. Mizak. Motion seconded by D. Rosa. The motion carried unanimously.

6. Reports From Contractor/Consultants:

G. Kotait (O&G) presented Monthly Progress Report No. 9 through March 2020. He shared how the COVID-19 recommendations are becoming rules, and how the construction, including the site, is impacted. They are trying to maintain the schedule, but might have to consider changes such as staggering crews and having multiple shifts. CM contingency is currently \$850,000.00.

J. Hopkins (Tecton) shared that FF&E has been procured under budget, leaving a slightly higher budget for technology. Tecton is coordinating with the school district on technology.

K. DePersia (CSG) explained the Move Management Services Proposal. FF&E orders have been processed and she has been following up.

7. Adjourn:

A motion to adjourn was made by R. Krueger at 8:02 PM, and was seconded by J. DiIulio. The motion carried unanimously.

NOTE: Next meeting to be held April 22, 2020 at the Oxford Public Library at 49 Great Oak Road at 7:00 PM.