

Meeting Minutes

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

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

Committee Members Present:

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

Committee Members Absent:

Diamond Rosa

Others in Attendance:

Gus Kotait (O&G), Karen DePersia (CSG), Robert Miller (OPS-Assistant Superintendent), George Renzoni (OPS-Facilities), Kristyn Rosa (Administrative Assistant-online host), Alison Fredericks(Tecton).

1. **Call to Order:** 7:04 PM
2. **Pledge of Allegiance and Roll Call**
3. **Public Comment:**
None

4. Approval of Minutes From June 10, 2020 Regular Meeting:

Motion to approve by J. DiIulio. Motion seconded by E. Stewart. The motion carried unanimously.

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

A motion to approve Invoice #1775 from MultiVista in the amount of \$876.00, was made by J. DiIulio. Motion seconded by K. Mizak. The motion carried unanimously.

A motion to approve Invoice #006323 from Colliers Project Leaders in the amount of \$2,703.51, was made by R. Krueger. Motion seconded by M. Fernandes. The motion carried unanimously.

A motion to approve Invoice #4303-N from Independent Materials Testing Lab in the amount of \$3,095.31, was made by K. Mizak. Motion seconded by J. DiIulio. The motion carried unanimously.

A motion to approve O&G Application for Payment #13 in the amount of \$2,783,186.95, was made by H. Schuler and seconded by J. DiIulio. The motion carried unanimously.

A motion to approve the following change orders was made by D. Golembeski. Motion seconded by E. Stewart. The motion carried unanimously.

-Contract Change Order #PCO 54 in the amount of \$2,327.00, from CM contingency, for on site bleacher storage until the gymnasium floor is ready for installation. The bleachers production line was affected by COVID-19 pandemic and was out of control to be rescheduled.

- Contract Change Order #PCO 55 in the amount of \$3,685.00 from CM contingency to install owner supplied paper towel dispensers and soap dispensers at the classroom and admin area sinks.

-Contract Change Order #PCO 59 in the amount of \$5,457.00 from CM contingency, to install (2) door magnets and (2) smoke detectors at door A03 as per RFI 316.

- Contract Change Order #PCO 60 in the amount of \$2,079.00 from CM contingency, for rock drilling at baseball fence posts where rock was encountered and not identified on the geotechnical report.

-Contract Change Order #PCO 61 in the amount of \$3,959.00 from CM contingency, to add inner ducts in the cafeteria west walls soffit on T&M in order to provide a pathway for systems and data wiring between the main classroom building and the cafeteria/kitchen wing.

- Contract Change Order #PCO 62 in the amount of \$4,102.00 from CM contingency, to replace the kitchen exhaust fan per PR15.
- Contract Change Order #PCO 63 in the amount of \$7,006.00 from CM contingency, to connect the gym door electromagnetic closures to the fire alarm system.
- Contract Change Order #PCO 64 in the amount of \$1,867.00 from CM contingency, to extend ductwork from EF-3 and add a new grille per SK M1.02.
- Contract Change Order #PCO 65 in the amount of \$2,133.00 from CM contingency, to add metal panels on the west face of the low kitchen roof screen wall.
- Contract Change Order #PCO 58 in the amount of \$8,435.00, from GMP allowance, for cafeteria pin letters.

A motion to approve Contract Change Order #PCO 57 in the amount of \$29,816 from owner's contingency, to furnish and install inter-school fiber was made by R. Krueger. The motion was seconded by D. Golembeski. The motion carried unanimously.

A decision was made to table Contract Change Order #PCO 56 in the amount of \$23,111.00, to change to automatic battery operated faucets and flushometers for the following equipment due to new COVID-19 requirements: (7) L-1, (8) U-1, (35) WC-1. Flushometers are not required by the state, and can be costly to maintain. The committee requested a quote for installation of only automatic battery operated faucets.

6. Reports From Contractor/Consultants:

G. Kotait (O&G) shared Monthly Progress Report No. 12 through June 2020. The CM contingency and allowances are \$615,000. This amount takes into account several placeholders: \$50,000.00 for COVID shutdown day, \$20,000.00 for lower level flooring prep, \$5,000.00 for T&M work with drywall contractor, \$6,000.00 to cover exposed steel column in the gymnasium, and \$3,000.00 for hand dryers. The lower and middle levels are progressing on schedule, but the upper level is a little behind. Gus will be meeting with Karen to discuss furniture that is due to arrive 8/3/2020. There will be a delivery of millwork next week. The kitchen equipment arrived 7/6/2020 and 7/7/2020. The AC will have to be turned on soon. They gymnasium floor installation will start next week.

K. DePersia (CSG) informed the committee that she recommends the \$20,000.00 for lower level floor prep. The move schedule has been established and will be shared with the committee. There is a walk-through tomorrow, 7/9/2020, with two of the largest vendors. Delivery, assembly, and dispersing furniture/equipment to classrooms will be discussed.

7. Adjourn:

A motion to adjourn was made by H. Schuler at 7:57 PM. the motion was seconded by R. Krueger. The motion carried unanimously.

NOTE: Next meeting to be held remotely on July 22, 2020 at 7:00 PM.

Respectfully submitted,

Kerry Mizak
Recorder