

Special Meeting Minutes

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

Subject: Oxford School Building Committee
Date: June 30, 2021, 7:00 PM
Location: Remote Google Meet

Committee Members Present:

Robert Slie, Marcelina Fernandes, Dean Golembeski, Kerry Mizak, Herman Schuler, Ethan Stewart

Committee Members Absent:

Jeffrey DiIulio, Rich Krueger, Diamond Rosa

Others in Attendance:

Gus Kotait (O&G), Karen DePersia (CSG), Robert Miller (OPS-Assistant Superintendent),
Scott Flaherty (online host)

Call to Order: 7:01 PM

Pledge of Allegiance and Roll Call

1. Approval of Minutes From May 12, 2021 Meeting:

A motion to approve was made by H. Schuler. Motion was seconded by K. Mizak. M. Fernandes abstained. The motion carried unanimously.

2. Consider pending invoices, payment apps, change orders and proposals; action required:

Additional Owner Requests

A motion to reconsider a previous motion made during the May 12, 2021 OSBC meeting to approve maintenance items brought forth by the BOE was made by M. Fernandes. Motion seconded by H. Schuler. The motion carried unanimously.

M. Fernandes made a motion to request BOS to consider the purchase of the following facilities requests beyond the scope of the project, not to exceed \$40,000. Motion seconded by H. Schuler. The motion carried unanimously.

- 3 - Shop Vac 16 Gallon wet/dry shop vac \$600
- 2 - Pro Team backpack vacuum \$840
- 1 - STIHL All-in-one backpack blower \$600
- 1 - STIHL Pressure washer RB 200 \$800
- 1 - Tennant Walk-behind floor scrubber \$16,000
- 1 - Clarke floor polisher \$1,000
- 1 - John Deere Tractor w/cab & blower \$16,829
- 2 - Ariens 28" (\$1,230 each) \$2,460
- 2 - Chapin spreaders (\$329 each) \$658
- TOTAL: \$39,787.00**

Additional Services Commissioning

Colliers had indicated extended services were required to work to resolve ongoing issues (heating/cooling and mechanical systems) that extended beyond the original scope of work. The proposal captured continued services provided beginning January 2021. As Colliers had continued to provide on-site services to correct issues, several new issues had arisen. After discussion with Bob Schlitter from Colliers, K. DePersia (CSG) brought forth a request from Colliers. The committee decided to table the request, during the May 12, 2021 OSBC meeting, from Colliers for extended commission services not to

exceed \$5,000 until G. Kotait (O&G) and K. DePersia (CSG) discussed this situation further with Colliers and MJ Daly. Colliers has since decided not to pursue this request.

A motion to approve the following FF&E purchase orders, including outstanding invoices for medical and science classroom equipment, was made by H. Schuler. Motion seconded by K. Mizak. The motion carried unanimously.

-PO #26408 including six invoices from McKesson: Invoice #5257 for \$369.73; Invoice #3719 for \$2,068.22; Invoice #4631 for \$471.17; Invoice #0710 for \$1,027.06; Invoice #0799 for \$407.03; Invoice #1390 for \$1,608.67

-PO #26395 including four invoices from McKesson: Invoice #5633 for \$129.74; Invoice #3659 for \$129.74; Invoice #1369 for \$340.74; Invoice #2251 for \$4,363.23

Consultant Invoices

A motion to approve Invoice #9538 from Colliers International for commissioning services in the amount of \$426.50 (payment under original contract amount) was made by D. Golembeski. Motion seconded by K. Mizak. The motion carried unanimously.

A motion to approve Invoice #132 from Construction Solutions Group, LLC (CSG) in the amount of \$7,449.00 was made by H. Schuler. Motion seconded by E. Stewart. The motion carried unanimously.

A motion to approve Application for Payment #23 from O&G in the amount of \$134,238.31, was made by K. Mizak. Motion seconded by E. Stewart. The motion carried unanimously.

A motion to approve Contract Change Order #PCO 131 from O&G in the amount of \$ \$10,324.00, credit utility allowance, to reconcile the sitework Bid Package unused Full Utility Allowance, was made by H. Schuler. Motion seconded by D. Golembeski. The motion carried unanimously.

3. Adjourn:

A motion to adjourn was made by D. Golembeski at 7:53 PM. The motion was seconded by H. Schuler. The motion carried unanimously.

NOTE: Next meeting to be held remotely on Wednesday, July 14, 2021 at 7:00 PM.

Respectfully submitted,

Kerry Mizak
Recorder