

Meeting Minutes

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

Subject: Oxford School Building Committee
Date: January 13, 2021, 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), Justin Hopkins (Tecton), Robert Miller (OPS-Assistant Superintendent), Kristyn Rosa (Administrative Assistant-online host)

1. Call to Order: 7:00 PM

Pledge of Allegiance and Roll Call

2. Public Comment:

None

3. Approval of Minutes From December 9, 2020 Meeting:

Motion to approve by H. Schuler. Motion seconded by R. Krueger. The motion carried unanimously

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

A motion to approve the following four consultant invoices was made by H. Schuler. Motion seconded by K. Mizak. The motion carried unanimously.

-Three invoices from MultiVista Construction Documentation; Invoice #1821 for \$876.00, Invoice #1859 for \$876.00, Invoice #1866 for \$2,628.00

-Invoice #127 from Construction Solutions Group, LLC (CSG) in the amount of \$13,047.12

-Invoice #8036 from Colliers International in the amount of \$2,001.25

-Invoice Account #5147 231 9045 from Eversource in the amount of \$12,509.87 (permanent power during construction)

A motion to approve the following FF&E and technology invoices was made by R. Krueger. Motion seconded H. Schuler. The motion carried unanimously.

-Five invoices from Fisher Scientific; Invoice #3052634 for \$2,409.34, Invoice #3052635 for \$12,557.06, Invoice #3052636 for \$2,824.15, Invoice #3052637 for \$1,367.68, Invoice #5267396 for \$177.10

-Two invoices from School Specialty; Invoice #208126581199 for \$2,159.96 (kiln), Invoice #208126692290 for \$9.79

-Invoice #59212 from RnB Enterprises in the amount of \$11,703.54 (digital signage/messaging/training)

-Invoice #2398 from Honest Alarm in the amount of \$163,959.00 (video surveillance system)

The committee is requesting additional information regarding storage options for athletic equipment before moving forward with the direct purchase of a freestanding outdoor storage shed (PCO 043 in the amount of \$8,700.00). A conversation will be held with the PE teacher to discuss the items that will be stored, as well as the type of storage needed.

A motion to approve Application for Payment #19 from O&G in the amount of \$1,209,551.71, was made by H. Schuler. Motion seconded by J. DiIulio. The motion carried unanimously.

A motion to approve the following Construction Change Order Proposals from O&G was made by J. DiIulio. Motion seconded by M. Fernandes. The motion carried unanimously.

- Contract Change Order #PCO 123 in the amount of \$9,459.00 credit to owner contingency to reconcile unused balance of utility allowance included in electrical BP
- Contract Change Order #PCO 124 in the amount of \$2,064.00 credit to owner contingency to reconcile the paint bid package allowance
- Contract Change Order #PCO 125 in the amount of \$3,776.00 credit to owner contingency to reconcile the roofing bid package allowance
- Contract Change Order #PCO 126 in the amount of \$1,577.00, from CM contingency, for adding wood trim at the edge of WC-2 wall covering
- Contract Change Order #PCO 127 in the amount of \$352.00, from CM contingency, for the additional bond premium for the roofing bid package
- Contract Change Order #PCO 128 in the amount of \$472.00, from CM contingency, for the additional bond premium for the electrical bid package

5. Reports From Contractor/Consultants:

G. Kotait (O&G) shared Monthly Progress Report No. 18 through December 2020. This will be the last report for the project. The CM contingency balance is just over a half million dollars. This balance will eventually be credited to owner contingency. The installation of the corkboard is almost complete, and O&G is still working on the building management systems with George Renzoni (OPS-Facilities).

R. Miller shared that the main office temperature is cold and there is some concern regarding the cleaning of the classroom floors. Gus will follow up with George regarding both.

J. Hopkins (Tecton) will set up a conference call with Fuss & O'Neill to discuss the ballfield reconstruction responsibility. He will work with K. DePersia and the town to move forward with purchasing the exterior canopies.

The consultants shared that most of the project paperwork will be completed mid-late spring.

6. Adjourn:

A motion to adjourn was made by H. Schuler at 7:47 PM. The motion was seconded by J. DiIulio. The motion carried unanimously.

NOTE: Next meeting to be held remotely on Wednesday, February 10, 2021 at 7:00 PM.

Respectfully submitted,

Kerry Mizak
Recorder