Shepaug Building Committee
Minutes of Meeting
June 4, 2018

1. *Call to Order*

Mr. Gregory Cava, Chairman of the Shepaug Building Committee called the meeting to order on Monday, June 4, 2018 at 4:04 PM.

Present were the following:

Committee:	Gregory Cava, Chairman, Valerie Andersen, Tony Bedini. Jay Hubelbank, John Kuck, Alex McNaughton
Administration:	Teresa DeBrito, Director of Curriculum, Robert Giesen, Director of Finance and Operations, Donald O'Leary, Facilities Manager
Others Present:	Charles Boos, Jennifer Mangiagli, Kaestle Boos Associates Lorel Purcell, Mark Jeffko, O&G Lee Donaldson, O & G Industries Richard Couch, Martinez Couch Assc., LLC

2. *Adoption of Minutes:* May 14, 2018
May 30, 2018

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton to adopt the May 14, 2018 minutes,with date correction.

VOTE: unanimous (motion passes)

MOTION: made by Alex McNaughton, seconded by Jay Hubelbank to adopt the May30, 2018 minutes.

VOTE: unanimous (motion passes)

3. *Discuss Agri-Science Project*

A. *Project Status:*

Chairman Cava reported that the Building Permit Application Fee had been filed. The amount charged was less than the anticipated $265,000. Construction Documents are moving towards completion, at 90%, this will allow contacting the State to review in order to obtain letters from the State to move forward for bidding.

Discussion regarding moving the project along, buy having a discussion with Mark Lyon and contacting Mr. Jenks, Building Official. It had been asked to have the minutes reflect the fact that the Building Committee has made efforts to reduce the cost of the Building Permit but there are limitations and to reflect that the Town of Washington has been very cooperative. Mr. Cava reminded the committee that the town contracts out and those fees are charged by the contractor. Lorel Purcell, O&G, mentioned permits which would need to be pulled and that the permitting cost were already included in the building permit fee.

B. Pending Payments

Before motions were made, Mr. Cava explained each of the submitted invoices, briefly describing what each entailed.

MOTION: made by Jay Hubelbank, seconded by Valerie Andersen to pay Kaestle Boos invoice #15073.01-8 dated May 31, 2018 in the amount of $165,983.85. Construction Documents, now 75% complete.

Discussion regarding invoice charges.

VOTE: unanimous (motion passes)

MOTION: made by Jay Hubelbank, seconded by Alex McNaughton to pay Kaestle Boos, invoice #15073.02-8 dated May 31, 2018 in the amount of $25,000.00. Science Project, Construction documents at 75%.

VOTE: unanimous (motion passes)

MOTION: made by Valerie Andersen, seconded by Jay Hubelbenk to pay Kaestle Boos, invoice #15073.04-2 dated May 31, 2018 in the amount of $5,130.00. Time by Project and Landscape Architects in connection with applications and permitting applications.

Discussion regarding permitting services.

VOTE: unanimous (motion passes)

C. Commissioning Agent Contract Progress:

Nothing new to report

D. Low Voltage:

Don O'Leary updated the committee on meetings that had been held which included Jennifer Mangiagli, KBA. Mr. O'Leary commented on security camera systems and suppliers stating information would be passed on to Lorel for bidding purposes.

4. Construction Manager:

A. Report/Schedules:

Lorel reported on bidding and reviewed schedules that had been distributed identifying critical items. Bid documents are in the process of being done on preparation of the PCR meeting. Needed approvals were identified. Lorel stated 90% Construction Documents are due to O&G next Monday which will trigger the Building Permit review process. O&G will review the documents as well and do their last construction document estimate. Meeting dates with the State were confirmed with Jennifer. Questions pertaining to the schedules.

B. Acceptance or Rejection of Bids

Lorel reviewed each of the bid packages (1.01 and 1.02) that had been distributed and shared her conversations and recommendations. Discussion. Budgeted amounts had been compared to the bid amounts. Chairman Cava polled the committee as to how they felt in regards to the bid for Bid Package 1.02 – General Trades

MOTION: made by Jay Hubelbank, seconded by Tony Bedini, to accept the Bid from American Vets Abatement Experts, LLC in the amount of $663,000.00 and that the committee is directing O&G Industries to enter into a contract with American Vets Abatement for that basement amount.

VOTE: unanimous (motion passes)

MOTION: made by Jay Hubelbank, seconded by Tony Bedini, in relation to Bid Package 1.02 General Trades: Classroom Fitout, to direct O&G Industries to enter into a contract with Nosal Builders for the basement amount of $460,000.00 for bid package 1.02, AgriScience STEM Academy, associated with renovation project.

VOTE: in favor: Gregory Cava, Chairman, Valerie Andersen, Tony Bedini. Jay Hubelbank, Alex McNaughton

opposed: John Kuck

motion passes (5-1-0)

4:58 Jay Hubelbank left the meeting, returning at 5:02

C. Hazardous Material:

Lorel questioned if Fuss & O'Neill had been contacted, stating that air monitoring will be needed while abatement work is being done. It was noted that on July 5, during abatement, Fuss & O'Neill will need to be present. Don O'Leary will follow up.

5. Architectural-KBA:

A. Report:

Jennifer reported on the meeting, with town officials, she had just returned from stating that the Building Official is concerned with only having Construction Documents that are 90% complete. Lorel added that when they go the State for the PCR meeting, Mr. Jenk signature is needed on the front of the documents that states the documents are a permittable set. Discussion on how to initiate Mr. Jenks review of the documents. Jay Hubelbank and Tony Bedini both agreed to meeting with Mark Lyon, First Selectman, and having a conversation with him. Regarding permits, it was noted the Demo Permit, Phase 1, had been paid but as of yet the actual permit is not in hand. Added was that the state meeting scheduled for tomorrow, has had to be rescheduled to July 24.

B. Discuss Permitting Including Site Drainage:

Richard Couch reviewed permitting and the process for those which would be needed. Possibly being effected by permitting would be the swimming pool backwash, domestic sewerage, lab waste, subsurface drainage and ground surface drainage. Mr. Couch also referred to DEEP (Department of Energy and Environmental protection), requirements with storm water drainage and site disturbance also being mentioned. Mr. Couch reported on the use and need of holding tanks. Mr. Couch thought that this should possibly be an issue handled through the Facility Committee rather than the Building Committee. A follow up will take place between Mr. O'Leary and Mr. Couch. Referring to the O&G schedule, Mr. Couch updated the committee on permits that have already been submitted. Mr. Couch also shared his conversation with DEEP

Flooding/history concerns of state highways has become a new dimension by OSTA (Office of State Traffic Administration), where the State requires a signed letter by a town official regarding flooding in the area of construction.

Chairman Cava stressed the need of staying within the delivery date. In order to not have future delays within the project, it was suggested to include Add Alts, if needed, in documents with the understanding the actual Add Alt item has not actually been added in unless the committee has given approval.

Lorel brought attention to the updated documents, VE & Scope Reconciliation DD Estimate and also to the Project Cost Summary to be sure the committee noted the revisions based on the requests from the previous committee meeting

6. Upcoming Decisions:

7. Misc:

Check list was reviewed.

8. Adjournment

There being no further business, the meeting was adjourned by consent at 6:12 PM.

Next meeting is June 11, 2018 5:00, Room A3