



Regional School District No. 14 Woodbury / Bethlehem

Nonnewaug High School – Renovations Project

Public Building Committee Meeting

September 18, 2017

PBC Attendees:

Absent:

John Chapman Brian Peterson – joined meeting after SCG-042 approvals Andie Greene George Bauer Janet Morgan JP Fernandes Patrick DiSarro	Don Fital Tom Hecht Matthew Cleary Robert Piazza
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Also Present:

Scott Pellman	Colliers
Amy Samuelson	SLAM
Mark Jeffko	O&G

From / Notes Prepared by:

Scott Pellman - Project Manager
Colliers International

Attachments:

A meeting of the Public Building Committee was held on Tuesday, September 18, 2017 in the Relocated Central Offices at Woodbury Middle School 67 Washington Avenue Woodbury, Connecticut.

The following notes are to record the most significant issues discussed at the above referenced meeting. If anyone attending the meeting feels these notes are inaccurate, additional items need recording, or further detail is required, please forward your written comments to Scott Pellman for inclusion.

1. Call to Order – John Chapman called the meeting to order at 6:35 PM.



2. Approval of SCG-042 's -

Project 214-0093 Nonnewaug HS –

Motion by John Chapman –

We hereby certify that these final plans and project manual(s) as prepared for bidding and dated 7-17-2017, and the professional cost estimate, completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building Elements and Related Sitework-UNIFORMAT II for this project, dated 8-28-2017, have been reviewed and approved for this project on the dates shown above, September 18, 2017.

Seconded by JP Fernandes–

Discussions - Scott Pellman explained the process. The SCG-042 approval is similar to the process that was completed for phase 1. The SCG-042 approval will allow the design and construction team to take the phase 2 documents to the State for review. The committee has done its diligence with plan and budget reviews and the project meets the educational specification.

All in favor – Unanimous.

Project 214-0096 Central Office –

Motion by John Chapman –

We hereby certify that these final plans and project manual(s) as prepared for bidding and dated 7-17-2017, and the professional cost estimate, completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building Elements and Related Sitework-UNIFORMAT II for this project, dated 8-28-2017, have been reviewed and approved for this project on the dates shown above, September 18, 2017.

Seconded by JP Fernandes – All in favor – Unanimous.

3. Approval of pay application #2 for phase 1 construction - The finance subcommittee was provided a copy of the application that has previously been reviewed by SLAM and Colliers. In the future, the finance subcommittee will be provided the pencil copy of the requisition and will meet with the design team and Colliers to finalize the review and will provide the comments to O&G. There is 5% retainage and approximately \$500,000 in work remaining for phase 1 completion. Scott Pellman noted that the application has been reviewed and is recommended for payment by SLAM and Colliers.

John Chapman - Motion to approve the phase 1 application for payment #2 for the period to 8-31-2017 for \$440,713

Discussions – JP Fernandes questioned the time period that the Region has for payment of the construction applications once submitted. Scott Pellman stated that he believes payment is due within 30 days but did not have a copy of the contract with him.

Motion seconded by Andie Greene – All in favor – Unanimous

4. Other Business coming before the committee

- John Chapman inquired if the finance subcommittee has met yet?
Response – The subcommittee is planning to meet on Thursdays after the owner, architect, contractor (OAC) meetings. It is anticipated that the group will meet once a month to start and will meet bi weekly or more frequently once construction of Phase 2 commences.
- The Finance subcommittee will meet on October 5th at 5:00pm at the high school for their first meeting. The plan will be to review the pencil copy of application #3 and also address the geotechnical additional work agreements. The meeting will take place in the high school administration conference room.
- John Chapman requested a recommendation from Colliers for the finance sub committees process and limit of sign off approval limits. Scott Pellman suggested a Proposed change order (PCO) limit of \$10,000 for Dr. Anna and Wayne McAllister and up to \$20,000 for the finance subcommittee.
- BOE approval of the SCG-042 documents will follow this meeting at 7:00pm.

Meeting Adjourn

Motion to adjourn – John Chapman - seconded by Andie Greene- All in favor – unanimous.

- Meeting Adjourned 6:50 pm,
- The next meeting is scheduled for October 10, 2017 @ 6:30pm