



TOWN OF
Trumbull
CONNECTICUT

HILLCREST MIDDLE SCHOOL BUILDING COMMITTEE

MEETING AGENDA – SEPTEMBER 30, 2025, AT 7:00 PM

LOCATION: TRUMBULL TOWN HALL

5866 Main Street, Trumbull CT 06611

Town Council Chambers

- i. CALL TO ORDER
- ii. PLEDGE OF ALLEGIANCE
- iii. ROLL CALL
- iv. APPROVAL OF MINUTES – SEPTEMBER 16, 2025
- v. PUBLIC COMMENT
- vi. REVIEW AND APPROVAL OF INVOICES
- vii. NEW BUSINESS
 1. PROJECT LABOR AGREEMENT PRESENTATION – TRADE UNION REPRESENTATIVES
 2. OPM'S PROJECT UPDATE – ARCADIS
 3. REVIEW OF COMMISSIONING AGENT SUBMISSIONS – EXECUTIVE SESSION
 4. DATE OF NEXT MEETING
 5. ACTIONS / APPROVAL OF BUILDING COMMITTEE - IF REQUIRED
- viii. ADJOURNMENT



**TOWN OF TRUMBULL
HILLCREST MIDDLE SCHOOL
STATE PROJECT #144-0108N
MONTHLY BUDGET REPORT
AUGUST 2025**



Town Project Cost	\$140,962,823
Project Financing Cost	\$1,412,177
Total Amount Approved - Referendum	\$142,375,000
State Construction Grant	\$140,962,823

Anticipated State Reimb. Rate	44.00%
Est. Grant Funding	\$62,023,642
Est. Town Cost	\$78,939,181
Amount Reimbursed to Date	

MUNIS OBJ CODE	Description	PROJECT BUDGET As of 08/19/25	Budget Adjustments 08/19/25	REVISED BUDGET As of 09/01/25	MUNIS DATA As of 08/31/25		Uncommitted Balance	Total Projected Cost	% Expended/ Completed
					Expended	Committed Encumbered			
		a	b	c (a+b)	d	e	f (c-e)	g (e+f)	h (d/e)
	Architect and Engineering Services								
584000	Architect Fees (includes Environmental & Geotechnical)	\$ 5,490,000	\$ -	\$ 5,490,000	\$ 82,000	\$ 5,490,000	\$ -	\$ 5,490,000	1.5%
	Total A & E Costs	\$ 5,490,000	\$ -	\$ 5,490,000	\$ 82,000	\$ 5,490,000	\$ -	\$ 5,490,000	1.5%
	Owner's Oversight								
584030	Owner's Representative	\$ 1,260,763	\$ -	\$ 1,260,763	\$ -	\$ -	\$ 1,260,763	\$ 1,260,763	0.0%
584030	Commissioning	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ 250,000	0.0%
584030	Testing & Inspection	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000	\$ 250,000	0.0%
584030	Other Consultants	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 200,000	0.0%
584030	Moving	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 200,000	0.0%
584030	Builders Risk Insurance	\$ 184,500	\$ -	\$ 184,500	\$ -	\$ -	\$ 184,500	\$ 184,500	0.0%
	Owner's Oversight Costs	\$ 2,345,263	\$ -	\$ 2,345,263	\$ -	\$ -	\$ 2,345,263	\$ 2,345,263	0.0%
	Town Services								
584030	Town Legal Services	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000	\$ 75,000	0.0%
584030	Other Town Costs - Staff Cost	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 50,000	0.0%
584030	Power Purchase Agreement (PPA) Termination Fee	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000	\$ 350,000	0.0%
584030	State Ed Fee	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ 50,000	0.0%
584030	Advertisement	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ 30,000	0.0%
	Town Costs	\$ 555,000	\$ -	\$ 555,000	\$ -	\$ -	\$ 555,000	\$ 555,000	0.0%
	Construction Manager								
584010	Pre-Construction	\$ 199,435	\$ -	\$ 199,435	\$ -	\$ -	\$ 199,435	\$ 199,435	0.0%
584010	Construction Manager (GMP)	\$ 118,199,159	\$ -	\$ 118,199,159	\$ -	\$ -	\$ 118,199,159	\$ 118,199,159	0.0%
	Total Construction Costs	\$ 118,398,594	\$ -	\$ 118,398,594	\$ -	\$ -	\$ 118,398,594	\$ 118,398,594	0.0%
	FF&E/Technology								
584020	Fixtures, Furniture and Equipment	\$ 3,500,000	\$ -	\$ 3,500,000	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	0.0%
584020	Communication Technology Hardware	\$ 2,500,000	\$ -	\$ 2,500,000	\$ -	\$ -	\$ 2,500,000	\$ 2,500,000	0.0%
	Total FF&E/Technology Costs	\$ 6,000,000	\$ -	\$ 6,000,000	\$ -	\$ -	\$ 6,000,000	\$ 6,000,000	0.0%
589957	Owner Contingency	\$ 8,173,966	\$ -	\$ 8,173,966	\$ -	\$ -	\$ 8,173,966	\$ 8,173,966	0.0%
	State Grant - Project Total	\$ 140,962,823	\$ -	\$ 140,962,823	\$ 82,000	\$ 5,490,000	\$ 135,472,823	\$ 140,962,823	0.06%
	Project Financing Costs	\$ 1,412,177	\$ -	\$ 1,412,177	\$ -	\$ -	\$ 1,412,177	\$ 1,412,177	0.0%
	OVERALL TOTAL PROJECT COST	\$ 142,375,000	\$ -	\$ 142,375,000	\$ 82,000	\$ 5,490,000	\$ 136,885,000	\$ 142,375,000	0.06%



**TOWN OF TRUMBULL
HILLCREST MIDDLE SCHOOL
STATE PROJECT #144-0108N
BUDGET SUMMARY
AUGUST 2025**



MUNIS OBJ CODE	Description	Current Budget As of 09/01/25	Expended To Date Through 08/31/25
584000	Architect and Engineering Services	\$5,490,000	\$ 82,000
584030	Owner's Oversight	\$ 2,345,263	\$ -
584030	Town Services	\$ 555,000	\$ -
584010	Construction Manager	\$ 118,398,594	\$ -
584020	FF&E/Technology	\$ 6,000,000	\$ -
589957	Owner Contingency	\$ 8,173,966	
	<u>State Grant - Project Total</u>	<u>\$ 140,962,823</u>	<u>\$ 82,000</u>
	Project Financing Costs	\$ 1,412,177	\$ -
	<u>OVERALL TOTAL PROJECT COST</u>	<u>\$ 142,375,000</u>	<u>\$ 82,000</u>

**TOWN OF TRUMBULL
HILLCREST MIDDLE SCHOOL
STATE PROJECT #144-0108N
OWNER CONTINGENCY
AS OF AUGUST 31, 2025**

Owner Contingency Amount **\$ 8,173,966.00**

Distributed To (Description Budget Line)	Transaction	Committee Date Approved	Amount
Architect and Engineering Services			
Architect Fees			\$ -
Owner's Oversight			
Owner Representative Services			\$ -
Commissioning			\$ -
Environmental Consultant			\$ -
Testing & Inspection			\$ -
Moving			\$ -
Builders Risk Insurance			\$ -
Town Services			
Town Legal Services			\$ -
Construction Manager			
Pre-Construction			\$ -
Construction			\$ -
FF&E/Technology/Playground			
Fixtures, Furniture and Equipment			\$ -
Technology			\$ -
Playground			\$ -
Total Transferred from Owner Contingency			\$ -
<u>Revised Owner Contingency Amount (Current As of 09-01-25)</u>			<u>\$ 8,173,966.00</u>



TOWN OF TRUMBULL
HILLCREST MIDDLE SCHOOL
STATE PROJECT #144-0108N



HILLCREST MIDDLE SCHOOL BUILDING COMMITTEE MEETING
9/30/2025

INVOICE SUMMARY - FOR REVIEW & APPROVAL

Invoice Date	Invoice #	Period Ending	Description of Service	Vendor	Amount
3/31/2025	48065	3/31/2025	Architect (Grant Prep)	Tecton Architects P.C.	\$ 10,213.06
9/24/2025	1	9/30/2025	Pre Construction	Bismark Construction Co.	\$ 48,313.40
9/25/2025	36072170	9/30/2025	Owner Representative	Arcadis	\$ 50,100.00
					\$ 108,626.46

invoice

REMIT TO: TECTON ARCHITECTS P.C.
34 SEQUASSEN STREET
SUITE 200
HARTFORD CT 06106



Approved for Payment
John Butkus
09/26/2025 11:09:16 AM

Invoice No.: **48065**

Invoice Date: March 31, 2025

Town of Trumbull
Board of Education
ATT: Accounts Payable
6254 Main St.
Trumbull, CT 06611

Project: TRM01MP.01
Trumbull CT - TRM - Hillcrest Middle School Grant Application **PO: 02402117** for Trumbull BOE
(Contacts: Kevin Dion, Director of Operations, cc: **Dr. Martin Semmel - Superintendent**
Trumbull Public Schools)

Professional Services for the period to: March 31, 2025

PO 02402117 \$56,750 (Tasks 1-5) dated 11-16-2023

Phase	Fee	% Comp.	Total Fee to Date	Prior Invoiced	Current Billing	Balance to Bill
1. Education Specifications	9,750.00	100%	9,750.00	9,750.00	.00	.00
2. Conceptual Design Options	16,500.00	100%	16,500.00	16,500.00	.00	.00
3. Cost Estimate & Budget	10,500.00	100%	10,500.00	10,500.00	.00	.00
4. Meeting Attendance	11,500.00	100%	11,500.00	5,750.00	5,750.00	.00
5. Project Coord & Graphic Mat'l	8,500.00	100%	8,500.00	4,250.00	4,250.00	.00
Total Professional Services	56,750.00		56,750.00	46,750.00	10,000.00	.00

Reimbursables

Mileage

	Date	Charge
Wyszynski, Jeffrey J.	6/13/2024	71.02
Wyszynski, Jeffrey J.	7/1/2024	71.02
Wyszynski, Jeffrey J.	9/25/2024	71.02

Total Reimbursables **\$213.06**

TOTAL DUE THIS INVOICE **\$10,213.06**

John Butkus
9/25/25

TO OWNER/CLIENT:

Town of Trumbull
5866 Main St
Trumbull, Connecticut 06611

PROJECT:

New Hillcrest Middle School
530 Daniels Farm Road
Trumbull, Connecticut 06611

APPLICATION NO: 1

INVOICE NO: 1

PERIOD: 09/01/25 - 09/30/25

PROJECT NO: 26010, PO#: 20260496-00, State #: 144-0108N

CONTRACT DATE: 8/1/2025

FROM CONTRACTOR:

Bismark Construction Company, Inc
100 Bridgeport Avenue
Milford, Connecticut 06460

VIA ARCHITECT/ENGINEER:

Jack Butkus (Arcadis U.S., Inc.)
241 Main Street, Second Floor North
Hartford, Connecticut 06106

CONTRACT FOR: Pre Construction

Approved for Payment
Jack Butkus
09/24/2025 11:45:06 AM

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1.	Original Contract Sum	\$199,434.00
2.	Net change by change orders	\$0.00
3.	Contract Sum to date (Line 1 ± 2)	\$199,434.00
4.	Total completed and stored to date (Column G on detail sheet)	\$48,313.40
5.	Retainage:	
	a. <u>0.00%</u> of completed work	\$0.00
	b. <u>0.00%</u> of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$0.00
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$48,313.40
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$0.00
8.	Current payment due:	\$48,313.40
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$151,120.60

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Bismark Construction Company, Inc

By: *[Signature]* Date: 9/24/25

State of: CT
County of: New Haven
Subscribed and sworn to before
me this 24th day of Sept 2025
Notary Public:
My commission expires: July 31 2026 *[Signature]*



ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$48,313.40

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: _____ Date: _____

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
 Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 1
 APPLICATION DATE: 9/23/2025
 PERIOD: 09/01/25 - 09/30/25

Contract Lines

A	B	C	D	E	F	G		H	I	
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1		Schematic Design	\$48,313.40	\$0.00	\$48,313.40	\$0.00	\$48,313.40	100.00%	\$0.00	\$0.00
2		Design Development	\$41,970.10	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$41,970.10	\$0.00
3		Construction Documents	\$72,712.50	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$72,712.50	\$0.00
4		Procurement	\$21,438.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$21,438.00	\$0.00
5		Reimbursables	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,000.00	\$0.00
TOTALS:			\$199,434.00	\$0.00	\$48,313.40	\$0.00	\$48,313.40	24.23%	\$151,120.60	\$0.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$199,434.00	\$0.00	\$48,313.40	\$0.00	\$48,313.40	24.23%	\$151,120.60	\$0.00



INVOICE

Town of Trumbull, CT

Attn. : Kevin Dion
 Trumbull Public Schools, 6254 Main Street
 Trumbull, CT 06611
 United States

Arcadis U.S., Inc.

Bank of America
 Acct: 8188093937
 ACH: 071 000 039 Wire: 026009
 593
 SWIFT: BOFAUS3N
 Remit-mailbox@arcadis-us.com
 62638 Collections Center Drive
 Chicago, IL 60693-0626

Invoice Date	25-Sep-2025	Invoice Number	36072170
Due Date	25-Oct-2025	Payment Term	30 days
20260483			
Arcadis Reference Number	30282292	Project Number	30282292
Arcadis Reference Name	New Hillcrest Middle School	Project Name	New Hillcrest Middle School
Services Through	21-Sep-2025	Project Manager	John Butkus
		Client Contact	Kevin Dion

Professional Services to 21-Sep-2025

Project - Task	Phase	Total Contract Value	Total Billed	Previously Billed	% Billed	This Invoice
30282292 - 01	1-Labor Task	1,260,763.00	50,100.00	0.00	3.97	50,100.00
		1,260,763.00	50,100.00	0.00	3.97	50,100.00 USD

Total This Invoice 50,100.00 USD

Signed by:

 5FCC6D7FB6114B7...

9/26/2025

Approved for Payment
 Kevin Dion, Director of Operations
 Trumbull Public Schools

Bank Name	BANK OF AMERICA N.A.	Bank/Branch Code	BOFA-071923284
Account No.	8188093937	SWIFT	BOFAUS3N
Remittance Address: Remit-Mailbox@arcadis-us.com			
Please include the invoice number on all payments and include remittance copy with all postal payments. Late payments will be assessed according to contract terms.			