



TOWN OF Trumbull CONNECTICUT

HILLCREST MIDDEL SCHOOL BUILDING COMMITTEE

MEETING AGENDA – JUNE 9, 2026, 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 – MAY 12, 2026
- v. PUBLIC COMMENT
- vi. REVIEW AND APPROVAL OF INVOICES
- vii. NEW BUSINESS
 - 1. ARCHITECT'S PROJECT UPDATE – TSKP
 - 2. OPM'S PROJECT UPDATE – ARCADIS
 - 3. CONSTRUCTION MANAGER UPDATE – BISMARCK
 - 4. AUTHORIZATION TO EXECUTE RUSSELL & DAWSON INC. CONTRACT
 - 5. SELECTION OF MATERIALS TESTING FIRM
- viii. ACTIONS / APPROVAL OF BUILDING COMMITTEE - IF REQUIRED
- ix. DATE OF NEXT MEETING
- x. ADJOURNMENT

A photograph of a classroom scene. A female teacher with blonde hair and glasses is leaning over a desk, assisting a group of students. The students are seated at desks, some using laptops. The background shows other students and classroom windows. The text is overlaid on the image.

HILLCREST MIDDLE SCHOOL TOWN OF TRUMBULL

Hillcrest Middle School Building Committee
Arcadis Report

June 9, 2026



AGENDA

A) Project Updates

B) 90 Day Look-Ahead

C) Financials for Period Ending 05/31/26

- **Budget Overview**
- **Owner Contingency**

D) Items for Review & Approval

E) Invoices For Review & Approval

An overhead photograph of two construction workers wearing high-visibility vests and hard hats, leaning over a table to review architectural blueprints. The table is cluttered with various items including a rolled-up blueprint, a tablet, a smartphone, pens, and other documents. The scene is set on a concrete floor.

PROJECT UPDATES



PROJECT UPDATES

- Phase 1 OGA PCR Approval Status Update
- Material Testing Services RFP Result
- Phase 2 100% Construction Documents Update

A person's hand is shown hovering just above the keyboard of a silver laptop. The laptop is open and sits on a dark wooden desk. To the left of the laptop is a small white pot containing a green, grass-like plant. In the background, a warm-toned lamp is visible, and the scene is dimly lit, suggesting an evening or indoor setting with artificial light. The overall mood is focused and professional.

90 Day-Look Ahead



90 DAY LOOK AHEAD SCHEDULE

June 2026

- Phase 1 Bidding Begins
- HMSBC Phase 1 Approval to Proceed
- HMSBC & BOE Approval of Phase 2 Construction Documents (June 23)

July 2026

- Start of Phase 1 Construction
- Phase 2 OGA PCR (July 7)
- Phase 2 Advertise for Bid

August 2026

- Phase 2 Bidding & Scope Reviews
- Phase 2 Building Permit (Bismark)

Hillcrest Middle School

PHASE 1 & 2 GMP

PRECONSTRUCTION MILESTONE SCHEDULE

6/4/2026

	Milestones	Schedule Plan	Current Target	Actual	Delta
11	OSTA Approval	April 10, 2026	June 10, 2026		
12	Phase 1 OGA PCR Approval	April 28, 2026	June 10, 2026		
13	Phase 1 Advertise for Bid	May 1, 2026	June 10, 2026		
14	Phase 2 3rd Party Reviews Reports Completed	May 21, 2026	June 10, 2026		
15	Phase 1 Building Permit Approval	June 4, 2026	June 17, 2026		
16	Phase 1 Bids Received	May 22, 2026	July 1, 2026		
17	Phase 1 Sitework & Temp Fencing Scope Reviews	May 29, 2026	July 6, 2026		
18	Phase 2 CD Estimate Reconciliation	May 21, 2026	June 12, 2026		
19	Phase 2 HMSBC Approval of CD's	May 24, 2026	June 23, 2026*		
20	Phase 2 BOE Approval of CD's	May 24, 2026	June 29, 2026		
21	Phase 1 Sitework BP Approval by HMSBC	June 9, 2026	July 14, 2026		
22	Selection of Material Testing	June 9, 2026			
23	Phase 1 Approved by Town of Trumbull	June 12, 2026	July 16, 2026		
24	Phase 1 Start of Construction	June 25, 2026	July 21, 2026		
25	Phase 2 OGA PCR Meeting	July 6, 2026	July 7, 2026		
26	Phase 2 OGA PCR Approval	July 24, 2026			
27	Phase 2 Advertise for Bid	July 27, 2026			
28	Phase 2 Bids Received	August 21, 2026			
29	Phase 2 Scope Reviews	August 28, 2026			
30	Phase 2 Building Permit Approval	August 28, 2026			
31	Project GMP Recommendation to HMSBC	September 3, 2026			
32	Project GMP Approval by HMSBC	September 8, 2026*			
33	Project GMP Approved by Town of Trumbull	September 9, 2026			
34	Phase 2 Start of Construction	September 14, 2026			
	*HMSBC Meeting Dates				

A blurred photograph of a modern building interior, likely a school or university. The scene shows a staircase with people walking down it, and a hallway with a woman carrying a yellow folder. The walls are orange and white, and there are large windows. The word "FINANCIALS" is overlaid in large white letters on the right side of the image.

FINANCIALS

People First | Client Success | Integrity | Sustainability | Collaboration



Project Budget Summaries

PROJECT BUDGET	\$ 142,375,000.00
Total Encumbered	\$14,629,078.00
Paid to Date (PE 05/31/26)	\$3,119,428.50
Encumbrance Balance	\$11,509,649.50
Unencumbered	\$127,745,922.00
Amount Reimbursed to Date (OGA)	\$0.00
% Reimbursed to Date by OGA	0%



**TOWN OF TRUMBULL
HILLCREST MIDDLE SCHOOL
STATE PROJECT #144-0108N
BUDGET SUMMARY
MAY 2026**



MUNIS OBJ CODE	Description	Current Budget As of 06/01/26	Expended To Date Through 05/31/26
584000	Architect and Engineering Services	\$ 5,513,870	\$ 2,865,870
584036	Owner's Oversight	\$ 2,267,263	\$ 160,875
584030	Town Services	\$ 555,000	\$ 2,400
584010	Construction Manager	\$ 118,571,294	\$ 90,284
584020	FF&E/Technology	\$ 6,000,000	\$ -
589957	Owner Contingency	\$ 8,055,396	
	<u>State Grant - Project Total</u>	<u>\$ 140,962,823</u>	<u>\$ 3,119,429</u>
522205	Project Financing Costs	\$ 1,412,177	
	<u>OVERALL TOTAL PROJECT COST</u>	<u>\$ 142,375,000</u>	<u>\$ 3,119,429</u>

Owner Contingency Summary

Original Owner Contingency	\$8,173,966.00
Increase to Owner Contingency	\$0.00
Revised Owner's Contingency	\$8,173,966.00
Total Transferred from Owner Contingency	\$196,570.00
Total Transferred to Owner Contingency	\$78,000.00
Current Owner's Contingency – As of 06/01/26	\$8,055,396.00

Owner Contingency Detail Breakdown



Distributed To (Description Budget Line)	Transaction	Committee Date Approved	Amount
Architect and Engineering Services			
Architect Fees	Amendment #1	11/18/2025	\$ 23,870.00
Subtotal for Architect and Engineering Services			\$ 23,870.00
Owner's Oversight			
Owner Representative Services			\$ -
Commissioning	Transfer Bid Savings to Owner Contingency	9/30/2025	\$ (78,000.00)
Environmental Consultant			\$ -
Testing & Inspection			\$ -
Moving			\$ -
Builders Risk Insurance			\$ -
Subtotal for Owner's Oversight			\$ (78,000.00)
Town Services			
Town Legal Services			\$ -
Subtotal for Legal Services			\$ -
Construction Manager			
Pre-Construction	Change Order #1	3/3/2026	\$ 172,700.00
Construction			\$ -
			\$ -
Subtotal for Construction Manager			\$ 172,700.00
FF&E/Technology/Playground			
Fixtures, Furniture and Equipment			\$ -
Technology			\$ -
Playground			\$ -
Subtotal for FF&E/Technology/Playground			\$ -
Total Transferred from Owner Contingency			\$ 196,570.00
Total Transferred to Owner Contingency			\$ (78,000.00)
<u>Revised Owner Contingency Amount (Current As of 06-01-26)</u>			<u>\$ 8,055,396.00</u>

A blurred classroom scene with a teacher standing at the front near a chalkboard, and several students seated at desks. One student in the foreground has their hand raised. The text "FOR APPROVAL" is overlaid in white, bold, sans-serif font.

FOR APPROVAL

New Hillcrest Middle School - Materials Testing Bid Comparison

Vendor	Total Bid Amount	Rank	Difference from Lowest	% Above Lowest
Tri-State Material Testing	\$124,853	1	\$0	0%
Test-Con Incorporated	\$131,795	2	\$6,942	6%
Material Testing Inc	\$252,116	3	\$127,263	102%
John Turner Consulting	\$263,427	4	\$138,574	111%
Terracon	\$269,659	5	\$144,806	116%
Summary Statistics				
Lowest Bid:	\$124,853		Project Budget Value	\$ 250,000
Highest Bid:	\$269,659		Lowest Bid	\$ 124,853
Average Bid:	\$208,370		Under Budget	\$ 125,147
Bid Range:	\$144,806			

A close-up, slightly blurred photograph of a person's hand pointing at a laptop screen. The laptop is open on a dark wooden desk. To the left of the laptop is a small potted plant with green grass-like leaves. In the background, a warm, glowing light source, possibly a lamp, is visible, creating a bokeh effect. The overall scene suggests a professional or office environment.

INVOICES FOR APPROVAL

Invoices For Approval



INVOICE/PAYMENT APPLICATIONS SUMMARY

Invoice #/ Payment Application Date	Invoice #/ Payment Application #	Period Ending	Description of Service	Vendor	Total Amount Billed
05/22/26*	DEP454869	N/A	Stormwater Permit Fee	CT Dept. of Energy & Env. Protection	\$2,000.00
06/03/26	36131260	05/31/26	Owner Representative Services	Arcadis	\$15,400.00
06/04/26	250501-12	05/31/26	Architectural Services	TSKP	\$344,500.00
					\$361,900.00

MOTION

The HMSBC approves the invoice in the amount of \$2,000 from CT Dept of Energy & Environmental Protection for record only and invoices in the total amount of \$359,900 for processing.



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



HILLCREST MIDDLE SCHOOL BUILDING COMMITTEE MEETING
6/9/2026

INVOICE SUMMARY - FOR REVIEW & APPROVAL

Invoice Date	Invoice #	Period Ending	Description of Service	Vendor	Amount
05/22/26*	DEP454869	N/A	Stormwater Permit Fee	CT Dept. of Energy & Environmental Protection	\$ 2,000.00
6/3/2026	36131260	5/31/2026	Owner Representative Services	Arcadis	\$ 15,400.00
6/4/2026	250501-12	5/31/2026	Architectural Services	TSKP Studio	\$ 344,500.00
					\$ 361,900.00



Connecticut Department of Energy & Environmental Protection

79 Elm Street • Hartford, CT 06106-5127
portal.ct.gov/DEEP

Invoice

FOR RECORD ONLY

Invoice #: **DEP454869**
Client #: 994035

Invoice Date: 05/22/2026
Payment Due Date: 05/22/2026

Make checks payable to:
**CONNECTICUT DEPARTMENT OF ENERGY and
ENVIRONMENTAL PROTECTION**

Include Invoice # on check to expedite processing.
Remit checks to:

ACCOUNTS RECEIVABLE
CONNECTICUT DEPARTMENT OF ENERGY and
ENVIRONMENTAL PROTECTION
79 ELM STREET
HARTFORD, CT 06106

TOWN OF TRUMBULL
Kevin Dion
5866 MAIN ST
TRUMBULL, CT 06611-3113

Signed by:
Kevin Dion 6/2/2026
D16E201887334E7...

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

Invoice Amount: **\$2,000.00**

Remittance Form
Cut Here

Amount Enclosed:

Invoice Details

TOWN OF TRUMBULL
Kevin Dion
5866 MAIN ST
TRUMBULL, CT 06611-3113

Client #: 994035
Invoice #: **DEP454869**
Invoice Date: 05/22/2026
Payment Due Date: 05/22/2026
Invoice Amount: **\$2,000.00**
Terms: Net 0 @ 0.00%; Initial
Penalty: 0.00%; Minimum
Penalty: \$0.00

Billing Details

Rev. ID	Reference #	Description	Fee Amt	Qty	Disc./Adj.	Amount Due
1857	Application #: 202607961	Stormwater Permits - Construction Activities, New Locally Exempt Projects 20 to <50 acres Company Contact: Kevin Dion	4,000.00	1	2,000.00	\$2,000.00

Current Charges: **\$2,000.00**

Client Outstanding Balance Owed to DEEP (prior to current invoice): \$0.00

Pay your Invoice Online

Use this link to access our online payment portal : <https://deep.service.ct.gov/paymentportal>

Please contact DEEP Accounts Receivable Office at (860) 424-4004 to request a detailed Statement of outstanding charges. **If you would like your invoice emailed, please contact us at DEEP_CentralPermits@ct.gov to update your account

Payment Receipt

5/29/2026

Hello Vicki Tesoro,

Your payment of \$2000

 toward filings 145062 has been securely processed.

Your confirmation number is 1300412282.

Please save this email for your records and refer to your confirmation number should you need to contact us about your payment.

Thank You,

Department of Energy and Environmental Protection

Invoice #: **DEP454869**

Printed On: 5/22/2026

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	03-Jun-2026	Invoice Number	36131260
Due Date	03-Jul-2026	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	24-May-2026	Project Manager	John Butkus
		Client Contact	Kevin Dion

Professional Services to 24-May-2026

Project - Task	Phase	Total Contract Value	Total Billed	Previously Billed	% Billed	This Invoice
30282292 - 01	1-Labor Task	1,260,763.00	173,300.00	157,900.00	13.75	15,400.00
		1,260,763.00	173,300.00	157,900.00	13.75	15,400.00 USD
Total This Invoice						15,400.00 USD

Bank Name BANK OF AMERICA N.A.
Account No. 8188093937

Bank/Branch Code BOFA-071923284
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.



Approved for Payment

06/05/2026 *Jody Butera*

146 Wyllys Street, Bldg 1-203
Hartford, CT 06106

INVOICE

Invoice Number: 250501-12
Date: June 04, 2026
Project Number: 250501
P.O. Number: 20260284-00

Town of Trumbull
Attn: Maria Pires
5866 Main Street
Trumbull, CT 06611
Trumbull - Hillcrest Middle School

For Professional Services Rendered Through: May 31, 2026

Fee Services

	Contract Amount	Percent Complete	Fee Earned	Prior Billings	Current Billings
Schematic Design	\$820,000.00	100.00	\$820,000.00	\$820,000.00	\$0.00
Design Development	\$1,490,000.00	100.00	\$1,490,000.00	\$1,490,000.00	\$0.00
Construction Documents	\$1,520,000.00	80.00	\$1,216,000.00	\$912,000.00	\$304,000.00
Bidding	\$135,000.00	0.00	\$0.00	\$0.00	\$0.00
Construction Administration	\$1,020,000.00	0.00	\$0.00	\$0.00	\$0.00
FF&E	\$270,000.00	15.00	\$40,500.00	\$0.00	\$40,500.00
Closeout	\$105,000.00	0.00	\$0.00	\$0.00	\$0.00
HAZMAT Monitor	\$50,000.00	0.00	\$0.00	\$0.00	\$0.00
Phase II Assessment	\$30,000.00	0.00	\$0.00	\$0.00	\$0.00
Laser Building Survey	\$50,000.00	0.00	\$0.00	\$0.00	\$0.00
Test Geothermal Well - AS01	\$23,870.00	100.00	\$23,870.00	\$23,870.00	\$0.00
	\$5,513,870.00		\$3,590,370.00	\$3,245,870.00	\$344,500.00
Invoice Total					\$344,500.00

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