



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

Permanent Building Committee

PETER WELTI
CHAIRMAN

GARY MAGNUSON
VICE CHAIRMAN

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

THOMAS ADAMS
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RONALD STOMBERG
MICHAEL SWANSON
PATRICK STAVENS
MIRIAM UNDERWOOD
BRIAN CHAMBERLIN
SU THANVANTHRI

PERMANENT BUILDING COMMITTEE (PBC)

Regular Meeting

Tuesday, August 11, 2026

Nicholas J. DiCorleto, Jr. Meeting Hall 55 Main Street

6:00 PM

MINUTES

Members Present: Gary Magnuson-Vice Chairman, Ronald Stomberg, Liz Nord, Gary Feldman, Miriam Underwood, Tom Adams and Su Thanvanthri, Patrick Stavens

Members Absent: Peter Welty-Chairman, Michael Swanson, Brian Chamberlin

Additional Attendees: George Graikoski, Construction Manager, O&G Industries; Stephanie Gras, Project Manager, Arcadis; Greg Smolley, Drummey Rosane Anderson, Inc. (DRA); Tom Modzelewski, Director of Public Works

I. Call to Order

Vice Chairman Magnuson called the meeting to order at 6:03 PM.

II. Approval of Minutes

MOVED (ADAMS) SECONDED (FELDMAN) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JULY 14, 2026, MEETING.

III. Lighting Project

Mr. Tom Modzelewski advised that there were no significant updates on the Lighting Project. From the Permanent Building Committee's perspective, the project is complete. The Committee discussed whether the item should remain on future agendas. Mr. Magnuson asked Mr. Modzelewski to confirm whether the issues regarding the metadata had been resolved. Mr. Modzelewski confirmed that they had been resolved and advised the Board that Doug Racicot, Operations Director from TN expected to test and verify the adjustments made by Verizon.

IV. Windermere Project

Mr. George Graikoski, Construction Manager from O&G Industries, provided the monthly update for the Windermere Project and read aloud the Summary Data Sheet:

SUMMARY DATA		
JUNE 2026 Project: Windermere Elementary School		Report # 31 Proj. #2014700
COMPLETION DATES	ORIGINAL	CURRENT
Phase I - New Addition	12/20/24	02/20/25
Phase II - Renovations	10/17/25	12/23/26
Phase III - Demolition 1966 Building/Area F	04/22/26	08/14/26
Phase IV - Landscape, Hardscape, Playscape		08/14/26
Overall Substantial Completion	04/30/26	08/14/26
PHYSICAL PROGRESS PERCENTAGE COMPLETE	LAST REPORT	THIS REPORT
Phase I - New Addition	99%	99%
Phase II - Renovations	98%	98%
Phase III - Demolition South Building	90%	97%
Phase IV - Landscape, Hardscape, Playscape	0%	80%
Construction Budget	LAST REPORT	THIS REPORT
Baseline Budget	\$61,466,046	\$61,466,046
Potential Budget Revisions	\$267,693	\$220,770
Approved Budget Revisions	\$773,239	\$828,593
Current Budget (GMP)	\$62,506,978	\$62,515,410
Construction Costs	LAST REPORT	THIS REPORT
Awarded Contracts	\$58,143,445.00	\$58,143,445
Potential Contract Changes	\$441,642	\$383,394
Approved Contract Changes	\$2,739,458	\$2,817,622
Projected Costs	\$61,324,545	\$61,344,460
Funds Available	LAST REPORT	THIS REPORT
Allowance Funds Available	\$352,326	\$352,326
Contingency Funds Available	\$830,107	\$818,623
Total Funds Available	\$1,182,433	\$1,170,949

Final paving was scheduled for August 13 for the upper lot on Abbott Road and August 14 for the bus loop on Windsorville Road. A life safety walkthrough with the Fire Marshal was scheduled for August 13 to review fire alarms, CO detectors, egress paths, and related safety items. Bi-directional amplification antenna testing was also

scheduled for August 19. Teachers were expected to begin moving in around August 20, with students scheduled to begin on August 27. The project remains on track for turnover.

Mr. Graikoski reported that the current GMP budget is approximately \$62,515,410 (including potential and approved budget revisions), with projected construction costs of approximately \$61,344,460. Current contingency funds and unspent allowances total approximately \$1,170,949, with approximately \$1 million expected to be returned to the owner from the construction side.

Sitework: Sitework activities included completion of stormwater drainage and underground work, continued installation of sidewalks and curbs, completion of the loading dock extension, placement of slabs for the Grades 1 through 6 classrooms, commencement of footings and walls for the amphitheater, installation of fencing around the site, and work associated with the playground areas and detention basin fencing. Pre-K playground equipment installation also began in July.

Building / Interior Work: Work continued on the new addition, C&E connector, and renovation areas. Punch list work continued in the new addition and C&E areas. The team scheduled back-punch activities with the architect and planned additional punch list reviews for the remaining interior areas, including the band room, choir room, resource room, and one classroom.

The C&E connector work included commissioning activities, completion of the whale wall and whale feature, completion of flooring, and installation of ceramic base. Renovation work included completion of gypsum wallboard, exterior brick veneer, roofing work, millwork installation, vestibule flooring, framing of soffits and fascia, curtain wall installation, light fixtures, and air curtain installation.

Landscape / Hardscape / Playground: Landscape and hardscape work included concrete work for the seating wall in front of the AC connector, completion of Pre-K/K playground equipment, and installation of garbage receptacles and benches. The Pre-K playground inspection was scheduled for August 21, and the playground is not to be used until inspection is complete.

A discussion was held regarding detention basin vegetation and appearance. The design team explained that the vegetation is intentional and is designed to filter sediment from rainwater before it enters the stormwater system or infiltrates back into the ground. Scheduled vegetation maintenance once a year can be coordinated so the area is mowed at the proper time to allow plants to return in spring and provide better stormwater control. The Windsorville Road basin is expected to mature over time and eventually resemble the Abbott Road basin.

Punch List: Mr. Graikoski reported 439 punch list items, with 119 open items, 303 ready for review, and the remainder disputed or closed. He stated that a majority of the remaining items are expected to be closed after the back-punch review.

Commissioning: Commissioning activities continued, and the remaining rooftop units in areas C&E were also commissioned, resulting in the commissioning log increasing to 114 items. Of those, 80 items were closed, 29 remained open, and 5 were ready for inspection.

RFIs / PCOs / Change Items: Mr. Graikoski stated that there were 376 total RFIs, with 374 closed and 2 outstanding. No ASIs, PRs, or PCOs were presented for approval this month.

PCO items being processed included additional security displays in the administration area, miscellaneous electrical items, critical barriers in the existing building, north-south corridor trenching and backfilling related to IDF room relocation, sprinkler revisions, temporary fencing and walkways, Windsorville Road detention basin conditions, crosswalk signage, roofing allowance increases, miscellaneous windows and curtain wall items, and a temporary sprinkler bypass for Phase 3.

Schedule / Procurement: No schedule impacts or procurement issues were reported.

Mr. Graikoski also provided a detailed project summary per phase, trades update, punch list data, commissioning status, and cost / schedule impact items.

Pedestrian Safety / Crosswalk Discussion: Discussion was held regarding the Abbott Road crosswalk. Committee members noted that the crosswalk sign had been removed during construction and questioned whether there was a corresponding ADA-accessible receiving ramp on the opposite side of the roadway. O&G confirmed that final paving was scheduled to be completed prior to the start of school, with pavement striping scheduled for August 17. The crosswalk markings, playground striping, and associated signage are expected to be restored as part of this work.

Committee members also discussed whether a crossing guard may be necessary during student arrival and dismissal periods. The matter will be coordinated with school administration and public safety personnel as appropriate.

Design/Architect Update:

Greg Smolley of Drummey Rosane Anderson, Inc. reported that DRA continued to support the project team by responding to construction issues, coordinating punch list and back-punch activities, and assisting with closeout items. Outstanding design-related items included stainless steel hardware staining, flooring trim corrections, and an expansion joint detail for cracked slabs beneath flooring in the C&E connector.

The Committee expressed concern that DRA had not provided certain requested details by the target date established during the July 30 meeting, including information related to flooring, expansion joints, and Schluter fixes. The Committee emphasized that the contractor cannot complete corrective work until the architect provides clear direction.

Stephanie Gras provided the following Owner's Representative Update through July 31, 2026.

Invoices: Stephanie Gras reported that seven consultant and vendor invoices were presented, totaling \$42,149.75. O&G Pay Application No. 32 was also presented in the amount of \$1,118,181.59. The total invoices and pay applications presented for action were \$1,160,331.34.

Owner Contingency Report – see attached.

Project Budget Report: Ms. Gras shared that the project budget remained generally unchanged at \$74,600,000.00, of which \$52,220,000.00 is anticipated grant funding.

The team is currently awaiting approximately \$3.5 million in reimbursement from the State of Connecticut. Approximately 70% of the project has been billed and reimbursed by the State. The total amount reimbursed to date is \$35,388,036.00. As of July 31, 2026, the project has expended 82% of the current budget, and the Owner Contingency amount is currently \$3,780,606.00.

Reimbursement will continue until approximately 85% of eligible project costs have been billed, after which the remaining reimbursement will occur following final project completion, closeout, and state audit.

Construction Budget Report: The current GMP amount including approved changes to date is \$62,515,410.00.

Financial Update:



WINDERMERE ELEMENTARY SCHOOL
PBC SUMMARY
AS OF 08/01/26



Description	Current Budget As of 08/01/26	Expended To Date Through 07/31/26
Architect	\$3,280,573	\$3,162,973
Owners Oversight		
Owner's Representative	\$978,562	\$936,427
Commissioning	\$128,000	\$98,642
Testing & Inspection	\$109,147	\$109,147
Other Consultants	\$70,853	\$64,561
Moving	\$100,000	\$59,316
Builders Risk Insurance	\$126,242	\$126,242
Town Services		
Town Legal Services	\$62,546	\$62,546
Bond Counsel Fees	\$331,360	\$232,339
State & Town Permit Fees	\$1,500	\$1,500
Advertisement	\$499	\$499
Construction Manager		
Pre-Construction	\$336,000	\$272,720
Construction Manager (GMP)	\$61,908,748	\$54,150,323
Furniture, Fixtures, Equipment	\$1,949,948	\$1,454,833
Technology Equipment	\$1,435,416	\$1,103,763
Owner's Contingency	\$3,780,606	\$0
TOTAL PROJECT BUDGET	\$74,600,000	\$61,835,831
TOTAL ENCUMBERED	\$70,150,818	
Balance Remaining	\$4,449,182	

Changes: There were ZERO change proposals approved this month.

Professional Service Agreements / Amendments: Ms. Gras explained that there is currently ONE (1) professional service agreement for review and presented Arcadis Additional Service Agreement No. 4 in the amount of \$163,020. The agreement extends full-time project management support through October 2026 and part-time support through December 2026. Overtime hours have been needed due to the extensive schedule in 2026, which is captured in the proposal. It also includes additional hours for grant management and state audit preparation.

Construction Activities and Look-Ahead: See O&G report for sitework and Phase II project summary.

Design Progress: The design team continued working with the team to complete construction administration efforts, final design items, punch list maintenance for Areas A, B, C, D, E, and other post-construction support.

Commissioning: Commissioning continues to be tracked, and Sustainable Engineering Solutions (SES) was expected to return for controls work and life safety testing for Phases I, II, and III.

FFE/Moving Activities: Ms Gras also reported that Myers Moving may have one final invoice related to band riser installation. Myers was scheduled to return to the site on August 20 to install the band risers. Most Phase III furniture was on site and stored in the cafeteria, with Arcadis and O&G scheduled to begin placing furniture in appropriate spaces by August 13. Technology vendors were scheduled after August 13, including installation of Wi-Fi extenders, visual display boards, telephones, and other ancillary technology items.

- **Additional Miscellaneous Furniture** – DRA has provided an updated Additional FF&E tracking log, which requires a few clarifications from the users and will require PBC approval. Some items were available through FF&E sources within the project, and we are in receipt of quotes for those items. A more detailed list will be available for review and approval at the September meeting.
- **ONE (1) Purchase Order** has been included in tonight's packet for your review. Facilities has asked for your review and approval for the purchase of a 1.6 cu. ft. Whirlpool electric stacked laundry center for use in custodial care. A quote has been received from multiple appliance warehouses. A purchase is being requested from The Home Depot in the amount of \$1,550.93, plus sales tax if required.
 - o For the Committee's approval to use the Town's purchasing card at The Home Depot in the amount of \$1,550.93 for a Whirlpool 1.6 cubic foot electric stacked laundry center, including appliance delivery and installation services, subject to applicable tax-exempt processing.
- **Storage Shed** – A PO was sent to Kloter Farms for one 20x30 shed this week, and information regarding delivery and installation will be available soon.

Critical Items/Potential Issues: There are no critical issues impacting the schedule at this time. However, a few small, non-educational spaces may not be ready for turnover and use by August 27. These items will be reviewed with the user group, and the project team will coordinate efforts to open those areas as soon as possible.

Additional Items:

Fire Marshal / Courtyard Asphalt Issue: The Committee discussed a letter received from the Fire Marshal regarding concerns with the paved surface in the former Pre-K courtyard area. The area had previously been used as an egress path during construction, but it is no longer part of the required egress route because the permanent egress path has been restored. The project team indicated that the area may require additional asphalt surface correction, but school opening is not expected to be impacted. If necessary, the area can remain closed until it is acceptable for use.

Playground Communication Boards: The Committee discussed playground communication boards and noted that additional information is being gathered from parents and teachers. It was noted that a permanently mounted communication board may allow children and families to use the board after school hours, but the Committee requested additional information before making a decision.

Professional Service Agreement Corrections / Housekeeping Items: Ms. Gras also reported that, during a detailed review of project records and contract documentation, several previously approved Professional Service Agreements (PSAs) were found to contain administrative or mathematical discrepancies. The corrections were necessary to ensure project records are accurate and complete in preparation for project closeout, reimbursement requests, and future state audit activities.

The following corrections were presented:

- **DRA Professional Service Agreement No. 2** contained a mathematical error. The previously approved amount of \$335,314.00 should have been \$336,314.00. The committee considered a motion to formally correct the approved amount in the project record.
- **DRA Professional Service Agreement No. 3** was identified as not having been properly recorded in the project files. The agreement, in the amount of \$4,950.00, covered design and structural engineering services associated with modifications to the loading dock. The work has already been completed, and the committee approved the agreement for documentation purposes.
- **Professional Service Agreement No. 5** contained a calculation error associated with site improvement services under the SLR scope of work. The adjustment corrected the value of one line item and established the proper total contract value of \$26,400.00. Additional adjustments will be processed as part of final contract reconciliation and project closeout.

Ms. Gras stated that the purpose of the corrections was to ensure that all project documentation is accurate, that contract values align with approved work, and that all records are properly documented prior to final audit and project closeout.

-End of Report-

V. Approval of Motions for Professional Service Agreement Corrections

The following motions were presented:

MOVED (FELDMAN), SECONDED (ADAMS) AND PASSED UNANIMOUSLY TO ADJUST THE TOTAL OF DRA PROFESSIONAL SERVICE AGREEMENT NO. 2 TO \$336,314.00.

MOVED (FELDMAN), SECONDED (ADAMS) AND PASSED UNANIMOUSLY TO APPROVE DRA PROFESSIONAL SERVICE AGREEMENT NO. 3 IN THE AMOUNT OF \$4,950.00 FOR DESIGN AND STRUCTURAL ENGINEERING REQUIREMENTS RELATED TO REWORKING THE LOADING DOCK.

MOVED (FELDMAN), SECONDED (ADAMS) AND PASSED UNANIMOUSLY TO APPROVE PROFESSIONAL SERVICE AGREEMENT NO. 5 FOR SITE IMPROVEMENTS FOR THE SLR SCOPE OF WORK IN THE TOTAL AMOUNT OF \$26,400.00.

VI. Approval of Invoices

The following Windermere Elementary invoices were presented for review and approval:

Invoice/ Payment Application Date	Invoice #/Payment Application #	Period Ending	Description of Service	Vendor	Amount
8/4/2026	36146932	7/31/2026	Owner Representative Services	Arcadis	\$ 25,000.00
7/31/2026	0000043	7/31/2026	Architectural Services	DRA	\$ 9,475.00
7/31/2026	220-078315	7/31/2026	Moving - Monthly Storage (Risers)	Meyer	\$ 354.75
8/6/2026	32	7/31/2026	Construction Services	O&G Industries	\$ 1,118,181.59
8/8/2026	TSMT17823	N/A	Materials Testing	Tri State Materials Testin Lab, LLC	\$ 1,395.00
8/8/2026	TSMT17882	N/A	Materials Testing	Tri State Materials Testin Lab, LLC	\$ 1,975.00
8/8/2026	TSMT18057	N/A	Materials Testing	Tri State Materials Testin Lab, LLC	\$ 1,750.00
7/1/2026	Inv-002828	N/A	Playground	Ultiplay	\$ 2,200.00
TOTAL AMOUNT RECOMMENDED FOR APPROVAL					<u>\$ 1,160,331.34</u>

MOVED (FELDMAN), SECONDED (ADAMS) AND PASSED TO APPROVED UNANIMOUSLY THE WINDERMERE INVOICES PAID IN JULY, EXCLUDING THE DRA INVOICE, IN THE TOTAL AMOUNT OF \$32,674.75.

The original invoice package totaled \$42,149.75. The committee amended the motion to remove the DRA invoice in the amount of \$9,475.00, leaving \$32,674.75 for approval.

MOVED (ADAMS), SECONDED (FELDMAN)(AYE: STOMBERG; NAY: MAGNUSON, NORD, FELDMAN, UNDERWOOD, ADAMS, THANVANTHRI, STAVENS) AND FAILED TO APPROVE DRA'S INVOICE IN THE AMOUNT OF \$9,475.00.

MOVED (UNDERWOOD), SECONDED (ADAMS) AND PASSED UNANIMOUSLY TO APPROVE O&G PAY APPLICATION NO. 32 IN THE AMOUNT OF \$1,118,181.59.

Washer / Dryer Purchase:

MOVED (STAVENS), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO APPROVE THE PURCHASE OF A WHIRLPOOL ELECTRIC STACKED LAUNDRY CENTER FROM HOME DEPOT IN AN AMOUNT NOT TO EXCEED \$1,900.00.

The original amount discussed was \$1,550.93, but the motion was amended to a not-to-exceed amount of \$1,900.00 to account for pricing and potential tax considerations.

Arcadis Additional Service Agreement No. 4:

MOVED (FELDMAN), SECONDED (UNDERWOOD) AND PASSED UNANIMOUSLY TO APPROVE ARCADIS ADDITIONAL SERVICE AGREEMENT NO. 4 IN THE AMOUNT OF \$163,020.00 TO EXTEND PROJECT MANAGEMENT FULL-TIME THROUGH OCTOBER 2026 AND PART-TIME THROUGH DECEMBER 2026, INCLUDING ADDITIONAL HOURS TO SUPPORT GRANT MANAGEMENT AND STATE AUDIT PREPARATION.

HVAC Project Invoices:

Stephanie Gras presented two invoices from The Nutmeg Companies for Center School, identified as Pay Applications No. 9 and No. 10. These were March and April invoices that had previously required correction. Both are to be paid from grant funding.

MOVED (ADAMS), SECONDED (UNDERWOOD) AND PASSED UNANIMOUSLY TO APPROVE TWO NUTMEG COMPANIES PAY APPLICATIONS IN THE TOTAL AMOUNT OF \$156,617.00.

VII. HVAC Projects

The Committee discussed the status of HVAC projects. Center School was noted as having a September 30 completion date. The high school and middle school projects had previously been voted complete by the Permanent Building Committee, but the Board of Education had not yet acted on them. It was stated that acceptance by the Board of Education is needed to move forward with close-out and reimbursement activities.

VIII. New Business

Under New Business, the Committee briefly discussed drainage work and scheduling. Tom Modzelewski indicated that easements were in place and the work was ready to proceed. It was noted that Gerber would proceed after completing the Windermere-related work.

IX. Adjournment

MOVED (NORD), SECONDED (THANVANTHRI) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 7:30 PM.

Submitted by: _____



Stephanie M. Gras
Recording Secretary



OWNER CONTINGENCY
TRANSACTIONS
AS OF 08/01/26



Original Owner Contingency	\$ 3,483,326.00
Referendum Increase to Owner Contingency	\$ 300,000.00
<u>Increase to Owner Contingency</u>	<u>\$ 1,523,427.00</u>
Revised Owner Contingency	\$ 5,306,753.00

Distributed To (Description Budget Line)	Description of Transaction	PSBC Approved Date	Amount
Architect and Engineering Services	Professional Supplemental Services #1	06/11/24	\$ 11,247.50
	Professional Supplemental Services #2 (Reconciliation Amount)	05/15/24	\$ 266,325.89
	Professional Supplemental Services #3	11/12/25	\$ 4,950.00
	Professional Supplemental Services #4	09/09/25	\$ 94,750.00
	Professional Supplemental Services #5	02/10/26	\$ 26,400.00
	Professional Supplemental Services #6	02/10/26	\$ 2,500.00
	Professional Supplemental Services #7	02/10/26	\$ 4,400.00
	Subtotal		\$ 410,573.39
Owner's Oversight			
	Owner's Representative		
	Reconcile with Work Authorization #2	03/12/24	\$ 248,440.00
	Reconcile with Work Authorization #3	09/09/25	\$ 206,340.00
Commissioning	Reconcile with SES Contract	04/11/23	\$ 3,000.00
Other Consultants	Increase Budget by \$20K - Unforeseen Costs	N/A	\$ 20,000.00
Builders Risk Insurance	Increase Budget by \$39,006 - Reconcile with Additional BR Coverage	N/A	\$ 39,006.00
	Increase Budget by \$12,236 - Reconcile with Additional BR Coverage	N/A	\$ 12,236.00
	Subtotal		\$ 529,022.00
Construction Manager			
Pre-Construction	Reconcile with O&G Contract	12/06/22	\$ 25,000.00
	Structural Steel - Pre Detailing Services	N/A	\$ 71,000.00
	Additional Services - Allowance	N/A	\$ 40,000.00
	Subtotal		\$ 136,000.00
Construction	Change Order #2	3/12/24 & 4/9/24	\$ -
	Change Order #3	5/15/24 & 6/11/24	\$ 62,453.00
	Change Order #4	7/16/2024	\$ (1,722,732.00)
	Change Order #5	9/16/24 & 10/08/24	\$ 90,164.00
	Change Order #6	12/11/2024 & 1/14/2025	\$ 190,275.59
	Change Order #7	3/11/2025	\$ 323,902.80
	Change Order #8	5/14/2025	\$ 394,062.32
	Change Order #9	7/8/2025	\$ 271,313.76
	Change Order #10	9/9/2025	\$ 526,544.40
	Change Order #11	1/12/2026	\$ 25,276.62
	Change Order #12	6/12/2026	\$ 20,998.23
	Change Order #13	6/12/2026	\$ 113,871.83
	Change Order #14	6/12/2026	\$ 100,630.50
	Change Order #15	6/23/2026	\$ 53,791.05
	Subtotal		\$ 2,173,284.10

Total Transferred From Owner Contingency	\$ 3,248,879.49
Total Transferred To Owner Contingency	\$ (1,722,732.00)

Revised Owner Contingency Amount (Current As of 08/01/26) \$ 3,780,605.51