

## Riverfield School Building Committee Meeting Minutes

A regular meeting of the Riverfield School Building Committee was held on Thursday, October 13, 2015 at 7:30 pm in the Riverfield School APR.

**Members Present:**

Tom Quinn, Chair	Christine Messina, Vice Chair	Lawrence Ratner, Secretary
Bill McDonald	Maureen Sawyer	John Shaffer

**Members Absent:**

Harry Ackley	Scott Thompson	Pam Iacono, RTM Liaison
Dan Graziadei		Marc Patten, BOE Liaison

**Also Present:**

Brian Stone: Ken Boroson Architects; Nick Conti: Gilbane Building Company; Chuck Warrington: Colliers International; Sal Morabito: FPS Manager of Construction, Security and Safety

**1. PLEDGE OF ALLEGIANCE**

Chairman Quinn called the meeting to order at 7:30 pm.

**2. APPROVE MINUTES FROM 9-10-2015 AND 7-14-2015 MEETINGS**

Minutes were approved as written.

**3. APPROVE INVOICES**

Mr. Warrington had available copies of the Owners' Project Manager Report dated 09/10/2015.

**Motion made** by Ms. Sawyer

To approve the invoices as listed on the Colliers 09/10/2015 OPM Report in Section III:

<b>Payer Service</b>	<b>Invoice Date Invoice #</b>	<b>Amount</b>
Gilbane Professional Services	09/30/15 25	\$574,275.67
Collier/SBS Professional Services	10/01/15 14564	\$12,215.26

<b>Payer Service</b>	<b>Invoice Date Invoice #</b>	<b>Amount</b>
Van Zelm Engineers Professional Services-Cx	10/07/15 41399	\$5,428.75
Van Zelm Engineers Professional Services-CTHPB	10/07/15 41400	\$1425.00
Telserv Professional Services	08/31/15 27433	\$2100.00
W.B. Meyers Professional Services	COM-623-15/4 07/29/15	\$1560.00
W.B. Meyers Professional Services	COM-623-15/5 08/31/15	\$13,172.00
W.B. Meyers Professional Services	COM-623-15/6 08/31/15	\$3800.75
W.B. Meyers Professional Services	COM-623-15/7 08/31/15	\$1560.00
W.B. Meyers Professional Services	COM-623-15/8 09/22/15	\$8150.50
W.B. Mason Furniture	08/28/15 678594	\$35,873.00
Walter Stapleton Professional Services	05/31/15	\$720.00

Motion seconded by Ms. Messina

Mr. Warrington reviewed the invoices. In response to Ms. Sawyer, the Meyers COM-623-15/8 invoice was reduced because previous efforts were not as productive as expected. The Meyers invoice total exceeded the quote because much of the LMC work and other classroom packing exceeded the estimate in the required hours of work. In response to Mr. Ratner, the W.B. Mason quote is within budget. Mr. Stone reviewed the phasing and advised the delivery schedule has been accelerated. The lion share is being delivered Nov. 3<sup>rd</sup>. This includes chairs expected for the Veteran's Day celebration on Nov. 10<sup>th</sup>. Mr. Quinn received confirmation there will be rubber tips on the chairs. In response to Mr. McDonald, the 58 bookcases are several in each classroom are pricey - \$300/ea because they are commercial grade and this contract was bid out and this was the best price.

**Motion carried 6:0:0**

#### **4. CM/OWNER REP. CONSTRUCTION UPDATE (SCHEDULE)**

Mr. Warrington provided a status overview as detailed in the Owner's Project Report. Work is continuing in the gym and pod area. The gym is scheduled to be open by November 10, 2015. In response to Mr. Quinn, Mr. Conti and Mr. Stone described efforts needed to remove plywood and other combustible material found in the pod walls and ceiling. Mr. Ratner received confirmation the cost of the pod work is within budget. Mr. Conti reviewed the site work. Peeling up the filter fabric (a flood management requirement) covered with 6" of compacted gravel has been a challenge and Mr. Stone added getting the grass established now, also a challenge with compacted soil, is key.

## 5. DISCUSS & VOTE ON CHANGE ORDERS

There are no change orders, but there are wish list items like more outlets and removing the flushometers from the kindergarten rooms, which have been an issue for some kindergarteners. Wish list items will be consideration after the soft costs have been scrubbed.

### **-TELSERV \$763.27**

Mr. Warrington presented information on a quote from Telserv. It's basically an insurance policy to protect the telephone lines from any power surge as a result of lightning strikes.

**Motion made** by Ms. Sawyer

To approve the Telserv quote dated 08/17/15 to install lightning protection on Frontier phone lines in the amount of \$763.27.

Motion seconded by Mr. Ratner

**Motion carried 6:0:0**

## 6. CONTINGENCY REPORT

Mr. Conti distributed the CM contingency Report dated October 1, 2015. The forecasted balance of CM contingency, which is shared with KBA, is about \$104,000.

## 7. NEW BUSINESS/PUBLIC COMMENT

None

## 8. ADJOURN

Mr. Ratner made a motion to adjourn.

Seconded by Ms. Sawyer

Mr. Quinn adjourned the meeting at 8:02 pm

Respectfully Submitted,

Kathleen Grande  
RSBC Recording Secretary