

STUDENT SUPPORT SERVICES BUILDING COMMITTEE
SPECIAL ZOOM MEETING
NOVEMBER 5, 2021
9:00 am –9:30 am/Virtual Meeting MINUTES
44 Hatchedts Hill Road
Old Lyme, Connecticut

Meeting called to order at 9:02 am

In Attendance: Jack Cross, Kate Ericson, Bridgette Gordon-Hickey, Rita Volkmann, Craig Esposito, Robert Mitchell, and Aaron Daniel

Presenters and Guests: Justin Hopkins (Tecton Architects), Gary Cymbala (SSS), Mark Jeffko/Mark Sedensky (O&G Construction). Mike Belden, Ken Biega and Yvonne Tobey

1.0 Approval of Minutes

- 1.1** Motion made to approve October 22, 2021 Building Committee Meeting Minutes. Made by Craig Esposito and second by Bob Mitchell. **Motion passed unanimously.**

2.0 Reports

- 2.1** Justin Hopkins of Tecton Architects presented report for final design review and approval for Ocean Avenue Project two based on 90% construction documents. Justin will meet with Ledge Light next week and will schedule a meeting next Friday assuming no issues with the Police Chief. Construction time needs to be discussed.

An RFP for a Commissioning Agent (NV5) was reviewed for this project. Commissioning agents review operations of mechanical systems and insure that corresponding procedural manuals are complete and accurate. We had included \$35,000.00 in the budget for Commissioning Agent. Based on a scope review we are recommending NV5 with a bid of \$31,000.

Motion made to accept NV5 as commissioning agent made by Kate Ericson and second by Craig Esposito. **Motion passed unanimously.**

- 2.2** Mark Jeffko and Mark Sedensky of O&G Construction presented a report on the Construction Document (CD) Budget Estimate and reviewed the recommended Value Engineering (VE) and owner absorbed budget items. With VE and items identified as owner responsibility, the current budget remains \$156,000.00 over the state grant ward. LEARN will absorb the difference and anticipating that general trade bids will be favorable.

3.0 New Business

4.0 Financial Update

4.1 Invoices/Contracts

Motion made to accept invoice for CES in the amount of \$2,517.18 made by Bob Mitchell and second by Craig Esposito. **Motion passed unanimously.**

Motion made to accept invoice for Mystic Air Quality Consultants, Inc. in the amount of \$1,045.00 made by Bob Mitchell second by Rita Volkmann. **Motion passed unanimously.**

Motion made to accept invoice for Tecton Architects in the amount of \$109,088.12 made by Bob Mitchell and second by Craig Esposito. **Motion passed unanimously.**

Motion made to accept invoice for Tecton Architects in the amount of \$2,378.35 made by Bob Mitchell and second by Kate Ericson. **Motion passed unanimously.**

4.2 Budget Report

Mike Belden advised once all bids are in, will work with the banks to decide on the amount that will be needed to borrow.

5.0 Upcoming Building meetings

Next Meeting scheduled for November 19, 2021 May or may not happen due to PCR meeting

6.0 Adjournment: Meeting adjourned at 9:35 am