

AGENDA

**This meeting is physically closed to the public but the public
may view the meeting on livestream at:**

https://townhallstreams.com/towns/mansfield_ct

1. Call to Order
2. Approval of 7-9-20 Meeting Minutes
3. Owners Project Manager Update
4. Architect's Update
5. Selection of Student Bathroom Configuration
6. Committee Approval of Plans and Specifications for Phase 1 Well Drilling and Testing
7. Review July Invoice Package
8. Other items coming before the Committee
9. Adjournment

Next Meeting Date: Regular Meeting August 13, 2020

DRAFT MINUTES

Members Present: Randy Walikonis, Chris Kueffner, Madison Day, Richard Weyel, Steve Ferrigno, Mary deVecchis, Toni Moran, Kathy Ward, Chris McNaboe, Kelly Lyman, John Carrington

Staff Present: Curt Vincente, Director of Parks and Recreation; Cherie Trahan, Director of Finance

Guests: Scott Pellman (Project Manager, Colliers International), Felicia Smith (Colliers International), Ryszard Szczypek (TSKP Studio), Jeff Brown (TSKP Studio)

1. CALL TO ORDER

Meeting called to order at 4:31PM by Chairman Randy Walikonis.

2. APPROVAL OF MINUTES

Mr. Weyel **moved** to approve the minutes of the June 25, 2020 meeting.

Ms. Ward seconded the motion.

The motion **passed** unanimously.

3. OWNERS PROJECT MANAGER UPDATE

Ms. Smith told the Committee that Colliers is preparing for the next milestone which is an update meeting with OSCGR on July 14th on the progress of our project. Mr. Pellman added that they will inquire about the approval of funding from the Legislature during the meeting. Ms. Smith shared the results of the Phase 1A report from the Archeologist and informed the Committee that there will need to be some additional survey work (shovel testing) which will be Phase 1B. There was discussion of the Environmental Engineering RFP and Mr. Pellman explained that the purpose is for services associated with abatement and demolition of the existing Southeast School building.

4. ARCHITECTS UPDATE

Mr. Szczypek spoke to the Committee about project phases. He shared the 4 phases as he sees them for this project to be: (1) well drilling and testing, (2) new construction, related sight work of the new building, demolition of the existing building and playgrounds, (3) intersection improvements, and (4) Furniture, Fixtures and Equipment {FF&E} and technology. He informed the Committee that they will discuss phasing at the meeting with OSCG&R next week.

Mr. Szczypek led a discussion about bathroom configurations that included structure and arrangement of toilet rooms, touchless hardware and doors, washing / sink areas, and custodial closets. The Committee discussed the pros and cons of different design options.

5. REVIEW ARCHEOLOGICAL REPORT AND PHASE 1B PROPOSAL

Mr. Walikonis made reference to the summary of the Archeological Report that was given by Ms. Smith earlier in the meeting. There were no additional questions from the Committee.

Mr. Kueffner **moved**, to authorize Archeological Consulting Services to proceed with Phase 1B of archaeological site assessment for the New Elementary School project
Ms. Moran seconded the motion.

The motion **passed** unanimously.

6. AUTHORIZATION TO DIVIDE PROJECT INTO 4 PHASES AND SUBMIT TO THE STATE

It was the consensus of the Committee to proceed in this manor.

7. EXECUTIVE SESSION PURSUANT TO CGS §1-200(6)E and 1-210(b)24 FOR REVIEW OF SUBMITTED ENVIORNMENTAL PROPOSALS

At: 5:39PM, Ms. deVecchis **moved** to go into Executive Session pursuant to CGS §1-200(6)E and 1-210(b)24 for Review of Submitted Environmental Proposals, and invite in Interim Town Manager John Carrington, Superintendent Kelly Lyman, Director of Finance Cherie Trahan, Felicia Smith and Scott Pellman of Colliers International, and Ryszard Szczypek of TSKP Studio. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

The executive session concluded and the Committee reconvened in open session at 6:02PM

8. DISCUSSION AND POSSIBLE ACTION REGARDING SELECTION OF ENVIRONMENTAL FIRM FOR THE ELEMENTARY SCHOOL PROJECT IN ACCORDANCE WITH CGS §10-287(b)(2)

Mr. Ferrigno **moved** to authorize the Interim Town Manager to enter into an agreement with Langan Engineering for environmental services for remediation and demolition of the old school.
Mr. Kueffner seconded the motion.

The motion **passed** unanimously

9. OTHER ITEMS COMING BEFORE THE COMMITTEE

None

10. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 6:04PM. Ms. Day seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

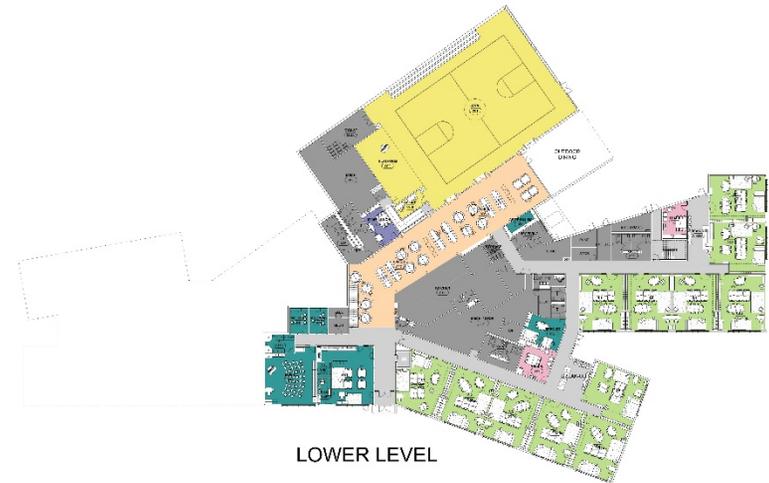
Tasha N. Smith
Executive Assistant, Town Manager's Office

Town of Mansfield Elementary School MSBC Meeting

July 23, 2020

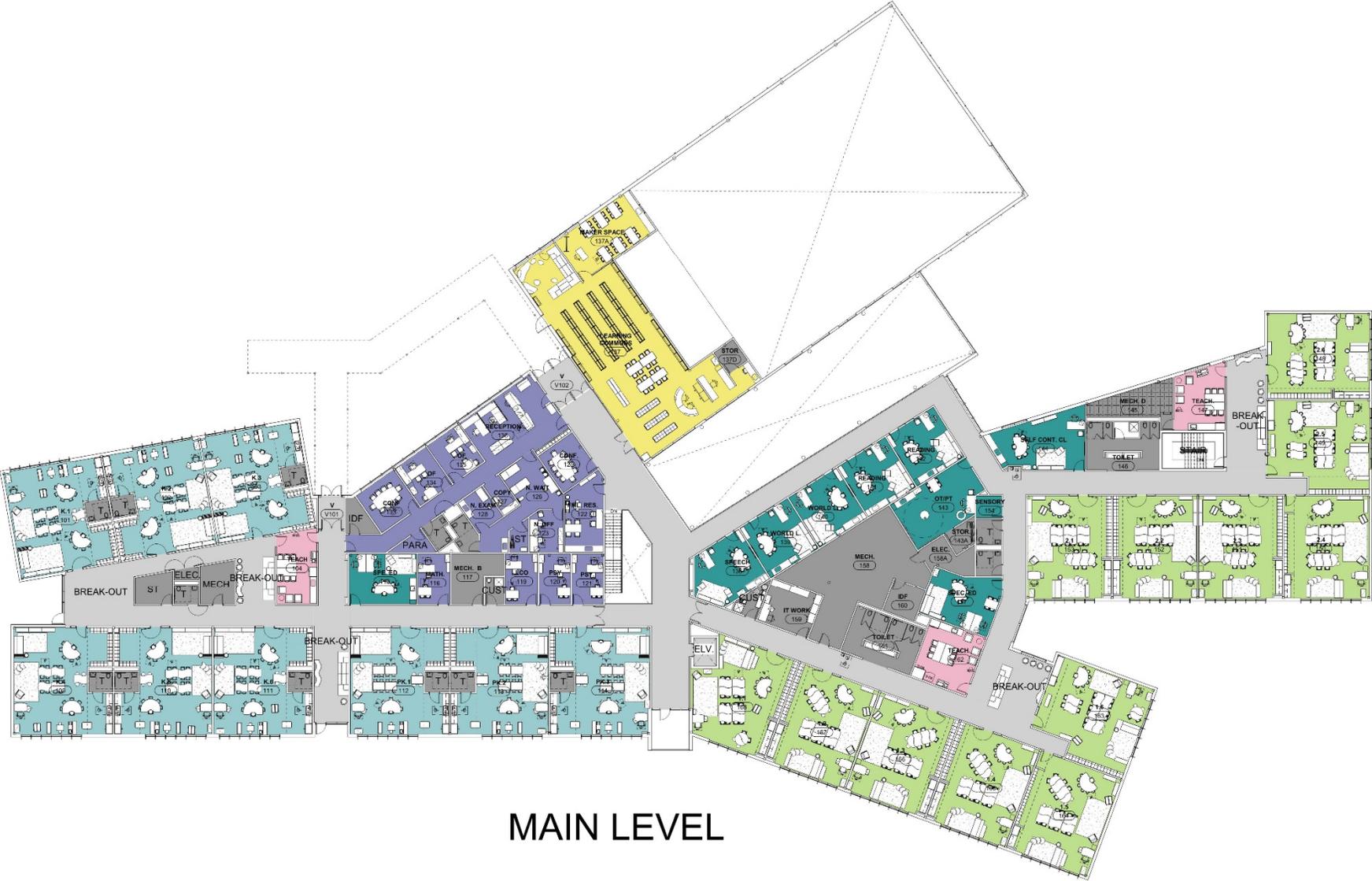


MAIN LEVEL



LOWER LEVEL

Floor Plan | Main Level



MAIN LEVEL

Floor Plan | Lower Level

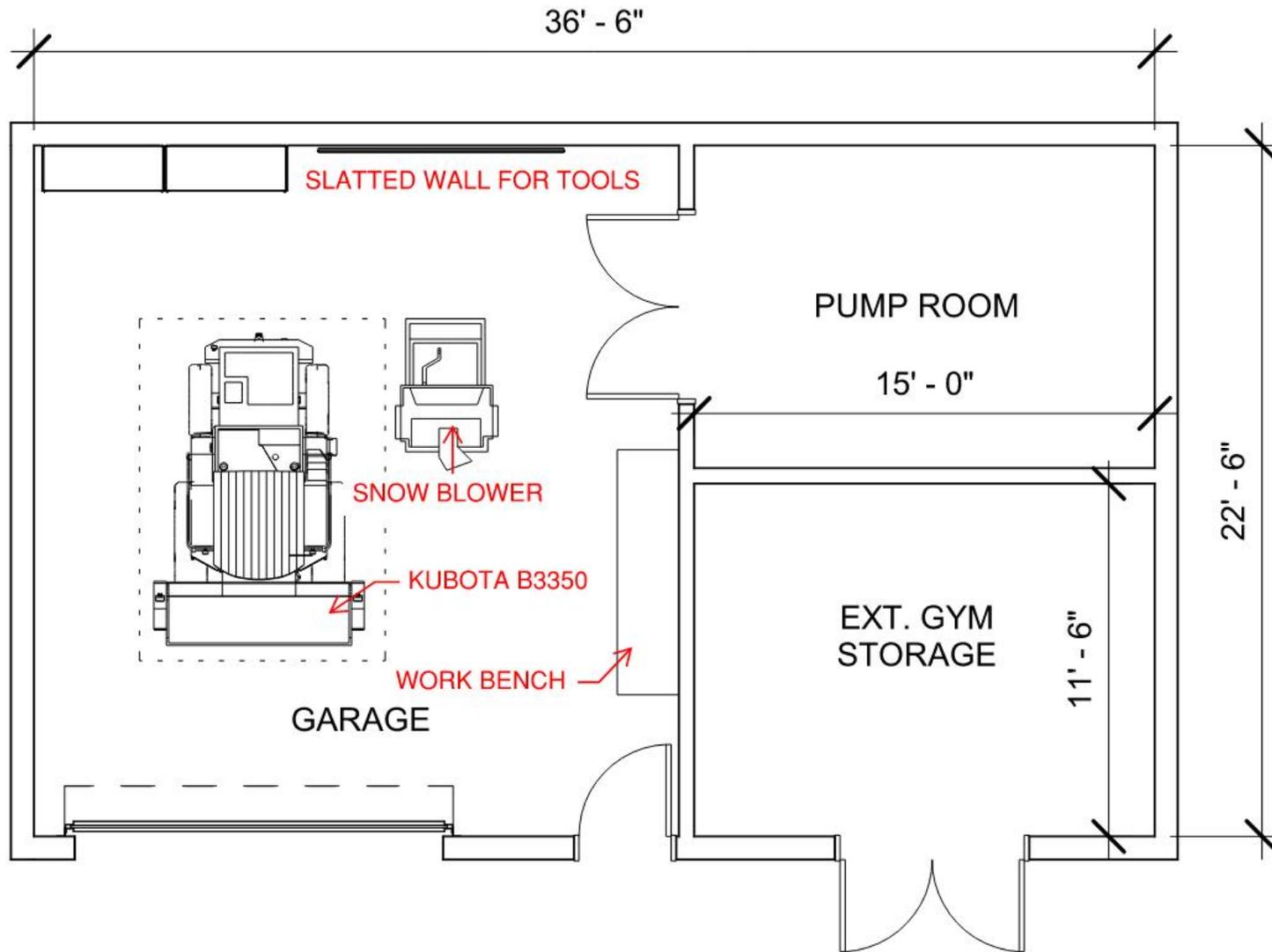


LOWER LEVEL

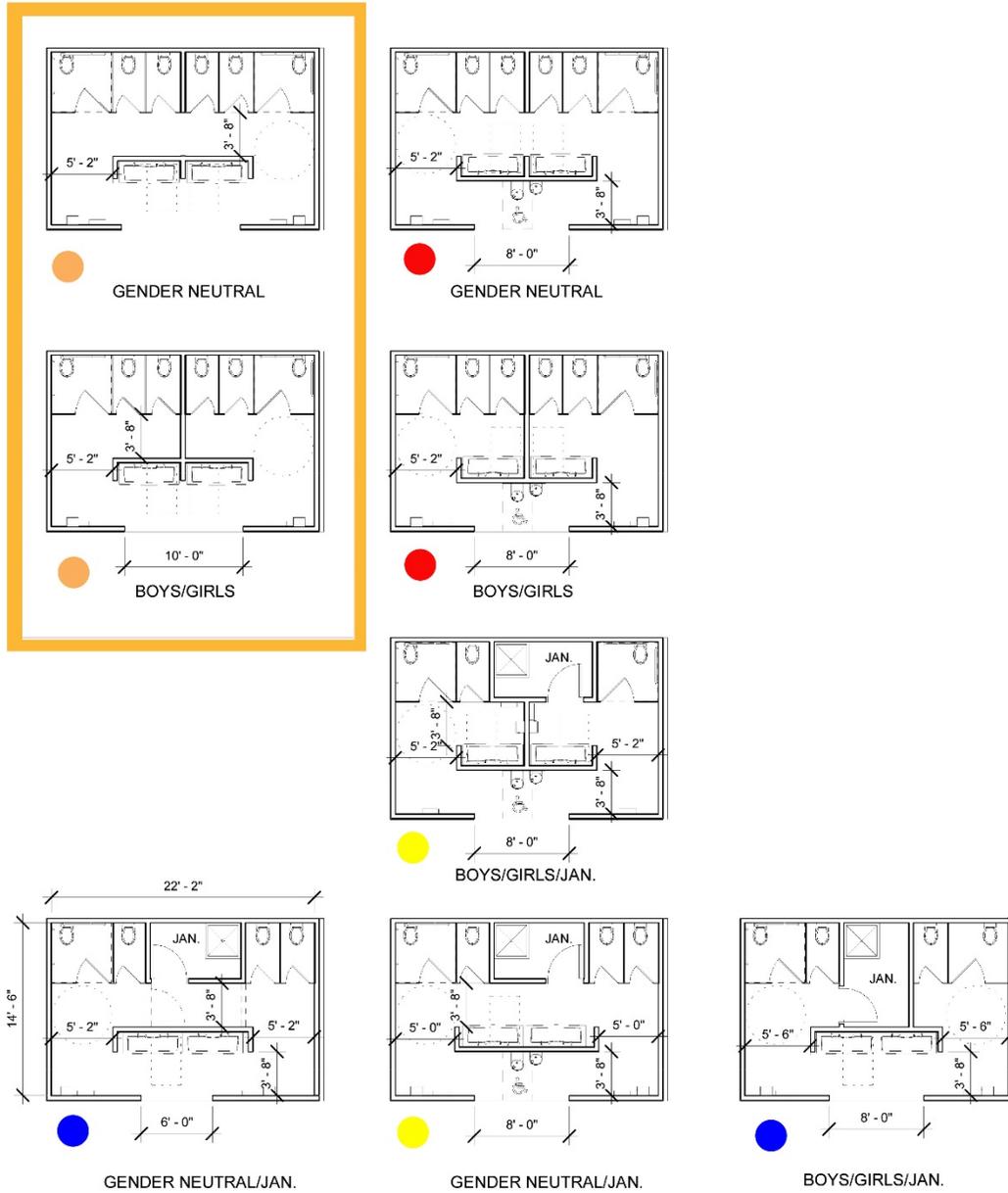
Site | Landscape Plan



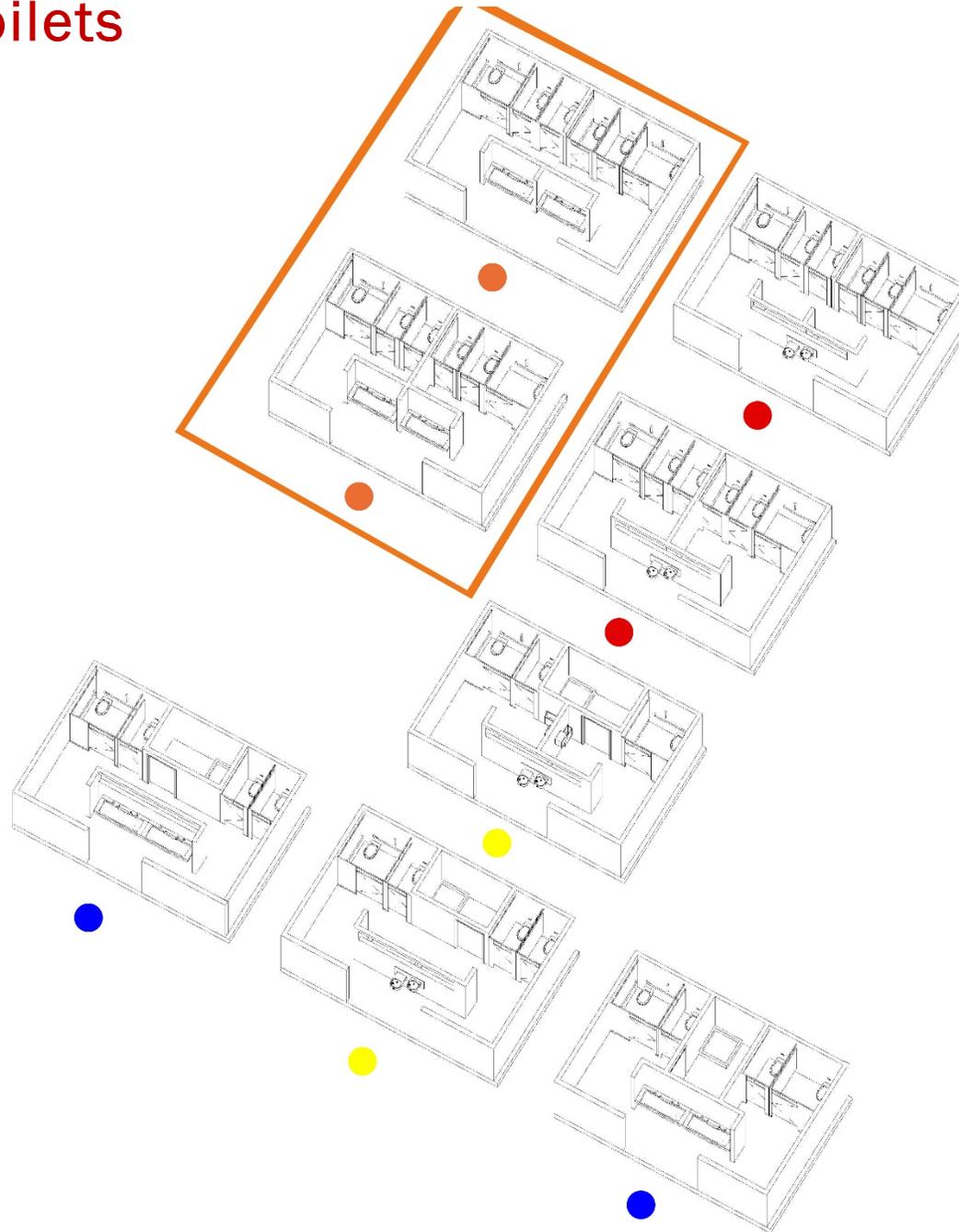
Site | Outside Building



Interior | Toilets



Interior | Toilets



Site | Phase 1 Wells

DRAFT

TOWN OF MANSFIELD Mansfield, Connecticut

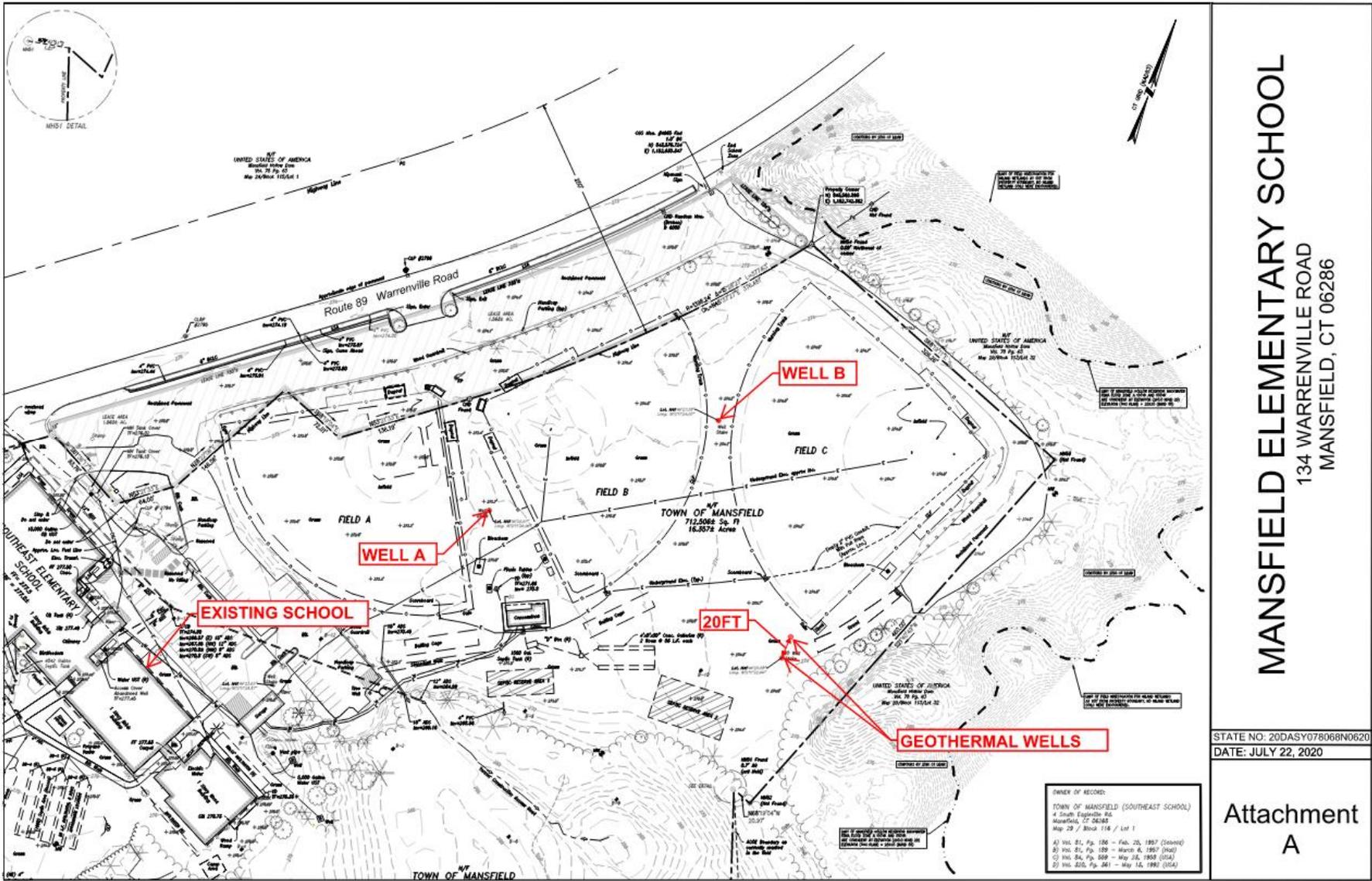


WELL DRILLING AND TESTING for MANSFIELD ELEMENTARY SCHOOL 134 WARRENVILLE ROAD, MANSFIELD, CT 06286

STATE PROJECT NUMBER: 078-068N
PHASE 1 of 3

JULY 14, 2020

Site | Phase 1 Wells



The End

Invoice



Consulting Engineering Services Inc.

811 Middle Street
 Middletown, CT. 06457
 (860) 632-1682

ACH Remittance Information:

Liberty Bank Routing No: 211170282
 315 Main St. Acct. No. : 417032803
 Middletown, CT 06457
 (888) 570-0773

Town of Mansfield
 4 South Eagleville Road
 Mansfield, CT 06268

June 30, 2020
 Invoice No: 2020067.00 - 0000004

Project 2020067.00 Mansfield Elementary School Cx
 PM: Randy Walikonis

Professional Services from May 24, 2020 to June 20, 2020

Task 000G1 Design Phase

Fee

Billing Phase	Fee	Percent Complete	Earned
Review Design,OPR and BOD	2,290.00	59.00	1,351.10
Attend/Participate in Design Charrettes	2,290.00	45.00	1,030.50
Design Phase Reviews & Meetings	11,445.00	11.00	1,258.95
Energy Usage Assessments & Meetings	2,290.00	22.00	503.80
Commissioning Plan, Spec Development	1,145.00	22.00	251.90
Enevelope Review and Comment	1,145.00	0.00	0.00
Other	0.00	0.00	0.00
Total Fee	20,605.00		4,396.25
		Previous Fee Billing	3,137.30
		Current Fee Billing	1,258.95
	Total Fee		1,258.95
		Total this Task	\$1,258.95

Task 000G2 Construction Phase

Fee

Billing Phase	Fee	Percent Complete	Earned
Submittal Reviews	4,575.00	0.00	0.00
Checklist & Functional Test Writing	4,575.00	0.00	0.00
Envelope & System Field Reviews	13,730.00	0.00	0.00
Commissioning Team Meetings	5,725.00	0.00	0.00
Functional Test Execution&Documentation	31,045.00	0.00	0.00
O&M Manual Review&Training Review	4,580.00	0.00	0.00
Compliation of Commissioning Record	2,290.00	0.00	0.00
System Manual Development	4,575.00	0.00	0.00
Coord of Bldg Envelope&Blower Door Test	2,290.00	0.00	0.00

REMIT TO ADDRESS: 811 Middle Street, Middletown CT, 06457...Please reference CES Project No. and Invoice No. on check stub...Please email ACCOUNTING@CESENG.COM with remit info when making ACH / EFT payment to ensure proper account credit.

Project	2020067.00	Mansfield Elementary School Cx	Invoice	0000004
	CT HPB Documentation	2,290.00	0.00	0.00
	Total Fee	75,675.00		0.00
		Previous Fee Billing		0.00
		Current Fee Billing		0.00
	Total Fee			0.00
			Total this Task	0.00

Task 000G3 Occupancy and Operations
Fee

Billing Phase	Fee	Percent Complete	Earned	
Seasonal Testing:Inc Bi-Monthly Meeting	3,430.00	0.00	0.00	
Near-warranty End Review	3,430.00	0.00	0.00	
Energy Use and Assessment Reviews	2,290.00	0.00	0.00	
Measurement&Verification:Inc Mnthly Data	8,010.00	0.00	0.00	
Total Fee	17,160.00		0.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	0.00	
	Total Fee		0.00	
			Total this Task	0.00
			Total this Invoice	\$1,258.95

APPROVED FOR PAYMENT

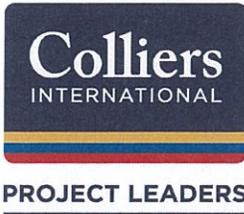


Date: 7/23/2020



Budget Block: V.A5

Purchase Order: 76298



INVOICE

Invoice Number	006614
Date:	Jun-30-2020
Due Date:	Jul-30-2020
Terms:	Net 30 Days

CUSTOMER	PROJECT
Mansfield CT Town of 4 South Eagleville Road Mansfield CT 06268 United States of America Attn: Tasha Smith, Executive Assistant	Mansfield, CT - Mansfield Elementary School PO Number: 70634 (75679 Reimb)

DESCRIPTION	QUANTITY	RATE	INVOICE AMOUNT
Project Mgmt Services: Pre-Referendum / Feasibility	0.00	0.00	0.00
Project Mgmt Services: Bidding	0.00	0.00	0.00
Project Mgmt Services: Design Phase	0.00	0.00	13,645.00 PO 70634
Project Mgmt Services: Construction	0.00	0.00	0.00
Project Mgmt Services: FF&E / Closeout	0.00	0.00	0.00
MILEAGE: Project Mgmt Services: Expenses	100.00	0.58	57.50 PO 75679
PHONE: Project Mgmt Services: Expenses	1.00	8.86	8.86

Description of Services:
June, 2020

- 1) Attend building committee meetings
- 2) Update milestone schedule for pre-construction phase
- 3) Review project invoices and develop invoice packet
- 4) Set up financials and coordinate PO's with Town
- 5) Coordinate additional survey work
- 6) Coordinate SD estimate reconciliation
- 7) Coordinate Value management reviews
- 8) Coordinate with Commissioning agent
- 9) Coordinate State Schematic design review meeting
- 10) Coordinate Haz Mat RFP for building demolition design services.
- 11) Coordinate RFP for well drilling

Please note our new Legal Name Colliers Project Leaders USA NE, LLC	Sales Total:	13,711.36
	Tax Total:	0.00
	Total (USD):	13,711.36

MAIL PAYMENTS TO:

Colliers Project Leaders USA NE, LLC
135 New Rd
Madison, CT 06443
860-395-0055

EFT/ACH INFO:

Colliers Project Leaders USA NE, LLC
TD Bank
Acct #: 424-4045773
Routing #: 011103093

DOMESTIC WIRE INFO:

Colliers Project Leaders USA NE, LLC
TD Bank
Acct #: 424-4045773
Routing #: 031101266

July 1, 2020

Town of Mansfield
 Audrey P. Beck, Municipal Building
 4 South Eagleville Road
 Mansfield, CT 06268

PROJECT: New Elementary School

PROJECT NO: 191202
 INVOICE NO: 5 (Page 1 of 2)

PROJECT SUMMARY

Fee for Architectural Design Services is based on a lump sum of \$2,601,500.

<u>Service or Phase</u>	<u>Contract Amount</u>	<u>Billed to Date</u>	<u>Paid to Date</u>
Schematic Design	\$ 513,500.00	\$513,500.00 (100%)	\$385,125.00
Design Development	\$ 639,000.00	\$ 0.00	\$ 0.00
Construction Documents	\$ 709,000.00	\$ 0.00	\$ 0.00
Bidding & Scope Reviews	\$ 120,000.00	\$ 0.00	\$ 0.00
Construction Administration (\$24,500/mon)	\$ 392,000.00	\$ 0.00	\$ 0.00
FF&E Design/Bid/Procurement/Installation	\$ 90,000.00	\$ 0.00	\$ 0.00
Site Completion/Project Closeout (4 mon.)	\$ 98,000.00	\$ 0.00	\$ 0.00
Geotechnical Services	\$ 40,000.00	\$ 40,000.00 (100%)	\$ 0.00
TOTALS	\$2,601,500.00	\$553,500.00	\$385,125.00

PROFESSIONAL SERVICES

Fee for Architectural Services for the period ending June 30, 2020.

SCHEMATIC DESIGN:

\$513,500 x 100% = \$513,500.00
 Previously Billed \$462,150.00
 SD Due this Invoice \$51,350.00

GEOTECHNICAL SERVICES:

\$40,000 x 100% = \$40,000.00

AMOUNT DUE THIS INVOICE

\$91,350.00


 Ryszard Szczypek, AIA
 Principal

Cc: scott.pellman@colliers.com
Felicia.smith@colliers.com

APPROVED FOR PAYMENT



Date: 7/23/2020
 Budget Block: V.A2
 Purchase Order: 76131



CONTINUED ON NEXT PAGE

PROJECT: New Elementary School

PROJECT NO: 191202
INVOICE NO: 5 (Page 2 of 2)

STILL OUTSTANDING:

6/1/20 Invoice #4 **\$77,025.00**