

**TOWN OF DARIEN  
OX RIDGE ELEMENTARY SCHOOL BUILDING  
COMMITTEE  
MINUTES OF A REGULAR MEETING  
FEBRUARY 9TH, 2023**

Committee members attending were Sean Brown, David Dineen, Kadi Lublin, Kip Koons, Marcy Minnick and Rusty Shriner.

Guests attending the session were from the Board of Education: Dr. Luke Forshaw – Principal of Ox Ridge School and from O&G Industries/AP Construction: Andy Ashforth, David Cravanzola and George Graikoski and from SLAM: Amy Samuelson.

Members and guests participated via Go to Meeting video/audio conference.

Mr. Koons called the meeting to order at 10:00 AM. The minutes of the January 12, 2023 Regular Meeting were reviewed and upon a motion made by Mr. Brown and seconded by Mr. Dineen, they were unanimously approved.

Mr. Graikoski then presented the 25th Application and Certificate for Payment in the amount of \$1,044,013.69. After a full review and upon motion made by Mr. Koons and seconded by Mr. Brown, the Application and Certificate for Payment as presented to the committee was unanimously approved.

Mr. Graikoski discussed the Progress Report for January noting that the Assembly Wing was 55% complete with the Substantial Completion date still scheduled for the end of May. The Construction Manager's remaining contingency reserve and allowances was just over \$940,000, or about 54% of the original amounts. Mr. Koons noted that when the owner's contingency was added to this amount that total remaining reserves were \$2,549,000 or just over 59% of the original amounts. Mr. Graikoski stated that O&G/AP had contacted all of the subcontractors with regard to material purchases, and all but four had confirmed that they either had the materials on site or in their possession. The four remaining were due to respond shortly. Mr. Graikoski also discussed progress in completing the commissioning process for the Academic Wing

Mr. Koons reviewed the information concerning Change Event 042 which had been delivered to the committee. Essentially, the delays caused by the removal of hazardous materials from the old school site as well as the remediation of the old very large septic tank are requiring additional expenditures of just over \$190,000 to catch up to the completion schedule. Applying some of the reserves built into a subcontractor's contract reduces the direct cost to \$159,000. However this expenditure will be allocated to the Construction Manager's contingency rather than be charged as an added cost to the budget. In reviewing the allowances that were part of each subcontractor's quote, Mr. Graikoski stated that the total of all such allowances at the start of the project was \$345,000. Today the unspent amount is about \$111,000. Mr. Koons commented that these allowances should be thought of as additional contingency reserves.

Mr. Koons and Dr. Forshaw then led a discussion concerning the need to upgrade the cellular reception inside the school. Currently cellular reception can only be accessed on a consistent basis outside the school. This is a safety issue and Mr. Koons has asked the IT Director of the District to seek qualified vendors to provide a suitable upgrade. This deficiency has caused the burglar alarm system to malfunction a number of times as well. Mr, Brown noted that most security systems including fire, elevator and burglar alarms were converting to an internet plus cellular configuration and moving away from plain old telephone systems (“pots”). Mr. Koons asked Mr. Brown to speak with the District’s IT Director as well as the Director of Facilities about these systems in the schools.

There was no public comment. There being no further business before the committee, a motion to adjourn the meeting was made by Ms. Minnick seconded by Mr. Brown and unanimously approved by voice vote.

Respectfully submitted,  
Kip Koons – Acting Secretary