

**TOWN OF DARIEN
OX RIDGE ELEMENTARY SCHOOL BUILDING
COMMITTEE
MINUTES OF A REGULAR MEETING
JUNE 15th, 2023**

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

Guests attending the session were from the Board of Education: Dr. Alan Addley – Superintendent and 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 and Kemp Morhardt.

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

Mr. Koons called the meeting to order at 10:00 AM. The minutes of the May 11th, 2023 Regular Meeting were reviewed and upon a motion made by Mr. Bumgardner and seconded by Mr. Dineen, they were unanimously approved.

Mr. Graikoski then presented the 29th Application and Certificate for Payment in the amount of \$977,445.12. 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 May noting that the Assembly Wing was 95% complete with the Substantial Completion date now scheduled for mid-July which is 30 days later than was estimated in the April report. Part of the delay has been caused by the late delivery of the gym flooring as the subcontractor had to find a new supplier. Sitework is 98% complete and landscaping is 60% complete. Most of the remaining landscaping will be completed over the summer months. The Construction Manager's remaining contingency reserve and allowances were just over \$904,000, or about 52% of the budgeted amounts.

There was some discussion about obtaining a Temporary Certificate of Occupancy and establishing "Substantial Completion". Mr. Cravanzola stated that a final and permanent CO ought to be the objective because the project would be complete. Mr. Graikoski indicated that the building inspector and fire marshal wanted all furniture to be in place before they would issue a TCO or a CO. If that were the case, then a TCO or CO might be delayed until the ELP wing retrofitting is complete and all the ELP furniture is delivered and in place. Currently, all furniture is to be delivered by the end of June.

Ms. Samuelson next discussed the energy rating of the new school noting that it has so far achieved 34 points under the LEED performance standards. While only 33 points were required to achieve the LEED gold standard equivalent, Ms. Samuelson suggested that there were 6 more

points that might be available which could mean the platinum standard. A discussion followed on the various potential energy savings yet to be documented. Ms. Samuelson stated that the final package on energy performance had to be submitted no later than one year from the project close-out.

Mr. Koons next provided the committee with an analysis of the project's "soft costs" including the original estimate by category, spent to date, and estimated final cost. In total, the estimated final "soft costs" were \$5,965,001 or \$220,900 more than the original estimate. Furniture was the major reason for the overrun as more classrooms were built than had been originally planned to accommodate the consolidation of District wide DLC learning at Ox Ridge and to compensate for the inability to expand the building envelope in the future. After reviewing all of the financial reserves available, Mr. Koons projected that the project should end with about \$2.4 million of unspent reserves. Original reserves had been almost \$4.9 million.

In response to a question from Mr. Brown, Mr. Cravanzola stated that the committee should plan on closing out the project and all its financial aspects by the end of this year. Much of the work in the coming months would involve settling up with each subcontractor amounts that had been retained from each payment, as well as final submittals to the State.

Dr. Addley wanted to express his thanks to the committee, the architects, the construction managers and especially to Dr. Forshaw for making this project so successful both in the process and the result.

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

Respectfully submitted,
Kip Koons – Acting Secretary