

**Greenwich Board of Education
Minutes of the New Lebanon Building Committee Meeting**

DATE: March 14, 2018
LOCATION: BOE, Havemeyer Board Room
TIME: 7:00 - 8:15 pm

Committee Members Present:

Stephen Walko - Chairman
Bill Drake - Vice Chairman (BET)
Patricia Baiardi Kantorski - Clerk
Clare Kilgallen
Peter Bernstein (BOE Chair)
Jake Allen
Brian Harris
Dean L. Goss

Ex-Officio Members Present:

Will Schwartz (DPW)
John Toner (Selectman)
Absent: Nick Macri (P&Z)
Christina Downey (RTM)

Others Present:

Jesse Saylor (TSKP Studio)
Dan Phillips (Gilbane-Project Manager)
Chris Cykley (CSG-Clerk-of-the Works)
Lori O'Donnell (BOE-COO)
Joe Williams (Deputy Director - Greenwich Library)

1. Call the meeting to order

- a. The meeting was called to order by Steve Walko at 7:00 pm.

2. Update from Chairman

- a. Steve Walko informed the committee that the OAC Meetings are weekly and have been productive to date. Mr. Walko said Jake, Clare and he have attended the meetings which discuss the day-to-day activities.
- b. Steve Walko complimented all the professionals that have been working on the project.

3. Update by Gilbane

- a. Dan Phillips discussed the status of the project. Mr. Phillips said site has been prepared for the concrete footings and walls. He informed the NLBC that the mock-ups of the concrete color and finishes would be ready next week for the committee's review and approval. He also said there were no major issues to discuss and that the weather and temperature had not been a problem. He noted that the contractors worked through all weather conditions.
- b. Brian Harris asked if there had been any ground water issues and Dan Phillips said no.
- c. Steve Walko inquired about the rock crushing work and why the machine was still on site if the work had been completed. Dan Phillips said the rock crushing machine had broken down and was being repaired. Mr. Phillips assured the committee the machine would be off the site in one week. Mr. Walko noted that there had only been one complaint regarding noise from the rock crushing.
- d. Dan Phillips noted that the grease trap was bid out as designed and any substitution must be equal and a benefit to the owner.
- e. Dan Phillips noted that the steel would be delivered to the site by the April 19th deadline.

4. Update by TSKP Studio

- a. Jesse Saylor discussed the extra required door drawing with related fees prepared for the amended application and said they will be reviewed by the Zoning, P&Z and IWWA. Mr. Saylor added that the required fencing surrounding the utilities only needed an administration review.
- b. Jesse Saylor said that TSKP Studio will review the furniture selection and layout with the NLBC at their next meeting. Mr. Saylor added that the FF&E will be reviewed with the appropriate school staff and district administration in detail as it relates to the Ed. Specifications. He added the final decision will be made by the NLBC and the BOE.

5. Update by CSG

- a. Chris Cykley noted that safety is paramount and everyone that visits the construction site must wear safety gear as discussed at the prior 'Safety Class'.
- b. Chris Cykley said CGS was working on the budget analysis and would have one document with all the cost for the project next week.
- c. Steve Walko informed the NLBC a State reimbursement of approximately \$8 million will be received by the end of next week and CSG will file again in April. Clare Kilgallen noted that this information should be included in the next Community and RTM Quarterly Reports.

6. Approval/Discussion of Invoices and/or Change Orders

- a. Dan Phillips discussed the Authorization to Proceed (ATP) for the winter conditions for ground thaw heaters and Time & Materials (T&M) for equipment required. Mr. Phillips said the cost would come out of the Owner's Contingency Allowance and is within the Guaranteed Maximum Price (GMP). **A Motion was made** by Bill Drake and seconded by Brian Harris **to approve ATP #2 & 3 for the amount of \$86,645.46**. A vote was taken and the motion was approved with a vote of 8-0-0.
- b. Steve Walko reviewed Gilbane's Application and Certificate for Payment #3 (Construction Requisition #3) and said CSG reviewed and approved it. **A Motion was made** by Dean Goss and seconded by Bill Drake **to approve Gilbane's Construction Requisition #3 dated 4/5/18 for the period from 2/1/18 to 2/28/18 for the amount of \$1,538,793.32**. A vote was taken and the motion was approved with a vote of 8-0-0.
- c. Steve Walko reviewed TSKP Studio's Invoice #20. **A Motion was made** by Dean Goss and seconded by Peter Bernstein **to approve TSKP Studio's Invoice #20 dated March 1, 2018 for the amount of \$22,365.63, which includes \$937.63 in reimbursable items**. A vote was taken and the motion was approved with a vote of 8-0-0.
- d. Steve Walko reviewed CSG's invoice #3. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve CGS's Invoice #3 dated March 12, 2018 for the amount of \$7,232.00**. A vote was taken and the motion was approved with a vote of 8-0-0.
- e. Steve Walko discussed Special Testing Laboratories, Inc. invoice as reviewed and approved by CSG. **A Motion** was made by Dean Goss and seconded by Peter Bernstein **to approve Special Testing Laboratories, Inc. Invoice #31669 dated January 31, 2018 for the amount of \$3,015.00**. A vote was taken and the motion was approved with a vote of 8-0-0.

7. Approval of Meeting Minutes

- a. **A Motion was made** by Dean Goss and seconded by Brian Harris **to approve the Minutes of Meeting for 2/7/18.** The motion was approved with a vote of 8-0-0.

8. Discussion of Next Steps

- a. Steve Walko informed the NLBC that the 'Out-of-Scope changes' would be discussed at their April meeting. Dan Phillips said Gilbane will breakout the costs.
- b. Steve Walko said the project is On Time and On Budget.

9. Adjourn

- a. The meeting was adjourned by Steve Walko at 8:15 pm.