

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

DATE: June 6, 2018
TIME: 8:00 - 9:45 am
LOCATION: 25 Mead Ave, Job Site Trailer

Committee Members Present:

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

Ex-Officio Members Present:

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

Others Present:

Tai Soo Kim (TSKP Studio)
Ryszard Szczypek (TSKP Studio)
Jesse Saylor (TSKP Studio)
Karrie Kratz (Gilbane-Project Executive)
Dan Phillips (Gilbane-Project Manager)
Chris Cykley (CSG-Clerk-of-the Works)
Dan Watson (DOF-BOE)
Barbara Riccio (NL Principal)
Lori O'Donnell (BOE-COO)

1. Call the meeting to order

- a. The meeting was called to order by Steve Walko at 8:00 am.

2. Update from Chairman

- a. Steve Walko informed the committee there had not been an OAC meeting last week and that the Temporary Certificate of Occupancy (TCO) is scheduled for December 24th.
- b. Steve Walko asked if the climbing wall issue had been resolved. Dan Watson noted that the wall will be for horizontal climbing and it is part of the curriculum at the other schools. Will Schwartz said a location has been planned for the climbing wall but it is not in the budget at this time. Peter Bernstein suggested that it could be part of the gym equipment budget. Jesse Saylor suggested reviewing it with the state to see if it could be part of the reimbursement.
- c. Steve Walko reviewed the need for a janitor's slop sink. Dan Watson said it is acceptable to only have a hose bib (HB) on the second floor and that only one is needed.
- d. Steve Walko said the decision to use grass pavers needs to be decided by July and will be an alternate. Mr. Walko reminded the committee that there maybe hidden conditions when the existing school is demolished and those costs would come out of the contingency.

3. Update by Gilbane

- a. Dan Phillips gave a brief outline of the construction activities since the last meeting. Mr. Phillips said the steel erection was progressing and would be completed by the end of June. He informed the committee the 'Topping Off Ceremony' will be June 12th at 2:00 pm. He then discussed the grass paver alternate, the concrete slab preparation and the water main tie-in on Richard Street. Once the water is tested the Town Law Department will sign-off on it.
- b. Although the rock chipping begins at 7:30 am, Mr. Phillips said that there had not been any complaints from the neighbors. He added that the rock chipping is expected to be finished in one week.
- c. Dan Phillips said the bid for the plantings would go out based on availability.
- d. Dan Phillips said the bid for the extra security guard was for \$88,000. and was based on a person being on site from 4:00 pm to 6:00 am during the week and on the weekends. This would mean that someone was on the site at all times.

4. Update by CSG

- a. Chris Cykley informed the committee that there has not been any new information from the state regarding reimbursement. Steve Walko said the state is having computer system issues. Bill Drake noted that if the June deadline for reimbursement is missed then it will be in July.

5. Update by TSKP Studio

- a. Jesse Saylor told the committee TSKP Studio had met with Peter Robinson at the Building Department and had resolved four of the six outstanding issues. The two issues still to be resolved are 1.) the width of the interior ramp leading to the new exit door and 2.) a clarification of how the boiler flues fire resistance will be detailed.
- b. Tai Soo Kim and Jesse Saylor made a presentation of the proposed interior floor and wall colors. Mr. Kim showed three alternative designs and reviewed the original interior design. The options included using paint for two of the designs and a digital method for the third on the walls.
- c. Clare Kilgallen inquired about the maintenance of each option. Nick Macri commented on the designs vs. solid painted walls. Jesse Saylor suggested the school colors, purple and gold, be added in the gymnasium. Steve Walko said the next step should be to explore whether to just use paint or a combination of paint and digital imaging. Tai Soo Kim told the committee the floor pattern was a priority as well as giving TSKP Studio a direction for the wall finish. Bill Drake said the floors and walls are not separate issues because they need to work harmoniously together.
- d. Jesse Saylor said the floors were specified as sheet linoleum. Dan Watson commented that the pattern selected will effect the cost of the flooring because of waste in creating a pattern. Brian Harris said he preferred the wavy pattern proposed for the floors and abstract soft tones for the walls. Peter Bernstein said he like the floor pattern with the contours but would need to know the cost before he could choose this pattern. Mr. Berstein also said it would be interesting and an opportunity for Byram to feature some aspect of the community as a focal point of the main wall. He explained that this could be achieved using a photographic process. Brian Harris suggested the wall facing the wetlands could be a solid color to save money. Patricia Kantorski and Bill Drake said they preferred a more traditional approach where the pattern defines the space and the students and furniture add the color.
- e. The NLBC voted on the proposed three designs for the wall & floor patterns and colors. The committee unanimously rejected Option C and approved the colors as presented. Tai Soo Kim explained the spirit of the building supports curves. Steve Walko took a vote on the direction of the design. The vote was based on Option A - curves or Option B - traditional. Clare Kilgallen, Brian Harris and Steve Walko voted for Option A and Patricia Kantorski and Bill Drake voted for Option B.

6. Discussion of IT Specifications & Budget

- a. Steve Walko said if the FF & E Bids are over budget then everything specified may not be purchased at one time. Mr. Walko also said any changes will need the BOE approval, but some items are simple updates and not changes.
- b. Ryszard Szczypek said that TSKP Studio does not recommend using movable interactive panels because they are a tipping-over hazard.
- c. Peter Bernstein informed the committee that donations needed the approval of the BOE & RTM. Mr. Bernstein requested the quantities of each item specified be added to the presentation for clarification purposes by Friday.
- d. Steve Walko reminded the committee the BOE needs to approve the FF & E and IT.
- e. **A Motion was made** by Jake Allen and seconded by Bill Drake **to approve the IT Bid Package and to authorize the chairman to execute it.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- f. Steve Walko explained that the school students will use desktop computers not laptops computers at this time.

7. Discussion & Vote on Invoices and/or Change Orders

- a. **A Motion was made** by Jake Allen and seconded by Clare Kilgallen **to approve Special Testing Laboratories, Inc. Invoice #31887 dated April 30, 2018 for the amount of \$13,012.75.** A vote was taken and the motion passed with a vote of 7-0-0. Dean Goss was absent.
- b. **A Motion was made** by Peter Bernstein and seconded by Brian Harris **to approve Special Testing Laboratories, Inc. Invoice #31967 dated May 31, 2018 for the amount of \$6,571.04.** A vote was taken and the motion passed with a vote of 7-0-0. Dean Goss was absent.
- c. **A Motion was made** by Brian Harris and seconded by Peter Bernstein **to approve CSG's Invoice #6 dated June 5, 2018 for the amount of \$7,232.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- d. **A Motion was made** by Brian Harris and seconded by Peter Bernstein **to approve CES's Invoice #9 dated May 31, 2018 for the amount of \$2,303.72.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- e. **A Motion was made** by Patricia Kantorski and seconded by Bill Drake **to approve TSKP Studio's Invoice #23 dated June 1, 2018 for the amount of \$38,617.66.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.

- f. **A Motion was made** by Jake Allen and seconded by Peter Bernstein **to approve Gilbane's Construction Requisition #6 dated 6/1/18 for the period from 5/1/18 to 5/31/18 for the amount of \$1,796,388.14.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent. The NLBC discussed lien wavers and retainers.
- g. Steve Walko discussed contingencies and the importance of identifying them at the beginning of each meeting.
- h. Steve Walko discussed TSKP Studio's Invoice dated May 7, 2018 and revised June 4, 2018 for a fee adjustment of \$20,000. based on the additional work required due to changes in the FF & E portion of the project. Brian Harris reminded the committee that he had discussed the original invoice with TSKP Studio and the fee had been reduced. Mr. Harris explained that the change in scope of work requires additional work on the part of the architect. Mr. Walko said in the future any additional work needs to be identified before the work begins. He also said the cost would come out of the contingency and be handled as a Change Order (CO). **A Motion was made** by Brian Harris and seconded by Patricia Kantorski **to approve TKP Studio's Invoice dated May 7, 2018 and revised June 4, 2018 for a fee adjustment of \$20,000. and to authorize the chairman to execute the CO.** A vote was taken and the motion was approved with a vote of 7-0-0. Dean Goss was absent.
- i.

8. **Approval of Meeting Minutes**

- a. **A Motion was made** by Bill Drake and seconded by Brain Harris **to approve the Minutes of Meeting for 5/9/18.** A vote was taken and the motion was approved with a vote of 5-0-0. Dean Goss and Peter Bernstein were absent.

9. **Discussion of Next Steps**

- a. The 'Next Steps' have been incorporated in the above notes.

10. **Adjourn**

- a. The meeting was adjourned by Steve Walko at 9:45 am.