

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

DATE: Wednesday, November 14, 2018
TIME: 8:00 - 9:30 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
Dean L. Goss
Absent: Peter Bernstein (BOE Chair)

Ex-Officio Members Present:

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

Others Present:

Ryszard Szczypek (TSKP Studio)
Jesse Saylor (TSKP Studio) via phone
Karrie Kratz (Gilbane-Project Executive)
Jae Chu (Gilbane-Project Engineer)
Dan Phillips (Gilbane-Project Manager)
Chris Cykley (CSG-Clerk-of-the Works)
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 asked Gilbane if there were any areas that were behind schedule. Dan Phillips said the Gym area was a bit behind due to the need to use it as a staging area. Mr. Phillips said it was scheduled to be the last area finished and expected it to be completed in January.
- b. Steve Walko asked Gilbane if the inverters have been installed for the emergency lighting. Dan Phillips said they were.
- c. Steve Walko asked Gilbane if the building would be ready for the TCO by the time the BOE goes on their break 12/24/18. Dan Phillips said it will be ready by 12/23/18.
- d. The committee discussed an issue regarding the roofing membrane. Dan Phillips said the manufacturer will warrantee the mechanically fastened system.
- e. Steve Walko inquired about the status of the Media Center. Dan Phillips said the contractors were making good progress.

3. Update by Gilbane

- a. Dan Phillips outlined the construction progress, saying work was in proceeding regarding the interior finishes, painting, HVAC within the ceiling grid, fire alarm and sprinkler systems. Mr. Phillips said the flooring installation would begin next week, the millwork would start today and some areas were completed with only a few outstanding items to finish. He also said Gilbane was working with Eversource to install permanent power and will connect a temporary generator in order to continue the interior work. He added that the equipment is rented and will be paid for by the vender. It was noted that while a generator will not be installed at the new school, the building's related systems will be set up to connect to a future generator if the Town decides to install one for emergency use.
- b. Dan Phillips expressed concern regarding the exterior metal panels 'oil canning'. Mr. Phillips said Gilbane was investigating why this happened and how to fix it.
- c. Jae Chu told the committee Gilbane met with the Sewer, Zoning & Highway Department. Mr. Chu said Gilbane was working on security coordination.
- d. Dan Phillips noted Gilbane has an 'Open-line of communication' with Toni Tripodi regarding IT. Chris Cykley said from the IT perspective, they are coordinating with Verizon.
- e. Dan Phillips said Gilbane will meet with the school administration and with the town Zoning Department to review the temporary site work.

4. Update by CSG

- a. Chris Cykley reviewed the custodial equipment regarding the costs, type and quantities. Ryszard Szczypek suggested the playground equipment could be bid at the same time. Mr. Cykley said the timing of the two bids may not coincide because approvals are needed before the equipment is purchased for reimbursement. Dan Phillips said Gilbane is working with the State and the BOE to secure the necessary approvals and will have further information for the next meeting.
- b. Steve Walko said he will review the operational equipment with the BOE to understand if the NLBC is responsible for it. Mr. Walko suggested that the operational equipment is usually part of furniture. Chris Cykley said more will be known by the next meeting.

5. Update by TSKP Studio

- a. Ryszard Szczypek said that TSKP Studio has done energy modeling on the PV panels.
- b. Ryszard Szczypek discussed the Media Center Circulation desk. Mr. Szczypek said the original approved design had been put on-hold as requested by the school. He showed a slide of the new design and said it did not effect the layout of the Media Center. Jesse Saylor informed the committee the power and data will come from the wall, but there was also an electrical floor box specified. Mr. Saylor said TSKP Studio will inquire what the lead time for the new circulation desk will be.
- c. Ryszard Szczypek discussed the cost implications of the new circulation desk. Mr. Szczypek explained the bid price of the original circulation desk was \$6,406.51 and the amount of the new circulation desk as bid by Demco which already has State Contract is \$17,956.80. The Building Committee previously approved purchased orders totaled \$749,179.53. Adding the incremental cost for the Demco desk would make the total FF&E expenditure \$760,729.82.

6. Discussion on Timeline

- a. Chris Cykley noted that the new school should be ready on time.

7. Discussion & Vote on Invoices

- a. **A Motion was made** by Brian Harris and seconded by Patricia Kantorski **to approve TSKP Studio's Invoice #28 dated November 1, 2018 for the amount of \$21,748.46.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.

- b. **A Motion was made** by Bill Drake and seconded by Jake Allen **to approve CSG's Invoice #11 dated November 12, 2018 for the amount of \$7,232.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.
- c. **A Motion was made** by Dean Goss and seconded by Jake Allen **to approve Gilbane's Construction Requisition #11 dated 11/12/18 for the period from 10/1/18 to 10/31/18 for the amount of \$2,389,167.03.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.
- d. **A Motion was made** by Clare Kilgallen and seconded by Jake Allen **to accept the following bids: a.) from Crown Castle for the relocation of fiber cable from the old building to the new building for the amount of \$15,000.00 dated 10/18/18 and b.) from JKS Systems LLC for additional network switches required for the security system for the amount of \$16,247.97 dated 10/25/18.** A vote was taken and the vote was 7-0-0. Peter Bernstein was absent.
- e. **A Motion was made** by Brian Harris and seconded by Jake Allen **to approve the new design of the Media Center Circulation Desk for the amount of \$17,956.80 from Demco dated 11/13/18.** Note that the previously specified circulation desk was put on hold and never purchased. The bid price for that desk was \$6,406.51. The incremental cost for the Demco desk, therefore, is \$11,550.29. A vote was taken and the vote was 7-0-0. Peter Bernstein was absent.

8. Discussion & Vote on Change Orders

- a. The committee discussed Change Orders which were reviewed and approved by TSKP Studio. The following Out-of-Scope (Owner Contingency) Items:
 - **A.) A Motion was made** by Jake Allen and seconded by Bill Drake **to approve ATP #33 for SI-012 - EF-9 Toilet Rooms 201A & 202A, dated PCI 5/10/18 & NLBC 11/14/18 for the amount of \$8,007.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.
 - **B.) A Motion was made** by Dean Goss and seconded by Jake Allen **to approve ATP #43 for RFI-303 Gym Platform Foundation (steel portion), dated PCI 4/23/18 & NLBC 11/14/18 for the amount of \$6,014.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.
 - **C.) A Motion was made** by Dean Goss and seconded by Jake Allen **to approve ATP #52 for SI-021R Finish Locations, dated PCI 6/21/18 & NLBC 11/14/18 for the amount of \$7,393.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.
 - **D.) A Motion was made** by Dean Goss and seconded by Jake Allen **to approve ATP #69 for RFI-472 Stair 3 CMU Wall, dated PCI 8/31/18 & NLBC 11/14/18 for the amount of 3,935.00** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.
 - **E.) A Motion was made** by Dean Goss and seconded by Jake Allen **to approve ATP #70 for RFI-468 Break Metal at Columns, dated PCI 8/15/18 &**

NLBC 11/14/18 for the amount of \$2,050.00. A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent. • **F.) A Motion was made by Clare Kilgallen and seconded by Bill Drake to approve ATP #75 for SI-29 Control Joints at Sawtooth Ceilings, dated PCI 10/15/18 & NLBC 11/14/18 for the amount of \$4,099.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent. • **G.) A Motion was made by Dean Goss and seconded by Jake Allen to approve ATP #81 for RFI-491 North Jamb Detail, dated PCI 10/30/18 & NLBC 11/14/18 for the amount of \$3,371.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent. • **H.) A Motion was made by Bill Drake and seconded by Jake Allen to approve ATP #83 for Electrical Consumption Credit, dated PCI 11/12/18 & NLBC 11/14/18 for the amount of (\$91,000.00).** A vote was taken and the motion was approved with a vote of 6-0-0. Peter Bernstein and Dean Goss were absent. • **I.) A Motion was made by Bill Drake and seconded by Jake Allen to approve ATP #84 for Credit for Alternate 8 - Glass & Glazing, dated PCI 11/12/18 & NLBC 11/14/18 for the amount of (\$17,500.00).** A vote was taken and the motion was approved with a vote of 6-0-0. Peter Bernstein and Dean Goss were absent. • **J.) A Motion was made by Bill Drake and seconded by Brian Harris to approve ATP #85 for GMP-3 Landscaping Allowance - Credit for Balance, dated PCI 11/5/18 & NLBC 11/14/18 for the amount of (\$27,478.00).** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.

The following In-Scope (CM Contingency) & GMP Allowance Items:

• **K.) A Motion was made by Bill Drake and seconded by Brian Harris to approve ATP #76 for Elevator Acceleration Timing, dated PCI 10/30/18 & NLBC 11/14/18 for the amount of \$12,300.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent. • **L.) A Motion was made by Bill Drake and seconded by Brian Harris to approve ATP #77 for Premium Time Pt3, dated PCI 10/18/18 & NLBC 11/14/18 for the amount of \$21,410.00.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent. • **M.) A Motion was made by Bill Drake and seconded by Brian Harris to approve ATP #78 for SI-012 EF-9 Toilet Rooms 201A & 202A, dated PCI 11/5/18 & NLBC 11/14/18 for the amount of \$7,460.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein was absent.

9. Discussion & Vote on Move Management

- a. The NLBC discussed Move Management including an addendum to the contract. William B. Myer, Inc.'s proposed services include moving, packing assistance for the teachers, but not unpacking.

- b. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve CSG's Addendum #1/Alternate #1 to Base Scope of Services Item #19 relating to Move-In Services and Owner Furnished FF&E and Technology delivery & training for the amount of \$35,700.00.** A vote was taken and the vote was 7-0-0. Peter Bernstein was absent.
- c. **A Motion was made** by Brian Harris and seconded by Jake Allen **to accept the bid by Meyer for Move-In Services, including Materials & Equipment, Labor & Transportation and Professional Packing and Unpacking assistance, dated 11/7/18 for the estimated amount of \$29,285.00.** Note that the final invoicing will only be based upon actual time and materials used. A vote was taken and the vote was 7-0-0. Peter Bernstein was absent.

10. Approval of Meeting Minutes

- a. **A Motion was made** by Clare Killgallen and seconded by Dean Goss **to approve the Minutes of Meeting for 8/8/18.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein were absent.
- b. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve the Minutes of Meeting for 10/10/18.** A vote was taken and the motion was approved with a vote of 7-0-0. Peter Bernstein were absent.

11. Discussion of Next Steps

- a. The NLBC discussed the FF&E and will continue the conversation at the next meeting.
- b. Steve Walko requested that Gilbane add a temporary buzzer and intercom with a camera, similar to the system at the new main entrance, at the gym entrance for temporary use and for events.
- c. Steve Walko informed the committee that people in the Byram community had the following comments: 1.) Now that the large tree in the middle of the bus turn-around circle has been removed, they requested the the flagpole be located in the center and be illuminated. Mr. Walko noted that there are 3 lighting fixtures planned at this time to light the flagpole. 2.) The existing corner stone and time capsules from the 1960's & 90's are now located in the island and need to be relocated and 3.) there needs to be a water flow meter on the exterior with an alarm. Mr. Walko noted that only a fireside alarm is specified now and Gilbane will look into the cost to add an exterior water flow meter.
- d. Steve Walko noted that the next meeting which is scheduled for 12/12/18 will be the last meeting before the Temporary Certificate of Occupancy (TCO) is issued.
- e. Steve Walko informed the committee that the January meeting will focus on coordination.

- f. Steve Walko said he will draft a preliminary 2019 NLBC meeting schedule and email it to the committee for their review and the committee will vote on the 2019 Meeting Schedule at the next meeting.

12. **Adjourn**

- a. The meeting was adjourned by Steve Walko at 9:30 am.