

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

DATE: December 14, 2016
LOCATION: BOE, Havemeyer Board Room
TIME: 8:00 - 9:10 am

Committee Members Present:

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

Ex-Officio Members Present:

Tony Turner (RTM)
Will Schwartz (DPW)
Nick Macri (P&Z)
Absent: Laura Erickson (BOE Chair)
Drew Marzullo (Selectman)

Others Present:

Ryszard Szczypek (TSKP Studio)
Karrie Kratz (Gilbane)
Ronald Matten (DOF-BOE)
Barbara O'Neill (BOE)

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 he was unable to attend the BET meeting last night where they discussed the previous cost of the modulars. Bill Drake gave the report in his place.

- b. Steve Walko suggested that the NLBC members attend the District RTM meetings to give the members a status report on the project.
- c. The committee then discussed the Tree Warden's decisions. Nick Macri reviewed the letter from Bruce Spaman regarding the Notice of Final Decision of the Tree Warden, dated December 12, 2016. The document reads: 'As Tree Warden my decision is to remove the minimum number of trees necessary to construct the school and that the New Lebanon School Building Committee validate this decision with a binding agreement which requires that the following stipulations and conditions are met.and included in the final site plan.' The committee discussed the stated conditions and stipulations. Mr. Macri further said the P & Z may require a Performance Bond and two year warranty. Clare Kilgallen commented on the involvement of the Greenwich Tree Conservancy. Ms. Kilgallen said the NLBC will discuss the decision with the P & Z as well as the Town Attorney.
- d. Steve Walko discussed with the committee how they wanted to proceed. Clare Kilgallen said the budget reflected a 1 to 1 ratio of trees removed to trees replaced and the Tree Warden is requesting a 1 to 1 1/4 ratio. Karrie Kratz noted that there was \$85,000. in the construction estimate for planting 113 trees and 32 scrubs. Nick Macri said he will speak to the landscape architect about the number of trees delineated on the site plan and will update the committee. Mr. Macri said many neighbors came to the public hearing about the trees.
- e. Steve Walko informed the committee that the Parks & Recreation Department confirmed the William Street West ball field remediation has been completed. Karrie Kratz said she will discuss the condition the town will leave the ball field with the Parks & Recreation Department in order to coordinate the new work. Ms. Kratz further explained that the sub-grade elevation is important because cut & fill effects the estimate. Ryszard Szczypek asked Ms. Kratz if the contractors are providing As-Built drawing of the ball field. Ms. Kratz said she will find out.

3. Update by TSKP Studio

- a. Steve Walko asked TSKP Studio if they thought the New Lebanon School was an attractive project to the bidders. Ryszard Szczypek said yes it was.
- b. Ryszard Szczypek said the bidders have to be prequalified with DAS to work on public projects.
- c. TSKP Studio presented a handout of the proposals from three structural engineers who are qualified to provide the structural threshold review as requested by the State for the New Lebanon School project.
- d. The proposals were as follows 1.) Thomas A. Torrenti, PC for \$11,000. dated 12/7/16, 2.) BVH integrated services for \$16,500. dated 12/7/16 and 3.) Macchi Engineers, LLC for \$13,500. dated 12/6/16.

- e. TSKP Studio recommended that we retain the services of Thomas A. Torrenti, PC for \$11,000. which is within the amount allocated in the budget for this item.
- f. **A Motion was made** by Brian Harris and seconded by Jake Allen **to approve Thomas A. Torrenti, PC for \$11,000. to provide the structural threshold review.** The motion was approved with a vote of 8-0-0.

4. Update by Gilbane

- a. Karrie Kratz discussed Gilbane's cost estimate with the NLBC. Ms. Kratz handed out a summary sheet and explained how the estimate has evolved. Ms. Kratz said there had not been any significant scope creep and the estimate has been adjusted according to changes made to date.
- b. Steve Walko asked Karrie Kratz if the estimate was 90% completed and if this is typical. Ms. Kratz said it was. Mr. Walko also asked Ms. Kratz if the alternates were estimated and she said they were. Mr. Walko ask Nick Macri if he thought the P & Z would ask for any extra items. Mr. Macri said they would not.
- c. Steve Walko asked Gilbane if the estimate numbers can be moved around and Karrie Kratz said they could. Ms. Kratz added that Gilbane will track/monitor the costs on an ongoing bases throughout the project. She said the contingency was built into the estimate. Ryszard Szczypek added that the construction contingency is considered a part of the project. Karrie Kratz noted that the contingency was mostly for labor.
- d. Steve Walko asked Gilbane what their estimating track record was. Karrie Kratz said it was strong and she will research Gilbane's estimating track record and let the committee know the results.
- e. Bill Drake asked when the bid could go out. Karrie Kratz said the project would need Local Review/DCS approval then Award/Grant approval. Ms. Kratz said the bid advertisement is scheduled for March with the bids due in April.
- f. Clare Kilgallen asked if there would be minority bidders and a bid walk-thru. Karrie Kratz said that there would. Ms. Kratz added that the project is scheduled to start June 1, 2017 and would need one week to mobilize once it has State approval and the Governor's signature. Ryszard Szczypek added that the project would need the Local Review approval before the State's approvals, which typically has a fast turn around.
- g. Karrie Kratz said that Jake's Project Timeline has been incorporated in Gilbane's Timeline. It was estimated the project would start construction July 2017 and be completed December 2018.

5. Update by Subcommittees (Timeline & Contracts)

- a. There was no new information provided by the sub-committees.

6. Discussion & Vote on 2017 Meeting Schedule

- a. The NLBC discussed the 2017 Meeting Schedule as submitted by Steve Walko.
- b. **A Motion was made** by Bill Drake and seconded by Jake Allen **to approve the Meeting Schedule for the first half of 2017.** The motion was approved with a vote of 8-0-0. The schedule will be posted on the BOE website.

7. Approval of Meeting Minutes

- a. **A Motion was made** by Brian Harris and seconded by Bill Drake **to approve the Minutes of Meeting as amended for 12/07/16.** The motion was approved with a vote of 8-0-0.

8. Discussion of Next Steps

- a. Steve Walko said the Byram Shubert Library has requested we work with them regarding repaving so both parking lots can be repaved at the same time.
- b. Steve Walko said the only outstanding issues were a.) trees and b.) paving.
- c. Karrie Kratz noted that to keep the project moving ahead they will need approvals from the NLBC, the BOE before the Superintendent can approve it.
- d. **A Motion was made** by Bill Drake and seconded by Dean Goss **to approve the the TSKP Studio submission of the final CD's..** The motion was approved with a vote of 8-0-0.
- e. The P & Z requested a narrative of the phasing plan. Clare Kilgallen said that she would work with Gilbane and TSKP Studio to translate the phasing site plane into a narrative.
- f. Nick Macri outline the items that need to be addressed which include a new crosswalk, the relationship of parking to the neighbors, the tree information and bonding. He requested that the New Lebanon principle, Barbara Ricci, explain the student Droop-off & Pick-up procedure. and TSKPStudio respond to the neighbors concerns.
- g. Steve Walko asked when the submission to the P & Z will be final. Nick Macri said it would be the end of next week and that TSKP Studio needs to confirm that everything is completed.
- h. Clare Kilgallen suggested a check list be created that TSKP Studio could work with. Ryszard Szczypek said that TSKP Studio will create the list. Brian Harris suggested sending the check list to P & Z for comment.

9. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:10 am.

