

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

**DATE:** Wednesday, August 23, 2017  
**LOCATION:** BOE, Havemeyer Board Room  
**TIME:** 8:00 - 9:08 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 via phone  
Brian Harris via phone

**Ex-Officio Members Present:**

Will Schwartz (DPW)

**Absent:** Nick Macri (P&Z)

Drew Marzullo (Selectman)  
Adam Leader (RTM)  
Peter Sherr (BOE Chair)

**Others Present:**

Ryszard Szczypek (TSKP Studio) via phone  
Karrie Kratz (Gilbane)  
Barbara Riccio (NL Principal)  
Bob Stacy (BOE-HR Director)  
Lori O'Donnell (BOE-COO)  
Mike Bocchino (CT State Rep. for Greenwich)

**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 the State Legislation is continuing their work as it relates to the project and he is hopeful that the Governor will sign the reimbursement grant in September.
- b. Steve Walko said the timing of the start of the project and schedule have long term implications. Mr. Walko noted the bids were valid until September 25th and in order to start construction the process is as follows: the NLBC will approve the GMP, Gilbane sends the subcontractors a Notice to Proceed then signs contracts with them within the week.
- c. Will Schwartz discussed the implications of rebidding the project. Steve Walko noted that the State Budget would not be approved by August 30th and therefore the project could not go forward at this time.
- d. Mike Bocchino told the committee that no agreement has been reached as of today regarding the budget. Mr. Bocchino said it was unprecedented in the history of the state not to pass a budget by now. He explained that the earliest this issue would be resolved is mid to late September.
- e. Steve Walko asked Karrie Kratz if the contractors could extend their bids. Ms. Kratz said Gilbane would need to know if the committee wanted to do this by September 6th in order to notify the bidders. She added that the contractors had the option to hold their bids or not. She noted that there were 28 bid packages and thought some packages may have to be rebid which would take 3 weeks. Ryszard Szczypek advised that it is better for the contractors to have additional time to review their bids.
- f. **A Motion was made** by Bill Drake and seconded by Peter Bernstein to **request that Gilbane ask the subcontractors to extend their bids by 30 days.** The committee discussed the extension. A vote was taken and the motion was approved with a vote of 7-1-0. Clare Kilgallen voted against the motion.
- g. Steve Walko suggested the committee should have an additional meeting September 13th at 8:00. The committee agreed.
- h. Dean Goss asked if it was possible for the BET to release the money for the construction of the school now. Steve Walko explained the BET conditions regarding the need to have the State Funding before construction could begin. Mr. Walko added that any delay in funding at this point will cost the Town money and if the construction started now the school could be built within the GMP. Clare Kilgallen explained the affects the delay would have on the GMP.
- i. Karrie Kratz said an extension of 30 days would be OK, but if the project needed to be rebid then a 4% escalation cost should be added to the project.
- j. Patricia Kantorski suggested that a special BET meeting be held to discuss the cost implications of delaying the project. Steve Walko did not recommend a special BET meeting but said he will discuss the extra costs with the BET Budget Committee. Peter Bernstein said he thought it was a good idea because the delay

would have add significant costs for the town. Bill Drake said the BET understood the issue.

- k. Dean Goss asked what would happen if the State doesn't approve the project and the project dies. Steve Walko explained that the NLBC only responsibility was to build the building. Bill Drake added that the building committee has taken the project as far as it can until the BET releases the funds.
- l. Barbara Riccio asked if there would be additional reimbursement money if the project was delayed to cover the escalation costs. Karrie Kratz said the State imposed a 5% Change Order (CO) cap to the Grant. Ryszard Szczypek confirmed the 5% CO cap.

### **3. Update by TSKP Studio**

- a. Ryszard Szczypek advised that the committee needed a two prong approach;  
1.) evaluate the cost of delaying and 2.) ask Gilbane to calculate the additional monthly cost associated with the delay.

### **4. Update by Gilbane**

- a. Steve Walko discussed Gilbane's proposal to extend their Pre-Construction Services by 30 days from August 15th to September 15th for a Not-To-Exceed sum of \$15,592. Karrie Kratz explained the request and said this number did not include rebidding the project, which would be approximately \$60,000. Ms. Kratz reviewed the schedule and further explained that the cost was so high because of the impact on Gilbane;s personnel.
- b. Steve Walko asked Karrie Kratz for Gilbane to submit an invoice to extend their services from August 16th to September 6th for the additional work requested.

### **5. Update DEEP Application**

- a. Steve Walko said the public comment period regarding the DEEP application is over. Mr. Walko added that the public had requested the storm water management plan and Darin Overton, Civil Engineer at Milone & MacBroom was reviewing the plan ahead of the September 8th deadline.

## 6. Update Building Permit Review

- a. Steve Walko informed the committee the Building Department has completed their review of the application and a letter would be sent today with their comments.
- b. Karrie Kratz said Gilbane was meeting with the Town Fire Marshall today at 10:00 am to address their comments.

## 7. Discussion & Vote on Invoices

- a. **A Motion was made** by Dean Goss and seconded by Clare Kilgallen **to approve Gilbane Invoice #12 for \$3,946.13 dated 7/7/17** . A vote was taken and the motion was approved with a vote of 8-0-0.

## 8. Update by Subcommittees (Timeline & Contracts)

- a. **A Motion was made** by Bill Drake and seconded by Peter Bernstein **to direct the RFP & Contracts Subcommittee to proceed with interviews of the Clerk of the Works and to make recommendations to the full NLBC**. Clare Kilgallen discussed the Clerk of the Works submissions with the committee. A vote was taken and the motion passed with a vote of 8-0-0.

## 9. Approval of 7/26/17 Meeting Minutes

- a. **A Motion was made** by Clare Kilgallen and seconded by Dean Goss **to approve the Minutes of Meeting for 7/26/17**. The motion was approved with a vote of 7-0-0. Brian Harris was absent.

## 10. Discussion of Next Steps

- a. Jake Allen asked Gilbane and TSK Studio how the project can be 'moth balled' to limit the hours Gilbane works on it and what the costs would be to restart it in the future. Clare Kilgallen requested that Gilbane inform the NLBC of any cost and personnel changes anticipated.

## 11. Adjourn

- a. The meeting was adjourned by Steve Walko at 9:08 am.

