

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

DATE: Wednesday, August 5, 2015

LOCATION: Havemeyer Board Room

TIME: 8:00-9:00 a.m.

Committee Members Present:

Stephen Walko - Chair
Bill Drake - Vice Chair (BET)
Peter Bernstein (BOE)
Dean Goss
Patricia Baiardi Kantorski – Clerk
Clare Kilgallen

Ex-Officio Members Preset:

Jake Allen (RTM)
Barbara O’Neil- Chairman (BOE)
Nick Macri (P&Z Commission)
Drew Marzullo (Selectman)
Will Schwartz (DPW)
Tony Turner (RTM)

Others Present:

Ronald Matten (BOE Director of Facilities)
John Frangione (BOE Assistant Director of Facilities)

This meeting was called to order by Stephen Walko at 8:00 a.m.

Discussion and Vote on RFP for Architectural Services

- Ms. Kilgallen provided an update on the draft RFP confirming changes from previous meetings and subcommittee work

Further comments for the RFP

- Mr. Matten provided a State reimbursement document based upon the hard costs of construction being 21.2 million.
 - o Discussion followed in order to determine the most appropriate number to provide the architect as a monetary guideline regarding the parameters for this project

- Amendments to RFP: Page 4 Paragraph 4E add reference chart D for building construction estimate which states that 32.8 million will exclude remediation but include soft costs

Update on Timeline and potential subcommittee

Timeline

- Mr. Walko met with Eugene Watts from the Board of Education's Purchasing Department who confirmed the need to consult with the Town's legal department
- The committee unanimously agreed with Ms. Kantorski to make an amendment to the bottom of page 2, section 1A, 3rd paragraph word change "as" to "with"... project manager or construction
- Mr. Drake poses the question should the RFP include renovation?
 - Mr. Walko expressed that the RFP is non-restrictive and consistent with the educational specifications which do not preclude use of existing elements
- Upon a motion by Mr. Walko, the committee voted 6 in favor, none opposed, to approve the RFP as amended with the ability for the subcommittee to consult with Town's Attorney Office and make minor changes

Subcommittee Ideas

- Mr. Walko explained that a subcommittee (about 3 people) is necessary, especially during these beginning stages, to ensure timeline deadlines are being met
 - Ms. Kilgallen asked if there was a project management software available to help with this task. This to be confirmed with the IT Department.
- Mr. Drake suggested subcommittees for environmental and finance (to be considered at a later time)

Additional Comments/Concerns

- Mr. Matten expressed that he will be having a meeting with the State where he will verify the grant reimbursement amounts available from the Office of School Facilities
- Physical copies of RFP responses will be available for committee members only
- Subcommittee propose having the town move to an AIA contract (to be further discussed)

- The meeting was adjourned by Mr. Walko at 9:00 a.m.