

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

DATE: Wednesday, December 18, 2019
TIME: 8:00 - 10:00 am
LOCATION: New Lebanon School, Media Center

Committee Members Present:

Stephen Walko - Chairman
Patricia Baiardi Kantorski - Clerk via phone
Christina Downey (BOE)
Clare Kilgallen
Jake Allen
Brian Harris

Absent: Bill Drake - Vice Chairman (BET)
Dean L. Goss

Ex-Officio Members Present:

Will Schwartz (DPW)
Absent: Peter Bernstein (BOE Chair)
Nick Macri (P&Z)

Others Present:

Jesse Saylor (TSKP Studio)
Jae Chu (Gilbane-Project Engineer)
Chris Cykley (CSG-Clerk-of-the Works)
Alley Bartholomew (NL Principal)
Dan Watson (DOF-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 discussed the status of the C of O and said he wants a status report of the outstanding issues submitted by December 23rd. Jae Chu said the Fire Marshall inspected the building last Thursday and found the Music Suite exterior door closure was stuck.
- b. Steve Walko discussed the sound system. Alley Bartholomew noted there were some issues with the quality of the sound, depending on the distance from the receiver. Bartholomew said the wall unit is now working. Jae Chu told the committee that Gilbane was working with the electrician to increase the volume, check the Gym system and to confirm that the system was programmed as specified. Steve Walko said he was at the point of rejecting RnB's invoice until their work is completed.
- c. Steve Walko said there needs to be two sign posted notifying people that the playing fields will be closed until April.
- d. Steve Walko said that there have been complaints from the neighbors on Mead Avenue that the parking lights are too bright. Walko explained that it was an operational issue. Jae Chu noted that the parking lights are tied into the exterior building lights, but it would be better if they were timed separately. Steve Walko said Gilbane needs to order shields for the lights. Jae Chu said the change order would cost. \$4,500. Walko said it was a priority for the community and there were no option except to fix the problem. Walko also noted there were several cracked lenses and asked Gilbane to figure out if dimmers could help solve the problem.
- e. Alley Bartholomew informed the committee that parts of the wood railing had popped off. Jae Chu said Gilbane has ordered new wood railings for the entire length of the stairway. Chu added that pending review the cost would be \$8,200.
- f. Steve Walko noted the kiln issues have been resolved and it is operational.
- g. Steve Walko discussed the legal issues regarding Ferguson and Action Air. Jay Chu said they have settled with Gilbane.
- h. Steve Walko noted the resinous floors were not wearing well and looking old. Alley Bartholomew said in high traffic areas cleaning works well.
- i. Steve Walko suggested an artist be hired to design a piece of art to be painted on the North stairwell wall.
- j. Steve Walko requested a CO for flush valves.

3. Update by Gilbane

- a. Jae Chu reviewed the issue with the bridge walkway heating system. Chu said the South bridge was working correctly and Gilbane was troubleshooting the North bridge walkway heating system. Chu said the temperature can be adjusted by a trained staff or operate by a sensor. Steve Walko confirmed that the staff would monitor the bridge walkway heating system and report if it wasn't working correctly.

- b. Jae Chu said the issue with the front door panic bars can be fixed. Steve Walko said the must be fixed by December 24th. Chu said the electrical component was OK and would look into resolving a mechanical issue.
- c. Steve Walko inquired if there were any other issues. Jae Chu said Gilbane was having a dialogue with the manufacturer regarding carpet tile. Chu said the color of the carpet tiles used has been discontinued. Steve said a close match would be acceptable. Clare Kilgallen inquired on the status of the stone for New Lebanon. Jae Chu said Gilbane was making progress and would have something by the end of January.
- d. Jae Chu discussed the Eversource solar panel and said all the equipment has been verified. Steve Walko explained the solar panels were web-based and the school has the ability to log-in at anytime to be used as a teaching tool.

4. Update by CSG

- a. Chris Cykley said he will do a walk-thru regarding tack boards.

5. Update by TSKP Studio

- a. This item is included in other sections.

6. Update on Punch List & Timeline

- a. Steve Walko noted the South entry doors are not tightly sealed which means they are not energy efficient. Alley Bartholomew questioned if the solution discussed would create a tripping hazard. Jae Chu said this issue would be resolved next week.
- b. Steve Walko said there would be a walk-thru next week to confirm if any of the Punch List items were still outstanding. Walko added that the expectation was that a lot of what has been discussed is completed. Jae Chu said Gilbane was confident most of the items were done.
- c. Steve Walko said the goal was to turn the building over to the BOE.

7. Discussion & Vote on Invoices

- a. **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve CSG Invoice #24 dated 12/17/19 for the amount of \$7,232.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent. The committee discussed the billing process in the future.

- b. **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve the cost of six Trash Cans with domes for the Not to Exceed amount of \$3,000.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
- c. **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve the cost for cones for the amount of \$149.10.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
- d. **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve the cost for megaphones & cones for the amount of \$77.37.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
- e. **A Motion was made** by Brian Harris and seconded by Christina Downey to **approve TSKP Studio Invoice #41 dated 12/1/19 for the amount of \$53,350.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent. The committee discussed the specifics of Close-Out and noted the architect was effectively done by the end of February.
- f. **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve Gilbane's Construction Requisition #24 dated 11/26/19 for the period from 11/1/19 to 11/30/19 for the amount of \$372,429.12.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent. The committee discussed that there is one million dollars of the retainer and the remaining payment over the next three months. Steve Walko said the NLBC will review each subcontractor and if the invoice will not be paid if anything is outstanding.
- g. **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve Total Communications Inc. Polycom IP 6000 invoice dated 8/12/19 for the amount of \$1,581.50.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
- h. The following Out-of-Scope (Owner Contingency) Items:
- A.) **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve ATP #211 for Architectural roof patching as required by third party, dated 12/18/19 for the amount of \$4,160.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
 - B.) **A Motion was made** by Jake Allen and seconded by Christina Downey to **approve ATP #223 for Additional tack boards, dated 12/18/19 for the amount of \$36,068.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
 - C.) **A Motion was made** by Brian Harris and seconded by Jake Allen to **approve ATP #227 for SI-033 Stair #3 door security, dated 12/18/19 for the amount of \$686.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.

- i. The following In-Scope (CM Contingency) & GMP Allowance Items:
 - C.) **A Motion was made** by Jake Allen and seconded by Christina Downey **to approve ATP #123 for Final cleaning, dated 12/18/19 for the amount of \$1,538.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
 - D.) **A Motion was made** by Jake Allen and seconded by Christina Downey **to approve ATP #230 for Touch-up paint, dated 12/18/19 for the amount of \$1,494.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.
 - E.) **A Motion was made** by Jake Allen and seconded by Christina Downey **to approve a proposal for equipment, dated 12/18/19 for the amount of \$43,429.00.** A vote was taken and the motion was approved with a vote of 6-0-0. Dean Goss and Bill Drake were absent.

8. Approval of Meeting Minutes

- a. Not taken up.

9. Discussion of Next Steps

- a. The NLBC 2020 Schedule will be January 15, February 19 and March 11.
- b. Steve Walko requested a separate report on the retainer for the next meeting.

10. Adjourn

- a. The meeting was adjourned by Steve Walko at 10.00 am.