



## Central Middle School Building Committee Meeting Minutes

### MEETING DETAILS

Meeting Number	22-007
Purpose	Weekly Meeting
Meeting Date	9/20/2022
Meeting Time	8:00 AM
Location	290 Greenwich Ave - Board of Education Building - Havemeyer Board Room

Invitee	Committee Members	Email Address	Virtual / In Person	Attendance
Chairman	Tony Turner	tony.turner@greenwichct.org	In Person	Present
Interim Vice Chairman	Clare Lawler Kilgallen	ClareCMSBC@gmail.com	Virtual	Present
Secretary	Christina Poccia	ChristinaCMSBC@gmail.com	Virtual	Present
	Todd Klair	TKlair.cms@gmail.com	In Person	Present
	Greg Piccininno	gregcmsbuilding@gmail.com	In Person	Present
	Joe Rossetti	joerossetti55@gmail.com	In Person	Present
	Josh Caspi	josh@caspiddevelopment.com	In Person	Present
BET Rep	Nisha Arora	nisha.arora@greenwichct.org	Virtual	Present
BOE Rep	Laura Kostin	laura_kostin@greenwich.k12.ct.us	Virtual	Present

Invitee	Ex-Officio Members	Email Address	Virtual / In Person	Attendance
FSAC for People w/ Disabilities	Steph Cowie	cowiestephanie68@gmail.com	Virtual	Present
BoS Rep	Lauren Rabin	lauren.rabin@greenwichct.or	Virtual	Present
RTM Rep	Mike Spilo	mike@mspilo.com	Virtual	Present
DPW rep	John Vallerie	John.Vallerie@greenwichct.org	Virtual	Present
Dr. Toni Jones rep	Daniel Watson	daniel_watson@greenwich.k12.ct.us	Virtual	Present
P&Z rep	Dennis Yeskey	dennis.yeskey@gmail.com	Virtual	Present

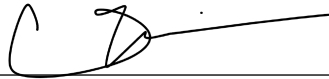
Invitee	Meeting Attendees	Email Address	Virtual / In Person	Attendance
	Eugene Watts		In Person	Present
	Harry Fisher		Virtual	Present
	Tom Healy		Virtual	Present

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Tony Turner called the meeting to order at 8:07am.
2.00	Housekeeping	Mr. Joe Rossetti and Mr. Greg Piccininno were voted at the RTM meeting on 9/19/22 and are now official voting members of the CMSBC.
3.00	Sub-Committee Proposed Answers to Architectural Questions	Question 4 - Answer was modified and reads: Not yet determined. The CMSBC is looking for the architect to suggest and to determine what is feasible. The placement of the building has not been determined. The architect should limit the disruption to the students, faculty and neighborhood.
4.00	Vote	All in-favor - Unanimous - Approve
4.01	Question 3 - Answer	Change Answer to Question 3 as it states: A current site survey is not available; see answer to question 32.
4.02	Vote	All in-favor - Unanimous - Approve
4.03	Question 33 - Answer	Amend to answer of question 32 as it states: Drawings will be available for viewing by appointment only.
4.04	Vote	All in-favor - Unanimous - Approve
4.05	Question 29 - Answer	Amend answer to existing limited 2019 Traffic Study.<insert link>. A new traffic study will be required.
4.06	Vote	All in-favor - Unanimous - Approve
4.07	Question 1 - Answer	No. An application has not been submitted to CT State OSCGR. We expect to submit the grant application before June 30, 2023
4.08	Vote	All in-favor - Unanimous - Approve
4.09	Question 8 - Answer	Mr. Tom Healy to provide estimate of number of students dropped off at the school. It will be stated that this number is just an estimate.

4.10 Question 18 - Answer	Amend answer as stated: Following is estimated and is preliminary timing for illustrative purposes:  Design: Jan 2023(upon contract engagement with architect) - August 2023 Town/State Funding Approvals: Jan 2023-Dec 2023 PreConstruction: Oct 2022-Jan 2024 Construction bidding/awards: Jan 2024-May 2024 Construction: June 2024-Feb 2026 – CoFO new building Board of Ed occupancy & FFE move-in: March 2026-July 2026 Demolition of existing building: TBD Sitework to be completed by: Aug 2026
4.11 Vote	8-1-0 - Approve
4.12 Question 23 and 24 - Answer	Amend answer to add the text: The architect has to incorporate any of the owner's results and findings into the design documents as required
4.13 Vote	All in-favor - Unanimous - Approve
4.14 Question 30 - Answer	Amended as noted: Architect is expected to lead and be present at the regulatory approvals, in coordination with the Owner's Representative. It is yet to be determined if an attorney will be needed for regulatory approvals
4.15 Vote	All in-favor - Unanimous - Approve
4.16 Question 20 - Answer	Amend answer as states: Do you have drawings of the existing school that you could share with us? Answer: We have a limited number of forward facing drawings available electronically; <insert link>
4.17 Vote	All in-favor - Unanimous - Approve
4.18 Answers to Questions of Architect RFP	All in favor of the proposed answers to the questions for the architectural RFP as amended.
4.19 Vote	All in-favor - Unanimous - Approve
5.00 Sub-Committee Scoring Categories - Architectural and Owner's Rep	Moved to discuss the Owners Rep scorecard review and approval process.
5.01 Scorecard Items 12-18	Greg moved to remove items 12-18 from the scorecard. Josh Caspi seconded.
5.02 Vote	All in-favor - Unanimous - Approve
5.03 Scorecard Items 20 and 10	Delete item 20 and amend item 10 as noted:
5.04 Vote	All in-favor - Unanimous - Approve
5.05 Scorecard Items 36	Remove line 36.
5.06 Vote	All in-favor - Unanimous - Approve
5.07 Scorecard Items 22, 23 and 30	Merge line 22 in line 30 and remove line 23.
5.08 Vote	All in-favor - Unanimous - Approve
5.09 Owner Rep References	Mr. Greg Piccininno moves to remove line 37. Mr. Todd Klair. References will be called at the finalist stage.
5.10 Vote	All in-favor - Unanimous - Approve
5.11 Scorecard Items 26 and 27	Mr. Josh Caspi moved to merge lines 27 and 6. Mr. Todd Klair seconded.
5.12 Vote	All in-favor - Unanimous - Approve
5.13 Scorecard Items 19 and 21	Mr. Josh Caspi moved to merge lines 19 and 21. Mr. Todd Klair seconded.
5.14 Vote	All in-favor - Unanimous - Approve
5.15 Owner's Rep Scorecard Evaluation	Mr. Tony Turner moved to approved Owner's Rep Scorecard Evaluation as amended.
5.16 Vote	All in-favor - Unanimous - Approve
5.17 Scoring Process of Owner's Rep and Arch Services	Each individual will complete their scoring and submitted to Mr. Tony Turner and Ms. Christina Poccia. The candidates that have the largest number of points combined is the top candidate. All candidates get a score. We will look to see if there are a natural break. And a short list will be created and an interview schedule will be created.
5.18 Scoring Process of Owner's Rep and Arch Services	Only voting members will complete a scorecard. All scorecards are due on Sept 27th.
5.19 Scoring Process of Owner's Rep and Arch Services	Mr. Eugene Watts will advise how the scorecards will be received by the committee.
5.20 Scoring Process of Owner's Rep and Arch Services	Move to sum scores of all candidates with aggregate rating and compare to 1, 2 and 3 individual scores ranking

5.21 Vote	All in-favor - Unanimous - 7-0-0- Approve Mr. Gregg Piccinnio and Mr.Josh Caspi absent from vote
6.00 Opening of Bids	Opening of bids will be opened on 9/22/22. Fee proposals will not be opened until 9/27/22, there will not be in a dial in options.
7.00 Scoring	Scoring to be started on 9/23/22 and concluded on 9/27/22.
8.00 Invoices	No pending invoices
9.00 Other	Next meeting will be executive session.
9.01 Other	No updates on the soil testing
9.02 Other	Word doc of sample Owners Rep Agreement to be commented on. Document to be circulated to the CMSBC.
10.00 Approval of Min 8/9/22	Mr. Todd Klair moved Ms. Nisha Arora seconded
10.01 Vote	All in-favor - Unanimous - 7-0-0- Approve Mr. Gregg Piccinnio and Mr.Josh Caspi absent from vote
10.02 Approval of Min 9/6/22	Mr. Todd Klair Approved Laura Seconded
10.03 Vote	All in-favor - Unanimous - 7-0-0- Approve Mr. Gregg Piccinnio and Mr.Josh Caspi absent from vote
10.04 Approval of Min 9/13/22	Mr. Joe Rosetti moved Ms. Nisha Arora seconded
10.05 Vote	All in-favor - Unanimous - 7-0-0- Approve Mr. Gregg Piccinnio and Mr.Josh Caspi absent from vote
10.06 Adjourn	Moved to adjourn meeting, Ms. Clare Kilgallen moved and Mr. Mike Spilo Seconded.
11.00 Adjourn	Meeting adjourned at 10:41am.

Meeting Closed



Prepared by:

Christina Poccia, Secretary  
Central Middle School Building Committee