

Old Greenwich School Building Committee
First Quarterly Report
October 13, 2022 - January 13, 2023

The Old Greenwich School Building Committee (OGSBC) held its organizational meeting on October 13, 2022 and elected officers. Standard weekly meetings are Tuesday mornings at 7:00 am in the Old Greenwich School Media Center and are open to the public. The committee has met 16 times in 13 weeks and expects to hire an architect and owner's representative in the near term to deliver on the Educational Specifications (Ed Specs) unanimously approved by the Board of Education (BOE) in October 2021. The OGSBC voted unanimously to recommend an architect finalist to the BOE at its January 19th meeting. Project plans call for a partial renovation and addition to this treasured community elementary school built in 1902.

Among other items addressed in the Ed Specs, Old Greenwich School has no accessible front entrance nor an elevator and is not compliant with the 1990 Americans with Disabilities Act. Students on crutches are forced to navigate stairs or be carried by staff in this building with six floor levels. Raw sewage has breached ground floor classrooms located below the flood plain. There isn't a single, secure vestibule for visitor entry and most of the building lacks a sprinkler system. New HVAC is also needed in most areas. Enrollment has consistently averaged 400 students over the last 12 years. There are 406 children including pre-K this school year and it was necessary to add a 4th kindergarten classroom to accommodate the increase. The highest enrollment forecast of 438 students in 2025-26 precedes the project's estimated completion by approximately one year.

As of January 13, interviews have been conducted with some architecture firms from eight RFP respondents and the committee voted 8-0-0 on a finalist. Owner's representative interviews are scheduled for January 18th. An owner's rep will protect the interests of the BOE and the OGSBC throughout the project's duration and will assist the entire project team in communication, administration, and financial organization. The owner's rep will regularly inspect and oversee progress to ensure quality and adherence to design specifications and will also manage record keeping, documentation preparation, and distribution to maximize State reimbursement.

Committee meeting agendas, minutes, and other documents including RFPs can be accessed on our [Greenwich Public Schools website](#). OGSBC has formed three subcommittees to date: finance, consultant selection, and public relations. Active communication with numerous public stakeholders will begin later in January.

OGS Building Committee Members

VOTING MEMBERS

- James Waters, **Chair**, james.waters.ogsbc@gmail.com
- Jackie Welsh, **Vice Chair**, jackieogsbc@gmail.com
- Barbara O’Neill, **Secretary**, barbaraOneillOGSBC@gmail.com
- Cristina Dawson, cristina.dawson.ogsbc@gmail.com
- Leander Kreuger, leanderkruegerogsbc@gmail.com
- Leigh Erin Izzo, leigherin.izzo.ogsbc@gmail.com
- Michael-Joseph Mercanti Anthony (BOE), MJ_Mercanti-Anthony@greenwich.k12.ct.us
- Stephen Selbst (BET), Stephen.Selbst@greenwichct.org
- (The 9th and final voting member, Jason Brown, is anticipated to be confirmed at the RTM January 17th meeting.)

EX-OFFICIO MEMBERS

- Jennifer Bencivengo (OGS Principal), Jennifer_Bencivengo@greenwich.k12.ct.us
- Peter Lowe (P&Z), peter.lowe@greenwichct.org
- Molly Saleeby (RTM), msaleebyogsbc@gmail.com
- Janet Stone McGuigan (BOS), janet.stonemcguigan@greenwichct.org
- John Vallerie (DPW), john.vallerie@greenwichct.org

LIAISONS

- Alan Gunzburg (First Selectman’s Advisory Committee for People with Disabilities), 24fado@optonline.net
- Peter Schweinfurth (Energy Management Advisory Committee), peter.schweinfurth@greenwichct.org

OGS BUILDING COMMITTEE TIMELINE

The following estimated timeline, as adopted by the committee, is for illustrative purposes only:

- Design: February 2023 – September 2023
- Town/State Funding Approvals: February 2023 – January 2024
- Pre-Construction: February 2023 – May 2023
- Construction Manager RFP: March - April 2023
- Construction Bidding/Awards: February 2024 – June 2024
- Construction: June 2024 – August 2026 (phased construction schedule)
- Board of Education Occupancy & Furniture, Fixtures and Equipment move-in: continuous, consistent with phasing

Architectural Services Key Dates

- 11/8 RFP posted on GPS website and invitations emailed
- 11/16 Mandatory OGS walkthrough with potential RFP respondents
- 11/23 Architect proposer questions due to GPS Purchasing
- 11/30 Answers to architect proposers posted on GPS website
- 12/1 OGSBC approved RFP Fee Sheet revision
- 12/6 OGSBC approved RFP scorecard
- 12/8 RFP Bid Opening, 8 proposals received
- 12/21 OGSBC approved revised RFP scorecard, tallied RFP scorecards, and approved interview candidates
- 1/3 Interview questions and interview scorecard approved
- 1/5 - 1/6 Candidate interviews
- 1/10 - 1/11 References checked
- 1/12 OGSBC approved finalist candidate
- 1/19 Present finalist recommendation for hire to Board of Education for approval
- 1/TBD Execute agreements, sign contract

Owner's Representative Key Dates

- 12/1 RFP posted on GPS website and invitations emailed
- 12/7 Owner's rep proposer questions due to GPS Purchasing
- 12/14 Answers to owner's rep proposers posted on GPS website
- 1/3 OGSBC approved RFP scorecard
- 1/4 RFP Bid Opening
- 1/10 RFP scorecards tallied and interview candidates approved; start reference checks
- 1/18 Candidate interviews
- 1/24 Approve finalist
- 1/TBD Execute agreements, sign contract

To date, no funds have been spent from the approved FY '22-23 \$1M allocation

Respectfully Submitted,

Old Greenwich School Building Committee, s/James Waters, Chair, January 13, 2023