

To: Joe Kelly, Chairman, Greenwich Board of Education  
CC: BoE Members: Downey (Vice-Chair), Hirsh, Stowe, Kowalski, Kostin, Mercanti-Anthony, Kittle  
From: Central Middle School Building Committee (CMSBC)  
Date: March 23, 2023  
RE: Recommended Adjustments to the CMS Educational Specifications dated 8-11-2022

On March 14, 2023 the CMSBC passed the following motion (8-1-0):

*To have the CMSBC workshop with the project professionals on the differential between program spaces and the design concept in order to propose space & site plan adjustments, if any, and present them for the BoE's consideration.*

Background to the Motion:

To have the CMSBC workshop with the project professionals to understand:

- (1) The differential between program spaces and the design concept in detail, including the code and compliance drivers of the net to gross square footage as well as the architect's grossing up formula; and
- (2) With that baseline understanding and mindful of both the delivery of the educational program and project costs, have the CMSBC review and possibly propose adjustments to the site plan and building spaces to reduce the gross square footage and present them for the BoE's consideration

- The Committee will not make recommendations in a vacuum
- The Committee includes the Board of Ed rep, BET rep and the School Principal which brings all parties to the table enabling real-time understanding of adjustment ideas and their impact on the delivery of the educational program and costs

Workshop Special Meeting March 20, 2023 (continued to March 21):

**The workshop yielded recommendations to adjust the CMS Educational Specifications to 81,544 net square footage (NSF) and 125,452 gross square footage (GSF) (65% program efficiency).**  
The Verified Program was 91,554 NSF; 140852 GSF (65% program efficiency).

The details are set forth in the enclosed chart. It is arranged by program spaces and also includes two recommendations to adjust the site plan (campus exterior) for cost savings.

The CMSBC's work is an iterative process. The architects are committed to working with the CMSBC and project team to keep the square footage of future design iterations below this 125,452 gross square foot number. They have committed to working to increase the program efficiency, which may result in future reductions. The CMSBC and the entire project team (Architect, Owner's Rep. and Construction Manager) will continue to work diligently to deliver a project that fulfills the vision of the educational program and mindful of fiscal impacts.

**Action Required of BoE:** The CMSBC awaits the Board of Education's specific instruction to this committee so that we can move forward in the conceptual design process in order to be able to present a project cost estimate as soon as possible. This means the BoE either acts to: (1) accept or modify the CMSBC recommended adjustments to the net program or (2) adjusts the 8/11/22 Ed Spec to a 65% program efficiency.

Important Dates:

April 27, May 1-4 & 8  
June 30 (deadline)

RTM Committee District and May Budget Meetings  
GPS' application to OSCG&R

SPACE/ROOM	CMSBC RECOMMENDATION TO THE BOE	MOTION DATE	MOT. #	VOTE	PASS/FAIL	COMMENTS
<b>ACADEMIC CLASSROOMS</b>						
<b>Academic Core Classroom &amp; Student Lockers</b>	Recommend to 800 sq ft to 745 sf with lockers moved to the hallway.	3/21/2023	12	5-1-1	Passed	Recommend 31 sq ft per student provided that the cubbies are converted to hallway lockers. District standard is 800 sf. There is no state standard however there is a guideline of 900 sf plus or minus 10 %. If room size is reduced the Whisper Spaces will need to be placed outside of the classroom. 31
<b>Whisper Room</b>	Recommend to accept the allocation for the Whisper "Booths" 80 sf x 4 = 320 total sf for WLC	3/21/2023	13	4-1-2	Passed	This was deemed important for world language education
<b>Group Study Rooms</b>	Recommend to accept the addition of Group Study Rooms/Spaces 6 @ 150 sf- total of 900 sf	3/21/2023	14	5-2-0	Passed	Much discussion about the need of these rooms. Importance of having these outside of classrooms very helpful in the learning environments per professionals. These might be rooms or open space, design dependent.
<b>SPECIAL EDUCATION ROOMS</b>						
<b>SPED Resource Rooms</b>	Reduction to reduce Sped Rooms from 500 sf to 430 sq ft but keeping the 6 rooms- total 2580 sf	3/21/2023	15	7 - 0 - 0	Passed	
<b>OT/PT Room</b>	Recommend accept the 800 sq ft and 100 for equipment OT/PT storage room for a total of 900 sq ft	3/21/2023	16	6 -1 - 0	Passed	OT/PT room needs to be sized appropriately. And thinking about those students with significant needs, OT/PT space is critica. Want to be sure we keep outplacement to a minimum as this is very costly to do soCan Sped Room and OT/PT believe we can get rid of the Sped Sensory Room.
<b>Hearing Vision/Impaired Classroom</b>	Recommendation to reduce to 180 sq ft for Hearing/Vision Impaired Classroom	3/21/2023	17	7-0-0	Passed	Space deemed appropriate as per SLAM and illustrations of such room.

<b>SPED Offices</b>	Recommend to reject the verified program 600 sf (3x200 sf)	3/21/2023	18	7-0-0	Passed	Remove offices they will be in their SPED rooms
<b>Sped/Sensory Room</b>	Recommend the sped sensory room removed/deleted	3/21/2023	19	7-0-0	Passed	Will be part of the OT/PT spaces
<b>ADMINISTRATION AND SUPPORT SERVICES</b>						
<b>Principal &amp; Asst Principal</b>	Reduction of the Principal (1) and Asst Principals (2) offices from 200 sf to 180 sf x 3	3/21/2023	20	6-0-0	Passed	Space deemed appropriate as per SLAM and illustrations of such room.
<b>Mail Room &amp; Sensory Room</b>	Recommend adding Mail Room and Sensory Rooms - to accept the verified amount	3/21/2023	21	5-0-0	Passed	Combined vote with the below
<b>COUNSELING CENTER</b>						
<b>Social Worker &amp; Psychologist Office</b>	Recommend a reduction to 140 sf. per office.	3/21/2023	22	6-0-0	Passed	Bring in line with the other similar offices
<b>Resting Room Cots</b>	Recommend to decrease to 150 sf for 2 cots.	3/21/2023	23	6-0-0	Passed	Other rooms offer alternative options and thus size could be
<b>MEDIA CENTER</b>						
<b>Stacks and Circulation</b>	Recommend to reduce the distribution to 10,000 reducing it to 1,340 sf.	3/20/2023	4	5-0-1	Passed	Does not impact the rest of the media center and its learning impact.
<b>Makerspace</b>	Recommend deletion of Maker Space & Maker Space Storage.	3/20/2023	5	5-1-0	Passed	
<b>Production/ IT/ Media Team</b>	Accept IT Production Media accept the verified program of 700 sf.	3/21/20203	24	5-0-1	Passed	Will be absorbed into another room, however no increase in sf.
	Motion made to extend meeting time on 3/20/23.	3/20/23	6	5 -0-0	Passed	
<b>MUSIC PROGRAMS</b>						
<b>Band/Chorus/Orchestra Room</b>	Recommendation to reduce each to 900 sf. each.	3/20/2023	7	3 -3- 0	Failed	
<b>Band/Chorus/Orchestra Room</b>	Recommend to reduce the square feet a total of 600 sq ft across all three rooms (Band/Chorus/Orchestra).	3/20/2023	8	5-0-1	Passed	CMSBC wanted to give flexibility for rooms to be designed according need
<b>Band/ Orchestra/ Storage</b>	Recommend to add these 2 spaces at 788 sf. and adjust for inventory.	3/21/2023	25	5-0-1	Passed	
<b>PERFORMING ARTS PROGRAMS</b>						

<b>Auditorium Seating</b>	Recommend to reduce capacity of house seating to 250 from from 550.	3/20/2023	1	5 -1- 0	Passed	250 seats enables each grade to assemble at one time. Need for large space is 8 to 10 times per year and GPS has alternative spaces, over 3000 sq ft savings
<b>CAREER &amp; TECHNICAL EDUCATION PROGRAMS</b>						
<b>Career &amp; Technical Education Programs</b>	Recommend approve the square footage of all of all Career & Technical Ed Programs (4.400 sf).	3/21/2023	26	5-0-1	Passed	Accept the increase as presented in the verified program.
<b>PHYSICAL EDUCATION PROGRAMS</b>						
<b>Gymnasium</b>	Recommend to reduce the gym from 6,800 sf to 6,600 sf.	3/21/2023	27	3-2-0	Passed	Reduce gym while retaining a HS regulation.
<b>Fitness Center</b>	Recommend to reduce the Fitness Center to 800 sf. or to current size whichever is greater	3/21/2023	31	4-1-0	Passed	Reduce the fitness center going to 800 sf. or to current size whichever is greater.
<b>PE Storage /Athletic Storage</b>	Recommend to to keep storage at Ed Spec - 320 sf.	3/21/2023	32	1-4-0	Failed	Currently 3 spaces separated over the area vs 1.
<b>PE Storage /Athletic Storage</b>	Recommend to reduce to 2 closets at 600 sf. total	3/21/2022	33	5-0-0	Passed	Need to understand how to best organize this space.
<b>STUDENT &amp; FACULTY DINING SERVICES</b>						
<b>Student Dining</b>	Recommend to reduce lunch to 170 cap to reduction to 2,720 total sf.	3/20/2023	9	2-4-0	Failed	
<b>Student Dining</b>	Recommend preserve 3 lunch waves 200 cap at 3,200 sf.	3/20/2023	10	5-1-0	Passed	
<b>FOOD SERVICES</b>						
<b>Food Service /Kitchen</b>	Recommend to revert to the Ed Spec of 1,240 sf.	3/21/2023	29	5-0-1	Passed	Prep for 200 students and pending verification with Food Service.
<b>CUSTODIAL SERVICES</b>						
<b>Custodial Toilet Room, Breakroom, Staff Room</b>	Recommend to accept the toilet room and staff lockers with a reduction of 280 sf to 140 sf. to the breakroom.	3/21/2023	30	3-2-0	Passed	
<b>Furniture Storage and Lactation Room</b>	Recommend to add 250 sf. & 80 sf. to each area respectively.	3/21/2023	28	5-0-1	Passed	
<b>BUILDING SERVICES</b>						
<b>Lobby</b>	Recommend to add 800 sf. for the lobby.	3/21/2023	34	4-0-1	Passed	Current CMS lobby is 1000 sq ft.
<b>Site Plan/Campus Exterior</b>						

<b>Parking</b>	Recommend to reduce parking from 250-150 spaces.	3/20/2023	2	6-0-0	Passed	Reduction is approx \$ 1 million in savings. In addition will reduce the number of EV spots (law requires 20% of spaces have EV chargers. 150 spots is 52 more then current parking
<b>Tennis Courts</b>	Recommend reduction of 6 courts to 4 courts.	3/20/2023	3	5-1-0	Passed	Reduction is approx \$200,000 in savings. Current courts to remain. School only requires 4 tennis courts, the extra two are not required for educational purposes.
<b>OVERALL PROGRAM</b>						
<b>Overall Program</b>	Motion to work towards a 65-67% efficiency ratio.	3/21/2023	35	1-4-0	Failed	
<b>Overall Program</b>	Recommendation to accept all reductions in the Verified program accept previous motions and keeping PE Shower.	3/20/2023	11	6-0-0	Passed	1 shower is required for High Performance Standards.

**Current Total: Total 81,544 net sf. w/ 65% efficiency = 125,452 Gross sf. (Doc Revision 3-23-23)**