

## **Greenwich Board of Education Minutes of the GHS Front Entry Committee Meeting**

DATE: June 7, 2023

LOCATION: Virtual via Google Meet

TIME: 8:00 am

### **Committee Members Present:**

Stephen Walko - Chairman

Jake Allen- Vice Chairman

Ashley Cole

Stephanie Cowie

Louis Contadino

Leslie Moriarty (BET)

### **Ex-Officio Members Present:**

Craig Amundson (RTM)

Tom Bobkowski (BOE - Central Office)

Ralph Mayo (GHS Principal)

Dan Watson (BOE- Central Office)

Lauren Rabin (Board of Selectmen)

Steven Swidler (BOE Staff)

Dennis Yeskey (P&Z)

Will Schwartz (DPW)

### **Others Present:**

David Stein(Silver Petrucelli)

### **Not Present:**

Megan Galleta

Maureen Bonanno-Secretary

Christina Downey (BOE)

### **● Call to Order and Project Update:**

- Meeting was called to order by Mr. Walko at 8:00 a.m.
- Mr. Walko reviewed the bids that we received from two general contractors noting that assuming both general contractors are qualified, the lowest bid received was in the amount of \$2,930,598.
- Mr. Walko stated that this amount does not include any contingency amount or the three (3) add alternates.
- Mr. Walko noted that the amounts also do not include the cost for an owner's representative, which prior to receipt of the bids from the general contractors, we estimated a cost of \$135,000.

- Mr. Walko stated that we do not have a contract for an Owner's Rep for the state and we can remove that amount of \$40K or get clarification on that.
- Mr. Walko then stated if we look at the Wernert bid without the Owner's rep, we would then just fit into the budget allocation and the line item would be about \$2,000 below.
- Mr. Walko stated, If you added back in the Owner's rep for the project (the estimate is based on \$150 for 7 days/week for 13 weeks and 4 days a week for 26 weeks which gets us to \$135K) the only place this amount could come out of is the contingency amount, which would then leave us with a 5% contingency.
- Ms. Moriarty noted that the commitments we made to date is \$281K and the bids for the Owner's Rep came in just slightly higher than our estimate.
- Mr. Walko stated that there were two bids for the Owners Rep.
- Mr. Walko summarized, the only restriction we have is to not go above the \$3.5MM, the budgeted amount. He added, with the construction at \$2.9MM, \$281K for the architects and the Owner's Rep based on the \$135k estimate, but it would reduce the contingency to what is less than customary at 10%.
- Mr. Walko continued, the risk is starting a project with a low contingency, if anything happens that puts us above the budget, we need to go back to the RTM and BET for approvals.
- Mr. Walko stated that the other alternative is to not have an Owner's Rep or to move forward with that amount of contingency and inform the town officials of the situation.
- Ms. Cole asked how important the Owner's Rep is considering this is a relatively small project. Mr. Walko responded that given that we are already delayed, a good portion of the construction will happen during the school year, so he believes that the need to have someone at the job site watching and communicating with GHS Administration.
- Ms. Moriarty agreed with Mr. Walko on the need for an Owner's Rep and she noted that the Owner's Rep bids came in 14% higher than what we expected and asked why they were higher. Mr. Stein responded that we had 2 bidders that came in around the same price and their estimates were based on the old numbers and he added there may be a lack of competitiveness related to the bid.
- Ms. Moriarty asked if there was any way to estimate that risk of change orders. Mr. Stein responded that he could identify the areas of higher risk, such as any risk of contaminated soil, or anything in the ground, or bringing the building up to the current building, any unforeseen in the existing building.
- Mr. Stein stated that he has seen a 5% contingency in small projects, but it could be eaten up quickly if there are soil issues.
- Mr. Allen agreed that the soil could be an issue, but also the logistics of the project could lead to unanticipated change orders given the timing.
- Mr. Allen asked if we could value engineer during the project, and Mr. Walko responded that you can value engineer once you start but not before. He also questioned how much value engineering is left to do.

- Mr. Allen asked Mr. Watson how the Wernert communication/site representation has been in the past and Mr. Watson responded that they have been very good, there's always someone at the site and they work well with them and have had good experiences with them.
- Mr. Watson believes the size of the contingency needed depends on the size and complexity of the project. He also noted that they did not budget for someone to oversee this project.
- Mr. Contadino asked about Silver Petrucelli's contract going forward and also regarding the building logistics, he would not accept any change orders regarding logistics. Mr. Stein responded that the services under contract are weekly observations, review of shop drawings, review of applications for payments, review of any change orders and any questions that arise from GC. He also noted that there needs to be a team to interface with the administration on a daily basis and that should be the GC.
- Mr. Stein responded, regarding the logistics, there could be change orders due to special events that would need to be managed.
- Ms. Cowie asked if it was possible to go back to the BET to let them know where we stand with the numbers.
- Mr. Walko emphasized the need for transparency and at a minimum, let the BOE, BET and RTM know the current situation. The BOE meets next Wed, so we may need to speak with them publicly.
- Mr. Walko stated that we can't get more money for the project, since there are no votes within the BET and RTM so the project would be delayed until the fall.
- Mr. Walko noted that we need to make a decision at a committee level.
- Mr. Allen asked who would be the liaison to the state for the reimbursement and Mr. Walko responded that would not be the Owner's Rep and Mr. Stein stated that would be the business department for the BOE with assistance from S&P regarding any change orders.
- Mr. Stein stated that there could be a discussion on reducing the hours needed for Owner's rep.
- Ms. Cowie, asked if not having an Owner's Rep was a change order, and Mr. Walko responded it was not.
- Ms. Moriarty stated that the two Owner's Rep bids came in at \$141,050 and \$204,840. Mr. Walko clarified, it is not just an up or down vote on whether to have an Owner's rep; we can cut down the number of hours, but any amount would come out of contingency.
- Ms. Moriarty noted that since we would be signing a contract with the Owner's Rep for an hourly basis, there is no set amount going into it and she asked if the S&P Construction Administration contract amount could be reduced to free up some funds.
- Mr. Stein responded that they would need to identify the total number of visits at that point and if there would be less meetings, this could be reduced and it is something that can be reviewed and discussed.

- Ms. Cowie noted that there is a special RTM meeting for the end of June and asked if we should be going to that meeting to ask for more funding. Mr. Walko responded that the committee would need to decide on that.
- Ms. Moriarty noted that the BET is meeting tonight, so she would like to get a recommendation. She thinks the contingency is very important and regarding the Owner's rep, it is important at the beginning for logistics but maybe later on in the project, the hours can be reduced and she asked if we can get a better sense of that. Mr. Stein believes having someone there just 2-3 hours per day is sufficient. The added value would be on the logistics.
- Mr. Allen asked if the RFP for the Owner's Rep had the amount of hours and if that would change the bid price.
- Mr. Contadino supported the idea of balancing out the amounts, by reducing both the contingency amount and the Owner's Rep hours and Ms. Cole agreed.
- Mr. Mayo agreed and noted that he has worked with Wernert on two other projects and thinks that they are very good and Mr. Yeskey agreed.
- Ms. Moriarty emphasized that with the base bid and a 10% contingency, we have zero dollars for an Owner's Rep and reducing it to 9% would just give us \$25K which is not a lot of hours.
- Mr. Walko summarized that we are at 9.8% contingency with no Owner's rep and includes no add alternates, and does not include the money from the PTA which would go to one add alternate. He added that we still need to make sure that both bids are qualified.

- **Motion to Approve Lowest Qualified Bidder and Communicate to Town Officials:**

**Motion was made by Stephanie Cowie and seconded by Jake Allen to approve the bid of the lowest qualified bidder subject to (a) qualifications by a subcommittee of the building committee and (b) generic support from elected officials to proceed with the project based on the financial limitations. The motion was approved. *The Motion Passed 6-0-0* Ms. Bonanno, Ms. Downey and Ms. Galetta were absent for the vote.**

- **Timing and Next Steps:**

- Mr. Walko stated that we don't need to vote on the Owner's Rep today and he will work with the town law department to review the contract.
- Mr. Walko noted that we will likely be meeting next Wednesday.

- **Motion to Approve Meeting Minutes:**

**Motion was made by Leslie Moriarty and seconded by Jake Allen to approve the May 22nd meeting minutes. The motion was approved. *The Motion Passed 6-0-0* Ms. Bonanno, Ms. Downey and Ms. Galetta were absent for the vote.**

- **Adjourn:**

- The meeting was adjourned by Mr. Walko at 9:05am
- Submitted by Maureen Bonanno on June 13th, 2023