



Meeting Minutes

MEETING DETAILS

Meeting Number	24-038		
Purpose	Weekly Meeting		
Meeting Date	7/16/24		
Meeting Time	8:00 AM		
Location	Town Hall Meeting Room		

Attendee	Committee Members		Attendance
Chairman	Joe Rossetti	DRC – Member	Present - in person
Vice Chairman	Clare Kilgallen	DRC – Member, Sub-Committee Communications Member	Present - in person
Secretary	Christina Poccia	DRC – Member	Present - virtual
	Todd Klair		Present - virtual
	Tony Turner	DRC – Member - Having some technical issues	Present - virtual
	Josh Caspi	left 9:11	Present - virtual
	Jan Rogers Kniffen	8:50 left	Present - virtual
BET Rep	Harry Fisher	8:26 left	Present - in person
BOE Rep	Laura Kostin	DRC – Member, Sub-Committee Communications Member Left	Present - virtual

Attendee	Ex-Officio Members		Attendance
BoS Rep, <i>ex-officio</i>	Lauren Rabin	Sub-Committee Communications Interim Chair Left at 9:00am	Present - virtual
DPW rep, <i>ex-officio</i>	Michael Kiselak		Absent
Dr. Toni Jones rep, <i>ex-officio</i>	Daniel Watson	DRC – Member	Present - virtual
P&Z rep, <i>ex-officio</i>	Dennis Yeskey		Present - virtual
FSAC for People w/ Disabilities RTM Rep	Steph Cowie	DRC – Member, Sub-Committee Communications Member	Present - virtual
Neighborhood Liaison	Rachel Stockman Koven		Absent
Neighborhood Liaison	Warren Silver		Absent
Neighborhood Liaison	Susan Rudolph		Absent

Attendee	Meeting Attendees		Attendance
Owners Rep	Jim Giuliano		Present - in person
CSG	Samantha D'Agostino		Present - virtual
SLAM	Jim Hoagland		Present - virtual
SLAM	Kemp Morhardt		Present - virtual
SLAM	Stephen Martocchio		Present - virtual
Turner Constr.	Tim Klepps		Present - virtual
CMS Principal	Tom Healy		Present - virtual
JLL	Peter Rader		Present - in person
JLL	Jose Cardoso, Jr.		Present - in person

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Joe Rossetti called the meeting to order, 8:04am
2.00	Housekeeping	None
2.01	Housekeeping	None
3.00	Chairman Remarks	None
3.01	Approval of Minutes	Ms. Christina Poccia moved to approve minutes 5/7/24. 6/11/24, 6/24/24, 7/2/24, 7/12/24, Mr. Joe Rossetti seconded.
	Vote	9-0-0 passed
4.00	Minutes	Ms. Christina Poccia asked to make comments on the following minutes before the next meeting. 3/5/24, 3/19/24, 4/30/24. 4/24/24
4.01	JLL Update	Refer to project dashboard attached
5.00	Tree Warden	Meeting min to be circulated by end of day today of the last meeting. This is a risk and the CMS committee does not believe this funding should come from contingency. Meeting min will be circulated to the tree warden for agreement.
6.00A	JLL Update	Friday design professional meetings are being held. JLL would like to propose to be in attendance at the meetings with the design professionals
6.00B	TT proposal	JLL met with Thornton Tomasetti about the proposal. We need 2 weeks to get on the schedule of the school. Then about 2 weeks for the assessment.

6.00C Early Bid Package	Early bid package is waiting to get the approval letter from the state. We do not have a timeframe for approval
6.00D Invoice	Payment Application 6 for Turner 7/10/24, \$87,000. Moved by Ms. Clare Kilgallen and seconded by Mr. Joe Rossetti
6.01D Vote	5-0-0 Passed Mr. Tony Turner, Mr. Josh Caspi, Mr. Harry Fisher, Mr. Jan Kniffen absent
6.00E CSG Hours	Ms. Clare Kilgallen moved to approve CSG hours for July 2024 as presented, Mr. Joe Rossetti seconded.
6.01E Vote	6-0-0 Passed Mr. Josh Caspi, Mr. Jan Kniffen and Mr. Harry Fisher absent
6.00F Invoice - CSG	Moved by Ms. Clare Kilgallen for Invoice 22019-020 7/1/24 \$23,208.75, for work during June. Seconded by Ms. Laura Kostin
6.01F Invoice - CSG	JLL has not reviewed the invoice.
6.02F Invoice - CSG	5-0-0 Passed Mr. Tony Turner, Mr. Josh Caspi, Mr. Harry Fisher, Mr. Jan Kniffen absent
7.00 PCR Submission	Plans were delivered on 8th and signatures are due on the 25th. One signature remaining (the fire marshal) other than the chairs of the BoE, CMSBC Chair and the Superintendent
7.01 PCR Submission	CSG is compiling more information and the checklist is a little more extensive for the next phase of submission
7.02 Athletic Field Update	Athletic Field services invoice was received. CSG will review
8.00 New Business	Mr. Joe Rossetti is looking to get a status update on the RTM report. Ms. Steph Cowie is looking for an update on the draft report. Mr. Tony Turner is working on the draft report according to Ms. Steph Cowie and Ms. Clare Kilgallen
8.01 New Business	Ms. Clare Kilgallen and Mr. Joe Rossetti will meet with the legal team and understand the new language on the Owner's Rep requirements with the state.
8.02 New Business	CSG does not have an amended agreement as of yet
8.03 New Business	Certificate of Authority was signed by Chair and handed to procurement, this will authorize Mr. Joe Rossetti to sign., as well as vice-char Ms. Clare Kilgallen
9.00 Next CMS Building Committee meeting	July 30 @ 8:00 am
10.00 Adjourn	Ms. Clare Kilgallen moved to adjourn the meeting and seconded by Mr. Joe Rosetti meeting adjourned at 9:42am - 5-0-0 Passed

Christina Poccia

Prepared by:

Christina Poccia, Secretary

Central Middle School Building Committee

CMSBC – Central Middle School – Greenwich, CT

Reporting Date: July 12th, 2024

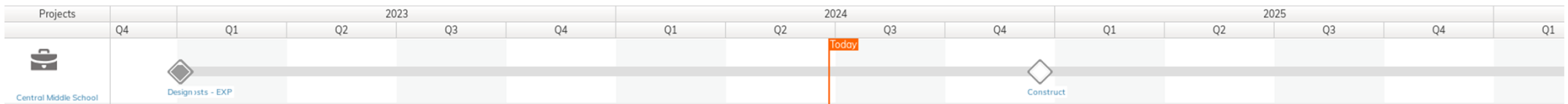


Status Indicators		Project Synthesis																									
<p>▲ - Negative status ▲ - Cautionary status ▲ - Positive status</p>		<p>The Central Middle School Building Committee (CMSBC) is working to construct a new Central Middle School (CMS), which is required due to the inadequate condition of the existing structure. The project is proceeding as per schedule to meet the goal of opening the new school by August 2026. The committee involves a mix of professionals from different fields (including finance, construction, architecture, public offices, etc.) who are contributing their voluntary services. CMSBC has hired Construction Solutions Group as the project manager and SLAM Architects. Effective May 1, 2024, JLL has been engaged as the owner's representative with the responsibility of overseeing the work.</p>																									
Key RPs		Project Update																									
<p><u>Client:</u> Central Middle School Building Committee</p>		<p>The project is progressing well both financially and according to the schedule. JLL has transitioned as of July 1st, into the Owners Representative position for the CMS project, outside of all things pertaining to the State Regulator requirements, as this will be handled by CSG. A budget reconciliation meeting was held with CSG on July 9th, to establish and coincide the transition for JLL to be responsible for the budget. On July 8th, SLAM submitted PCR #2 to the town of Greenwich. The town is currently reviewing PCR #2. The review process is scheduled to be completed by July 25th. In parallel, Turner has received the BCR for estimating and pricing, which is expected to be completed by July 26th. Once completed, JLL will review it with the project team.</p>																									
<p><u>Consultants</u> JLL CSG SLAM Arch Turner Construction Colliers Engineering Langan Engineering</p>		Schedule Highlights																									
<p><u>General Contractor:</u> Turner Construction</p>		<table border="1"> <thead> <tr> <th>Task</th> <th>Start</th> <th>Finish</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>SCG-042 for Municipal</td> <td>08-Jul-24</td> <td>25-Jul-24</td> <td>▲</td> </tr> <tr> <td>Turner BCR Estimate</td> <td>08-Jul-24</td> <td>26-Jul-24</td> <td>▲</td> </tr> <tr> <td>SCG-042 for CMSBC</td> <td>26-Jul-24</td> <td>31-July-24</td> <td>▲</td> </tr> <tr> <td>SCG-042 for BoE</td> <td>TBD</td> <td>TBD</td> <td>▲</td> </tr> <tr> <td>Phase 2 PCR Submission to State</td> <td>TBD</td> <td>TBD</td> <td>▲</td> </tr> </tbody> </table>		Task	Start	Finish	Status	SCG-042 for Municipal	08-Jul-24	25-Jul-24	▲	Turner BCR Estimate	08-Jul-24	26-Jul-24	▲	SCG-042 for CMSBC	26-Jul-24	31-July-24	▲	SCG-042 for BoE	TBD	TBD	▲	Phase 2 PCR Submission to State	TBD	TBD	▲
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Project Budget Update 7/09/2024	
Total Project Budget	\$112,017,000.00
Original Project Budget (XX/XX)	\$106,585,846.36
Budget Adjustments	\$5,431,153.64
Revised Project Budget (11/23)	\$112,017,000.00
Owners Contingency	\$5,610,727.00
Paid to Date	\$2,710,962.09
Balance to Pay	\$109,306,037.91
Financial % Completed	2%

Project Status			
Type	Description	Notes	Status
Schedule Approvals	Phase 1 PCR (Early Release Package)	Phase 1 PCR (Early Released), information provided during our last building committee meeting held on 7/02, CSG stated they did not receive approval on Phase 1 PCR submission. They are required to resubmit to the State. It was outlined that some dates and signatures needed to be updated along with some other additional items. Turner has sent CSG the required documentation. CSG to provide status update on resubmission.	▲
Schedule Approvals	Phase 2 PCR (Complete Construction Documents)	Phase 2 PCR is in process and Project team is tracking all required action items to meet state submission date (TBD). The project Team has outlined the requirements for the SCG-042 signoffs and are tracking to hit the required target dates. Turner is currently conducting the BCR estimate and is scheduled to be completed by July 26th, in order to be included in the CMS and BoE packets for signoffs.	▲
Schedule Approvals	Phase 3 PCR (FF&E Package)	Phase 3 PCR finalization of programming requirements for package to be completed by mid September 2024. Team to discuss timing and deliverables needed	▲
Risk		Action	
Tree Warden Comments		A follow up will be held on 7/12 between the Project Team and the Tree Warden to discuss the budget impacts and review the existing specification that have ben issued to the Tree Warden to understand how they may alleviate some of the requirements that the Tree Warden has implemented within his letter.	

CMSBC Invoice Approvals		
Vendor	Amount	Status
JLL	-	-
CSG	-	-
Slam	-	In Review
Turner	-	In Review
Colliers	-	-
Langan	-	-



Name	Baseline Start	Baseline End	Projected Start	Projected End	Actual Start	Actual End	Status Indicator
Design	01/03/23	08/06/24	01/03/23	8/06/24	01/03/23		
Construct	12/18/24	11/25/26	12/18/24	11/25/26			
Close	03/26/26	01/12/27	03/26/26	01/12/27			

Schedule Milestone