



TOWN OF GREENWICH

Old Greenwich School Building Committee

Tuesday, September 10, 2024

7:00am

Old Greenwich School Media Center and via Zoom

Meeting Notes

| Committee Roster | Present | Absent |
|--|---------|--------|
| Voting Members | | |
| James Waters (Chair) | P | |
| Jackie Welsh (Vice Chair) | P | |
| Barbara O'Neill (Secretary) | | A |
| Jason Brown | | A |
| Cristina Dawson | Zoom | |
| Leigh Erin Izzo | P | |
| Leander Krueger | P | |
| Stephen Selbst (BET Rep) | P | |
| Michael Joseph Mercanti-Anthony (BOE Rep) | Zoom | |
| Ex Officio Members | | |
| Jennifer Bencivengo (Principal) | P | |
| Janet Stone McGuigan (BOS) | P | |
| Molly Saleeby (RTM) | | A |
| Peter Robinson (DPW) | Zoom | |
| Peter Lowe (P&Z) | | A |
| Liaisons | | |
| Peter Schweinfurth (Liaison, EMAC) | | A |
| Alan Gunzburg (Liaison, FSAC4PWD) | Zoom | |
| Project Team | | |
| David Stein (Silver Petrucelli & Associates) | | A |
| Dean Petrucelli (Silver Petrucelli & Associates) | | A |
| Steve Croteau (Silver Petrucelli & Associates) | Zoom | |
| Jesus Martinez (Silver Petrucelli & Associates) | Zoom | |
| Lawrence Rosati (Morganti Group) | Zoom | |
| Jeff Anderson (Downes Construction Company) | Zoom | |
| Anthony DiMauro (Downes Construction Company) | Zoom | |
| Ryan Patrick (Downes Construction Company) | | A |
| Michael Dooley (AKF) | | A |
| Joseph Devine (Langan) | | A |
| Kristen Mitchell (Langan) | | A |
| Guests | | |
| Chris Sotzing (Neighbor) | P | |

| Agenda Item | TOPIC | Description |
|-------------|---|--|
| 1.00 | Call to Order | <ul style="list-style-type: none"> Meeting was called to order at 7:05am. |
| 2.00 | Housekeeping | <ul style="list-style-type: none"> Next meeting will be September 24 per normal and will discuss setting special meeting to consider Move Manager RFP proposals |
| 3.00 | Approve minutes from August 27 meeting | <ul style="list-style-type: none"> Motion to approve minutes by Stephen Selbst, second by Leander Krueger, without objection approved by unanimous consent. |
| 4.00 | Project Team Update <ul style="list-style-type: none"> a. Construction Documents update b. Phasing Plan update c. Upcoming CD estimate d. OGA update e. Discuss early bid packages | <ul style="list-style-type: none"> <u>Construction Documents</u>: Vice Chair reported that SPA has produced the 95% CDs, asked all to put comments on Downes' sharefile. Vice Chair noted that finish selections were resolved before but should get another look. Vice Chair also reported that security meeting was held yesterday and upon review the 95% CDs agree with what was authorized in the DD estimate, with the addition of one camera and alert beacons. Vice Chair noted a question about HVAC equipment on roof of the addition, to discuss with SPA. <u>Phasing Plan</u>: Downes reported that it will schedule an in-person/zoom meeting next week with the Fire Marshal and Building Officials to review latest phasing plan at Town Hall. Vice Chair reported that meeting was held last week with Building Department on permit requirements and OGA sign-offs. Downes will manage the sign-off sheets. SPA to review elevator review elevator pit against flood plain level, as requested by Building Department. <u>Upcoming CD estimate</u>: Downes reported that it has started the estimate, targeting to be completed internally at end of September and to reconcile with PM&C the first week of October. Downes reported that it has been in touch with PM&C, who is also working on their estimate. <u>OGA Update</u>: Chair reported that PCR meetings on CMS project have taken some time for various issues requiring back and forth. Downes reported that they will share their PCR checklist once the estimate is complete. Chair said he would send note to CT DEEP and copy local state representatives to confirm feedback by early October. Chair also reported that OGA responded to inquiry on August 27, saying that they no longer hold prep meetings or DDR meetings but will schedule a PCR for November 2024. Downes recommended scheduling PCR 3-4 weeks in advance. <u>Early Bid Packages</u>: Downes said that they would be looking to take long lead items (switchgear and generator) out to bid by mid-October and will start working on bid packages next week. Chair to reach out to GPS Admin regarding appropriate funds to use for these items since we are pre-PCR and project not yet on the Priority List. Downes noted that after bid, contracts would need to be issued and executed, likely in December. |

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| 5.00 | <p>Financial Update</p> <ul style="list-style-type: none"> a. Move Manager RFP update b. Discuss and vote on AKF invoice #264983 for \$2,439.00 c. Discuss and vote on SP+A Invoice #24-988 for \$210,802.82 | <ul style="list-style-type: none"> • <u>Move Manager RFP</u>: Chair reported that 4 proposals had been received and copies were available for all members. Morganti to review proposals and share input. Chair will send draft scorecard to committee for their review. Committee agreed to special meeting on September 17 at 7am via Zoom to score the proposals. Chair to post agenda for that meeting. • <u>AKF invoice</u>: Motion by Stephen Selbst to approve payment of AKF invoice as listed on agenda, second by Leander Krueger, Vote 7-0-0. • <u>SP+A invoice</u>: Motion by Stephen Selbst to approve SP+A invoice as listed on agenda, second by Leander Krueger, Vote 7-0-0. Of this invoice, \$2,302.90 for sewer design will be applied to Project #24141 and the balance from OGS renovation funds. Chair reported that SPA contract will be supplemented in the coming weeks to help get through the pre-construction process, with no impact on financial figures reported at August 27 meeting. |
| 6.00 | <p>Public Relations Update</p> <ul style="list-style-type: none"> a. Discuss Safety & Phasing forums on October 16 b. Discuss possible booth at OGS Pumpkin Patch on October 19 | <ul style="list-style-type: none"> • <u>Safety & Phasing Forum</u>: Chair reported that meeting agendas have been posted for October 16. Committee suggested inviting Fire Marshal and GPS Security Director to attend if possible. Downes and Langan to be prepared to present. • <u>Booth at OGS Pumpkin Patch</u>: Committee agreed that it wanted to have an information booth at the OGS Pumpkin Patch to answer questions. Committee to work on sign up chart for sitting at the booth. Principal Bencivengo asked for images to help put together a slideshow for the booth. |
| 7.00 | Adjourn | <ul style="list-style-type: none"> • 8:01am Motion to Adjourn Leander Krueger, second Leigh Izzo. |