

Central Middle School Building Committee

Meeting Minutes



MEETING DETAILS	
Meeting Number	25-068
Purpose	Regular Meeting
Meeting Date	5/27/25
Meeting Time	8:00 AM
Location	Meeting Room, Town Hall

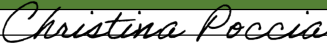
Name	Committee Members	Attendance
Joe Rossetti	Chair, DRC Member	Present - In person
Clare Lawler Kilgallen	Vice Chair; Communications Working Group Member, DRC Member	Present - virtual
Christina Poccia	Secretary, DRC Member	Present - virtual
Tony Turner		Present - virtual
Harry Fisher	BET Rep   Financial Working Group Member	Present - In person
Laura Kostin	BoE Rep, DRC Member	Present - virtual
Joshua Caspi		Absent
Todd Klair		Present - virtual
Joe Kelly	Financial Working Group Member	Present - virtual

Name	Ex-Officio Members	Attendance
Dennis Yeskey	P&Z	Present - virtual
Dan Watson	GPS	Present - virtual
Michael Kiselak	DPW	Absent
Stephanie Cowie	RTM, DRC Member	Present - virtual
Lauren Rabin	Board of Selectmen; Communications Working Group Chair	Present - virtual
Thomas Healy	CMS Principal	Present - virtual

Name	Neighborhood Liaisons	Attendance
Rachel Koven		Absent
Susan Rudolph		Present - virtual
Warren Silver		Present - virtual

Name	Company	Title	Attendance
Peter Rader	JLL	Vice President/Associate Director	Present - In person
Jose Cardoso	JLL	Senior Project Manager	Present - In person
John Munnick	JLL	Associate Project Manager	Present - In person
Don Bucci	JLL	Managing Director	Present - virtual
Stephen Gross	JLL	Vice President	Present - virtual
Kemp Morhardt	SLAM	Principal	Present - virtual
Stephen Martocchio	SLAM	Associate Principal	Present - virtual
James Hoagland	SLAM	Senior Associate	Absent
Henry Withers	SLAM	Senior Landscape Architect	Absent
Tim Klepps	Turner Construction	Project Executive	Present - virtual
Joe Phelan	Turner Construction	Senior Procurement Agent	Present - virtual
Brian Nereson	Tighe & Bond		Absent

Agenda Item	Topic	Description
1.00	Call to Order	Mr. Joe Rossetti called to order the meeting on May 27, 2025 at 8:00 AM.
2.00	Housekeeping / Adjustments	Christina Poccia mentioned that some members had scheduling conflicts and would need to leave the meeting at 9:00 AM. She asked that those leaving announce when they do so the committee could keep track of quorum.
3.00	Approval of Minutes	Approval of Minutes   (2025 – 05/13)
		<b>Motion:</b> To approve the meeting minutes for April 13, 2025, as presented.
		<b>Moved by:</b> Mr. Harry Fisher
		<b>Seconded by:</b> Mr. Joe Rossetti
		<b>Vote:</b> Approved with no objections, (7-0-0)   Absent: Caspi, Klair
4.00	Committee / Working Group Reports (as required)	
I.	Communication Working Group (CWG)	Clare Kilgallen reported that the Communication Working Group (CWG) releases communications on the first Wednesday of each month. The group is scheduled to meet today, May 27, to draft the communication for release in June. The agenda for today's meeting has expanded to include a letter from a community member.
II.	Owner Architect Contractor (OAC)	Joe Rossetti reported that he attended part of the last meeting. The committee is switching to weekly OACs going forward. The next meeting is scheduled for June 2.
III.	Financial Working Group	The next meeting is scheduled for May 29. The budget is in good shape, and the committee is moving through line-item transfers.
IV.	PV Array Working Group	Tony Turner reported that the PPA was submitted to the RTM on May 16 and is scheduled for a vote on June 9. If approved by June 10, the executed contract should be available. The next meeting is being scheduled by JLL. The next meeting is scheduled for May 28.
V.	Design Review Committee (DRC)	FF&E meetings are ongoing. A DRC meeting will be scheduled to review the design. SLAM is targeting end of July/early August.
5.00	Invoices and Possible Vote for Approval	
I.		<b>Discussion:</b> The committee reviewed the Eversource Energy invoice for Customer Request #20403762, dated April 28, 2025, for \$20,672.71. The invoice covers temporary electrical service off of Orchard Street for the construction site. The committee previously budgeted \$86,400.00 for this line item, leaving a balance of \$61,759.83 to cover monthly usage.
		<b>Motion:</b> To approve Eversource Energy – Customer Request #20403762 – 04.28.25 – Total amount: \$20,672.71
		<b>Moved by:</b> Ms. Clare Kilgallen
		<b>Seconded by:</b> Mr. Harry Fisher
		<b>Vote:</b> Approved with no objections, (8-0-0)   Absent: Caspi
6.00	Project Team Update:	
I.	TCCO (Turner Construction Company)	
A.	Site Safety Updates	There were no recordable incidents. An incident occurred on May 14 where a carpenter was hit by a panel due to wind, but the worker was not severely injured. 140 workers have gone through orientation.

B.	Open Items	The project will be switching to weekly OAC meeting going forward. The project team requested attendance from OAC Action team. Turner and the project team held a productive meeting regarding the building permit conditions letter. A PR was issued by SLAM that included the egress updates and other building department comments. Turner and the project team are moving forward with the fix for the retaining wall between buildings C and E.
C.	NOC-008-R1- Unforeseen Unsuitable Material Recovery Schedule – Discussion & Possible Vote	The committee discussed NOC-008-R1- Unforeseen Unsuitable Material Recovery Schedule valued at \$46,080 for unforeseen unsuitable material recovery. These funds are a drawdown from the Turner GMP allowance for premium time and will not increase the GMP. The funds are divided into expedited backfill and waterproofing operations, expedited steel erection and detailing operations and expedited concrete placement operations. This addresses 8 days of the recovery schedule.
	<b>Motion:</b>	To approve NOC-008-R1- Unforeseen Unsuitable Material Recovery Schedule Dated May 20, 2025 for \$46,080.00.
	<b>Moved by:</b>	Mr. Harry Fisher
	<b>Seconded by:</b>	Ms. Clare Kilgallen
	<b>Vote:</b>	Approved with no objections, (8-0-0)   Absent: Caspi
D. (i,ii,iii)	Construction Schedule & Look-Ahead	Turner discussed their construction schedule and look-ahead. Steel mobilization to occur on June 6th with steel arriving to site starting June 9th. The team will focus on the removal and tracking of unforeseen soils. High early retaining wall concrete work is scheduled, and steel delivery and erection will be a key focus.
E. (i,ii,iii)	Alternates for Discussion	The committee discussed Alternates #4, #5, and #6, regarding adding painted graphics, full-height wall tiles, and dimensional letter signage, respectively. JLL has reviewed and discussed these alternates with Turner, but is not prepared to make a recommendation, given that they are still early in the construction process and recommended the committee to defer a decision. Clare Kilgallen requested background information on the original alternate estimates versus actual costs and that the design team present visuals of the walls with and without Alternate #5. Harry Fisher noted that other alternates may come up for a vote, including alternates 1, 2, and 3, related to site work, and two alternates related to contaminated materials. The project team will proceed with shop drawings and submittals but defer the decision to a later date.
F.	Pay Application #15 timing for approval	Pay Application #15 timing for approval was reviewed by JLL. Turner issued a pencil and conducted a review meeting with the project team. Turner to finalize and issue Payment App #15. The application will be issued and shared with the building committee. It will be up for vote at the next meeting on June 10th.
<b>II. JLL update</b>		
A.	Project Status	The project is still tracking to the \$112,017,000 project budget.
B.	Project Budget	To date, 11.31% has been committed or invoiced, totaling \$12,012,670.96. Remaining Owners Contingency is \$6,135,464.17. The project is in good standing financially and on schedule.
C.	State Grant Application #3	Targeting early July 2025 for issuance. Application #2 was submitted 04/22/25, and the committee is awaiting a response back from the State.
D.	RTM Quarterly Report #12, next issuance 07/11/25   JC	The next issuance is July 11, 2025. The team will work with Josh Caspi and Steph Cowie on this report.
<b>III. SLAM update</b>		
A.	FF&E and engagement with Principal/GPS (5/19/25)	SLAM is gathering feedback from T.Healy regarding furniture options in order to then provide samples, particularly chairs, desks, and tables. Once selection have been made, SLAM will provide samples before the end of the school year. SLAM is looking to engage the DRC by the end of July/early August to get feedback on finishes.
B.	FF&E Timeline and Schedule	SLAM is adhering to the FF&E schedule distributed about 5 months prior. They are targeting the end of June 2025 to finalize furniture selections and complete a rough first budget draft. SLAM plans to engage the DRC towards the end of July/early August 2025 for feedback on finishes.
C.	Maria's Garden	SLAM is incorporating feedback from the last meeting minutes (regarding this topic) into the construction documents. Open items include seating, the location of the memorial plaque, and stepstones. Once SLAM compiles the review, they will meet with Clare Kilgallen to determine the next steps and engage with the family.
7.00	New Business	A question was raised about the timing and potential cost impact of the revised drawings for the egress issue. Turner Construction will send the drawings to the subcontractors, allowing them 10 days to respond with any potential cost impacts. No other new business was discussed.
8.00	Next Meeting	Next meeting will be held on June 10, 2025 - 8:00am - 101 Field Point Rd., Town Hall – Mazza Room.
9.00	Adjourn	
	<b>Motion:</b>	To adjourn the meeting
	<b>Moved by:</b>	Ms. Clare Kilgallen
	<b>Seconded by:</b>	Mr. Harry Fisher
	<b>Vote:</b>	Meeting adjourned, without objection, at 8:50am
 <b>Prepared by:</b> Christina Poccia, Secretary Central Middle School Building Committee		
		Approved on 6/10/25

# CMSBC – Central Middle School – Greenwich, CT



Reporting Date: June 06, 2025

<b>Status Indicators</b>	<b>Project Synthesis</b>	
<ul style="list-style-type: none"> <li>▲ - Negative status</li> <li>▲ - Cautionary status</li> <li>▲ - Positive status</li> </ul>	<p>The Central Middle School Building Committee (CMSBC) is leading the construction of a new Central Middle School (CMS) to replace the existing inadequate structure. The project is on track to welcome students by August 2026. The CMSBC is composed of volunteer professionals from various fields including finance, construction, architecture, and public administration. Key partners engaged for the project include JLL as the Owner's Representative and Project Manager (OREP), SLAM Architects for design, and Turner Construction for construction services. The new CMS will be a two-story, 125,000 square foot building designed to accommodate 660 students in grades 6-8. The school's design focuses on safety, flexibility, and sustainability, priorities determined during a Visioning Session with civil leaders, community members, and school faculty. This design aligns with the Board of Education's Educational Specification, ensuring the new CMS meets current and future educational needs. This project is a major investment in the community's educational infrastructure, aimed at providing a modern, efficient, and inspiring learning environment for future generations of students.</p>	
<b>Key RPs</b>	<b>Project Update</b>	
<p><b>Client:</b> CMS Building Committee</p>	<p>As of June 6, 2025, the Central Middle School project is progressing. Steel erection is scheduled to begin on 06/16, with United Steel performing an anchor bolt survey beforehand. Turner will distribute an updated unsuitable soil tracking log and provide a status update at the CMS-BC Meeting on 06/10. Turner anticipates the unsuitable soil remediation to be completed by 06/13.</p>	
<p><b>Consultants</b> JLL SLAM Collaborative Turner Construction Tighe &amp; Bond Consulting Eng. (CES) Colliers Engineering Langan Engineering</p>	<p>A safety incident occurred on 05/30 involving a worker who stepped on a nail. The nail punctured the worker's skin, but there was no bleeding. The incident is not recordable (per Turner's standards). The worker was treated and returned to work the next day. A follow-up consultation occurred on 06/02.</p> <p>Turner held a project team construction financial meeting on 06/04 to discuss changes/NOCs. The intent of this meeting is to review and discuss all current, pending, and upcoming potential costs to the project. Turner has submitted the Approval Letter for NOC-003-R0 regarding unsuitable soil remediation expenditures which is currently under review by the project team.</p> <p>Turner has issued the following Change Orders: COR-002-R0   PR-003   Health Department Water Heater Modifications, and COR-003-R0   RFI-043   Waterproofing-PrePrufe at Elevator Pit. These were previously approved in NOC-005-R0 on 04/15, by CMSBC. The Change Orders reflect the final costs associated with the Scope of Work (SOW). SLAM and JLL have reviewed the costs and recommend the committee vote for approval at the upcoming 06/10 building committee meeting.</p>	
<p><b>Contractor:</b> Turner Construction</p>	<p>JLL has provided key dates for the overall review process of the 12th Quarterly RTM report. To ensure timely delivery and adherence to the RTM submission deadline of July 11th, we are scheduling an initial review meeting with appropriate parties during the week of June 16th – 20th to review the initial draft.</p>	
<b>Project Budget Updated 06/06/2025</b>		
<b>Total Project Budget</b>		<b>\$112,017,000.00</b>
<b>A. Owners Contingency</b>	\$5,690,120.00	
<b>B. Allocated Contingency</b>	\$1,804,655.83	
<b>C. Owners "Holds" Contingency</b>	\$2,250,000.00	
<b>D. Remaining Owners Contingency (A-B)+C=D</b>	\$6,135,464.17	
<b>Approved Commitments</b>	\$101,540,554.79	
<b>Invoiced to Date</b>	\$12,695,585.40	
<b>Financial % Completed</b>	11.31%	

Risk	Action
Unforeseen Unsuitable Material	Assuming favorable weather conditions, Turner expects to complete all unsuitable soil removal by 06/13. Turner will submit a change order after the final quantities of unsuitable soil have been reconciled.

Schedule Milestone							Schedule Highlights				CMSBC Invoices		
Name	Baseline Start	Baseline End	Adjusted Baseline Start	Adjusted Baseline End	Actual Start	Actual End	Task	Start	Finish	Status	Vendor	Amount	Status
Design, Bid & Award	01/03/23	12/17/24	01/03/23	02/25/25	01/03/23	01/28/25	Foundation System	13-Mar-25	02-Jul-25	▲	Turner Construction Company	\$2,265,363.69	Pending
Phase 1 Early Release Packages	7/25/24	08/29/24	-	-	7/25/24	08/29/24	Crane and Steel Mobilization	09-Jun-25	04-Aug-25	▲	Shipman & Goodwin LLP	\$2,100.00	Pending
Phase 2 Construction Documents	10/01/24	11/19/24	-	-	10/01/24	11/19/24	Steel Delivery	09-Jun-25	-	▲	SLAM Architects	\$61,093.40	Pending
GMP/Award	11/20/24	02/05/25	-	-	11/20/24	01/23/25	Slab on Grade & on Deck	02-Jun-25	29-Sep-25	▲	SLAM Architects	\$57,660.30	Pending
Construct (Phase 1a - 1c)	01/03/25	07/31/26	-	-	01/06/25	-	Building-D	02-Jun-25	-	▲	Colliers	\$12,591.01	Pending
Construct (Phase 2a - 2d)	06/22/26	11/25/26	-	-	-	-							
Close	03/26/26	01/12/27	-	-	-	-							

Project Status			
Type	Description	Notes	Status
Scope	Maria's Garden	SLAM has shared meeting minutes and a list of outstanding items from a meeting held with the Family, CSG, and CMSBC members. Tom Healy has offered insights into how counselors could utilize the garden space. The placement of the Memorial Rock is being re-evaluate. Furthermore, there has been a consideration for a potential addition of an interior element to the building to further commemorate Maria's memory. This work has not been designed nor captured on the bid documents. JLL is currently gathering information on the open items and will schedule a follow-up meeting.	▲
Schedule	PPA Agreement Execution (PV Array)	Based on recent feedback from the Town, Titan & Greenskies, they are targeting to finalize and secure approval for the Power Purchase Agreement (PPA) by June 10th, contingent on the outcome of the June 9th meeting with the Town. Simultaneously, Greenskies has informed us on May 29th about pending federal legislation in the Senate that could alter the PPA's incentive structure "if passed". However, Greenskies has indicated that due to this stage of contract execution, this project will most likely not be impacted by the new legislation.	▲

## PROJECT PHOTOS

