



**GOODWIN UNIVERSITY EDUCATIONAL SERVICES, INC.**  
**Special Meeting of the School Building Committee Meeting Minutes**  
**Tuesday, April 14, 2026 at 12:00 pm**

1. **Call to Order:** Meeting called to order by Frank Amodio at 12:04PM

**Committee Member Attendees:** Frank Amodio (Facilitator) Andy DiFatta, Todd Andrews, Mark McGovern, Eddie Meyer (Absent), Mark Scheinberg (Absent), and Bryant Harrell Sr. (Absent),

**Non-Committee Member Attendees:** Ray Maselek, Sandra Ward, Shawna Woodberry, Rob Wilson, Bryant Harrell Jr., Tom Romagnoli (Downes), Glen Montazella (Downes), Phil Rees (FIP), Michael Scott (TSKP/Absent), Mehemet Sahin (TSKP), Sal Menzo (GUMS/Absent), and Robert DeCrescenzo (Absent)

2. **Public Comment** called for public comments by Frank Amodio. He confirmed there was none to be heard.

3. **Approval of the Special Meeting Minutes of:**

- a. **March 10, 2026**

- **Motion:** Andy DiFatta
- **Second:** Mark McGovern
- **Vote:** Motion carried unanimously

4. **Report on the Magnet Technical High School (State Project # 542-0007 MAG/N) by Owner's Project Manager, Architect and Construction Manager**

Tom Romagnoli provided the financial status of the project, noting that the project remains within the \$85M grant application budget. He shared that approximately \$1.6M in additional scope items is currently being processed and will be presented to the Committee for approval in upcoming meetings. The Construction Manager's Contingency is currently sitting at approximately \$1.3M. Tom also noted that the project has fully expended the \$350,000 winter conditions allowance and anticipates an additional

\$250,000–\$300,000 in winter-related costs, which will be reconciled at a future meeting and may further impact contingency.

Tom continued his update regarding the state reimbursement process. Reimbursement Request #9 has been approved/received, which allowed Submission #10 to be submitted. The team is continuing to submit reimbursement requests as soon as they are eligible. In anticipation of increased cash flow activity in the coming months, Goodwin will coordinate a meeting with the State to gain better insight into their reimbursement process and timelines. Tom also provided an update on state change orders, noting that State Change Order #4 is currently under review and State Change Order #5 is being reviewed internally for submission. He confirmed that ineligible expenses to date remain minimal at approximately \$12,882.60, which is within an acceptable range for the project. Additionally Tom explained that the team aims to maintain a cadence of one change order per month to keep documentation organized and to support a smoother final audit process.

During the discussion, Committee members asked questions regarding the timing of reimbursements and change order submissions. Tom clarified that while reimbursement requests must be processed sequentially, change orders can be submitted independently. He also noted that maintaining a steady flow of submissions helps prevent backlog at the State level.

Mehemet Sahin from TSKP provided an update on behalf of the architects. He reported that all exterior finishes have been approved and that approximately 90% of interior finishes have been finalized, with a few outstanding items still under review, including toilet partitions and flooring samples. TSKP is coordinating with the team on finalizing lab surface selections and continuing discussions related to equipment and furniture. The team anticipates submitting building, furniture, and equipment packages to the State later this summer. Mehemet was asked if there were any concerns related to long lead times for computer equipment, and he confirmed there are none.

Phil Rees provided an update on behalf of FIP regarding recent and upcoming construction activity (photos shared during the meeting are included in the meeting packet). Phil reported that the project has gained momentum with the change in season, with significant progress made across multiple areas of the building. Work completed and underway includes interior framing on Levels 1 through 3, spray fireproofing, roofing installation (with approximately 75–80% completion anticipated by the end of the week), and ongoing MEP rough-ins. Preparations are underway in the gymnasium for fireproofing of structural elements, and exterior framing and sheathing continue to progress. Phil also noted that water main installation is underway, including work across Pent Road, and confirmed that fire access requirements around the building are being maintained.

Phil further shared that the envelope commissioning kickoff meeting has taken place, and the team is coordinating testing requirements for curtain walls, skylights, and air vapor barrier systems. He noted that the team continues to coordinate closely on upcoming lab-related design adjustments and associated construction activities.

## 5. Business Requiring Action

**Glen Montazella recommended approval of the following construction related PCOs**

### **PCO 58 – Winter Protection**

|                       |                                                                                                              |
|-----------------------|--------------------------------------------------------------------------------------------------------------|
| <b>Amount</b>         | \$72,381                                                                                                     |
| <b>Type</b>           | Owner's Request                                                                                              |
| <b>Scope</b>          | Furnish & install additional floor boxes power & data and AV changes per sketches provided by the Architect. |
| <b>Reference</b>      | n/a                                                                                                          |
| <b>Funding Source</b> | Construction Contingency                                                                                     |
| <b>Status</b>         | <b>Motion:</b> Frank Amodio<br><b>Second:</b> Andy DiFatta<br><b>Vote:</b> Motion carried unanimously        |

|                  |                                                                                                                                                                                                                                                         |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Amount</b>    | \$21,119                                                                                                                                                                                                                                                |
| <b>Type</b>      | Field Condition                                                                                                                                                                                                                                         |
| <b>Scope</b>     | In scope, amount will be drawn from the construction contingency in response to winter weather conditions. Providing labor and materials required to perform snow removal services and to thaw out the ground frost for concrete prep work to continue. |
| <b>Reference</b> |                                                                                                                                                                                                                                                         |

|                       |                                                                                                       |
|-----------------------|-------------------------------------------------------------------------------------------------------|
| <b>Funding Source</b> | Construction Contingency                                                                              |
| <b>Status</b>         | <b>Motion:</b> Frank Amodio<br><b>Second:</b> Andy DiFatta<br><b>Vote:</b> Motion carried unanimously |

**PCO 59 – Snow Removal & Frost /Winter Protection**

Additional comments by Glen Montazella who noted that upcoming PCOs will reflect previously discussed redesign items, which are beginning to move through the pipeline and will be presented to the Committee in future meetings. Further discussion included remaining contingency considerations, with approximately \$12 million in pending scope changes still under review. It was also noted that additional winter-related costs, estimated at approximately \$250,000 or more, may continue to impact the Construction Manager's Contingency.

**6. Adjournment: Meeting adjourned at 12:29PM**

- **Motion:** Andy DiFatta
- **Second:** Mark McGovern
- **Vote:** Motion carried unanimously