

**TOWN BUILDING COMMITTEE
SPECIAL MEETING
MAY 25, 2017**

Present: **Raymond O'Connor**
 Gene Carini
 Abraham Fisher
 Gerry Fortier
 John Rhodes

Also Present: **Jeff Newton, Superintendent of Schools**
 Melissa DeLoreto, Principal LBH School
 Linda Anania, Principal Flanders School
 William Derry, member of the Board of Education
 Al Jacunski, Jacunski Hume Architects, LLC

1. CALL TO ORDER

Chairman O'Connor called the School Building Committee Special Meeting of May 25, 2017 to order at 4:10 p.m.

2. APPROVAL OF MINUTES

Approval of the previous minutes were tabled until the next meeting of this Committee.

3. PUBLIC COMMENTS

There were no public comments.

4. CORRESPONDENCE

There was no correspondence.

5. OLD BUSINESS

There was no old business

6. NEW BUSINESS

a. Project Design Review. Mr. Jacunski stated the exterior elevations are completed, the mechanical scope has been updated, DVH Consultants have been retained for M/E design. He also distributed and reviewed revised scopes for each school. He stated exterior/interior dimension verification would be completed next. He will contact Mystic Air to commence hazardous material sampling.

FILED

May 31 2017 AT 9:40 AM/PM
Karen Walker, etc
EAST LYME TOWN CLERK

a. Project Schedule. A revised project schedule will be delivered. Design is to be completed by November 31, 2017, allowing December 2017 and January 2018 for State grant review. This will allow subcontractor bidding to commence in February 2017. Field work will commence in June 2018. Jeffrey Newton felt the total project is expected to take fourteen months.

Jeffrey Newton informed the Committee we have a checklist for the grant application submission, and we will have it submitted by June 30, 2017.

b. Construction Manager. A RFQ for Construction Manager at Risk candidates will be advertised on May 31, 2017. Responses will be due at the Board of Education Office on June 15, 2017 at 3PM. Committee members will have to pick up a copy and review. An evaluation matrix will be developed and emailed to the members. The Committee will meet at 6PM at BOE upper room on June 22, 2017 to select the 4 top candidates from which to request a RFP. The RFP's responses will be due on July 13, 2017. The Committee will meet at 4PM on July 18, 2017 to interview the candidates and recommend an award to one candidate. The Board of Education will hold a special meeting on July 24, 2017 to approve our recommendation.

A RFP for CM will be developed before June 22, 2017.

c. Owner's Project Manager. It was decided this matter will be dropped for now.

d. Location and time of future meetings. The next meeting of this Committee will be held on June 22, 2017 at 6 p.m. in the Board of Education Building in the Upper Meeting Room.

7. PAYMENT OF BILLS.

The following invoices from Jacunski Hume Architects, LLC representing 20% of Schematic Design were presented:

Invoice # 17107 for LBH School:	\$16,632.00
Invoice #17108 for Flanders School:	\$13,400.00
Invoice #17109 for Niantic Center School:	\$11,542.00

Mr. Fisher moved to approve for payment as presented, seconded by Mr. Rhodes. Passed unanimously.

An invoice from Halloren and Sage for services provided in developing RFQ and RFP for Construction Manager in the amount of \$3,175.00 was presented.

Mr. Fisher moved to approve for payment, Mr. Fortier seconded. Passed unanimously.

8. ITEMS FOR FUTURE AGENDAS.

The following items will be on the June 22, 2017 Agenda: Project Design Review, Construction Manager at Risk RFQ review and selection of 4 finalists, Location and time of future meetings.

9. ADJOURNMENT.

MOTION: Mr. Fisher moved to adjourn the May 25, 2017 Meeting of the Town Building Committee at 5:45 p.m. Seconded by Mr. Carini. (5-0) Unanimous.

Respectfully submitted,

Raymond O'Connor, Chairman