

**South Windsor Public Building Commission
Minutes – Special Meeting July 6, 2017**

A special meeting of the Public Building Commission was held on July 6, 2017 at 5:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

Members Present: Matthew Beaulieu, Carol Kelley, Phil Koboski, Matthew Montana, Edward O'Connell and Bernard Thomas

Also Present: Town Attorney, Morris Borea; South Windsor Public Schools Representative Patrick Hankard and Colliers International Representative Chuck Warrington.

Chairman Phil Koboski called the meeting to order at 5:35 PM. The clerk called the roll.

Review and Approve Change Order for Network Equipment: Mr. Warrington provided background information on a request from the district's technology department to change vendors on certain time sensitive pieces of equipment. Mr. Warrington noted that he reviewed the information with 3SI, DRA's consultant, who approved it. The total amount for the equipment that cannot be delivered by Advanced Corporate Networking is \$29,431.12, of which the project will receive a credit change order. The replacement equipment to be supplied by CXTEC totals \$25,831.12 or an approximate \$400 net savings. Mr. Warrington responded to commission member questions.

A motion was made by Mr. Montana, seconded by Mr. Thomas to approve quote #10985318 in the amount of \$29,835.00 from CXTEC. Motion passed unanimously. (6-0)

Award Architectural and Engineering Services for the Eli Terry and Philip R. Smith Elementary Schools

Mr. Koboski requested each commission member to provide their impressions of the interviews.

Each commission member provided their feedback on the interviews and their thoughts on a final decision for the architect for the projects. Members commended each of the four firms for their presentations and the majority noted their preference for Moser Pilon Nelson and DRA, among the four firms. The majority of members noted their interest in the architecture provided in the proposal from Moser Pilon Nelson as a preference for South Windsor. Several members noted their concern with the exterior of the current Orchard Hill School and their hesitation with contracting to build two additional schools with similar architecture. In addition to the architectural preference, members commented on the \$500,000 savings to the Town of South Windsor if they chose to contract with Moser Pilon Nelson.

Following the discussion, Town Attorney, Morris Borea provided additional information regarding options available to the commission in making its decision. He advised that the RFP did not create an obligation for the commission to award the contract to the lowest bidder and that there were a number of factors under consideration in order to determine the awardee. He advised that if the commission was not in a position to award the contract, there was nothing in state statute or the RFP that would preclude them from trying to further negotiate with the top two firms, if they so desired. He cautioned that it would not be traditional to negotiate at this point and that some

may not like that approach, which could lead to the commission sending a wrong message. He also noted that if the commission did take that approach, going forward vendors could be hesitant to work with the town. He noted that he was simply providing legal guidance, but that the decision would be up to the commission as to how they wish to proceed.

Commission members determined that they did not wish to renegotiate given the potential negative ramifications of doing so.

Following the discussion, the clerk called the roll to determine each commission member's vote to award the contract. The roll unanimously supported Moser Pilon Nelson. Following the roll, a motion was made by Mr. Beaulieu, seconded by Mr. Montana to approve the following resolution:

WHEREAS, the Town seeks to engage an architect and engineering firm to provide design services for the Eli Terry Elementary School (Project Number TMP-132-XFGP) and Philip R. Smith Elementary School (Project Number TMP-132-GXBR), the design and construction of which was approved at referendum on March 21, 2017; and

WHEREAS, the Public Building Commission has requested and received qualifications and proposals for such services from various firms; and

WHEREAS, the Public Building Commission has interviewed finalists selected on the basis of the responses to its Request for Qualifications dated April 13, 2017 (the RFQ), and its Request for Proposals dated June 6, 2017 (the RFP); and

WHEREAS, the Public Building Commission has determined on the basis of the responses to the RFQ and RFP, as well as the interviews, that the firm of Moser Pilon Nelson is the lowest responsible qualified bidder;

NOW THEREFORE, be it resolved as follows, subject to appropriation by the Town Council,

The Public Building Commission authorizes the issuance of a preliminary notice of award for the provision of architectural and engineering services to Moser, Pilon, Nelson; and

The Town Manager shall execute a contract, the terms and conditions of which shall be reviewed by the Town Attorney, in accordance with the instructions of the PBC, with Moser Pilon Nelson, for architectural and engineering services for the Eli Terry and Philip R. Smith Elementary Schools.

The Public Building Commission shall, in accordance with the Town's "Procurement Procedures for Construction Contracts and for Selection of Consultants for Engineering and Architectural Services," notify the Town Council of this Resolution and of the forwarding of a contract for execution by the Town Manager following review by the Town Attorney, and appropriation by the Town Council.

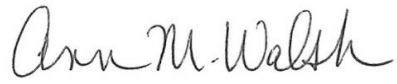
Motion passed unanimously. (6-0)

Mr. Warrington reviewed the next steps indicating that the contract negotiations between the Town of South Windsor and Moser Pilon Nelson would commence.

Adjournment

A motion was made by Mrs. Kelley, seconded by Mr. Thomas to adjourn the meeting at 6:25 PM.
Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann M. Walsh". The signature is written in a dark ink and is positioned below the phrase "Respectfully submitted,".

Ann M. Walsh, Clerk