

**South Windsor Public Building Commission  
Minutes – Special Meeting May 3, 2017**

A special meeting of the Public Building Commission was held on May 3, 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: South Windsor Public Schools Representatives, Dr. Kate Carter, Patrick Hankard and Doug Couture; Colliers International Representative Chuck Warrington, and Drummey Rosane Anderson Representative Angela Cahill.

Chairman Koboski called the meeting to order at 5:30 PM.

Discussion and Possible Action Regarding Award of Furniture Bid for the Orchard Hill Elementary School

The commission was provided with a bid tabulation and evaluation sheets for the furniture and equipment bids received on April 13, 2017. Mr. Warrington discussed the specified products and the reviewed cost differentials with the commission. He provided Colliers recommendation that the commission not take action yet in order to allow time for samples be obtained and reviewed for comparability and equitability as well as to conduct a review of warranties in order to ensure that the district is purchasing the furniture at the best possible value.

Mrs. Cahill noted that she was pleased with the bid results, noting that they are currently under budget. She provided the commission with her input regarding the bid results and specified products, noting that the furniture subcommittee had provided valuable input in picking out the types of chairs and desks that they wished to see in the building. She provided her feedback on some of the more expensive pieces of furniture that were being recommended for purchase and relayed her concern with delivery times if there were to be much of a delay in making a decision.

Following a lengthy discussion, it was determined that DRA, through Angela Cahill, would arrange for samples of the student desks and chairs from the top two bidders be delivered to Orchard Hill for review by the furniture subcommittee. Following the subcommittee's review, DRA will provide its recommendation for purchase at the May 10 regular meeting.

Discussion and Possible Action Regarding Award of Network Equipment for the Orchard Hill Elementary School

A motion was made by Mr. Montana, seconded by Mrs. Kelley to approve the recommendation to award by Drummey Rosane Anderson dated April 22, 2017 the following awards:

- Data Switches including equipment and services to Digital Backoffice (DBO) in the amount of \$60,099.63 based on the Western States Contract Alliance (WSCA) contract.
- Wireless System including equipment and services to CxTec in the amount of \$53,254.75 based on the PEPPM contract.

- Wireless System licensing to Digital Backoffice (DB) in the amount of \$4,145.29 based on the Western States Contract Alliance (WSCA) contract.
- UPS System including equipment and services to Whalley Computer Associates in the amount of \$11,779.50 based on the MHEC contract.
- Accessories including equipment and services to Whalley Computer Associates in the amount of \$3,084.14 based on the MHEC contract.

Proposed Executive Session: Pursuant to C.G.S. Section 1-206 (6)(E) and 1-205(b)(5)(B) Review of Architectural Statement. Discussion of Responses to RFQ for Architectural Services for the Eli Terry and Philip R. Smith Elementary School Project.

A motion was made by Mr. O'Connell, seconded by Mr. Montana to adjourn to executive session for the purpose of discussing responses to the RFQ for Architectural Services for the Eli Terry and Philip R. Smith Elementary School Project. Further move to invite Chuck Warrington, Dr. Carter and Patrick Hankard to join the executive session.

Motion passed unanimously.

The commission adjourned the executive session by consensus at 7:50 PM.

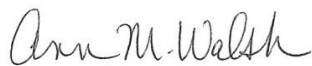
Discussion Regarding the Issuance of the RFQ for Owners Representative Services for the Eli Terry and Philip R. Smith Elementary School Project.

Dr. Carter proposed that the commission follow the same process for the selection of the Owners Representative as during Phase I. She advised that the RFQ that was utilized for Phase I was revised and presented to the Town Attorney for his review. Mr. Hankard reviewed the schedule for the issuance of the RFQ which, if the commission were in agreement, would be issued tomorrow with a due date of May 19. At that time Mr. Hankard will vet the information and provide results to the commission at its May 31 meeting in order to shortlist for the issuance of an RFP. Commission members were in agreement with the RFQ.

Adjournment

A motion was made by Mr. O'Connell, seconded by Mr. Montana to adjourn the meeting at 8:00 PM. Motion passed unanimously.

Respectfully submitted,



Ann M. Walsh, Clerk