

**South Windsor Public Building Commission
Minutes – Special Meeting June 21, 2017**

A special meeting of the Public Building Commission was held on June 21, 2017 at 5:30 PM at the Administrative Offices, 1737 Main Street, South Windsor. The following people were in attendance:

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

Also Present: South Windsor Public Schools Representatives, Dr. Kate Carter and Patrick Hankard; Colliers International Representative Chuck Warrington

Mr. Koboski called the meeting to order at 5:35 PM.

Proposed Executive Session: Review of Owners Representative Proposals: A motion was made by Mrs. Kelley, seconded by Mrs. Daugherty to enter into executive session at 5:35 PM pursuant to C.G.S. Section 1-2006 (6) (E) and 1-201(b)(5)(B) to review Owner's Representative Proposals for the Eli Terry and Philip R. Smith Elementary Schools. Further move to invite Dr. Kate Carter, Patrick Hankard and Ann Walsh into the executive session. Motion passed unanimously (7-0)

The commission adjourned the executive session by consensus at 5:50 PM.

Discussion and Possible Action Regarding Response to Owners Representative Proposals: A motion was made by Mrs. Daugherty, seconded by Mr. Beaulieu to invite Arcadis, Colliers International, CREC and CSG to interview for the Owners Representative Services for the Eli Terry and Philip R. Smith Elementary Schools on July 10, 2017. Motion passed unanimously (7-0)

Chairman Koboski called for a brief recess at 5:51PM. The commission reconvened by consensus at 5:55 PM.

Proposed Executive Session: Review of Architect Proposals: A motion was made by Mr. Thomas, seconded by Mr. Montana to enter into executive session at 5:55 PM pursuant to C.G.S. Section 1-2006 (6)(E) and 1-201(b)(5)(B) to review Architect Proposals for the Eli Terry and Philip R. Smith Elementary Schools. Further move to invite Dr. Carter, Charles Warrington and Ann Walsh into the executive session. Motion passed unanimously. (7-0)

The commission adjourned the executive session by consensus at 7:10 PM.

Open and Read Fee Proposals for Architectural Services for the Eli Terry and Philip R. Smith Elementary Schools: Mr. Warrington opened and read aloud the fee proposals for the six firms that responded to the RFP. The following were the results:

Drummey Rosane Anderson, Inc.

Eli Terry	\$1,945,000
Philip R. Smith	\$1,690,000
Total	\$3,635,000

Quisenberry Arcari

Eli Terry	\$1,598,152
Philip R. Smith	\$1,399,514
Total:	\$2,997,666

Antinozzi Associates

Eli Terry	\$1,598,152
Philip R. Smith	\$1,399,514
Total	\$3,435,000

Tai Soo Kim

Eli Terry	\$1,622,100
Philip R. Smith	\$1,812,900
Total	\$3,138,000

Svigals & Partners

Eli Terry	\$1,875,106
Philip R. Smith	\$1,663,697
Total	\$3,538,803

Moser Pilon Nelson

Eli Terry	\$1,713,060
Philip R. Smith	\$1,480,000
Total	\$3,193,060

Discussion and Possible Action Regarding Response to Architect's Proposals: Mr. Warrington reviewed the rating sheet that had been utilized throughout the selection process, with the last number to be assigned being the fee proposals. Based on the rating sheet, the following were the four top firms for consideration for interview: Drummey Rosane Anderson, Tai Soo Kim Partners, Moser Pilon Nelson and Antinozzi Associates.

A motion was made by Mrs. Daugherty, seconded by Mr. Montana to invite Drummey Rosane Anderson, Moser Pilon Nelson, Antinozzi Associates and Tai Soo Kim to interview for Architectural Services for the Eli Terry and Philip R. Smith Elementary Schools on June 28, 2017. Motion passed unanimously. (7-0)

Approve Quote from Follett School Solutions, Inc. for Library Books: Mr. Warrington provided background information regarding the quote and advised that the firm Baker and Taylor is a Follett owned company on the state of CT DAS contract. He advised that the budget set aside for this purchase was \$150,000 and that the quote was \$22,000 under the budgeted amount. The purchase would provide for new books for the school. He noted that Colliers recommended approval of the purchase and hopes to have the delivery in early August. Commission members questioned the process for the current library collection at Orchard Hill and inquired as to whether new books would be contemplated for each of the new buildings planned for the future. Dr. Carter noted that the district would reassess the needs for the future phases and noted that there is currently a process in place to redeploy books that are no longer in use by the school to residents.

A motion was made by Mr. O'Connell, seconded by Mr. Thomas to approve Baker and Taylor quote dated June 21, 2017 for library books in the amount of \$128,433.75. (7-0)

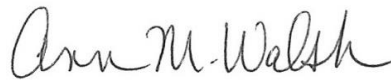
Approve Quote from G. Donovan Associates to Provide, Install and Remove Masonite Floor Protection for FF&E Deliveries: Mr. Warrington provided background information regarding the installation of Masonite to protect the flooring at Orchard Hill during the upcoming moves of furniture. He advised the commission that Colliers has worked with G. Donovan many times and that they are on the state of CT DAS contract. He advised that the Masonite was planned for high traffic areas and provided Colliers' recommendation that the commission approve the quote. In response to a concern regarding the possibility of damage to the building by the moving companies, Mr. Warrington assured the commission that he plans to meet with the five major vendors to discuss the commission's concerns regarding limiting potential damage to the floors and other areas of the buildings.

A motion was made by Mr. Thomas, seconded by Mr. O'Connell to approve G. Donovan Associates quote dated June 14, 2017, based on CT DAS state contract #13PSX0235, in the amount of \$10,795.50 to install Masonite floor protection. Motion passed unanimously. (7-0)

Adjournment

A motion was made by Mr. Beaulieu, seconded by Mr. Thomas to adjourn the meeting at 7:40 PM. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann M. Walsh".

Ann M. Walsh, Clerk