

TOWN OF NEWINGTON

SCHOOL CODE COMPLIANCE PROJECT BUILDING COMMITTEE

MINUTES

March 12, 2009

TOWN HALL CONFERENCE ROOM 1

- I. Call to Order – Mr. Nagel, as the Town Council member of the majority party, called the meeting to order at 4:08 pm
- II. Roll Call – Members present: Dave Nagel, Tom Bowen (arrived at 4:10 PM), Mike Lenares, Dan Carson (left at 5:00 PM) and Steve Woods. Others present: Ernie Perlini, Superintendent of Schools (left at 4:45 PM); Lou Jachimowicz, Business Administrator; and Jeff Baron, Dir. of Administrative Services.
- III. Public Participation - None
- IV. Election of Officer(s) – Mr. Woods made a motion that Mr. Nagel be named as Chairperson of the School Code Compliance Project Building Committee. Second by Mr. Carson. Discussion: No other officers need to be selected. The motion passed unanimously by a vote of 4YES to 0 NO.
- V. Review architect proposals to establish the four most qualified firms – Mr. Jachimowicz reviewed the state’s required selection process. Nine firms responded to the Town’s request for qualifications statements. Mr. Baron reviewed the qualifications statements, determined that all nine respondents met the qualifications identified in the RFP, and solicited cost proposals from those firms. The entire package from each qualified firm was then presented to the Committee for evaluation. None of the nine firms demonstrated that they had done directly applicable Office of Civil Rights compliance projects. One subconsultant, M.R. Roming Associates, has done so for the outdoor site and athletic field components for other school districts. The merits of various firms were discussed, with particular emphasis on prior experience with the Town on other projects, fees, and subconsultant services. The consensus on the part of the Committee at the conclusion of this discussion was that the four most qualified firms are (listed in alphabetical order): Friar Associates of Farmington, Jacunski Humes

Architects of Berlin, Oak Park Architects of West Hartford, and Silver/Petrucci & Associates of Hamden.

- VI. Establish the date and format for architect interviews – All four of the most qualified firms will be interviewed. Interviews will be held on Thursday, March 26, 2009, will start at 4:00 in the afternoon, and be scheduled for half an hour each. Mr. Baron will notify and invite all four firms. Each firm will be asked specifically about different professional design requirements, and whether they are included in the proposed fee.
- VII. Any Other Business Pertinent to the Committee – None.
- VIII. Public Participation – None.
- IX. Committee response to public participation – None.
- X. Adjournment – the meeting adjourned at 5:10 pm.

Respectfully submitted,

*Jeff Baron*

Jeff Baron  
Director of Administrative Services