

**Town of Colchester
WJMS Building Committee
January 28, 2016 – 7:00 PM
WJMS Media Center**

Minutes

Members Present: Thomas Tyler, Anthony Tarnowski, Joe Ruiz, Irene Malsbenden, Lynn Goodwin, Paul Picard, Steve Wells

Members Absent: None

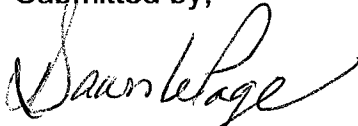
Others Present: Board of Finance Liaison Rob Esteve; Director of Educational Operations Ken Jackson; Tecton Architects: Chris Roof, Chris Banker; Jeff Wyszynski; Superintendent Jeff Mathieu; O&G: Mark JFK; Board of Selectman Liaison Rosemary Coyle; First Selectman Art Shilosky; Principal Chris Bennett; Board of Education Liaison Brad Bernier; representatives from various construction firms

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:01 p.m.
2. **Citizens Comments:** None
 - a. **Town email:** None
3. **Approval of Minutes – January 14, 2016:** I. Malsbenden motioned to approve the January 14, 2016 meeting minutes, seconded by L. Goodwin. Vote was unanimous with P. Picard and S. Wells abstaining. **MOTION CARRIED.**
4. **Architect update and potential action:** C. Roof reported that the State has said that the project will not be considered “renovate as new” but an “extension and renovation”. There will be some impact to the reimbursement rate but minimal. Ed Specs have been altered to allow for change in programs. No square footage has been added. Board of Education will need to approve the changes. M. Jeffco and C. Roof reviewed a preconstruction schedule. Tecton will have schematics to O&G in about 2 weeks.
5. **Construction Manager update and potential action:** O&G would like to do a schematic design estimate at an additional cost. Members were in agreement that if O & G thought an additional estimate was needed something should have been said previously. Chairman Tyler asked K. Jackson to review the Construction Manager scope. Members also agreed that the Town should not sign a contract with O & G until the matter was settled. Drafts for proposed schematic floor plans were viewed. Security needs were discussed. Chairman Tyler feels it is time to bring in the traffic flow consultant. A. Tarnowski said the bus company should be brought in on the discussion.

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6. **Discussion on Owners Rep selection process:** K. Jackson received an inquiry this week with concerns regarding qualifications required. The scope reads "To be considered, a PM must have completed a minimum of four (4) Connecticut Public School projects of similar scope within the last seven (7) years." After discussion members agreed that it could be a challenge, depending on the length of a project, to complete 4 projects within 7 years. S. Wells motioned to approve an addendum to modify the the Project Management Services Request for Qualifications, Qualifications Required, changing the requirements to now be "To be considered, a PM must have completed a minimum of four (4) Connecticut Public School projects of similar scope within the last ten (10) years." Motion was seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
7. **Discussion on communication/social media:** No new discussion
8. **Citizens Comments:** None
9. **Adjournment:** P. Picard motioned to adjourn seconded by I. Malsbenden . Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 9:01p.m.

Submitted by,



Dawn LePage, Clerk