

Town of North Stonington
North Stonington School Modernization Building Committee Minutes
New Town Hall Conference Room
Monday, June 13 2016
7:00 PM

Attendance: Mike Urgo, Jay Peterson, Pamela Potemri, Dan Spring, Mark Perkins and Dave Sellins.

I. Call to order at 7:55 PM.

II. Order of business.

A. Discussed the draft of Legal Notice for Architectural and Engineering Design Services for the school building/renovation project. Edited the draft to incorporate changes, namely the mailing destination for proposals.

B. Discussed the content of Request for Proposals for Architectural and Engineering Design Services for the school building/renovation project.

1. Added a one-sentence paragraph at the end of I.A. and I. B. to indicate that the grade school and middle/high school projects are both to be done in accordance with State of Connecticut school project requirements.

2. Discussed the content of sections III (Proposal Qualifications and Submission Requirements) and IV (Evaluation Criteria). Made editorial corrections, amended content for improvement and clarification. Agreed town responsibilities for HAZMAT, Survey, Geotechnical, and Traffic consultants was appropriate for reasons of liability.

3. Discussed other aspects of the document and the process, including selection and responsibilities of the architect, construction contractor, and construction manager. Dave Sellins volunteered to share process he uses for ranking/selecting proposals and architects.

C. Dave Sellins moved that the committee recommends to the North Stonington Board of Selectmen the amended Request for Proposals for selection of architectural design and administration of the school building and renovation project (as prepared in this meeting). Motion seconded by Dan Spring and passed with 6 in favor and 0 against.

D. Pamela Potemri will move the amended documents to Shawn Murphy in a timely fashion.

E. Mike Urgo has prepared gmail accounts for committee members. He will E-mail particulars to us. Members are not to use E-mail to for discussions among the whole group but documents can be shared among all members.

F. Topic of next meeting is request for proposals for construction manager.

III. Adjourned at 9:06 pm.