

Minutes of the Special Meeting of the Middle School Building Committee held at 8:15 AM, on Monday, December 1, 2014 at the BOE Conference Room, 3<sup>rd</sup> Floor Town Hall Annex, 5 Linsley Street, North Haven, CT.

Members Present: Goldie Adele, Michael Brandt, Miriam Brody, Lou Coppola, Sr., Gary Johns (committee chairman), Bruce Morris, David Mikos, Walter Nester, Jr., Michelle Spader (committee secretary), and Dyann Vissicchio (committee vice chair)

Members Absent: Joseph Porto

Also Present: Dr. Cronin, Kristine Carling, Jeff Donofrio, Edward Swinkoski and Phil Diana

Meeting called to order by Chairman Johns at 8:15 am.

**MINUTES**

Minutes of November 24, 2014 meeting tabled until December 8<sup>th</sup> meeting.

**CORRESPONDENCE**

Correspondence tabled until December 8<sup>th</sup> meeting.

**REVIEW AND SCORING OF STATEMENTS OF QUALIFICATIONS FOR OWNER'S CONSTRUCTION REPRESENTATIVE**

At 8:25 am, a motion was made by Mr. Morris to move into Executive Session to discuss qualifications/employment of Owner's Construction Representative candidates and to include Edward Swinkoski, Jeff Donofrio, Ellen Dufour, Dr. Cronin, Kristine Carling, and Phil Diana in the Executive Session, seconded by Mr. Brandt.

VOTE: All in favor.

At 9:30 am, Mr. Morris made a motion to reconvene to public session, seconded by Mr. Nester.

VOTE: All in favor.

The Committee's scoring results were discussed and it was decided that the four highest scored firms would be sent the RFP and asked to provide proposals. The four highest scoring firms are as follows: Downes, Morganti, SBS and Turner.

A motion was then made by Mr. Morris to send the RFP for Owner's Construction Representative Services to the four highest scoring firms pending verification of their scores, seconded by Mr. Coppola.

VOTE: All in favor.

The Committee then reviewed the draft RFP for Owner's Construction Representative Services and the draft Owner's Construction Representative Agreement.

A motion was made by Mr. Morris to accept the RFP form as drafted, seconded by Mr. Brandt.

VOTE: All in favor.

A motion was then made by Mr. Morris to accept the draft Agreement for use with the RFP, seconded by Mr. Mikos.

The next regular meeting of the building committee will be Monday, December 8, 2014.

There being no further business to come before the Committee, Mr. Mikos moved to adjourn at 10:00 am, seconded by Mr. Morris.

VOTE: All in favor.