

FAIRFIELD LUDLOWE HIGH SCHOOL BUILDING COMMITTEE

Wednesday, October 30, 2013, 7:30 p.m.

Sullivan Independence Hall

725 Old Post Rd.

Fairfield, CT 06824

FINAL MINUTES

Members Present: Marc Andre; Marc Donald, Chair; Terri Leopold; Joseph Pagnozzi, Secretary; and Robert Sickeler

Members Absent: Donna Ertel, Vice Chair; David Weber

Others Present: Twig Holland, Town of Fairfield Director of Purchasing Department; Sal Morabito, Board of Education Manager of Construction, Security and Safety; Jessica Gerber, Board of Education Liaison; Judy Ewing

I. Call to Order

Mr. Donald called the meeting to order at 7:36 pm.

II. Approval of Minutes

-Motion was made to approve of the October 16, 2013 meeting minutes by Ms. Leopold and seconded by Mr. Pagnozzi.

Motion passed 5:0

-Motion was made to approve of the September 11, 2013 special meeting minutes by Ms. Leopold and seconded by Mr. Pagnozzi.

Motion passed 5:0

III. Short-List Project Manager Interviews

Some Committee members had difficulty accessing the FTP site to access documents regarding this matter; Ms. Holland handed out to all present an RFP handout summarizing the candidates for project management, including summary of fees, which was a key concern to the Committee.

1. Arcadis (formerly Pinnacle One); had worked on Ludlowe Middle School (building project), Fairfield Warde High School, Burr St School, Tomlinson Middle School (renovations).
2. Epic Management (NJ based firm)
3. CREC (focus on building magnet schools)
4. McCloud Group (based in Bridgeport)
5. Strategic Building (currently on Riverfield School project)
6. Turner Construction

Discussion topics included concerns regarding fees and being there from start to finish on the project. When the chosen firms will be interviewed, each presentation will be 25-30 minutes, followed by a 10-15 minute Q&A session by the Committee.

Motion was made to invite Arcadis, McCloud Group, and Strategic Building to be interviewed regarding Project Manager by Mr. Pagnozzi and seconded by Ms. Leopold.

Motion passed 5:0

IV. Discuss RFQ Construction Manager

Ms. Holland reported that bids for this are due on Tuesday, November 5.

She will email PDFs if need be or post the proposals on the BOE website, as they are very large sets of documents.

V. Next Meeting, November 13, at 6:30pm, FLHS

VI. Old Business

None

VII. New Business

None

VIII. Public Comment

Ms. Gerber expressed that the presentations given at the prior meeting were well done, her concern is that all seemed to put a large focus on the cafeteria renovation/expansion, and is concerned about project review as it goes through the town bodies (Board of Selectman, Board of Finance, RTM).

IX. Adjourn

Motion was made by Mr. Andre and seconded by Mr. Pagnozzi to adjourn the meeting at 8:33pm.

Motion passed 5:0

Respectfully Submitted,

Jennifer Hochberg
Recording Secretary

