

FAIRFIELD LUDLOWE HIGH SCHOOL BUILDING COMMITTEE

Wednesday, September 25th, 2013, 7:30 p.m.

Fairfield Ludlowe High School

785 Unquowa Road, Library

Fairfield, CT 06824

FINAL MINUTES

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

I. Call to Order

Mr. Donald called the meeting to order at 7:40 pm

II. Architects Rating

-Mr. Donald proposed discussing the committee members' top 4 architectural firms

-Ms. Ertel disclosed past positions she held with Perkins Eastman and Antinozzi. Ms. Holland explained that with so many of the committee members in the industry it is not unusual to know or have worked for many of the companies and that as long as Ms. Ertel can remain unbiased it would be alright.

- Committee discussion took place regarding the letter from Geddis.

III. Review and Discuss Architectural Proposals

After deciding which the top contenders for the project were, the committee discussed at length the various proposals with input from Mr. Morabito, Ms. Holland and Ms. Gerber. They also discussed past school projects and the process of going before the various town bodies, e.g. Board of Finance, RTM, etc. and BSF meetings.

IV. Approve Short-List for October 16th, 2013 Presentation

Motion was made by Mr. Andre and seconded by Ms. Ertel to approve the short list for the October 16th presentation to include the following firms: Antinozzi, Fletcher Thompson, Perkins Eastman and Tai Soo Kim.

Motion passed unanimously. 7:0

Ms. Holland explained the process for interviewing the 4 firms, e.g. she will check references, invite the firms. She suggested having separate firms to oversee the various aspects of the project: architect, project management and construction management.

V. Discuss RFP Program Manager

None

VI. Next Meeting, October 16th at 5:30 pm, Architects Presentation

Recording Secretary will confirm room reservations for the remainder of the year.

VII. New Business

None

VIII. Public Comment

None

IX. Adjourn

Motion was made by Mr. Pagnozzi and seconded by Mr. Andre to adjourn the meeting at 9:16 pm

Motion passed unanimously. 7:0

Respectfully Submitted,

Joseph Pagnozzi

Secretary

Charlotte Leslie

Recording Secretary