

RECEIVED

FAIRFIELD WOODS BUILDING COMMITTEE MEETING APR 17 2010
Thursday, March 18, 2010-7:00 pm
Fairfield Woods Middle School-Media Center
1115 Fairfield Woods Road-Fairfield, CT 06825

TOWN CLERK'S OFFICE
FAIRFIELD, CT

FINAL MINUTES

Members Present: Jennifer Tierney, Dan McKnight, Rich Kornutik, Doreen Battimelli, Chad Stewart

Members Absent: Bill Sapone, Kim Smith, Neal Fink, Victor DeMaria

Others Present: Judy Ewing, Phil Ryan, Sal Morabito, Mark Corcoran, Ty Tregellas, Don DiMartino

I. Call to Order

Vice-Chair Doreen Battimelli called the meeting to order at 7:05 pm.

II. Approval of Minutes

Dan McKnight made a motion to approve the minutes. Jennifer Tierney seconded the motion which carried unanimously, with one abstention from Ms. Battimelli.

III. Review and Approve RFQ for Commissioning Agent

Ms. Battimelli said that the agenda was not correct in stating a RFQ was to be approved. Rather, the Committee will need to approve a RFP. Sal Morabito explained the process and reasons for a Commissioning Agent. The Committee discussed LEED and how it relates to state reimbursement which they will speak to Randall Luther about. Mr. McKnight asked Phil Ryan to make sure LEED is included in the RFP. Mr. Ryan will relay that to Purchasing Director Twig Holland. Ms. Tierney made a motion to release the RFP with the addition of qualifications as documented in the RFQ form. Chad Stewart seconded the motion which carried unanimously.

IV. Review and Approve Invoices

Ms. Tierney made a motion to approve \$6,513.92 for Tai Soo Kim Partners architectural services and \$15,000 for Turner Construction's estimating and scheduling services for a total of \$21,513.92. Mr. Stewart seconded the motion which carried unanimously.

V. Review Project Planning and Schedule

The Committee tabled this item to the next meeting.

VI. New Business-None

VII. Public Comment-None

VIII. Adjourn

Mr. Stewart made a motion to adjourn the meeting at 7:38 pm. Mr. McKnight seconded the motion which carried unanimously.

Respectfully submitted,

Jennifer S. Carpenter
Recording Secretary