

HOLLAND HILL SCHOOL BUILDING COMMITTEE

FINAL MINUTES

DATE: APRIL 7, 2016

TIME : START 6 PM

LOCATION: BOARD OF EDUCATION CONFERENCE ROOM

501 KINGS HWY E #210, FAIRFIELD, CT. 06825

Members present: Tom Quinn, Tom Dubrosky, Joe Michelangelo, Harry Ackley, Nick Aysseh, Jason Li

Others present: Phil Ryan, Corrine Dyer, Sal Morabito, Laura Cretella, Judy Ewing

1)CALL TO ORDER

Chairman Quinn called the meeting to order at 6:05

2) PLEDGE OF ALLEGIANCE 6:05

3) EXPLANATION OF FINAL SELECTION PROCESS FOR ARCHITECT

The Committee went over selection process for architects and recapped the upcoming dates for CM and Owner's Rep interviews which are

4/21—CM and Owner's rep shortlisting

5/5—CM interviews (same times and format at BOE)

5/9 Owner's Rep interviews

4) FOUR FINALIST ARCHITECTS PRESENTATION/QUESTIONS FROM COMMITTEE

At 6:06 PM Perkins Eastman gave a 30-minute presentation followed by 15 minutes for questions from the Committee.

At 7:10 Silver Petrucelli gave a 30-minute presentation followed by 15 minutes for questions from the Committee.

At 8:00 Tai Soo Kim gave a 30-minute presentation followed by 15 minutes for questions from the Committee.

At 8:50 Kenneth Boroson Architects gave a 30-minute presentation followed by 15 minutes for questions from the Committee.

5) PRIOR TO COMMITTEE VOTE - PUBLIC COMMENT/STATEMENTS ONLY

No Public Comment

6) OPENING OF FEES QUOTE BY PURCHASING

Fees were submitted as follows

Perkins Eastman: Phase 1: \$40-45k not to exceed 45k. 4.5k reimbursable

Phase 2: \$215-218k not to exceed 218k. 15k reimbursable.

Phase 3: Fee 3.9 % of construction cost 15-18k reimbursable.

Silver Petrucelli

Phase 1. \$19k not to exceed 19k. 2k reimbursable.

Phase 2. \$181k Not to exceed 181k. 7k-8k reimbursable

Phase 3: Fee 3.6% of construction. 18-20k. reimbursable

Tai Soo Kim

Phase 1. \$40-50k not to exceed 50k. 3.5k reimbursable.

Phase 2. \$330k not to exceed 330k. 40k not to exceed 45k reimbursable.

Phase 3. Fee 4.7% of construction, 10k-15k reimbursable.

Boroson

Phase 1. \$28-29k not to exceed 29,660. 2k-2.5k reimbursable.

Phase 2. \$230k-23,6924. 7900-9k reimbursable, not to exceed 9k.

Phase 3. Fee 3.6-5.3%of construction, 16-18.5k reimbursable.

7) EACH VOTING MEMBER FINALIZES INDIVIDUAL MATRIX

8) ALL MATRIX SCORE SHEETS ARE COMBINED WITH WINNER SELECTED

The combined results from all members' scoring, before weighing the fees, are as follows:

1. Kenneth Boroson 361
2. Silver Petrucelli 328
3. Tai Soo Kim 301
4. Perkins Eastman 268

The Committee then looked at what each firm did or did not include in their bids, using cost of 13 mil as an example, in order to have an "apples to apples" comparison when considering the fees in the scoring.

Sal Morabito calculated the new scores, and reports that factoring fees, results for the top two firms become:

Silver Petrucelli: 406.75

Boroson: 446.75.

Boroson is #1, Silver Petrucelli is #2

Mr. Ackley moved to vote to award the project to Kenneth Boroson Architects. Mr. Li seconded.

The motion carried unanimously.

9) REVIEW NEXT STEPS IN CM SELECTION PROCESS

Next steps had been reviewed during earlier discussion.

10) ADJOURNMENT

Mr. Ackley moved to adjourn at 10:07PM, Mr. Li seconded. Meeting adjourned at 10:07 PM.

Draft Minutes subject to correction or revision by the Holland Hill Building Committee.

Respectfully Submitted,

Nancy Gardiner, Recording Secretary

