





Christine Messina asked if the Request for Proposal (RFP) for the owner's rep will go out. Twig Holland said yes; the process would be similar to the way the architectural firm was selected, and following guidelines set by the State of Connecticut.

Dorothy Domeika asked Twig Holland for a timeline regarding what the Committee's next steps are regarding hiring the owner's rep and the construction manager. Ms. Holland said the Committee can short-list the owner's rep services after the Proposals arrive, or, depending on how many proposals the Committee receives, interview candidates at the next meeting. The next step is to hire the Construction Management services (CM), and at the first meeting with Kenneth Boroson, ask who is going to be handling surveyors and specialty consultant services.

Ms. Holland said she will inform the three candidates who were not selected, and alert the Purchasing Authority to negotiate the contract with Kenneth Boroson Associates. If it is the Committee's preference, they can invite KBA to attend the next meeting.

The meeting scheduled for July 24, 2012 was cancelled in order to give enough time for the contract with Kenneth Boroson Associates to be drawn and signed. The next meeting of the Riverfield School Building Committee will take place Tuesday, August 7, 2012 at 7:30 P.M.

#### **ADJOURNMENT**

There being no further business and upon motion made, duly seconded and carried unanimously, the meeting was adjourned at 8:30 P.M.

Respectfully submitted,

Lawrence Ratner  
Secretary

Recorded by: Colleen Roche