

TOWN OF NEWINGTON

ANNA REYNOLDS SCHOOL PROJECT BUILDING COMMITTEE

2021 MAR 12 PM 3:27

SPECIAL MEETING MINUTES

March 11 2021, Zoom Event


Town Clerk

- I. Call to Order – Committee Chairperson Stephen Woods called the meeting to order at 5:16 PM.
- II. Roll Call – Members present: Stephen Woods, Chairperson; Michael Camillo, Chris Miner, Cindy Stamm, Carol Duggan, and Jeremy Whetzel. Others present: Chuck Warrington and John Koplas, Colliers International (both left the meeting at 5:49 PM); Paul Vessella, Newington Board of Education; Maureen Brummett, Ph.D., Superintendent of Schools; Lou Jachimowicz, Chief Finance and Operating Officer; Jason Smith, Principal, Anna Reynolds School; James Krupienski, Town Clerk; and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Discuss Architect Fee Proposals – motion to go into Executive Session. Mr. Camillo made a motion that The Anna Reynolds School Project Building Committee hereby moves to go into Executive Session and invites the Committee members; Superintendent of Schools Maureen L. Brummett, Ph.D.; Board of Education Chief Finance and Operations Officer Lou Jachimowicz; Paul Vessella, Board of Education Chairperson; Anna Reynolds School Principal Jason Smith; Charles Warrington and John Koplas of Colliers Project Leaders; and Director of Administrative Services Jeff Baron; to discuss architects' fee proposals. A second to the motion was made by Mr. Miner. The motion passed unanimously by a vote of 6 YES to 0 NO. The Committee went into Executive Session at 5:19 PM
- V. Recommendation to Town Council on Architect Selection – The Executive Session ended at 5:49 PM. The Special Meeting of the Committee resumed at 5:51 PM. Ms. Stamm made a motion that the Anna Reynolds School Project Building Committee approves the Qualifications Statement and Fee Proposal of Kaestle Boos Associates for a total fee of \$1,008,787.00 for their response to RFP No. 1, 2020-21, and recommends to the Newington Town Council that they accept the Kaestle Boos Associates' proposal and authorize the Town Manager to enter into contract with them to serve as the Project Architect for the Anna Reynolds School Project. A second to the motion was provided by Mr. Camillo. Discussion: Mr. Woods stated that the Project Building Committee had done a thorough review of the four firms that were the architectural finalists. Kaestle Boos Associates came out on top and presented a competitive fee proposal. The motion passed unanimously, by a vote of 6 YES to 0 NO.
- VI. RFP for Owner's Project Manager – Mr. Woods stated that a draft of the Request for Proposals was distributed earlier in the week. Mr. Baron stated that his research showed that the fees needed to be considered after the four finalists are ranked. He will amend the

RFP to require that fees are provided in a sealed envelope. He will also request that the Town Manager issue a letter making the responses to the RFP confidential. Mr. Miner asked if this was still an RFP (Request for Proposals). Mr. Baron replied that it was called an RFQ/RFP. It was a Request for Qualifications that would lead to proposals. The Committee will select the top four firms, and then consider their fees. Mr. Woods felt that it was a thorough RFP that was specific to our project, and met the priorities of the Town. Mr. Baron stated that the rules on what was required changed in 2017. Mr. Woods stated that they are different from when other Committees did an RFP before. Mr. Baron stated that the RFP used here was developed before 2017, but that the statutes have changed. Mr. Miner made a motion that the Committee accept the RFQ/RFP for Owner's Project Management Services as presented and authorize its public advertisement. A second to the motion was provided by Mr. Camillo. There was no discussion. The motion passed unanimously by a vote of 6 YES to 0 NO.

- VII. Any Other Business Pertinent to the Committee – The Committee agreed that there would be no meeting the following week and that its next meeting would be held on April 1st at 5:15 PM.
- VIII. Public Participation – None.
- IX. Comments by Members – Mr. Woods thanked all members. The Building Committee has been great so far and has worked well together to help make Anna Reynolds the school it can be.
- X. Adjournment – the meeting adjourned at 6:00 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services