

Memorial Boulevard Intradistrict
Arts Magnet School Committee
Special Meeting October 17, 2018

Present: Dr. Michael Dietter, Lori Eschner, John Lodovico, Steve Masotti,
Dave Preleski, John Smith, Frank Stawski, and Chris Wilson

Also Present: Jill Browne, Timothy Callahan, Dr. Susan Kalt-Moreau, and Roger
Rousseau

Excused: Cheryl Assis

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Chair Dietter.

2. APPROVAL OF MINUTES

On a motion by John Smith and seconded by John Lodovico, it was unanimously voted to approve the minutes of the regular meeting on September 27, 2018.

3. PUBLIC PARTICIPATION

There was no public participation.

4. PROJECT MANAGER UPDATE

- The first programming meeting took place on October 2. A committee of administration and educators was comprised by Dr. Moreau.
- A2 survey is in the sights of the architects as they are expanding on the existing survey and making corrections if necessary. There are some flagged areas and some questions regarding the wetlands and the tennis courts.
- The architect is working on the schedule and wants to onboard the contractor before finalizing.
- Timothy Callahan, along with the architect is scheduling a planning meeting with P&Z.
- The contract with the architect is being finalized. It was sent to Corporation Counsel for final review. Roger Rousseau expects the contract back by the end of the 10/22/18 week.
- The ED053 requires a Phase 1 hazmat investigation.
- There will be an RFQ for enhanced commissioning.
- Roger Rousseau indicated a potential floodplain issue with the Pequabuck River and the Hydraulic Memorial Boulevard bridge.

- It was suggested that there should be committee members assigned and present at the subcommittee meetings that are taking place.

5. ARCHITECT'S UPDATE

The architects update was relayed in the Project Manager's update. They are still in the information gathering stage. The architect was not present at this meeting.

6. REVIEW AND DISCUSS CONSTRUCTION MANAGER SCOPE OF SERVICES AND TAKE ANY ACTION NECESSARY

The RFQ was issued with the provision of having a self-performance piece. There have been a series of questions specific to this provision. There are two sections within the statutes on how to award contracts and that has become challenging with the way the RFQ was written. Roger Rousseau sought reached out to Corporation Counsel to clarify how the RFQ can be written to accommodate the request by OSCGR. In turn, they sought outside counsel and it was determined that this provision does not fit within the statute.

Kosta Diamantis was in a meeting at the Mayor's office and agreed that it was clear they needed to remove the self-performance provision from the RFQ. OSCGR suggests putting an RFQ for Construction Administration.

CM RFQ's are due to Purchasing on 10/25.

On a motion by John Smith and seconded by Frank Stawski, it was unanimously approved to remove the requirement of the 20% self-performance provision from the Construction Manager RFQ.

7. REVIEW AND DISCUSS CONSTRUCTION ADMINISTRATION SERVICES AND TAKE ANY ACTION NECESSARY

On the recommendation from OSCGR, having a CMr, they felt we should reconsider a CA. When the scope was developed, a CA was not necessary. Now that there has been a change, it was requested to be revisited.

John Smith felt strongly that it is not necessary. He stated we have an architect, a Project Manager and we will be hiring a CM. That is enough layers.

Roger Rousseau provided a handout providing a breakdown of what a CA would do. That is on file at the BOE.

After the committee reviewed the checklist, it was impressed that it is redundant to hire a CA. Because there is no need for a CA, there was no action taken.

Meeting adjourned at 7:09 p.m. by Chair Dietter.

Respectfully submitted,

Tara Landon

Tara R. Landon

Administrative Assistant/Operations