

REGIONAL SCHOOL DISTRICT #19
BOARD OF EDUCATION
BUILDING COMMITTEE MEETING MINUTES
FOR
THURSDAY NOVEMBER 23, 2010

PRESENT: Janice Chamberlain, Fran Archambault, Jim Mark, Mike Sibiga, Bob Kremer, George Kraus, Michael Fitzgerald, Steve Robichaud, Kevin Ericson and Bruce Silva

ABSENT: Herb Arico and Tim Nolan

Ms. Chamberlain called the meeting to order at 4:00 p.m.

The Committee approved the minutes for October 26, 2010.

Bruce Silva provided the committee with a total of four Design Team proposals which were received on November 19, 2010 in response to the District's RFQ. One firm of the five firms invited to submit a proposal did not participate.


Mr. Pemberton provided the committee with information sheets that summarized each firm's fee proposal and experience working on similar projects. After a discussion of each firm's fee and qualifications, it was decided to invite two firms to an interview (Milone & MacBroom and Blades & Goven to be held on Tuesday, November 30th or Wednesday, December 1, 2010 at either 4:00 or 5:30 p.m.

Mr. Pemberton agreed to check references.

Mr. Silva agreed to secure legal services to review the contract document for the firm selected. Concern was raised about getting the selected firm on-board as soon as possible.

Messrs. Silva & Kraus provided the committee with a proposal from Mr. Roland Kunkel for consultation services. Mr. Kunkel was recommended to the committee by UConn Athletic Director, Jeff Hathway. It was agreed that it would make sense to hire Mr. Kunkel to assist with some specific components of the project (specifications review, pre-inspection of surface before turf installation etc.).

Respectively submitted,



BWS/