

**REGIONAL SCHOOL DISTRICT NO. 17
PUBLIC BUILDING COMMITTEE MEETING
January 10, 2017**

A meeting of the Regional School District 17 Public Building Committee was held on January 10, 2017 in the Central Office Board Room.

Members Present: Eric Couture, Sue Twachtman, Joanne Nesti

Members Absent: Lizz Milardo, Karen Perry, William Leahy

Also Present: Superintendent Howard Thiery, Director of Fiscal Operations Martha Vaughn, Director of Facilities Mike Distefano, Project Manager Paul Drummey

Call to Order/Opening of Meeting: The meeting was called to order at 3pm.

Mr. Drummey informed the committee that the state grant application had been filed earlier in the day. He then outlined the RFQ/P process for securing architectural services for the roof project. The committee added language to the "Minimum Experience" section to reflect that respondents' previous roof projects should be no less than two million dollars and no smaller than 80-thousand square feet. It also asked respondents to provide details regarding their original bids compared to final costs on other roof projects cited. The timeline was updated, with a walkthrough for respondents scheduled for January 18, 2017. Proposals are due on February 1, 2017. The entire RFQ/P document can be found on the District website, www.rsd17.org.

A motion was made and seconded as follows: "The Public Building Committee approves the January 12, 2017 advertising of the Request for Qualifications/Proposals for Architectural Engineering services for the Haddam-Killingworth High School Partial Roof Replacement Project, with revisions as discussed and approved. The notice as advertised will include a corresponding link to the full proposal." Approved unanimously.

Ad will appear in the Hartford Courant, New Haven Register, Connecticut Dept. of Administrative Services website, CREC website and RSD 17 website.

The committee asked for additional information regarding short-term and long-term financing of the project and will schedule a meeting with District Municipal Advisor Dennis Dix. In addition, Mr. Drummey will provide a cash flow chart outlining a breakdown of expenditures related to the project.

Next Committee meeting is schedule for Friday, January 20, 2017 at 2pm.

Adjournment: 4:50 pm.