MINUTES OF
THE WILSON COUNTY BOARD OF EDUCATION
SPECIAL MEETING
DECEMBER 8, 2022

The Wilson County Board of Education held a special meeting on Thursday, December 8, 2022, at 3:00 p.m. at the Administrative Office, 113 N. Tarboro Street. Chairman Christine L. Fitch called the meeting to order at 3:01 p.m. with the following members present:

Dr. Christine L. Fitch, Chairman
Henry E. Mercer, Vice Chairman
Beverly Boyette
Blake Boykin
Rhyan Breen
Debora Powell
Dr. Lane B. Mills, Secretary

The meeting was livestreamed through the Wilson County Schools (WCS) YouTube Channel. The public could also view the meeting through links on the WCS Facebook, Instagram and Twitter pages and the WCS website.

Others present were Associate Superintendent Dr. Cheryl Wilson, Assistant Superintendent for Instructional Services Robin May, Assistant Superintendent for Administrative Services Dr. Ben Williams, Executive Director of Maintenance Mark Letchworth, Director of Public Relations Amber Lynch, Assistant Director of Maintenance Greg Woodard and Administrative Assistant to the Superintendent and Board Clerk Linda Horrison, as well as Board Attorney Katie Cornetto and *The Wilson Times* Reporter Olivia Neeley. Board member Velma Barnes was not in attendance due to an appointment.

After calling the meeting to order, Dr. Fitch asked for approval of the agenda. Ms. Powell made the motion, seconded by Mr. Boykin and Mr. Mercer, that the approval of the agenda for the Special Meeting on December 8, 2022, be approved. The motion passed unanimously, 6-0.

Dr. Fitch led the Pledge of Allegiance, followed by a moment of silence.

The purpose of the meeting was to hold Construction Manager at Risk Interviews for the construction of the new Frederick Douglass Elementary School. The Board will select a firm at its December 2022 regular meeting.

Under Construction Manager at Risk Interviews – Request for Qualifications – Construction of the New Frederick Douglass Elementary School, WCS sought qualification proposals from skilled, experienced firms to provide Construction Manager at Risk (CMAR) with guaranteed maximum price services for the construction of a new building to serve as the Frederick Douglass Elementary School. A Request for Qualifications (RFQ) for a CMAR was publicly let and closed on November 14. The Administration received the following RFQs: Barnhill Contracting Company, Bordeaux Construction Company, Inc. and H.G. Reynolds Company, Inc.

The three firms gave presentations to the Board during the Special Meeting. Each firm was given 15 minutes to present their proposal to the Board, followed by questions from the Board. In advance of the interviews, each firm submitted references to Mr. Letchworth for at least three different school districts and/or governmental entities for whom their firm had performed similar work.

There being no further business at 4:30 p.m., Mr. Breen made the motion, seconded by Mr. Mercer, to adjourn the meeting. The motion passed unanimously, 6-0.

Christine L. Fitch

Dr. Christine L. Fitch, Chairman

Dr. Lane B. Mills, Secretary