

Minutes
Farmington High School Building Committee
Professional Partnership Subcommittee
Friday, April 26, 2019
Town Hall Council Chambers

Present:

Meg Guerrera (by phone)
Johnny Carrier
Garth Meehan
Michael Smith
Kathy Blonski, Town Manager
Kathryn Krajewski, Management Specialist

A. Call to Order.

The meeting was called to order at 8:30 a.m.

B. To amend section 11-b of the Proposal/Qualification Submission Requirements in the Owner's Representative RFP and incorporate guidelines for the fee proposal.

Motion made and seconded (Carrier/Meehan) to amend section 11-b of the Proposal/Qualification Submission Requirements in the Owner's Representative RFP and incorporate guidelines for the fee proposal.

The subcommittee discussed guidelines to add to the fee proposal for construction phase services, so each firm would provide comparable numbers to assist in the planning process. Johnny Carrier suggested outlining estimated costs and timelines for each option. The subcommittee decided to use the same numbers as the survey committee, so they remained consistent. Below is the information that was added to the RFP.

The following costs and timelines for planning purposes are as follows:

Option	Estimated Cost	Estimated Timeline
1. Maintaining the current facility	\$75 million	30 months
2. Renovation in the existing footprint	\$100 million	60 months
3. New building option on the existing site or other locations	\$135 million	48 months

C. To approve the Owner's Representative RFP as amended.

Upon a motion made and seconded (Guerrera/Meehan) it was unanimously VOTED: to approve the Owner's Representative RFP as amended.

D. To discuss the subcommittee roles, responsibilities, and upcoming tasks.

The subcommittee discussed the upcoming tasks they needed to accomplish before the next FHS Building Committee meeting on 5/8/2019. After general discussion, the subcommittee determined that a score sheet for Owner's Representative Services will be reviewed and approved so it can be recommended to the full FHS Building Committee. The subcommittee also discussed reviewing the previous RFP for Architectural Services, to begin the process of creating a new RFP for Architectural Services.

E. To discuss the subcommittee meeting schedule.

The next subcommittee meeting is scheduled for Monday, April 29, 2019 at 8:30 a.m. in Town Hall Council Chambers.

F. Adjournment.

The meeting adjourned at 9:17 a.m.

Respectfully Submitted,

Kathryn Krajewski,
Management Specialist