

Agenda  
Farmington High School Building Committee  
Special Meeting  
Wednesday, June 19, 2019  
Farmington High School Library  
7:00 PM

- A. Call to Order.
  - B. Pledge of Allegiance.
  - C. Chair Report.
  - D. Minutes.
    - 1) To approve the attached June 5, 2019 minutes.
  - E. Presentations - None.
  - F. Reports - None.
  - G. Interview firms for Owner's Representative Services.
    - 7:00 p.m. – Colliers International
    - 7:45 p.m. – Construction Solutions Group (CSG)
  - H. Public Comment.
  - I. Executive Session: Review and Discussion of RFP Responses for Owner's Representative Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).
  - J. To take any action on the selection of a finalist to provide Owner's Representative Services.
  - K. To authorize the Town Manager and the Professional Partnership Subcommittee to negotiate and sign a contract with the selected Owner's Representative.
  - L. Adjournment.
- cc: Committee Members  
Paula Ray, Town Clerk  
Interested Parties

MOTION:

Agenda Item D-1

To approve the attached June 5, 2019 minutes.

/Attachment

Minutes are considered "DRAFT" until approved at next meeting

Minutes  
Farmington High School Building Committee  
Special Meeting  
Wednesday, June 5, 2019  
Farmington High School Library  
4:00 PM

**Present:**

Meg Guerrera, Chair	Kathy Greider, Superintendent
Johnny Carrier	Scott Hurwicz, FHS Principal
Sharon Mazzochi	Vince La Fontan, School Business Administrator
Ellen Siuta	Tim Harris, Director of School Facilities
Chris Fagan	Paul Cianci, Town Council Liaison
Garth Meehan	Beth Kintner, Town Council Liaison
Michael Smith	Kathryn Krajewski, Clerk of the Committee

**Absent (Excused):**

Kathy Blonski, Town Manager

**A. Call to Order.**

The chair called the meeting to order at 5:03 P.M.

**B. Pledge of Allegiance.**

The committee members and audience recited the Pledge of Allegiance.

**C. Public Comment.**

None.

**D. Correspondence.**

None.

**E. Minutes.**

**1) To approve the attached May 22, 2019 minutes.**

Upon a motion made and seconded (Fagan/Carrier) it was unanimously VOTED: to approve the May 22, 2019 minutes.

**F. Presentations.**

None.

**G. Reports.**

Meg Guerrera informed the committee that due to the number of interviews and in the interest of time, subcommittee reports will be suspended for this meeting. Committee members and the public were directed to the Town website for all subcommittee information, meeting information, minutes and agendas.

**H. Interview firms for Owner's Representative Services.**

Minutes are considered "DRAFT" until approved at next meeting

The following firms made presentations and answered questions from the committee regarding Owner's Representative Services:

4:15 p.m. – Colliers International

5:15 p.m. – Construction Solutions Group (CSG)

6:15- 6:45 p.m. – Short break for dinner

6:45 p.m. – Skanska

7:45 p.m. – STV | DPM

**I. Executive Session: Review and Discussion of RFP Responses for Owner's Representative Services in accordance with Conn. Gen. Stat. §§1-200(6) and 1-210(b) (24).**

Upon a motion made and seconded (Mazzochi/Meehan) it was unanimously VOTED: to move to Executive Session for review and discussion of RFP responses for Owner's Representative Services at 9:02 P.M. with voting and non-voting members of the Farmington High School Building Committee in attendance.

The committee returned to open session at 10:06 P.M.

**J. To take any action on the selection of a finalist to provide Owner's Representative Services.**

Upon a motion made and seconded (Carrier/Meehan) it was unanimously VOTED to: request follow up interviews with Colliers International and Construction Solutions Group (CSG) and have the Town conduct due diligence background and reference checks for each firm.

**K. To authorize the Town Manager and the Professional Partnership Subcommittee to negotiate and sign a contract with the selected Owner's Representative.**

Meg Guerrera explained that because we are requesting that two firms return for another interview, this motion will not be made tonight.

Upon a motion made and seconded (Meehan/Mazzochi) it was unanimously VOTED: to table this item until the next meeting.

**L. Adjournment.**

The meeting adjourned at 10:08 P.M.

Respectfully Submitted,  
Kathryn Krajewski, Clerk of the Committee

MOTION:

Agenda Item I

**Executive Session: To review and discuss RFP Responses for Owner's Representative Services.**

To adjourn the meeting to executive session as permitted by Connecticut General Statutes Section 1-200(6) and 1-210(b)(24).

Responses to any request for proposals or bid solicitation issued by a public agency or any record or file made by a public agency in connection with the contract award process, until such contract is executed or negotiations for the award of such contract have ended, whichever occurs earlier, provided the chief executive officer of such public agency certifies that the public interest in the disclosure of such responses, record or file is outweighed by the public interest in the confidentiality of such responses, record or file;

That attendance in the Executive Session shall be limited to:

Voting and Non-Voting Members of the Farmington High School Building Committee

NOTE: Approval of this motion shall be by 2/3 vote.