

**Minutes**  
**1928 Building Committee**  
**Professional Partnership Subcommittee**  
**Monday, February 12, 2024**  
**ZOOM Webinar**  
**3:30 P.M.**

**Attendees:**

Joe Capodiferro  
Chris Fagan  
Kathy Blonski  
Kat Krajewski  
Devon Aldave

**A. Call to Order.**

The meeting was called to order at 3:01 P.M.

**B. New Business.**

**1) To review and approve the contract for Professional Engineering Review Services.**

Kat Krajewski reviewed the contract for Professional Engineering Review Services with the subcommittee and explained that this contract contains mostly boilerplate language provided by the Town Attorney. She also explained that the firms that provided submissions for the RFP agreed to sign the contract without negotiations as part of the submittal process.

Chris Fagan asked if the Town could receive clarity and perhaps provide more language for Section 2.7.8 of the contract.

Upon a motion made and seconded (Fagan/Capodiferro) it was unanimously VOTED to approve the contract for Professional Engineering Review Services.

**2) To review and approve the contract for Commissioning Services.**

Kat Krajewski reviewed the contract for Professional Engineering Review Services with the subcommittee and explained that this contract contains mostly boilerplate language provided by the Town Attorney. She also explained that the firms that provided submissions for the RFP agreed to sign the contract without negotiations as part of the submittal process.

Chris Fagan asked if the Town could receive clarity and perhaps provide more language for Section 5.1.7 of the contract.

**C. Other Business.**

Kat Krajewski stated that kickoff meetings will be scheduled between the Project Architect and the firms that are being awarded the contracts, after the firms sign their contracts.

**D. Adjournment.**

Upon a motion made and seconded (Fagan/Capodiferro) it was unanimously VOTED: to adjourn at 3:08 P.M.

Respectfully Submitted,

Devon Aldave  
Clerk of the Committee