

Present: Jeff Adams, Dave Anderson, Peter Badalament, Walter Birge, Stan Durlacher, Michelle Ernst, John Flaherty, Tim Hult, Karla Johnson, Diana Rigby, Benjamin Rizkin, Louis Salemy, Charlie Sample, Sergio Siani, Bill Tice, Richard Waterman, Jerry Wedge, Elise Woodward

Also Present: David Saindon, Frank Vanzler, KVA, Leland Koehler/Rice, Lisa Pecora-Ryan, Jeanne Roberts, OMR

Absent: John Lindner, Brian Miller, Joseph Morahan, Peter Nobile, Chris Whelan

I. Call to Order

Karla Johnson called the meeting to order at 6:08 PM. She thanked everyone for their hard work in getting the high school project supported.

II. Reading of Minutes

A motion was made to approve the September 21, 2011 minutes by Dave Anderson and seconded by Louis Salemy. The motion was unanimously approved.

III. Action Items:

- A motion was made to approve Invoice Summary #7 for period ending September 30, 2011. So moved by John Flaherty and seconded by Stan Durlacher. The motion was unanimously approved.
- A motion was made to approve Invoice Summary #8 for period ending October 31, 2011. So moved by Stan Durlacher and seconded by John Flaherty. The motion was unanimously approved.

David Saindon informed the committee that we received approval for CM at Risk from the IG on October 24th. David went over the CM Procurement Schedule; there are two major phases, the RFQ phase and the RFP phase. It takes approximately two to three months to get a CM on board; this is a public process. During the RFQ phase you are prequalifying firms and during the RFP phase you are looking into the team dynamics. We need to establish a Pre-qualification Committee; that committee has oversight in the RFQ process. The second committee is the Selection Committee; that committee has oversight on the RFP.

- A motion was made to establish and approve a pre-qualification committee for the purpose of reviewing and evaluating responses received as part of the construction manager at risk RFQ process. Selected members are: Charlie Sample, public agency representative; Stan Durlacher, public agency representative; David Anderson, public agency representative; John Flaherty, public agency representative; Lisa Pecora-Ryan, designer representative; David Saindon (prime), owners project manager representative; Lee Keller (secondary, if required), owners project manager representative. So moved by Walter Birge and seconded by Sergio Siani. The motion was unanimously approved.
- A motion was made to establish and approve a selection committee for the purpose of reviewing and evaluating responses received as part of the construction manager at risk RFP proposals. Selected members are: Charlie Sample, public agency representative; Stan Durlacher, public agency representative; David Anderson, public agency representative; John Flaherty, public agency representative; Lisa Pecora-Ryan, designer representative; David Saindon (prime), owners project manager representative; Lee Keller (secondary, if required), owners project manager representative. So moved by Bill Tice and seconded by David Anderson. The motion was unanimously approved.

IV. CM Procurement Time Line:

David went over the tentative schedule. The next building committee meeting is schedule for December 7th.

V. New Business:

The committee will be approving new contracts for the OPM & architects at the next meeting.

VI. Public Comments:

None

VII. Adjourn:

A motion was made to adjourn by Peter Badalament and seconded by Stan Durlacher at 6:45 PM. The motion was unanimously approved.

Respectfully submitted,
Leona Palmaccio
Approved: 12/7/11