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TOWN HALL
238 Danbury Road
Wilton, CT 06897

Minutes of the June 3, 2013 Meeting of the Miller-Driscoll School Building Committee

Members Present: Cheryl-Jensen Gerner, Ann Paul, Fred Rapczynski, John Murphy, Bruce Hampson, Rick Tomasetti, Jim Newton, Karen Birck, Jim Meinhold, Dick Dubow

Guests: Gary Richards, Terrie Schwartz, Ty Tregellas

Bruce Hampson called the meeting to order at 5:01 pm

Upon motion of Dick Dubow and second of John Murphy the building committee unanimously approved the minutes of the May 13, 2013 meeting.

John Murphy described the security measures currently in place at Miller-Driscoll. Terrie Schwartz, Wilton Security Task Force liaison to the Miller-Driscoll Building Committee, described the work of the Task Force to date. She said there were two aspects to security: physical and mental health. She indicated that the Task Force will make recommendations to the Building Committee but the timing of those recommendations has not yet been established.

Karen Birck reported that she and Bruce Hampson met with First Selectman Bill Brennan about what project cost should be used in the RFP for A & E Services. Due to cost escalation from the time of the 2011 \$29M estimate to the estimated start of construction, Mr. Brennan authorized the Building Committee to use \$32M - \$35M as the project cost for RFP purposes.

The Building Committee reviewed suggested edits to the draft RFP. Ty will make the agreed upon edits and then circulate the amended RFP to committee members before sending it out next week. A Pre-Qualification Meeting for interested A & E teams will be held on June 17 at 4:00 pm at Miller-Driscoll. Bids will be due June 27 at 2:00 pm. Karen, Bruce, Ann, Dick and Rick will read the RFP's. Interviews will be held on July 17.

The following subcommittees were formed:

Security: John Murphy and Terrie Schwartz

Temporary Classrooms: Ty Tregellas, Jim Meinhold, Jim Newton and John Murphy

HVAC: Bruce Hampson, John Guth, John Murphy, Mark Esposito

Future Trends in Education: Chuck Smith, Cheryl Jensen-Gerner, Ann Paul, Mat Hepfner, Fred Rapczynski

Ty Tregellas recommended that the Commissioning Agent be on board when the A & E team gears up and will begin working on an RFP for a Commissioning Agent.

Ty Tregellas presented information on space standards calculations and pricing of temporary classrooms.

FUTURE DATES

June 17 4:00 pm Miller-Driscoll Lobby	Pre-Qualification Meeting with interested A&E teams
June 17 5:30 pm Miller-Driscoll Conference Room	Building Committee Meeting
June 27 2:00 pm Superintendent's Office	A & E bids due
June 27 after 2:30 pm WHS Professional Library	Committee members pick up RFP packages
July 1 4:00 pm Miller-Driscoll Conference Room	Readers meet to short-list A & E teams
July 1 5:00 pm Miller-Driscoll Conference Room	Building Committee Meeting
July 17 9:30 am WHS Professional Library	A& E Team Interviews
July 18 5:00 pm Miller-Driscoll Conference Room	Building Committee Meeting
August 1 5:00 pm Miller-Driscoll Conference Room	Building Committee Meeting
August 15 5:00 pm Miller-Driscoll Conference Room	Building Committee Meeting
August 29 5:00 pm Miller-Driscoll Conference Room	Building Committee Meeting

The meeting was adjourned at 7:15 pm.

DRAFT