

PROJECT BUILDING COMMITTEE

MINUTES

Topic: New Inter-District Elementary Magnet School at
200 Strawberry Hill Avenue

Date: Monday, April 7, 2015

Time: 1:00 p.m.

Place: Engineering Bureau Conference Room, 7th fl./Govt. Ctr.
888 Washington Blvd., Stamford, CT

Attendees:

- *Mary Savage, Board of Reps.
- *Jackie Heftman, Board of Education
- *Rich Lyons, Board of Education Facilities
- *Cindy Grafstein, Mayor's Office
- *Anne Downey, Resident
- *Lou Casolo, City Engineer
- *Domenic Tramontozzi, Sr. Construction Mgr., Engineering
Al Barbarotta, Board of Education Facilities
- *Lou Casolo, City Engineer

The meeting was called to order at 1:10 p.m.

Rich Lyons made a motion to accept the February 4 and March 4 minutes. The committee voted unanimously to accept the minutes.

Lou expressed his gratitude to the members of the Selection Committee for their diligence and hard work. A decision has been made after numerous interviews and

careful deliberations. He stated that it was a difficult process because the proposers were all highly qualified and experienced.

Lou asked Purchasing Agent Beverly Aveni to give a brief overview of the selection process. She proceeded by describing the painstaking task of selecting the most qualified architectural firm. The timeline for proposals was as follows:

January 13 – RFQ advertised

January 21 – Walk-through

February 11 - Deadline for proposals

A total of sixteen proposals were received. Bev stated that this is due to a well-written RFQ and a top rate project. Each proposer was given a score, which was based on the RFQ criteria and independent evaluations from the Selection Committee. Each proposer was asked specific questions about their vision for the project. She stated that she is confident that Perkins Eastman—the selected firm—was the best choice and that they will be accessible for meetings and responsive to any questions regarding the project.

Jackie Heftman asked about any political conflicts of interest with the principals at Perkins Eastman. Lou explained that the Legal Department performs mandatory conflict of interest checks on all potential proposers.

(*Denotes Project Building Committee member)