

TOWN OF COLCHESTER
SENIOR CENTER BUILDING COMMITTEE
JANUARY 14, 2020 – 6:30 P.M.
SENIOR CENTER

RECEIVED
COLCHESTER, CT

2020 JAN 16 PM 5:39

MINUTES

Gayle Furman
GAYLE FURMAN
TOWN CLERK

Members in Attendance: Chairman Anthony Tarnowski, Vice-Chair Marilyn Furman, Sean Nadeau, Kevin Hastings, Joe Ruiz, Majorie Mlodzinski

Alternates: Geraldine Transue, Madelyn Starkey

Members Absent: Ron Silberman

Alternates: None

Others Present: Board of Selectman Liaison Rosemary Coyle, Board of Finance Liaison Mike Egan, Director of Senior Services Patty Watts, First Selectman Mary Bylone

1. **Call to Order:** Chairman Tarnowski called the meeting to order at 6:33 p.m.
2. **Tour of Existing Senior Center Facility:** Due to First Selectman Bylone having to leave for another meeting, she used this time to thank the members for volunteering to be on the committee. The senior population is going to exceed 40% in Colchester. She would like the committee to consider the new Senior Center being an emergency shelter and see what funding is available through grants for this. She also said she has had many citizens express their dissatisfaction on the exterior design of the new middle school and their desire for the new Senior Center to fit the character of Colchester. Many citizens would also like a pool as it is a good source of exercise for seniors. In addition, it could serve as a source of revenue if used by the youth after hours.
P. Watts took members on a tour of the Senior Center explaining the activities that are held in each space and the needs of the seniors.
3. **Seating of Alternate members:** Chairman Tarnowski called for an alternate member to be seated. M. Mlodzinski motioned to seat Alternate Geraldine Transue as a voting member for this meeting, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
4. **Discussion of Senior Center Tour:** P. Watts shared a copy of Senior Center News which lists activities planned for the month. She also explained that ample parking is a big need. The current parking lot is very tight for busses to turn around and there is an agreement between the Town and St. Andrews for members to park at the church when going on a trip.
5. **Amendments to Agenda:** None
6. **Citizens Comments:** None
7. **Approval of Minutes of December 10, 2019:** M. Mlodzinski motioned to approve the minutes of the December 10, 2019 meeting seconded by S. Nadeau. Vote was unanimous. **MOTION CARRIED.**
8. **Correspondence:** A couple of the A/E firms reached out for clarification on items in the RFQ.
9. **Approval of Invoices:** None

10. A/E Services RFQ #2019-12 - Review of bids, proposals, and possible action and set-up interviews: Bids were received from four firms and were opened on January 3rd. Members discussed the bids and how to evaluate. K. Hasting distributed an A/E Bid Evaluation sheet. Chairman Tarnowski will compile interview questions. If members have any questions they wish to include they will send to him by January 23rd. Interviews will be scheduled for 6:00, 7:00, and 8:00 on February 4th. Members will then make a decision on an architect at their February 11th meeting.

There was consensus to not interview Moser Pilon Nelson Architects based on their high bid amount. G. Transue motioned to invite Q A & M Architecture, EDM, and Silver/Petrucelli & Associates to interview for Architectural and Engineering Services, seconded by M. Mlodzinski. Vote was unanimous. **MOTION CARRIED.**

11. Owner's Representative RFQ discussion and possible action: Chairman Tarnowski has prepared an RFQ for an Owner's Rep. Jim Paggioli is currently reviewing the RFQ.

12. Overall Project Schedule review: K. Hastings prepared a draft project schedule to work off of. Members discussed a realistic start and completion date as well as a possible fall referendum date. R. Coyle suggested the committee provide updates on the project to the citizens. She will write a letter to the paper to give the progress thus far. P. Watts requested there be a forum with the seniors to provide feedback as to what they want. J. Ruiz asked if members had any ideas what they wanted the structure to look like. Members agreed it should keep with the campus feel as it will be next to Town Hall. Members questioned if they needed to include a space for the Veterans and that they were concerned with including a pool with the project. Selectman Coyle said the charge is for a stand alone Senior Center that does not mention a place for the Veterans nor a pool. They will continue to discuss the possibility of a shelter and the available funding for it.

13. Citizens Comments: None

14. Adjournment: J. Ruiz motioned to adjourn. Vote was unanimously approved. Chairman Tarnowski adjourned the meeting at 7:59 p.m.

Submitted by,

Dawn LePage, Clerk

Attachments:

Bid Summary

A/E Bid Evaluation

A/E BID SUMMARY SHEET

[illegible]

Colchester Senior Center Committee – A/E Bid Evaluation

A/E	Pricing	Schedule Info	Sr. Center Projects	Sub Contractors	LEED & Environment	Proposal Quality	Furniture & Extras	Comments
Criteria Importance	3X	1x	1X	1X	1X	2x	2X	
QA&M Architecture								
Moser Pilon Nelson Architects								
EDM								
Silver/Petrucci & Associates								

Criteria and Ratings:

Pricing – Quoted Pricing – 3 Lowest Cost to 0 of Highest Cost

Schedule Info – Detailed Schedule – 3, Level 1 Schedule – 2, No Schedule – 0

Number of Sr. Center Projects – Eight or more – 3, Four to Seven – 2, One to Three – 1

Sub Contractors – Two or less – 3; Three and higher – 1

LEED and Environmental – Looking to make sure we build an environmentally friendly product. Rank 0 to 3.

Proposal Quality – Rank the proposals in regard to detail of description of their work scope, do they provide information in a way that supports the cost and the need to submit a quality product to be built in 2021. Rank 0 to 3.

Furniture and Extras – What A/E proposal addressed all our needs for a quality Sr. Center and which vendor would be the most able to deliver a unique and outstanding design. Rank 0 to 3.

Questions in my mind from review of proposals:

What is the forecasted duration to Phase 2 to complete 100% design package?

When does the 12-month construction administration start; ground breaking?