

**TOWN OF COLCHESTER
SENIOR CENTER BUILDING COMMITTEE
June 9, 2020 – 5:00 P.M.
VIRTUAL MEETING**

MINUTES

Members in Attendance: Chairman Anthony Tarnowski, Vice-Chair Marilynn Turner, Sean Nadeau, Joe Ruiz, Majorie Mlodzinski, Ron Silberman, Kevin Hastings

Alternates: Geraldine Transue, Madelyn Starkey

Members Absent: None

Alternates: None

Others Present: Director of Senior Services Patty Watts, Dean Petrucelli, David Stein, Dave Dickson, Matt Gallerani, BOS Liaison Rosemary Coyle

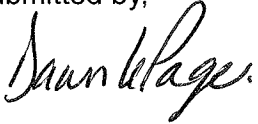
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COLCHESTER, CT
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DAVE DICKSON
TOWN ENGINEER

1. **Call to Order:** Chairman Tarnowski called the meeting to order at 5:04 p.m.
2. **Seating of Alternate members:** Not needed
3. **Amendments to Agenda:** None
4. **Citizens Comments:** None
5. **Approval of Minutes of May 26, 2020:** M. Mlodzinski motioned to approve the minutes of the May 26, 2020 meeting noting spelling error of Tarnowski in item 13, seconded by S. Nadeau. Vote was unanimous. **MOTION CARRIED.**
6. **Correspondence:** Chairman Tarnowski has been working to finalize the contract between Silver/Petrucelli and the Town.
7. **Approval of Invoices:** None
8. **Report of Architect and possible action:** D. Petrucelli presented new schematics. The options incorporated feedback received from members after the last meeting. The site plan is driving the floor plan making it long and narrow. D. Dickson presented site designs based on the building layout. There needs to be an access between Town Hall and the Senior Center but it needs to be done in a way that does not encourage the Senior Center being used as a cut through from Lebanon Ave. P. Watts expressed concern that the options presented did not allow for enough parking. Ample parking is a top priority with at least 50 spots being needed. Chairman Tarnowski asked members to send comments to him with thoughts on the schematics by Sunday. He will compile them and send them to the architects. Silver/Petrucelli will continue to work on the drawings based on feedback.
9. **Owner's Representative RFQ results and possible action:** Eight bid packages were received. Chairman Tarnowski distributed an evaluation sheet members could use when reviewing the bids. A special meeting will be held on June 16th at 6:00 for members to discuss the bids and determine which companies they would like to interview.
10. **Overall Project Schedule review:** K. Hastings updated the schedule to reflect the one included with the Owner's Rep RFQ.
11. **Open Items:**
 - a. **Other funding sources – Community Block Grant:** No update

12. Citizens Comments: None

13. Adjournment: J. Ruiz motioned to adjourn. Vote was unanimously approved. Chairman Tarnowski adjourned the meeting at 8:35 p.m.

Submitted by,

A handwritten signature in black ink, appearing to read "Dawn LePage". The signature is written in a cursive, flowing style.

Dawn LePage, Clerk

Attachments:

Owner's Rep Bid Results
Evaluation Sheet

OPM BID SUMMARY SHEET

6/5/2020

[illegible]

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	OPM Firm Name	Letter of Interest	Relevant Experience	Sustainability Experience	Approach	Schedule & Availability	Staff & Experience	Project Schedule	Cost Saving Measures	Student Learning	Intangibles	Fee	Total
2													
3	Criteria Factor	1X	2X	1X	2X	2X	2X	1X	2X	1X	2X	3X	
4													
5	STV/DPM												
6													
7	CSG												
8													
9	GT Gardiner & Theobald												
10													
11	Colliers International												
12													
13	Skanska												
14													
15	Construction Advocacy Professionals												
16													
17	Arcadis												
18													
19	CDM Smith												
20													
21	Comments & Notes:												