

Planning Committee Meeting
1/28/19 @ 6:30
Board of Education Conference Room

BoE members: Sarah Moynihan Bollinger, Barbara Capuano, Rick Lees, Dave Palmer (Chair)
BoE staff: Bill Boutwell, Brian Czapla, Jim MacFeat

Meeting called to order at 6:30 by Mr. Palmer.

Mr. Boutwell provided the committee with Educational Specifications for the Oil Tank Replacement Project at Somers Elementary School. Approval of the educational specifications by the Board of Education is part of the required filing for the project under the school construction grant program.

Mr. Boutwell provided the committee with a quote from RZ Design Services Associates Inc. for architectural, engineering and design services on the Oil Tank Replacement Project at Somers Elementary School. Mr. MacFeat explained one other quote was obtained from Maier Design and that he made numerous attempts to obtain a third quote. Board policy 3323 was adhered to in the process.

The committee agreed to move to the Board of Education for a vote:

1. the Educational Specifications for the Oil Tank Replacement Project at Somers Elementary School and
2. the hiring of RZ Design Associates Inc. for architectural, engineering and design services on the Oil Tank Replacement Project at Somers Elementary School.

Meeting adjourned at 6:51.

Submitted,
Bill Boutwell