

School Building Committee (2020)
Regular Meeting via ZOOM App
Tuesday January 26, 2021
6:30 PM

Committee Members Present: Alderman Mark Bettencourt, Alderman Joe DeLucia, Alderwoman Stacy Gould, William Hull, Heather Romanski, Gerald Martin, Gregory Ballassi, Greg Carabine, Christine DiStasio and Kristen Talley.

Committee Members Absent: Peter Gauthier.

Ex-Officio Members Present: Jamie Bender and Pat McLaughlin.

Citizens Present: Matthew Brown, Norwich Board of Education Facilities Manager and Bob Castronova, City of Norwich Purchasing Agent.

- I. **Call to Order and Quorum:** Alderman Mark Bettencourt called the meeting to order at 6:32 PM.
- II. **Approval of Previous Meeting Minutes:** Heather Romanski made a motion to approve the December 15, 2020 meeting minutes. Greg Carabine seconded. All voted in favor. The motion passed unanimously.
- III. **Public Comment:** None.
- IV. **Discussion/Potential Action: Review and potential approval of draft RFQ for services:** Alderman Mark Bettencourt discussed the draft Request for Qualifications which had been revised by Peter Gauthier, who was not in attendance. Alderman Joe DeLucia and Alderman Bettencourt agreed on including as much information as possible in the request. Discussion ensued on the inclusion of special education programs in the request. Jamie Bender discussed Norwich's robust transition program as well as other current special education resources and obstacles and options associated with the program systems. Alderman Bettencourt noted that the City is obligated to provide special education services whether in-house or outsourced. Discussion ensued and various editorial and grammatical revisions were made. The Committee discussed evaluation rates of selection criteria created

by the sub-committee and developing a matrix for further evaluation. Gerald Martin and Alderwoman Stacy Gould spoke in favor of rating the ability to garner community support and complete the work within the required timeline equally for consultants. Discussion ensued. The Committee discussed the proposed RFQ project schedule between issue date, the response requirement date and scheduling interviews; in respect to other meeting schedules. A decision was made to update the RFQ issue date to February 1, 2021; the response receipt date to February 17, 2021; the RFQ response date to February 24, 2021; and the RFQ opening date to March 10, 2021. Alderwoman Stacy Gould made a motion to adopt the School Construction Strategic Planning Services Request for Qualifications as amended Greg Carrabine seconded. All in favor. The motion passed unanimously.

- V. **Adjournment:** Alderwoman Stacy Gould made a motion to adjourn the meeting at 7:55 PM. Gerald Martin seconded. All voted in favor. The motion passed unanimously.

Respectfully Submitted, Katherine Rose