

SUBJECT TO APPROVAL

MEETING DATE: MONDAY, AUGUST 8, 2022 AT 5:30P.M.

MEETING PLACE: ZOOM

NEW ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES

MEMBERS PRESENT: Chairman Graham Curtis, Bob Blundon, Amanda Mitchell, Sharon Shoemaker, Woodie Weiss, George Noewatne

MEMBERS ABSENT: Diana Colcord, Tina Szwejkowski

OTHERS PRESENT: Bill McMinn, Director of Facilities; Adam Levitus, Owner's Representative Project Manager (OPM) from Colliers Project Leader; Craig Razza from Kohler Ronan; Jeff Wyszynski and Justin Hopkins from Tecton Architects

1. Call to Order

Chairman Curtis called the meeting to order at 5:30pm.

2. Public Comments

None

3. Commissioning Agent (Cx) Interviews

- **BVH**

Present for the interview: Adam Gower (Associate VP/Cx PM) and Jon Hachnel (Director of Building Envelope Services). The firm gave a brief overview of their company and projects (both current & prior) as well as information on the team who will be working on this project. The firm discussed or gave examples of typical scope of work, experience with project systems / goals such as geothermal experience, photovoltaics, and building automation system etc. Some other topics that were explored: Typical functional testing breakdown, occupancy / warranty phase and building envelope capabilities.

After discussions, committee member(s) asked questions – such as How many Geo systems the firm has commissioned, how many have they designed, and how many certified Geo Designers are on staff in design etc.?

The firm discussed their Manfields project and stated they would get back to the commission on the number of certified Geo Designers they have on staff.

- **Horizon Engineering**

Present for the interview: Franklin Cedillo, PE and Jon Friedman. Both individuals provided background information on their career / education as well as their firm. They also mentioned that HEA merged with FST. The firm spoke about the commissioning process, building envelope commissioning and their objectives and approach. The firm also discussed their net zero building experiences as well as their familiarity with renewable energy equipment. For this project they reviewed their project understanding and challenges they may experience.

After the presentation, the firm was given similar questions – how many Geo systems have they commissioned and how many certified geo designers are on board in CT?

The firm states they do not have certified geo designers and have not commissioned any systems in Connecticut but bordering such as Rochester, NY.

- **VanZelm**

Present for interview: Bill Donald and Dave Madigan. The firm gave a brief overview and introduction of their staff and company. They also stated they provide sustainable design consulting technology and a great deal of renewable energy system design such as photovoltaics, code generation systems etc. They continued to share related experience and discussed various geothermal projects such as their most recent commissioning project with Waterbury Public Schools. The firm continues to state that they design & commission but have designed many geothermal systems as well, and have several under construction right now. They spoke about the end of construction phase and occupancy.

After their presentation, building committee member(s) asked the following questions - how many GEO exchange systems they have done? And have they commissioned a similar size to ours in Connecticut?

The firm states in Connecticut 6 or 8 total schools or buildings and in similar in size, they've designed 9 or 10. And further states they have completed a larger project in New Jersey.

Their fee proposal was also discussed.

- Committee discussion/recommendation of Commissioning Agent

Building Committee member Woodie Weiss made the motion to negotiate with BVH and enter into a contract with BVH if the net total is no greater than \$120,000. Seconded by Building Committee member George Noewatne and unanimously approved.

4. Public Comments

None

5. Remarks

None

6. Adjournment

Chairman Curtis made the motion to adjourn at 8:13pm; it was unanimously approved.

Respectfully submitted,
Racquel Stubbs