



Lunenburg Public Schools

Loxi Jo Calmes
Superintendent of Schools

SCHOOL BUILDING COMMITTEE MEETING
September 26, 2012
T. C. Passios Elementary School, Room 13 – 7:00 p.m.

Minutes

School Building Committee

Loxi Jo Calmes, Superintendent
Colleen Shapiro, SC Representative
Michael Mackin, SC Representative, Chair
Dave Matthews, BOS Representative - absent
Nathan Lockwood, Planning Board Representative
Mark Erickson, Finance Committee Representative, Vice Chair
Mike Barney, Citizen-at-large
Brian Frank, Citizen-at-large - absent
Richard Cohen, Citizen-at-large

Advisors

Kerry Speidel, Town Manager - absent
John Londa, Director of Facilities
Brian Spadafino, LHS Principal

1. 7:04 PM - Called to Order by Mike Mackin, Chair.
2. Approved Meeting minutes from March 28, 2012.
3. Review scoring of RFS Proposals and Select Finalists: Mr. Londa shared tabulation sheets based upon the scores provided by Committee Members and using the ranking system previously approved by the committee. The ranked scores showed that four of the proposals had received top scores by a clear margin. Mr. Barney made a motion that the top four firms be invited to interview; Mr. Erickson seconded the motion. All voted in favor. Collaborative Partners, Joslin Lesser Project Management, Dore & Whittier Management Partners, and Skanska Integrated Solutions will be invited to interview with the School Building Committee.
4. Finalize Interview Schedule: Interviews will be conducted on October 2 and 4. Two interviews will take place each night, with the presentation by the first firm to begin at 6:15 and the second firm to begin at 7:30. This schedule allows 45 minutes for each presentation, 15 minutes for Q&A, and 15 minutes after each interview for the Committee to have discussion. Mr. Londa will put together a template for Committee members to use for note taking during the interviews. Mr. Londa and Superintendent Calmes will begin checking references for the finalists prior to the interviews. The finalist chosen by the committee will be determined at the October 10, 2012, School Building Committee meeting. This allows us to stay within our planned timeframe and present our OPM selection to the MSBA on November 4, 2012.
5. Adjournment - At 7:39 Mr. Erickson made a motion to adjourn. Mr. Barney seconded.

Respectfully Submitted,

Colleen Shapiro, Secretary

Approved by SBC
March 27, 2013