

Newtown Public Schools
CIP/Facilities/Finance Sub Committee
June 17, 2016

CALL TO ORDER: Committee Chair Debbie Leidlein called the meeting to order at 9:10 a.m.

PRESENT: Debbie Leidlein, Rebekah Harriman-Stites, Ron Bienkowski, Gino Faiella, Bob Mitchell

PUBLIC PARTICIPATION:

None

APPROVAL OF MINUTES: D. Leidlein made a motion to approve the minutes of May 2, 2016, R. Harriman-Stites seconded the motion. Minutes were unanimously approved.

UNFINISHED BUSINESS:

Item 1 Copier Contract

Mr. Bienkowski told the committee three companies responded and asked for the RFP specifications. Two proposals were received for consideration - Canon and Connecticut Business Systems (CBS). The RFP set the evaluation criteria to four different categories. To address the comparison a matrix was developed to facilitate the evaluation. A determination was made that one bid was not compliant in respect to the districts specifications. The Canon proposal was unlimited on the eventual number of copies and no limit or charge for color copies. The CBS proposal had a limited number of copies. There was a big difference in software. Canon offers a software print service while CBS elected to offer a less robust management software. Ms. Leidlein asked about Canon's service record. Mr. Bienkowski said that the amount of service repairs have gone down with Canon. Ms. Harriman-Stites liked the side-by-side comparison that Mr. Bienkowski shared with the committee. Based on the review the committee agreed to recommend to the Board of Education that Canon be awarded the contract for digital copiers for our schools.

Item 2 Discussion of Current CIP Items

Mr. Faiella sent out a letter to parents regarding the asbestos abatement at Middle Gate School. He also said the Middle Gate roof project will be discussed at a public meeting on June 22nd. Mr. Faiella confirmed with Chuck Boos of Kaestle Boos that the numbers for the roof replacement and boiler projects at Hawley and Middle School are still good. The Hawley boiler project has been moved to next year. Money has been moved from the Middle School project and applied to the Hawley School project.

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Advanced Energy Management will be doing an energy conservation assessment at the Middle School. This assessment will be done in the next few weeks and will be the same assessment that was done at Middle Gate School where they counted lights and checked the boiler. The gas company has also agreed to upgrade the gas line at the Middle School for free.

Mr. Faiella informed the committee that the numbers to replace/restore the football turf field are still on track.

Item 3 Discussion of New CIP Items

No new items were presented.

Item 4 Discussion of 2016-2017 Budget

Mr. Bienkowski told the committee he is trying to close out the current year's budget and we already have \$9 million encumbered against next year's budget.

Item 5 Updates of Transportation Contract Process

Mr. Bienkowski informed the committee that the Transportation Advisory Consultant conducted his on-site interviews. The consultant also went over the routing and methodology of the bus routes with Allstar Transportation. Mr. Bienkowski said the consultant's report is complete and will be forth coming any day now and he will share the findings with the Board of Education.

Item 6 Discussion of Food Services Contract Bid

Mr. Bienkowski said he was working with Chartwells and Whitsons during the transition. He said Chartwells has agreed to provide insurance to their Newtown employees through June 30, 2016. The Chartwells employees will be offered COBRA insurance until Whitsons contract goes into place. Ms. Harriman-Stites asked what the cost was for COBRA insurance and when would Whitsons health benefits start for employees. The cost for COBRA insurances is about \$400 for a single person and Whitsons benefits would start when school starts on August 29, 2016.

The Food Service Contract is currently at the State waiting for their approval. Our attorneys are working on the contract with Whitsons.

NEW BUSINESS:

Item 7 Assessment of School Buildings

Mr. Faiella reported the cost to do an assessment of school buildings is \$0.35 per square foot. A discussion took place regarding whether it was necessary to do this study. Mr. Faiella said our schools have millions of assets that need to be protected. It is a good idea to have a "clean eye" come in and look. Ms. Harriman-Stites said it will help in years to come. Mr. Faiella said it was less expensive to do all the buildings at once and Sandy Hook School would not be included in the study. It will be recommended to put this expense in next year's budget.

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PUBLIC PARTICIPATION:

None

The next CIP/Facilities/Finance Sub- committee meeting will be held on July 28, 2016, at 9:00 a.m.

ADJOURNMENT: A motion to adjourn the meeting was made by D. Leidlein and seconded by R. Harriman-Stites. All were in favor. Meeting was adjourned at 10:01 a.m.

Respectfully submitted,

Meg Reilly, Clerk