

Town of Coventry
School Building Energy Efficiency Committee Special Meeting
January 27, 2021 6:30 PM
Minutes

1. **Call to Order:** The meeting was called to order at 6:29 pm by Tom Kolodziej. Present via Zoom were: Tom Kolodziej, Mary Kortmann, Josh Gemmell, and Joe Malon. Others present via Zoom were: John Elsesser Town Manager, Amanda Backhaus Finance Director, and Bob Carroll BOE Business Manager.
2. **RFP HVAC Design Services – Bid Results and Recommendation:** Amanda reviewed the worksheet outlining the five firms that had bid on the HVAC design work (attached). She noted that Consulting Engineering Services and ICDS were the top two firms selected by the Interview Panel, with ICDS being slightly more preferred based on micro-grid involvement. Amanda also noted that ICDS's price on Add 2 was for very detailed work and could be scoped down if needed. John noted that at this time, we should be focused on base bid – not Add 1 or Add 2 as we do not know when/if these will be completed. He noted that ICDS was both top selected by the panel and also was second lowest in price. Joe Malon noted that he had reviewed the proposals and was surprised at how a few of them lacked details specific to Coventry. He noted that Silver Petrucelli had a fantastic proposal. Tom agreed their proposal was very good but their cost was 4 times the other bids which is hard to justify. Joe Malon motioned to award the HVAC design/engineering work to ICDS. The motion was seconded by Josh and passed unanimously.
3. **Other Matters:** Amanda noted the next regular meeting will be Thursday February 4th. Rusty from QA&M has already reached out to do walkthroughs in relation to the school roof project and he will be attending the regular meeting next week.
4. **Adjournment:** Motion made to adjourn at 6:52 pm by Mary and seconded by Joe. Motion passed unanimously.

Respectfully Submitted,



Amanda L. Backhaus, CPA
Finance Director

Note: These minutes are draft/not official until approved by the Committee at the next Committee meeting. Please see subsequent meeting for approval or changes to these minutes.

HVAC RFQ Bid Results 1/20/21

	Start	End	Firm	Base	Micro Grid Tie In Add 1	Chilled Water Add 2	Rating
1	10:45 AM	11:30 AM	Consulting Engineering Services	198,000	7,000	11,000	7
2	11:30 AM	12:15 PM	Bemis Associates LLC	140,000	5,000	5,000	4
3	1:15 PM	2:00 PM	Innovative Construction & Design Solutions	155,565	16,000	140,000	7+
4	2:00 PM	2:45 PM	Silver Petrucelli & Associates	741,287	43,605	87,210	5
5	2:45 PM	3:30 PM	Salamone Associates	197,400	4,800	9,600	4
	3:30 PM	3:45 PM	Deliberation				

Panel Comments:

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- 1 Very good presentation.
 Very knowledgeable in general and on Coventry's project
 Clear understanding of scope & design challenges
 Good subcontractors and a good size firm

 - 2 Did not seem to know how loud unit ventilators are
 Not sure they fully understood scope
 Minimal microgrid/co-gen experience
 Experience was more "rebuild as new" rather than "retrofit"

 - 3 Very high technical knowledge and experience
 Very knowledgeable about Coventry Schools
 Involved in micro-grid project
 Trudelle noted ICDS has been great to work with - very detailed oriented

 - 4 Very good presentation
 Top notch firm
 Price unrealistic given our budget

 - 5 Firm has good reputation
 Lacked specifics in regards to Coventry's project and proposals on what to do
 No presentation