

Approved December 10, 2008

BEECHER INFRASTRUCTURE UPGRADE BUILDING COMMITTEE CHARGE

1. Membership: The Board of Selectmen created the Beecher Infrastructure Upgrade Building Committee on December 10, 2008, consisting of the following members:

Membership: See attached listing of members

2. Responsibilities: The Beecher Infrastructure Upgrade Building Committee is responsible for the budget, design, and construction of a major infrastructure upgrade and building renovation at Beecher Road School. The Board of Selectmen created the Building Committee in order to make the project eligible for potential State reimbursement.

The Building Committee's responsibilities shall include:

- a. Advertise through a Request for Qualifications process (QBS Methodology) for architectural/engineering services;
 - b. Recommend to the Board of Selectmen the retention of an architectural/engineering firm to assist the Committee in the design of the proposed project;
 - c. Prepare a construction/design plan with the assistance of the architectural/engineering firm retained by the Board of Selectmen, after taking into account the budget, construction challenges, including hazardous materials abatement, and timing of construction during the school year;
 - d. Apply best practices for sustainable design including the use of sustainable and energy efficient products and materials, LEED Certification (if applicable) and the possible use of "green" energy and other techniques and seek grant opportunities to fund or offset the additional potential cost of these initiatives;
 - e. Upon approval of the Woodbridge Board of Education and Woodbridge Board of Selectmen of the construction/design plan, seek bids, with the possible assistance of a construction manager, on all aspects of the construction, in accordance with the Town of Woodbridge Purchasing Policy and State requirements for potential reimbursement;
 - f. Recommend to the Woodbridge Board of Education and the Board of Selectmen the selection of one or more firms to perform the construction, after receipt and review of the bids;
 - g. Oversee construction of the proposed project, with the possible assistance of a professional Owner's representative;
 - h. Seek reimbursement from the State Department of Education for all eligible costs of the proposed construction project.
3. Funding. All expenditures from the Town capital project budget concerning this project shall be incurred in accordance with the policies of the Town of Woodbridge, the Town Charter, and this Charge.

