

**ESTABLISHMENT OF AND CHARGE TO THE TOWN BUILDING COMMITTEE
FOR BEECHER SCHOOL CAPITAL PROJECTS**

RESOLVED, that the Town Building Committee for Beecher Road School Capital Projects is hereby established as the building committee with regard to the identified capital projects at the Beecher Road School as identified in item 4 of this charge.

1. Membership: Jeffrey Hughes, Woodbridge Board of Education Facilities Committee Chair
Sheila McCreven, Board of Selectmen Deputy First Selectman
Donavon Lofters, Board of Finance Member
2. Term: Effective upon Board of Selectmen approval and continue in existence until terminated by the Board of Selectmen;
3. Authority: The Committee shall be advisory to the Board of Selectmen and shall consider and investigate whether any of the work is eligible for State reimbursement;
4. Responsibilities: The Committee shall be responsible for the budget, design, and construction re: repair and maintenance of leaking roofs, asphalt walkways throughout the Beecher Road School campus, North School parking lot, overgrown trees in the various areas of the campus, The Kucinskas Loop, areas of water incursions into the building, and necessary pool and security upgrades;
5. The Building Committee's responsibilities shall also 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.
6. 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.

Amended by the Board of Selectmen October 13, 2022