

Southington Board of Education Meeting

Thursday, September 22, 2022 6:30 PM

John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, CT 06489

200 North Main Street

Southington, CT 06489



COMMITTEE OF THE WHOLE - INSTRUCTION

1. CALL TO ORDER
2. Executive Session
 - a. Student Matters
 - b. SAA Contract Negotiations Update
3. Reconvene Meeting - Regular Session 7:00 p.m.
4. Pledge of Allegiance - Moment of Silence
5. Approval of Minutes - September 8, 2022
6. Public Communications
 - a. Communications from Student Board Representatives
 - b. Communications from Board of Education
 - c. Communications from Administration
 - d. Communications from Public
7. Committee Reports
 - a. Finance Committee Meeting - September 19, 2022
 1. Use of FY21 Nonlapsing Funds for Boiler Repair
8. Old Business
 - a. Town Government Communications
9. New Business
 - a. RFP 2023-01 Engineering Services for Facility Study
 - b. Special Education Audit Report
 - c. Ratification of Southington Administrators Association (SAA) Contract
10. Adjournment

The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education meeting.

**SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

**REGULAR MEETING
SEPTEMBER 8, 2022**

The regular meeting of the Southington Board of Education (Committee of the Whole - Operations) was held on Thursday, September 8, 2022, at 7:00 p.m. as a public meeting in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with an Executive Session preceding at 6:30 p.m.

1. CALL TO ORDER

Mrs. Colleen Clark, Chairperson, called the meeting to order at 6:34 p.m.

Board members present: Mrs. Dawn Anastasio, Mr. Joseph Baczewski, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana, and Mr. Jasper Williams. Absent was Mr. Sean Carson.

Cabinet administrators present: Mr. Steven Madancy, Superintendent of Schools, and Mr. Frank Pepe, Assistant Superintendent

2. EXECUTIVE SESSION – Student Matters, SAA Contract Negotiations, Bargaining Unit Reclassification, SBOE Nurses Local 1303-140 of Council #4 AFSCME, School Security and Superintendent’s Evaluation

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Student Matters, SAA Contract Negotiations, Bargaining Unit Reclassification, SBOE Nurses Local 1303-140 of Council #4 AFSCME, School Security and Superintendent’s Evaluation, and upon conclusion reconvene to public session.”

Motion carried unanimously by voice vote.

*Mrs. Clark recessed Executive Session at 7:03 p.m.
The Regular Board Meeting was reconvened at 7:08 p.m.*

3. RECONVENE MEETING – REGULAR SESSION

Board members present were Mrs. Dawn Anastasio, Mr. Joseph Baczewski, Mrs. Terri Carmody, Mr. Sean Carson (*arrived at 7:47 p.m.*), Mr. James Chrzanowski, Mrs. Colleen Clark, Mr. David Derynoski, Mr. Zaya Oshana, and Mr. Jasper Williams.

Cabinet administrators present were Mr. Steven Madancy, Superintendent of Schools; Mr. Frank Pepe, Assistant Superintendent; and Mrs. Jennifer Mellitt, Director of Business & Finance.

Student Representatives present were Angelina Micacci, Uptej Singh, and Ryan Ogren.

4. PLEDGE OF ALLEGIANCE

The student representatives led in reciting the Pledge of Allegiance.

5. APPROVAL OF MINUTES – August 11, 2022

MOTION: Mr. Derynoski, seconded by Mrs. Carmody:

“Move to approve the Regular Board of Education Minutes of August 11, 2022, as submitted.”

Motion carried unanimously by voice vote.

MOTION: by Mr. Oshana, seconded by Mr. Williams:

“Move to add Agenda Item 10.d ‘Student Expulsion’ to the agenda.”

Motion carried unanimously by voice vote.

6. PUBLIC COMMUNICATIONS

a. Communications from Student Board Representatives

Ryan Ogren reported that the transition from the summer to back to school finally felt normal again because the COVID-19 restrictions had been lifted. Students were excited to see their friends and teachers and looked forward to a successful year. Senior Sunrise was held on Tuesday, August 30 on the SHS Turf field at 5:45 a.m. In June, FBLA (Future Business Leaders of America) travelled to Chicago for the National Leadership Conference. For the summer of 2023, the FBLA National Conference will be held in Atlanta. The Robotics Team 195 CyberKnights attended the Robotics Invitational in Indiana in July for the first time since 2019 and placed fifth place out of 48 teams and made it to the Quarter Finals.

Uptej Singh reported on the SHS Fall Sports season activities that started for Football, Field Hockey, Girls Volleyball, Boys Soccer, Girls Soccer, and Golf. JFK and JAD Middle School sports teams held try-outs and will start competition on September 19. He thanked the Board for their support of athletics.

Angelina Micacci reported on the start of school activities at Derynoski, Hatton, Kennedy, and DePaolo Middle Schools.

b. Communications from Board Members

Mrs. Clark read the following statement into the record. *“Early today, the Board of Education and central office administration were made aware that there were worksheets used*

within a class at Southington High School that may not have been part of the course's approved curriculum. The administration is currently investigating this incident and, as is our practice with all personnel matters, we cannot comment any further at this time other than to ensure that if materials utilized were not part of our approved curriculum, progressive discipline will be applied. As we have indicated in the past, expectation of this Board and the administration is that our teachers teach the adopted curriculum as approved by this Board. If there is ever a question as to whether a particular lesson or topic falls within the approved curriculum, interested parties may visit the Curriculum portion of the Southington Public Schools website. The district has built out this section of the website and has begun posting all curriculum online for full transparency. While there is a lot of information already uploaded this process is ongoing until complete. As always, if you do have a question, you are free to contact any one of the Board members or the administration. All our phone numbers and email addresses are listed on the town website. If teaching of controversial issues or topics do occur, they must be done as part of an approved or adopted curriculum and within the confines of Policy 6144, 'Controversial Issues'. If a community member takes exception with a particular lesson or portion of the curriculum, please know that you can always contact us. Policy 1312, 'Public Complaints' clearly outlines the process that will occur for any materials that a community member wishes to challenge with our approved curriculum. We have a talented and dedicated staff, and this should in no way reflect upon all the great work that occurs in our classrooms every day. We remain committed to partnering with our families and insist that students are not pressured or coerced into personal or political views of individual staff members at any time."

The Board members addressed the start of a normal school opening and visiting various schools on opening day. They were impressed with the great conditions of the schools and engagement of teachers and students. Especially noted was the 'Red Carpet' welcoming of students by Mr. Robert Garry, Principal of Hatton School. Proposed was that Board members "Adopt a School" now that PTOs were meeting in person again, as was done years ago before COVID. The superintendent's office will coordinate.

Mr. Baczewski, Chair of the Curriculum Committee, addressed the controversial vocabulary list, which he found offensive, and was discouraged that parents' do not reach out to the Board directly and instead turn to social media when there is a complaint or problem so that the negative actions of one teacher could be addressed and not reflect negatively on all teachers. He noted that a TV station was at the meeting.

c. Communications from Administration

Administration reported on the following:

1. **Opening of School Report:** Mr. Madancy thanked all staff for a smooth opening of schools and all their work behind the scenes and throughout the summer.
2. **Bread for Life:** Mr. Madancy reported that with three and one-half weeks remaining, there were 3,892 meals provided to students this summer by Bread for Life, which also provides snacks for high school and middle school students.
3. **CREC Transportation:** Mr. Madancy reported that through the diligence of a special education secretary, \$156,380 was saved this summer through ride share arrangements with other school districts in specialized transportation costs. He thanked the special education secretary for thinking outside of the box and saving the district a substantial amount of money.
4. **Summer Work Update:** Mr. Madancy reported that he had a PowerPoint presentation that he decided not to present. He acknowledged that the maintenance and grounds employees did a tremendous amount of work this summer and thanked them.

5. Athletic Facilities Update: Mr. Steve Risser, Athletic Director, addressed the 2022 Capital Improvements at the SHS Sports Complex, the Title IX improvements and the major work done on the varsity girls' softball field this summer. He also addressed the work done and to be completed on the high school track, varsity baseball field, tennis courts, railings on a section of bleachers, safety fencing around bleachers, dugouts, new pitcher bullpen, and handicap walkway. Mr. Madancy clarified that these projects were part of the Capital Plan Projects outside of the Athletic Facilities Project and were related to immediate safety concerns and Title IX timeline compliance and not something that would go to referendum.

Mr. Madancy acknowledged that a parent volunteer, who is part of the ESPN Community Outreach Team and a Thalberg parent, and with other parents and ESPN volunteers repainted the outside recess blacktop area at Thalberg School for typical games such as hopscotch, etc.

Board members complimented Mr. Madancy and Mr. Pepe on a well-done and received Convocation video presentation.

Mr. Carson arrived at 7:47 p.m.

d. Communication from Public

Mrs. Clark stated that each public speaker was allotted five (5) minutes to speak and, per Board policy, could not mention employee names or make oral complaints or charges against any employee or references that could identify the employee. All complaints and charges should be submitted to the Board of Education under provision of Board of Education policy. No boisterous conduct would be allowed. Mrs. Clark explained that anyone who wanted to speak had to sign-in on the provided laptop.

Six (6) residents/students (Patricia Tavalozzi, Ella Perillo, Travis Riccio, Michael Kryzanski, Susan Zabahonski, Jenny Cinquemani) came to the podium and addressed a worksheet from the University of Arizona on "*Vocabulary for Conversations about Race, Gender, Equality and Inclusivity*" that was distributed to students in a high school English classroom the first day of school, which was not part of the curriculum and considered controversial and political. Some speakers addressed the divisive vocabulary and definitions on the document regarding racial, gender, white privilege, and social justice issues. Addressed was Critical Race Theory (CRT), policing rogue teachers, indoctrination of students, students who were offended and afraid to speak out in classrooms. Addressed was how the situation was managed by administration this year and last year. Requested was transparency between the Board of Education, superintendent, and community on how these situations are being resolved. Mentioned was that teachers should keep to teaching the basics and not their political views and the need for policies for teachers on how to engage in classroom discussions on diversity, equity, and inclusion.

7. COMMITTEE REPORTS

a. Finance Committee Meeting – September 1, 2022

Mr. Chrzanowski reported that the committee met and discussed awarding Bid 2023-06 for snow removal and sanding services for four (4) schools (SHS, Derynoski, JFK and Kelley) to two vendors totaling \$161,500 based on price and past performance.

MOTION: by Mr. Chrzanowski, seconded by Mr. Williams:

“Move to award Bid 2023-06, Snow Removal and Sanding Services, as recommended by the administration.”

Motion carried unanimously by voice vote.

Mr. Chrzanowski reported that the committee also discussed the following:

- An RFP (Request for Proposal) for engineering services for a facility study at five elementary schools.
- The 2021-2022 Financial Close-out of the operating budget with an unexpended balance of \$495,848 with a request to the town to deposit these funds into the FY’22 Unexpended Funds Account, which was approved. T
- The school year 2022-2023 had an additional pay period, which happens every 14 years, with the unbudgeted impact approximately \$239,000 in FY’22-23.
- An update on the Non-lapsing Funds for fiscal years 2019, 2020 and 2021.
- The committee received the Food Services financial report for Fiscal Year End 2022 with \$337,000 for a la carte items. The revenues from government receivables and grants resulted in a net income for the school year Food Service Program of \$1,055,268. Government reimbursements for free meals for all students will be ending soon.
- The committee discussed state contracts used to award painting services at three schools (\$45,600), carpet replacement at the high school (\$78,745), and removal and replacement of underground tanks at Strong School using the ezIQC Construction Cooperative pricing platform (\$215,425). Mrs. Mellitt explained that ezIQC is a platform used by municipalities and Boards of Education for construction-type projects.

8. SUPERINTENDENT’S REPORT

a. Personnel Report

MOTION: by Mrs. Carmody, seconded by Mr. Derynoski:

“Move to approve the Personnel Report, as submitted.”

Motion carried unanimously by voice vote.

Mrs. Carmody noted the lengthy personnel report and thanked the Human Resources Department for their arduous work over the summer.

9. OLD BUSINESS

a. Town Government Communications

There was no Town Government Communications to report.

10. NEW BUSINESS

a. J. F. Kennedy Middle School Chiller Sound Proposal

Mr. Peter Romano, Director of Operations, stated that a neighbor that abuts J. F. Kennedy Middle School has been expressing his frustration and concern about the noise level from the chiller unit since the 2015 renovation. In 2015, the architect, engineer and building committee discussed the noise level and the option for a product designed specifically for the Trane Chiller Unit that would not void the warranty. The cost for that product in 2015 was more than \$240,000 each for JFK and JAD Middle Schools. At that time, the average decibel level was 60 decibels and the Middle School Building Committee opted not to take action. Recently, the Town Council requested that the Town Engineer and BOE find a remedy to the issue. A contractor, Vibrasciences LLC, reviewed the issue and took decibel readings. The contractor was confident that installing sound attenuating blankets would reduce the sound by 60-70% costing approximately \$30,093 to reduce the decibel level by 6 or 7 decibels. Mr. Romano agreed that it was an annoying sound and was concerned about overheating the unit with blankets not designed specifically for the chiller. He would get a guarantee from the vendor for the 6 or 7 decibel reduction if the BOE wanted to move forward. Mr. Oshana agreed that it was an obnoxious, whining sound and not fair to quality of life for the neighbors of JFK. Mr. Romano stated that the best scenario would be to buy the package offered by the manufacturer of the chiller, which is Trane. The Town requested that the BOE absorb the cost. Board members questioned the blankets, warranty, EMS system monitoring, a trial run with the Vibrasciences blankets and concluded that the expensive, customized Trane unit product would solve the issues. Mr. Romano stated that he would go back to Trane for an updated quote and noted that it could go on the Capital Plan. After a lengthy conversation, the Board members agreed that something needed to be done. A concern was that the residents near DePaolo Middle School could request the same consideration although there have not been any complaints and there are natural buffers at that JAD compared to JFK.

Mr. Madancy recommended that Mr. Romano continue to work with the Town Engineer to find a viable solution to find a resolution for the neighbor and that the BOE agrees with the town to find an alternative.

b. Summer School Update – 2022

Mr. Tom Hinman, Director of Summer Programming K-12 and SHS Math Department Leader, gave a PowerPoint presentation on the Southington Summer Academy for 2022. He highlighted in detail the following: Addition of two Associate Directors, transportation offered for all students in K-8 programs and Open Choice, 18 high school National Honor Society students volunteered to assist, four new middle school enrichment courses, high school counseling offered by Mr. Bugnacki who met with every student more than once, high school credit opportunities for 14 different courses, and college essay writing enrichment. Mr. Hinman addressed an invitation by CAPSS (Connecticut Association of Public Schools Superintendents) to give an overview of the Southington Summer School Program at DePaolo Middle School. He spoke at length about the 2022 Session Dates and Times, transportation, the 2022 Elementary Academy housed at DePaolo Middle School, Middle School Academy housed at Kennedy Middle School, and High School Academy enrollments, offerings, and changes compared to 2021, High School Credit Recovery compared to 2019, and planning for the Summer of 2023 including organizational items and budgetary implications.

Mrs. Carmody addressed the Credit Recovery and intervention and noted that there were less students than in the past. She congratulated Mr. Hinman for a great job for his first year as

Summer School Director. Mr. Carson questioned students falling behind the learning curve as portrayed in the media and where Southington stood. Mr. Hinman noted that as a classroom teacher, there are noticeable skill deficits and that classroom teachers are working to catch up with closing those gaps and meet the needs of those students throughout the school year. Mr. Carson questioned Credit Recovery classes and enrollment. Mr. Derynoski questioned the success rate of the students who took the Credit Recovery classes and middle school enrollment figures that did not appear to add up. Mr. Baczewski questioned the cost of the Summer School Program and offering life skill enrichment courses.

At 9:04 p.m., Mrs. Clark called for a recess of the regular meeting and reconvened Executive Session at 9:15 p.m.

Mr. Pepe left the meeting at 10:05 p.m.

The Board members returned to Regular Session at 10:22 p.m.

c. Evaluation of Superintendent of Schools 2021-2022 and Compensation 2022-2023 (After Executive Session)

MOTION: by Mr. Williams, seconded by Mr. Oshana:

“Move to approve Steven G. Madancy’s new three-year contract commencing July 1, 2022 through June 30, 2025, at an annual salary of \$200,510.00.”

ROLL CALL VOTE: YES – Mrs. Anastasio, Mr. Baczewski, Mrs. Carmody, Mr. Carson, Mr. Chrzanowski, Mr. Derynoski, Mr. Oshana, Mr. Williams, Mrs. Clark.

Motion carried unanimously by voice vote.

d. Student Expulsion

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to expel Student #2022-13, as recommended by administration.”

Motion carried by voice vote with eight in in favor and Mr. Carson abstaining.

11. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 10:27 p.m.

Respectfully submitted,

Linda Blanchard

Recording Secretary



SOUTHINGTON BOARD OF EDUCATION
Southington, Connecticut

FINANCE COMMITTEE MEETING
Monday, September 19, 2022, 6:30 p.m.
Video Conference

Board Members Present: James Chrzanowski, Chair; Sean Carson; David Derynoski, Zaya Oshana

Present from Administration: Jennifer Mellitt, Director of Business & Finance; Kaiya Hill, Accounting Manager; Peter Romano, Director of Operations

The Finance Committee meeting was called to order at 6:31 p.m.

1. RFP AWARD #2023-01: ENGINEERING SERVICES FOR FACILITY STUDY:

Ms. Hill reviewed the results of the RFP and the steps taken to evaluate the award. She mentioned that three vendors submitted timely, complete proposals. Ms. Hill informed the Finance Committee that an evaluation committee made up of administration members, along with Mr. Derynoski and Mr. Oshana, reviewed the proposals. Consulting Engineering Services was identified as the lowest priced proposal and, after a virtual interview by the committee, is recommended for award.

There was a consensus to award the proposal as recommended by the administration.

2. MISCELLANEOUS:

Mrs. Mellitt shared a request by the Director of Operations for funding to repair two leaking boilers at Hatton and Thalberg Elementary Schools. She informed the committee that the current boilers were leaking water and that it was an unexpected occurrence. Mrs. Mellitt stated that Mr. Romano was able to reach out to a vendor who would be able to do the work under a Connecticut State Contract. Mr. Romano informed the committee that the vendor had experience with schools in Meriden and Hartford. Mr. Derynoski asked if the work was quoted as man hours or job hours. Mr. Romano stated man hours.

The committee reached a consensus to recommend the use of FY21 Non-lapsing funds in the amount of \$28,200 to repair the two boilers. A motion will be brought to the full Board of Education.

The meeting adjourned at 6:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Mellitt".

Jennifer Mellitt
Director of Business & Finance



SOUTHTON PUBLIC SCHOOLS

Jennifer S. Mellitt
Director of Business & Finance

MEMO

TO: BOE Finance Committee
DATE: September 16, 2022
RE: Use of FY21 Nonlapsing Funds for Boiler Repair

Mr. Romano, Director of Operations, is requesting the use of Nonlapsing funds to address two leaking boilers at Hatton and Thalberg Elementary. A funding request memo and quote are attached.

The request will use \$28,200 of FY21 Nonlapsing Funds to repair the leaking boilers. The administration will use the State of Connecticut contract #19PSX002 to award the work to Air Temp Mechanical Services, Inc. in the not to exceed amount of \$14,100 at Hatton and \$14,100 at Thalberg. Performing the work on the boilers before the heating season will allow the district to maintain the boiler redundancy at both schools, thus avoiding any heating issues during the season.

The administration recommends the award as noted above and requests the use of the FY21 Nonlapsing funds be approved for this project.



SOUTHWINGTON PUBLIC SCHOOLS

Peter J. Romano, Jr.
Director of Operations

MEMO

To: Jennifer Mellitt, Director of Business and Finance

Date: September 16, 2022

Re: Boiler Repair Funding Request – HES & TES

One of the two boilers at each HES and TES are leaking water from the mid-section. The necessary repairs are beyond the scope of what our plumber/HVAC technicians can handle. The repairs need to be made prior to the start of heating season to maintain boiler redundancy.

We reached out to Air Temp Mechanical Services Inc. (Southington, CT) for guidance. Air Temp services boilers in several school districts including Hartford. They have staff that perform only school boiler installations and repairs. They provided us the attached proposal for repairs to the boiler at HES.

I am requesting that we secure funds from the Nonlapsing funds account for these repairs at each school and award the work to Air Temp Mechanical Services, Inc. Air Temp is on the State of CT bid list under vendor contract 19PSX002. They are agreeable to make the repairs on a time and material basis. Furthermore, they are agreeable for this proposal to be a not to exceed cost, excluding any unforeseen internal issues.

They haven't observed the TES boiler yet, but in the interest of time I would recommend that we use the same budget (\$14,100) for each school as the upset cost. Please let me know if you need any additional information from me. Thank you.



360 Captain Lewis Drive
 Southington, CT 06489
 Phone: (860) 953-8888



Quote

Quote No	Quote Date
3701	8/3/2022
Salesperson	
Richard Brayall	

Customer

Southington Public Schools
 200 North Main Street
 Southington, CT 06489
 Jim Lombardo

Work to be Performed at

Hatton Elementary School
 50 Spring Lake Road
 Southington, CT 06489

Email:

Phone: (860) 628-3377

Cell:

Fax:

Work Requested

Provide labor and materials to disassemble boiler, check leak around 7th section, and reseal sections on reassembly. Perform leak and operations test.

If section is cracked/damaged, add \$1,862.00 to replace each defective section.

Due to market volatility, pricing is valid for 10 days from date of quote

Qty	U/M	Item No	Description	Rate/Unit	Amount
100.00			Tech Rate	99.00	9,900.00
1.00			Cost of \$3,500.00 +20% Mark-Up...	4,200.00	4,200.00
			Plus taxes and freight (if applicable)		
			Freight to be determined		

Taxable Amount:	0.00
Fed, State, Municipal Sales Tax:	0.00
Subtotal:	14,100.00
Quote Total:	14,100.00

Notice to proceed _____ Title _____ Date _____

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date September 22, 2022

Decision Requested X Agenda Code 9 b.

AGENDA REPORTING FORM

Agenda Topic: RFP Award #2023-01: Engineering Services for Facility Study

Summary of Issue: The administration sought proposals for engineering services for a facility study at five (5) schools; Hatton, Oshana, South End, Strong and Thalberg.

Background: Three (3) proposals were submitted. The lowest proposal received was from Consulting Engineering Services (CES) of Middletown, CT.

Alternative Strategies: N/A

Cost (if applicable): \$33,500 **Funding Source:** Non-lapsing FY21

Beginning Date of Program or Project: TBD

Ending Date of Program or Project: TBD

Recommendation or Comment: Recommend that the Board of Education award RFP 2023-01: Engineering Services for Facility Study to Consulting Engineering Services (CES) in the amount of \$33,500 as presented by the administration.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Title of Attachments:

1. RFP 2023-01 Award Request Packet



SOUTHTINGTON PUBLIC SCHOOLS

Kaiya N. Hill
Accounting Manager

MEMO

TO: The Finance Committee
DATE: September 13, 2022
RE: RFP 2023-01 Engineering Services for Facility Study

In August 2022, Southington Public Schools advertised an RFP for engineering services for facility study at five schools. The schools included are Hatton, Oshana, South End, Strong, and Thalberg Elementary Schools. The RFP was advertised in the newspaper and listed on the Southington Schools' and Town of Southington's websites; the proposals were opened on September 9, 2022, at 10:00 am.

The studies to be completed in the five elementary schools would include the following:

- Evaluate the existing conditions surrounding all HVAC systems (in the five schools) in relation to indoor air quality and assess if existing electrical systems will suffice or if new electric service is needed.
- Provide recommendations for the implementation of air conditioning, ventilation, and dehumidification systems in each of the five schools.
- Provide rough design schematics that indicate systems sizes and location of required equipment for air conditioning, ventilation, and dehumidification.
- Provide rough cost estimates for air conditioning, ventilation, and dehumidification in each of the five schools.

Once the study is completed, the rough cost estimate is expected to be proposed in the Town of Southington's Capital Plan, which will be presented in November 2022.

Three completed and timely proposals were submitted; the RFP compilation is attached. The lowest RFP was received from Consulting Engineering Services (CES) of Middletown, CT, with a base price of \$33,500. Evaluations of all three businesses were completed by a committee consisting of three administrators: Peter Romano, Director of Operations, Jennifer Mellitt, Director of Finance, and Kaiya Hill, Accounting Manager, and two Board Members: David Derynoski and Zaya Oshana. The committee used an evaluation rubric to rate each company individually and make sure the proposals submitted included what was required as listed in the RFP. After initial deliberations, an interview with CES took place on September 13, 2022, at 1:00pm. The interview was to ensure that CES' price included the entire scope presented in the RFP along with the ability to complete the study for the schools within the strict timeframe given. References were also checked at that time.

At this time, it is the recommendation of the Administration to award RFP 2023-01 to Consulting Engineering Services (CES) of Middletown, CT for the base price of \$33,500. Funding for this project will come from The FY21 Nonlapsing Account.

RFP COMPILATION
RFP 2023-01 ENGINEERING SERVICES FOR FACILITY STUDY
Opened on 09/09/2022 at 10:00 am

Vendor Name	Total Price	Vendor Street	Vendor Town
BL Companies, Connecticut, Inc.	\$ 103,440.00	355 Research Pkwy.	Meriden, CT
Innovative Engineering Services, LLC	\$ 137,000.00	33 N. Plains Industrial Rd.	Wallingford, CT
Consulting Engineering Services	\$ 33,500.00	811 Middle St.	Middletown, CT

Recommendation

Consulting Engineering Services (CES)

**Southington Public Schools
Purchasing Department
RFP AWARD REQUEST
RFP 2023-01 ENGINEERING SERVICES FOR FACILITY STUDY**

The above RFP is submitted for AWARD by the Superintendent of Schools or his designee, the Board of Education Finance Committee, and the Board of Education.

PROPOSED SUMMARY: This request sought pricing for engineering services for a facility study at five elementary schools including Hatton, Oshana, South End, Strong, and Thalberg Elementary Schools. Three companies responded to our RFP invitation. The Administration recommends awarding RFP 2023-01 to Consulting Engineering Services (CES) of Middletown, CT for the price of \$33,500.

Beginning Date of Project:	September 2022	Ending Date of Project:	November 2022
Funding Sources:	FY21 Nonlapsing Account	Proposed Amount 2022-23	\$33,500
		Budgeted Amount 2022-23	\$70,000

Kegan
Signature of Accounting Manager
9/13/2022
Date

Superintendent's Direction:

Approved As Submitted
 Hold (pending future action as noted)
 Rejected _____ all _____ part (adjust as directed below)

Direction: _____
J. Mellett
 Signature of Superintendent of Schools or his designee 9/15/22
Date

Finance Committee's Direction:

Approved As Submitted
 Hold (pending future action as noted)
 Rejected _____ all _____ part (adjust as directed below)

Direction: _____

 Signature of Finance Committee Chairperson Date

Board of Education's Direction:

Approved As Submitted
 Hold (pending future action as noted)
 Rejected _____ all _____ part (adjust as directed below)

Direction: _____

 Signature of Board of Education Chairperson Date

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date September 22, 2022

Decision Requested X Agenda Code 9 c.

AGENDA REPORTING FORM

Agenda Topic: Ratification of Southington Administrators Association (SAA) Contract

Summary of Issue: The Southington Board of Education and the Southington Administrators Association (SAA) have been negotiating a contract for a three (3) year agreement beginning July 1, 2023 through June 30, 2026.

Background: N/A

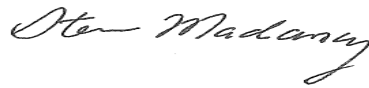
Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: July 1, 2023

Ending Date of Program or Project: June 30, 2026

Recommendation or Comment: Recommend approving the tentative agreement between the Southington Board of Education and the Southington Administrators Association (SAA).



Signature of Superintendent of Schools

Titles of Attachments:
1. Under Separate Cover