

**Support Services Committee**  
**November 27, 2017**  
**6:00 P.M.**  
**Location: Educational Services Center**  
**DRAFT MINUTES**

**Support Services Members Present:** John Schilling, Ed Diasio, Pat McGee

**Others Present:** Scott Kennedy, Steve Skrocki, Bob Lanetti, Elaine Lawrie, Peter Medica-Bonnett Associates, Frank O'Donnell, Eric Huebner, Tina Stoll

- I. **Mr. Schilling called the meeting to order at 6:00 p.m.** Mr. Schilling wished Mr. Pat McGee well and thanked him for his service to the board and community.
  - II. **Public Comments** - None
  - III. **The minutes of the October 31, 2017 meeting were approved.**
  - IV. **Items recommended for work session/ action meeting**
    - a. **Air Conditioning Project – Bid Results:** Mr. Kennedy reviewed the HVAC Renovations bid summary. He reported that there was a positive response in the bidding process. Committee members expressed concern that the numbers were quite a bit higher than originally presented in 2016. Mr. Peter Medica, Bonnett Associates explained the bid process in more detail and that this round of Base Bid numbers included actual design development and detailed calculation of project costs. Mr. Skrocki reminded the committee that the timeline is crucial and the committee recommended the project be discussed at the December 14<sup>th</sup> Action Meeting. The committee requested documentation/information be sent to the newly elected board members prior to that meeting.
  - V. **Informational Items:**
    - a. Facility Use Requests – Mr. Kennedy reviewed the report.
    - b. Vandalism Report – No report for the month.
  - VI. **Summary of items to be moved to Work Session and/or Action:**
    - Action Meeting – December 14, 2017
      - HVAC – Air Conditioning Project
  - VII. **Adjournment:** The meeting adjourned at 6:28 P.M.
- Next scheduled Support Services Committee meeting:**  
**Monday, January 29, 2018, 6:00 PM at the ESC**