



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD  
SPECIAL PUBLIC MEETING MINUTES  
August 13, 2014**

---

**Members present:** M. Brant, S. Clements, B. Danes (via teleconferencing), T. Goodfellow, M. Hall, D. Inch, L. Kyle, D. Patterson, J. Williams

**Student Trustees:** None

**Regrets:** J. Cobb

**Absent:** None

**Resource:** K. Donnell, M. Fisher, T. FitzGibbon, L. Miller, C. Portt, M. Savery-Whiteway

**Guests:** None

**Minutes:** P. Hoskin, Administrative Assistant

**Call to order**

Chair Inch called the meeting to order at 11:15 a.m.

Chair Inch welcomed trustees and staff to the meeting and acknowledged Trustee Danes who was joining the meeting via teleconferencing.

**Approval of the agenda**

**Moved:** T. Goodfellow

**Seconded:** J. Williams

**That the agenda be approved.**

Carried

**Recommendations**

**Report from Operations and Finance Committee**

**RFP No. 1314-010 Architect for the new Trenton elementary school**

**Moved:** S. Clements

**Seconded:** M. Brant

**That Hastings and Prince Edward District School Board award an architectural design services contract for the new elementary school at the site of Queen Elizabeth Public School in Trenton to Barry Bryan Associates as contained in the Special Board Report No. B-1 dated August 13, 2014.**

Trustee Goodfellow recognized the work of staff involved in the tender and evaluation process.

Superintendent Miller and Controller Pfeiffer presented Report No. B-1 to approve a recommendation to award an architectural design services contract for the new elementary school at the site of Queen Elizabeth Public School in Trenton. The Ministry of Education has approved funding of \$11.31 million for construction of a new school to replace the existing Queen Elizabeth Public School in Trenton. As part of the design process the board will require the services of an architect to prepare the necessary preliminary design concepts, tender documents and construction services.

---

A total of 13 valid RFP submissions were received by August 12, 2014. After a detailed analysis of each submission, Barry Bryan Associates achieved the highest score ranking based on fees, experience with school design, knowledge of 21st century design, project management and excellent service on previous board projects.

Clarification/discussion items included:

- the number of quality respondents
- the .2 differential in the evaluation of The Ventin Group and Barry Bryan Associates.
- the potential to incorporate features of other new builds in the design process.
- the location of Barry Bryan Associates from Whitby, Ontario.

**Carried**

The director thanked Trustee Goodfellow for her participation in the tender process, and Superintendent Miller, Controller Pfeiffer and their team, for their leadership and work to bring this significant project to Board in a timely and fiscally responsible manner.

**Information**

None.

**Correspondence**

None.

**Adjournment**

The meeting was adjourned at 11:22 a.m.

---

**Chair**

---

**Secretary**