

MINUTES
Randall Library Building Committee
March 28, 2012

Convened at 7:10 p.m. in the Warren Room. Members present: Steve Jelinek, Peter McManus, Jim Salvie, and Barbie Wolfenden. Steve Dungan, Tom Lam, and Tim Reed were absent.

With Tim away, Steve J agreed to chair the meeting.

The purpose of the meeting was to decide whether to accept the Dermady Associates and LLB Architects proposals. After receiving the rejection letters, both firms sent written requests for reconsideration regarding the “key personnel” requirement in the RFP.

Following a brief discussion, Steve moved to accept the proposals from Dermady Associates and LLB Architects and Barbie seconded. The motion passed by unanimous vote.

There was then some general discussion about how people found the selection process. One question was whether or not they would be able to narrow the candidates down to three for the interviews.

It was agreed that Susan would take all of the members’ score sheets, put the numeric scores into a spreadsheet, and apply the weighting (1.25 for Historic Public Building Experience and 1.5 for Team Members’ Experience). The members present gave her their sheets and Steve D, Tom, and Tim had dropped theirs off earlier.

The next meeting will be April 3.

At 7:55 p.m., Barbie moved to adjourn and the motion passed by unanimous vote.

Respectfully submitted,

Susan McLaughlin

Approved 4/5/12