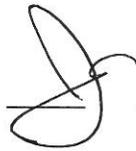


# Building Re-Use Committee

Meeting Minutes 8/17/2015



Members Present: Jamie Toale, Ron Albert, Damon McQuaid, Dave MacDonald, Mark Erickson

Members Absent: Rebecca Lantry, Mike Mackin,

## Call to Order:

Meeting called to order August 17, 2015 @ 7:04pm

## Public Comment:

None

## Current Business:

### Interview with DRA

Kenneth Best AIA was present to represent DRA. He went over their RFQ package. He fielded questions from the board in regards to the scale of previous projects, findings from similar projects and if he felt that the proposed fee was appropriate for the scope of work.

### Interview with Tappe Associates

Christopher Blessen and Damian Liddiard stood in for Charlie Hay who could not attend the meeting. They provided a presentation of previous work and fielded similar questions as were asked of DRA.

## Discussion of Qualifications

After a brief discussion of initial reactions the individual board members filled out the required spreadsheets to be recorded with the town. The results were as follows

J. Toale-	DRA 77.5 pts.	Tappe 80pts.
M. Erickson-	DRA 87.5pts.	Tappe 90pts.
R. Albert-	DRA 80pts.	Tappe 85pts.
D. MacDonald-	DRA 57.5pts.	Tappe 87.5pts.
D. McQuaid -	DRA 77.5pts	Tappe 90pts.

The board then discussed why they ranked the applicants the way they did

J. Toale cited that Tappe had high ranking personnel available to work on the project.

M. Erickson noted that the presentation quality from Tappe was superior

D. MacDonald noted that Tappe has previous experience working with the Town on the middle/high school project and that they had an excellent understanding of and response to the goals of the RFQ.

D McQuaid cited that the presentation quality and utilization of emerging technologies by Tappe has the potential to be a valuable asset to the town.

R. Albert noted that both firms were qualified to do the requested work but Tappe had a slight edge.

Dave MacDonald made a motion to recommend moving forward with Tappe Associates. Mark Erickson second. All in favor.

## Meeting Schedule:

Sept 21<sup>st</sup> 6:30PM at Town Hall

## Meeting Adjournment:

Motion to adjourn by Ron Albert, Second Dave MacDonald, all in favor.

Meeting Adjourned @ 6:30AM