

Old Library Accessibility Committee  
Meeting Minutes  
March 15, 2017

Members Present: Wendy Cote-Magan, Mark Mikitarian, Ken Swanton, Lucy Wallace  
Guest: Ron Ostberg

The meeting was called to order at 7 PM.

Administrative: Approval of the March 1, 2017 and March 8, 2017 meeting minutes was deferred to the next meeting (March 20, 2017).

Candidate Interviews:

The three firms to be interviewed were sent a couple of days prior to this meeting a set of four questions which they were instructed to come prepared to answer in their presentations.

*Abacus Architects + Planners:* Represented by David Pollack, David Eisen, Principals; and Kevin Hastings, Code Compliance subcontractor. A presentation was made by David Pollack. Committee members asked questions and sought clarification on various aspects of the firm's work and approach to this project. As the cost estimator, North Bay Construction, could not be present, David Pollack distributed copies of their cost estimating work for another Abacus project, the Beals Memorial Library in Winchendon, MA. Ron Ostberg, a member of the public, was offered an opportunity to ask questions as well.

*William Sloan Associates:* Represented by Chip Sloan, Principal, Jeff Wetzel, Project Manager, and Brianna Sullivan, designer; and Evans Pomegas of Rider Levett Bucknall, Cost Estimator subcontractor. A presentation was made by Chip Sloan about the firm's experience. Jeff Wetzel described the proposed project work schedule and approach to project management. Evans Pomegas presented his firm's approach to cost estimating. The Committee members asked questions and sought clarification on various aspects of the firm's presentation and proposal. Ron also was given the opportunity to ask questions.

*CBI Consulting, Inc.:* Represented by Michael Teller, Principal-in-Charge and Andrea Willet, Project Manager and Project Architect. Michael Teller walked the Committee through a Power Point presentation addressing the firm's approach to projects in general and this project in particular. Andrea Willet walked through the project work schedule and explained her approach to project management and architectural problem-solving. The Committee members asked questions and sought clarification on various aspects of the firm's proposal. Ron also asked questions and commented on the proposal.

At the conclusion of the meeting, the members and Ron briefly discussed initial reactions to the firms' presentations, qualifications and proposals, but no decision was reached. A further discussion and recommendation will be made at the Committee's next meeting on Monday, March 20<sup>th</sup>, at 5 PM.

The meeting adjourned at 9:45 PM.