

Fire Station Building Committee

7/10/2014

Committee Members Present: George Callahan, Bob Middendorf, Jon Delli Priscoli, William Harriman, Michael Milanoski, Dave Siedentopf, Craig Weston

Members Absent: None

Invited Guests: Joe Sullivan, Christina Opper

Meeting called to order at 7:40am by Bill Harriman. Meeting held at the Carver Fire Station 3.

Topic 1: Committee welcomed Daedalus as our official Owners Project Manager

Topic 2: Bill Harriman sent a letter and verbally communicated with all unsuccessful OPM Firms

Topic 3: Joe Sullivan gave an update on Daedalus's cost analysis performed over the last two weeks on the conceptual Fire Station/Training Facility Project. Joe felt that the estimates given by Reinhardt Associates (\$276/square foot) were accurate within \$10/square foot. Joe figures costs at \$282/ square foot.

Topic 4: Committee reviewed Draft RFS (Request For Proposals) for Architect / Designer, which will be posted in Central Register on Wednesday, July 16th. Daedalus will also post RFS in Carver Reporter. Committee recommended that the following be added to the RFS: Carver Fire website address, a project timeline chart, and a component under the designer selection section of the RFS instructing the designer to provide feedback on the conceptual drawings. Any additional comments by the Committee are due to Daedalus by Monday, July 14th. Committee discussed at length whether to advertise RFS with a set Designer fee or leave fee to be negotiated. Motion was made by Jon Delli Priscoli to advertise RFS with no fee and allow Town Administrator to negotiate a fee after selection is made. Committee voted 7 to 0 to approve.

Topic 5: Motion made by Michael Milanoski to accept RFS with edits by Monday, July 14th at noontime. Committee voted 7 to 0 to approve.

Topic 6: Committee discussed a date for the non-mandatory pre-proposal meeting for Firms planning to submit an RFS for the project. A date of July 21st at 8:00am was chosen for the pre-bid meeting to be held at 99 Main Street. ****Due to a clerical error, the pre-proposal meeting date was amended on July 11th and moved to July 25th at 1:00pm.**

Topic 7: Craig Weston and Bill Harriman felt it is important to start preliminary discussions with Town Boards on the proposed project. The intent is to make sure Town Boards are included in the process as the project develops. Craig Weston will set up a date to meet with Boards over the next two weeks. The intent is to make this an educational meeting and receive feedback from the Town Boards.

Motion to adjourn by Jon Deli Priscoli, meeting was adjourned at 9:05am.

Next meeting is scheduled for Thursday, August 7th @ 7:30am at Station 3

Submitted by Chief Craig Weston – Committee Secretary