

Present

Designer Subcommittee members: Mary Anne Antonellis, Stephen Dallmus, Brad Foster, Dale Houle, Jeff Quackenbush

SLBC Members: Penny Jaques, Elaine Puleo Absent: Molly Moss

Guests: Neil Joyce (CMS), Roger Hoyt (CMS), Lauren Stara (MLBC)

Meeting opened at 6 pm

Discussion of procedure for ranking of Architect qualifications

Six firms submitted qualifications by the deadline. Prior to this meeting Antonellis provided a ranking form to the subcommittee for evaluating the applicants. The form includes 2 minimum requirements and 11 comparative criteria. Hoyt suggested that the minimum requirements criteria are 'YES' or 'NO' questions and those who do not meet the minimum requirements be excluded from further consideration.

Ranking of Architect qualifications

Johnson Roberts

The architect does not currently have a license. Joyce commented that CMS has worked on two library projects with this company and has no hesitation. Stara added that they have done 28 library projects and are well versed in the MBLC process.

Minimum requirements met: YES

Comparative requirements: Total 116 points

Vote to Interview: YES-Antonellis, Dallmus, Foster, Houle, Quackenbush; NO-none.

David L. King Architect/HKT

Dallmus noted that this firm has listed 2-3 municipal projects in last 5 years but not 3 projects similar projects similar to ours. Stara added that they designed a library that was not built.

Minimum requirements met: No consensus, so the committee will review the comparative requirements

Comparative requirements: Total points 86.5

Vote to Interview: YES-Houle; MAYBE-Foster; NO-Antonellis, Dallmus, Quackenbush

LLB Architects

Minimum requirements met: YES

Comparative requirements: Total points: 91

Vote to Interview: YES-Antonellis, Dallmus, Foster Quackenbush; NO-Houle

Quackenbush thinks they are really busy and worried about enough staff to do our project.

Stara commented that LLB is based in RI and that some key people are not licensed.

Oudens Ello

Minimum requirements met: YES

Comparative requirements: Total points 139

Vote to interview: YES-Antonellis, Dallmus, Foster, Houle, Quackenbush; NO-none.

Over Under

Minimum requirements met: NO

Subcommittee will not rank

This firm has no municipal buildings except schools, no MBLC experience, no references for projects similar to this. The firm seems to be two firms partnering on for this project. As the firm does not meet the minimum requirements, the Subcommittee will exclude them from further review.

TSKP Studio

Minimum requirements met: NO

Subcommittee will not rank

Quackenbush commented that this is a big CT firm that's done lots of big libraries, they have a small presence in MA. Joyce added that have not been principal on 3 projects in MA.

Choose candidates to recommend to SLBC for interviews

Based on the above ranking, the Designer Subcommittee chose 3 candidates for interviews:

Johnson Roberts

LLB

Oudens Ello

Interview format

Joyce recommended conducting interviews in person and holding all three 3 interviews on one night. Quackenbush suggested the following format: 30 minutes for presentation; 30 minutes for questions; schedule each interview 1 hour and 15 minutes apart to allow for transition. After discussion, 20 minutes will be allowed for presentation to allow more time for questions. Joyce can provide sample questions to consider. Joyce asked what technology interviewees need to provide? Stara offered to host meeting and present technology. Discussion on the structure of interviews will continue at the December 6 meeting.

Interviews will take place on Monday, December 12, downstairs at Town Hall

1st firm 4:00 – 5:00p.m.; 2nd firm 5:15 – 6:15p.m.; 3rd firm 6:30 – 7:30p.m

Next full committee meeting: December 6 at 7 p.m.

Meeting adjourned at 7:42 p.m.