

SENIOR CENTER BUILDING COMMITTEE
WEDNESDAY, SEPTEMBER 27, 2017, 7:30 AM
MINUTES

Chairman Cunningham called the meeting to order at 7:30 AM in the Town Hall.

Members present: Cunningham, Amaral, Collette, Faircloth, Green, Keoseian, Nillson-Ripps

Advisors present: Town Manager Mark Haddad and COA Director Kathy Shelp (participating remotely)

MINUTES

The motion was made by Faircloth, seconded by Collette, to approve the minutes of September 14, 2017.

PROPOSALS

The Committee received proposals from the following architects for design of the Senior Center:

- Catlin & Petrovick Architects, Keene, NH
- DiGiorgio Associates, Boston, MA
- Helene Karl, Groton, MA

The Committee received proposals from the following Owners Project Managers (OPM) to manage design and construction of the Senior Center:

- Architectural Consulting Group, New Bedford, MA
- Colliers International, Boston, MA
- NV5, Watertown, MA
- The Vertex Companies, Weymouth, MA
- Watermark, Lowell, MA

SELECTION PROCESS

Town Manager Haddad outlined the selection process. He distributed the Evaluation Criteria from the Request for Proposals and explained the "Designer Selection Guidelines," adopted by the Board of Selectmen in December 2010.

The Committee will interview the three architects on Wednesday, October 4, 2017 at 8:00, 9:00 and 10:00 AM. The Committee requested that the civil engineers be present at the interviews.

Member Keoseian will work with Executive Assistant Dawn Dunbar to prepare a ranking sheet for the Committee to use to evaluate the architects.

Town Manager Haddad will work with Committee Members Amaral, Collette, and Nillson-Ripps in the OPM selection process. He said he believes the total negotiated fees for architectural

design and the OPM should be less than \$400,000. The article for funding will be considered at the Fall Town Meeting on October 23, 2017.

INTERVIEW QUESTIONS

The Committee discussed interview questions for the three architects. Members' questions will address the following topics:

- John Amaral - Any topic the Committee would like including value engineering
- Michelle Collette - Civil/site engineering issues and ADA/Architectural Access Board requirements
- Peter Cunningham – Community outreach and presentation skills
- George Faircloth – The question of add-renovate vs. new construction
- Gary Green – Cost estimating, value engineer, and add-ons such as an emergency shelter
- Mihran Keoseian – Experience with public presentations
- Annika Nillson-Ripps – LEED (or comparable) standards, energy efficiency, and aesthetics
- Kathy Shelp – Describe three important design features of a senior center

Members Keoseian and Collette will work on refining the questions.

PUBLIC OUTREACH

COA Director Shelp said Grotonfest went well and most people who stopped by the COA booth were supportive of the new Senior Center project. She informed the Committee that the Groton-Dunstable Regional School District voted to support the article requesting funding at the Fall Town Meeting.

Member Cunningham and he and Member Amaral will be on the "Around Town" cable access TV show on Thursday, October 5, 2017.

Meeting adjourned at 8:35 AM.

Respectfully submitted,

Michelle Collette
Member