

COPY RECEIVED
DATE: 1/13/17
TIME: 10:05 AM
TOWN CLERK'S OFFICE

Seymour Permanent Building Committee
Special Meeting January 12, 2017
Community Center

Committee Members Present: Stanley Jachimowski, Mike Marcinek, Wayne Natzel, Alex Danka, Jim Forsyth
Others Present: Don Smith, Tony Caserta

The meeting was called to order at 6:30 p.m. by Mike Marcinek and the Pledge of Allegiance was recited.

Public comment:
None

Review of Professional Services Proposals

Mr. Marcinek requested the Committee review the proposals presented and narrow down to three final candidates (short list) to invite for an interview. He recommended removing Silver Petrucelli & Associates from consideration due to pending legislation. The Committee then reviewed, in detail, each proposal from Lothrop Associates, LLP, Salient Architects, Ames & Whitaker Architects, O'Riordan Migani Architects and Quisenberry Architects. It was discussed that all candidates seem to be qualified, if not overqualified.

Follow up on Process to Proceed

Mr. Marcinek and Mr. Smith will prepare a basic scope of the projects to provide to the short list candidates. The Committee will then request a fee proposal from each. A pre-bid meeting will be held to answer any questions. Interviews will be held on January 19th and the fee proposals will be due by January 25th.

Motion: Mr. Danka made a motion to invite Lothrop Associates, LLP, Quisenberry Architects, and Ames & Whitaker Architects to be interviewed for their professional services related to the Town Building Restoration Project.
Mr. Natzel seconded the motion.
Motion Passed 5-0

Open Discussion

Mr. Forsyth requested project performance summaries from each short list applicant. Mr. Marcinek stated that Mr. Smith did request that they be included with the initial proposals. Only Silver Petrucelli & Associates provided with their proposal.

Motion: Mr. Natzel made a motion to adjourn meeting. Mr. Danka seconded the motion.
Motion Passed: 5-0.

The meeting was adjourned at 7:44.

Respectfully Submitted,



Kelly Forsyth
Recording Secretary