

MINUTES OF THE OCTOBER 16, 2008 MEETING OF
THE NATHANIEL WITHERELL TOWN BUILDING COMMITTEE

The twenty-seventh meeting of the members of The Nathaniel Witherell Town Building Committee was held in the conference room at Nathaniel Witherell at 7:35 a.m. on October 16, 2008.

Present were:

Voting Members: Andy Fox, Paul Toretta (by phone), Jeremy Kaye (by phone), Peter Arturi, Lloyd Bankson (by phone), Leslie Tarkington, Stephen Soler and Christopher Lacey.

Non-voting Members: Jonathan Shankman, Thomas Saccardi, Frederic H. Brooks, and William Kowalewski.

Guests: David Ormsby, Ray Augustine, Jack Hornak, Ken Henderson, Linda Marini, Anne Sherrard, and Ashley DeMain.

Mr. Fox called the meeting to order. He asked whether the minutes of the September 10, 2008 meeting were reviewed by all and were approved. Dr. Peter Arturi pointed out three revisions, which all agreed should be made. Upon a motion duly made and seconded the minutes, as amended were approved.

Mr. Fox provided the report for the Architect Selection Task Force. Purchasing issued a revised RFP advising the three finalists that the financial terms of their proposals were unacceptable, as each of the submissions exceeded the Committee's budget for architectural and engineering services included in the RFP for Project Renew Witherell. Each was given the opportunity to re-submit a new proposal. A revised scope of services setting forth the technical requirements for the architect's deliverables and a revised form of contract were issued. Bids were due Friday afternoon, October 10.

Two bids, from SLAM and JCJ were received. BL sent a letter that stated BL could not reduce its professional fees to the \$1.8 million Project Renew budget number for architectural services. Mr. Fox described the scoring system. The proposals were scored by the Evaluation Committee, who are the Town Building Committee voting members, based on pricing (40%), production schedule (20%), value engineering (15%), project experience (15%), and revised staffing (10%). The average of the seven voting members (the eighth, Dr. Arturi abstained stating that the RFP should have gone to all 6 firms which originally bid) was compiled by the Purchasing Department. Six of the seven members scored SLAM first. One member scored JCJ first.

<u>Architectural Services</u>	<u>BL</u>	<u>JCJ</u>	<u>SLAM</u>
Revised Bid*	\$2,382,000	\$2,239,000	\$1,787,550
Avg. Score (Points)	--	74.07	89.21

BL did not submit a revised bid on 10/10. Their revised bid was dated 9/9

Discussion followed on the firms' experience designing skilled nursing facilities, pricing, and Greenwich experience. Upon a motion by Mr. Toretta, seconded by Ms. Tarkington, the Town Building Committee voted 8-0-0 to approve the selection of SLAM.

Mr. Fox reported that a Nathaniel Witherell Board meeting was scheduled for 9:00 a.m. to approve the Town Building Committee's selection as required by the Town Charter. If SLAM (the SLAM Collaborative) is approved by the Board, Mr. Fox will have the Purchasing Department notify them. Discussion followed on next steps prior to working with the architect including execution of the contract and sign-off of final specifications.

Christopher Lacey provided the Construction Manager Task Force report. He will circulate the RFP questionnaire and score sheet for the construction manager to the Evaluation Committee members for their review within the week. The initial step of the RFP will be to select 4 to 6 of the most highly qualified firms for Project Renew Witherell. Approximately 20 firms have expressed interest. The RFP will be advertised in Westchester and Fairfield newspapers/journals. The final RFP book should be complete prior to month end.

SUBJECT TO APPROVAL

Mr. Fox said that he will prepare an updated time line for Project Renew.

Mr. Bankson commended Mr. Fox for his focus on the architects' costs relative to the Project Renew Witherell budget, and stated that Mr. Fox through the re-bidding process saved Witherell approximately \$600,000.

Mr. Fox explained that under new FOI requirements the minutes must be posted on the Town website within 7 days.

The next meeting of the Committee will be on November 5, 2008 at 8:00 a.m.

The meeting was adjourned at 8:29 a.m.

Respectfully Submitted,

Leslie Tarkington
For Jeremy Kaye, Committee Clerk