

Southampton Building Reuse Committee Meeting No. 7

Committee Members Present:

Libby Baldwin	Angela Valinski
Bruce Coombs	Margaret Walden
Paula Maak	Tom Whiteley
Gary Swanson	

Others Present: Doug Blanchard, Board of Selectmen

From: Libby Baldwin

Meeting Date: January 29, 2009

Date Minutes Issued: February 3, 2009

Date Minutes Re-Issued: February 5, 2009

On January 29, 2009, Southampton's Building Reuse Committee Meeting No. 7 opened at 6:35 pm at the Town Hall. The following are discussion items from the meeting.

1. General

- a. Minutes from Meeting No. 6 were accepted.

2. RFQ for Owner's Project Manager

- a. Interviews for OPM services were held starting at 6:45 pm. OPM interview candidates were D.A. Sullivan, Pioneer Valley Planning Commission, and NETCo. Interviews generally lasted from 30 to 45 minutes and consisted of presentations, then questions and answers. Each interview team was asked the same questions, unless the question was covered during the presentation.
- b. After the interviews concluded, the Committee discussed the merits of each candidate, but was unable to reach a consensus regarding the "most advantageous" candidate. The Committee agreed that DA Sullivan and NETCo were the apparent highest ranking candidates.
- c. References will be contacted for both DA Sullivan and NETCo. Libby Baldwin will forward via email a list of suggested questions to ask each reference. Paula Maak will call DA Sullivan references and Margaret Walden will call references for NETCo. Paula & Margaret will report back to the Committee with the results of the reference checks.
- d. The Committee will decide on the "most advantageous" OPM at the next meeting and will recommend award of the OPM contract to the Board of Selectmen (BOS).

3. Miscellaneous

- a. The next meeting will be on Thursday, 2/5/09 @ 7:15 pm at Town Hall.

b. The meeting dissolved at 10 pm.

4. Action Items

Item No.	Responsibility	Item
7-1	Libby Baldwin	Send list of questions to Committee for Paula & Margaret to ask DA Sullivan and NETCo references.

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