

Wilmington Public Safety Facility Committee Meeting

December 12, 2019

In Attendance: Chuck Clerici, Dennis Richter, Chief Scott Moore, Chief Matt Murano, Melanie Lopez

Absent: Greg Nido

In Addition: Gretchen Havreluk & Scott Tucker

Public Present: Joseph Cincotta, Todd Gareiss, Jessica Lee Smith

Meeting brought to order at 6:06p.m. by Chuck

Public Comments:

None

Approve Minutes

Chuck moved to accept minutes of 10/23/2019. Seconded. Approved by Chuck, Melanie, Chief Murano and Chief Moore. Dennis abstains- absent for 10/23/19 meeting. Motion approved..

Discussion of RFP bids

Chief Moore unable to turn in ranking scores, recommends NBF and NCA as top choices.

Gretchen Delivers overall RFP ranking scores for bids received, as scores look congruent with Chief Moore's recommendations:

Austin Design : 437

Centerline: 548

Goldstone: 461

NBF: 548

NCA: 558

SHKS: 440

Weimann: 517

Committee in agreement about top choices of bids. Chief Murano suggests narrowing it down to 2 top bids. Committee decides the top 2 contenders are NCA and NBF Architects. Both are local; NBF Vermont based, NCA is connecticut based.

Scott Tucker suggests creating sub-committee to discuss questions that the committee has for each of the finalists. Committee takes suggestion and decides to compile a list of questions for top 2 bidders, as well as questions for each of their references. After compiling questions, it is decided that Chuck and Chief Murano will call and question NCA and NBF. Chief Moore and Melanie will call references for NCA and NBF respectively. Answers to be discussed before next selectboard meeting on 12/17 at 5pm and decision to be made on which firm to recommend to the selectboard. .

Discussion on questioning NBF and NCA about whether they would consider engaging phase 1 sooner. Joseph comments that architects would prefer quicker schedule and states it could potentially lower costs. Discussion on second scheduling option proposed by NCA and NBF- highlight need for less time spent on feasibility study and more time on Schematic design. Would raise the price of phase I as highlighted in RFP, however Joseph comments that it would be beneficial for committee to approach voters with Schematic designs in hand. Chuck and Chief Murano to discuss this with bidders as well.

Chuck to warn meeting for 5pm on Tuesday 12/17 pm.

Meeting adjourned at 7:33pm.

Agenda for next meeting:

1. Discuss feedback from bidders
2. Discuss feedback from references
3. Craft recommendation to the select board

Next meeting is scheduled for December 17, 2019 at the Town Hall at 5:00 p.m

Respectfully submitted,
Melanie Lopez
Secretary