



Building Committee

Building Committee Meeting Minutes
Thursday, April 16th, 2015 @ 5:00 PM

Building Department Conference Room at the Provincetown Town Hall
Called to Order: 5:00 pm

Membership:

P	E	U	Name	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Tom Coen, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rick Murray, Vice Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Don Murphy	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Kevin Shea	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Leif Hamnquist	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sheila McGuinness, Alt.	<input type="checkbox"/> Voting

(Note: **P** = Present **E** = Excused **U** = Unexcused)

These minutes are in brief format.

This meeting was filmed by Provincetown TV

Also Present:	
Jim Golden, Acting Police Chief	
Rich Waldo, DPW Director	
Peter Brown, Press Reporter	

Order of Business:
1. Public Statements. (Committee members may, or may not respond).
2. Review proposals for Existing Conditions Code Assessment of the police station and select finalists. (Votes may be taken).
3. Status of the new police station building project. (Votes may be taken).
4. Minutes of prior meetings. (Votes may be taken).
5. Other matters that may legally come before the Committee not known at the time of posting. (Votes may be taken).

1. Public Statements

(None).

2. Review proposals for Existing Conditions Code Assessment of the police station and select finalists.

(Note: Copies of the proposals received from four architectural firms, in response to the Town's Request for Qualifications (RFQ) were distributed to all Committee members for their review prior to the meeting. The deadline for submitting responses was March 24th).

Tom provided an overview of the Designer Selection Procedures, highlighting the role of the Building Committee which is to evaluate the architects qualifications; select three finalist and rank them; and make a recommendation to the Board of Selectmen.

The Committee conducted an initial review of the responses to the RFQ, It was clear that all of the respondents were qualified, based on their credentials and the evaluation criteria in the RFQ.

The Committee decided to interview all four of the respondents on April 28th before making a recommendation. Tom will provide evaluation forms, based on the evaluation criteria in the RFQ for that meeting.

3. Status of the new police station building project.

(No new updates on this topic)

4. Minutes of prior meetings

The Committee reviewed and approved the minutes of its December 16th meeting.

Motion # 1: To approve the minutes of the Committee's December 16 th , 2015 meeting			
Motion By: Kevin Shea		Second By: Don Murphy	
For: 3	Against: 0	Abstain: 2	Recuse:

5. Other Business

(None).

List of documents reviewed:

1. *Designer Selection Procedures*
2. *Four proposals for the Provincetown Police Station Existing Conditions Code Assessment submitted by The Carell Group Inc.; Tecton Architects; CDR Maguire; and Kaestle Boos.*
3. *Draft minutes of the December 16th meeting.*

Next Meeting:	April 28 th @ 10:00 am
Adjourn:	6:00 pm
Minutes by:	Tom Coen

Approved by  on September 22, 2015
 Thomas Coen, Chair