

TOWN OF HIGHGATE
CM Arena Renovation Hiring Committee
DRAFT MINUTES
January 12, 2015

DRAFT

The committee started the meeting at 5:00pm.

Present:

- Heidi Britch-Valenta, Steve Bushey, Don Gilbert, Henry Rainville, Brian Spears, Paulette Tatro, Jeff Towle, and Steven Roy, Wieman Lamphere Architects.

Those present had volunteered to review the proposals for Construction Management that were received in response to the RFP published for the position. All had reviewed the 7 proposals received and completed evaluations for each. The committee compared the result of the individual evaluations and total the numbers. The fee estimates packets were then opened and recorded. The numbers submitted were as follows:

Connor Contracting, Inc.	\$100,232
D.E. W Construction	\$ 96,647
Engelberth Construction	\$140,182
H.P. Cummings	\$136,390
Peak CM	\$111,950
Preferred Cont.& Parent Const.	\$121,700
Professional Construction	\$111,590

The Committee agreed to schedule interviews for the top three firms, DEW, Engelberth and Peak, on Friday, January 16. The committee will meet at 2:30 to prepare for the first interview at 3:00pm.

The group adjourned at 6:30pm

Respectfully submitted by Heidi Britch-Valenta



Accepted by committee on January 16th by _____