

SPECIAL MEETING of the Burrillville Library Building Committee held Friday, July 28, 2006 at 6:03 P.M. at the Burrillville Town Hall, 105 Main Street, Harrisville, RI.

MEMBERS PRESENT: Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller, and James H. Moran

MEMBERS ABSENT: Christopher Blakely and Michael A. Caron were excused.

Relative to review, consideration and action on the Clerk of the Works position for the Library Building project.

VOTED to rescind the June 22, 2006 vote to hire Daniel Joubert as Clerk of the Works on the project, pending all funding, appropriations and negotiation of a contract with Mr. Joubert.

Motion by David C. Ketcham. Seconded by James H. Moran. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

Review, discuss and take action on the adoption of evaluation and weighting criteria relative to the Clerk of the Works position for the library project.

VOTED to adopt the grid framework for evaluating Clerk of the Works candidates developed by Chairman Antoniello and listing the evaluation criteria

Motion by David C. Ketcham. Seconded by James H. Moran. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antoniello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

VOTED to adopt the following weighting factors for evaluation of candidates: qualifications of individual to be assigned to the Town's account should be weighted twenty percent; experience with site remediation and environmental factors should weight twenty percent; ability to commit to the project through completion – twenty percent; cost – ten percent; experience with Rhode Island municipalities and public library projects – ten percent; staff resources to deliver a high quality project on time – ten percent; overall qualities of the proposal and responsiveness to the RFP – five percent; references received – five percent.

Motion by David C. Ketcham. Seconded by G. Wayne Miller. The

motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

VOTED that the individual or firm with the highest weighted average be designated as the individual or firm offering the lowest qualified responsive and evaluated bid.

Motion by David C. Ketcham. Seconded by James H. Moran. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

Consideration and action on hiring a consultant/firm to review, evaluate and/or rank proposals received.

Discussion: Victor D. Antonello, Chairman, distributed a proposal from Glen S. Fontecchio, Architect, for providing review, evaluation and/or ranking Clerk of the Works proposals received. A copy of the Fontecchio proposal is on file with the record of the meeting. The procedure, timeframe and impact on the project were discussed.

VOTED to table consideration and action on hiring a consultant/firm to review evaluate and/or rank proposals received.

Motion by James H. Moran. Seconded by David C. Ketcham. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

Consideration and action on proposals received from candidates for Clerk of the Works.

a. Consider and act on scheduling interviews of Clerk of the Works Candidates.

b. Consider and act on awarding the bid for Clerk of the Works.

Discussion: Victor D. Antonello, Chairman, noted that the committee could consider conducting additional interviews of candidates for Clerk of the Works. There was discussion of earlier interviews conducted in executive session and whether parts of those interviews could or should be disregarded. It was noted that the Committee had never been and was not currently under obligation to conduct interviews. The committee discussed difficulties associated with further interviews, alternatives for interview and ranking procedures, and problems related to ranking candidates without conducting interviews.

Kevin Blais of 1738 Tarkiln Road asked to address the committee. David C. Ketcham objected on the grounds that it was inappropriate for a candidate for Clerk of the Works to be involved in the discussion

of the process.

MOTION to declare the Blais and Green proposals non-responsive and eliminate them from consideration.

Kevin Blais of 1738 Tarkiln Road asked to address the committee. David C. Ketcham objected on the grounds that it was inappropriate for a candidate for Clerk of the Works to be involved in the discussion of the process.

Motion by David C. Ketcham. Seconded by Robert J. Martel. The motion carried by unanimous vote of the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

VOTED to exclude Urbane Construction, based on the fact that the bid is disproportionately high and would be unacceptable to the taxpayers and to this committee.

Motion by G. Wayne Miller. Seconded by James H. Moran. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

VOTED to extend invitations to Angelo Casale, SRH Corp. and Dan

Joubert for interviews in open forum at the meeting of Thursday, August third.

Motion by David C. Ketcham. Seconded by James H. Moran. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

VOTED to continue to the next meeting the question of consideration and action on awarding the bid for Clerk of the Works.

Motion by David C. Ketcham. Seconded by James H. Moran. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

VOTED to adjourn.

Motion by James H. Moran. Seconded by David C. Ketcham. The motion was unanimous by the five members present. Voting in favor of the motion were Victor D. Antonello, David C. Ketcham, Robert J. Martel, G. Wayne Miller and James H. Moran. Christopher Blakely and Michael A. Caron were excused.

The meeting was taped. The tape is on file with the record of the meeting.