## MEETING OF THE LIBRARY AND SENIOR COMMUNITY CENTER PROJECT REQUEST FOR PROPOSAL COMMITTEE Monday, April 18, 2011

## 12:30 p.m. – 6th Floor Conference Room – City Hall

Chair LaFontaine called the meeting to order at 12:28 p.m.

Attendance: Steve Barg, Dan Knoeck, Dave LaFontaine, Jason Angell, Keith Strey, Russ Stauber (left the meeting at 1:45 p.m.) and Lori Belongia.

Barg moves and Stauber seconds a motion to approve the minutes of the April 11, 2011 meeting. All ayes, motion carried.

Barg covered the changes made when the smaller group reviewed the draft. There was general discussion the RFP (Request for Proposal) draft revision and a number of recommended minor changes.

Barg moves and Knoeck seconds a motion to approve moving the RFP to the next Board of Public Works Committee meeting with the recommended changes. All ayes, motion carried.

There was preliminary discussion of the 25 responses to the RFQ (Request for Qualifications).

Additional meetings were set for 12:30 p.m. in the City Hall, 6<sup>th</sup> Floor Conference Room for Monday, April 26, 2011 to review and rank the RFQ responses and Monday, May 2, 2011 to determine the short list of RFP candidates and establish questions for firm interviews.

Strey moves and Angell seconds a motion to adjourn at 1:54 p.m.

Respectfully submitted,

Lori Belongia

Next Meeting: April 26, 2011 at 12:30 p.m. in the City Hall 6th Floor Conference Room.