

**MEETING OF THE LIBRARY AND COMMUNITY CENTER PROJECT  
REQUEST FOR PROPOSAL COMMITTEE  
Thursday, June 30, 2011**

**7:50 a.m. – City Hall – Common Council Chambers**

Chair LaFontaine called the meeting to order at 7:50 a.m. in the Boardroom adjacent to the Common Council Chambers.

Attendance: Dave LaFontaine, Steve Barg, Jason Angell, Dan Knoeck, Russ Stauber, Keith Strey and Lori Belongia. – All present.

Angell moves, Barg seconds a motion to approve the minutes of both the June 20, 2011 and the June 22, 2011 meetings. All ayes, motion carried.

There was brief discussion of the questions for the interviews. It was determined that Angell, Knoeck and Barg would ask the questions in rotation.

At 7:55 a.m. the committee moved into the Common Council Chambers to begin interviews.

Interviews took place in the following order:

8:00 a.m. -- Zimmerman Architectural Studios, Inc.

9:30 a.m. -- Durrant and Himmel & Wilson

11:00 a.m. - HGA (Hammel, Green, and Abrahamson, Inc.)

12:30 p.m. - 1:30 p.m. - Lunch for the RFP Committee

1:30 p.m. - Bray Architects & Barker Rinker Seacat Architectures

3:00 p.m. - Design Unlimited, MSA and Library Planning Associates

At 4:39 p.m. -- the RFP Committee moved again to the Boardroom adjacent to the Common Council Chambers. Chair LaFontaine asked for a roll call vote to go into closed session. Present - Dave LaFontaine, Steve Barg, Jason Angell, Dan Knoeck, Russ Stauber, Keith Strey and Lori Belongia. All ayes.

Two members of the public (Joanne Ampe and Tom Barg) who sat through the interviews were asked to stay and share their thoughts on the firms and presentations. After they spoke to the committee, they were asked to leave the room and the committee began its deliberations. Discussion focused on the strength of the team and its history of working together, local concerns and interest, the amount of

investigation that the firm put into their presentation, the team's understanding and approach to the project and their attention to the entire scope of the project. At 6:05 p.m., Chair LaFontaine asked for a roll call vote to go into open session. All ayes.

Consensus is that the next step is to ask two firms (Bray Architects with Barker Rinker Seacat Architecture and Zimmerman Architectural Studios, Inc.) to continue in the selection process by requesting for additional information of them. The request for additional information will be sent to the firms on Tuesday, July 5, 2011 and responses will be due on Friday, July 8, 2011.

The RFP Committee will reconvene at 12:30 p.m. on Monday July 11, 2011 in the 6<sup>th</sup> Floor Conference Room at City Hall to review the responses and determine which firm to recommend for the project.

Seeing no other business, the RFP Committee adjourned at 6:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lori Belongia".

Lori Belongia