

**Library Facility Needs Assessment Committee
(LFNAC)
September 30, 2009
7:00 PM
Town Hall
Meeting Minutes**

LFNAC Members Present: Karen Traub, Mary Anne Antonellis, Martha Field, Dale Houle, Weezie Houle, Michele Regan-Ladd, Lori Tuominen

Absent: None

Guests: Mark Sullivan of D.A. Sullivan & Sons, Inc.
Becky Torres
Frank Citino

Meeting called to order at 7:05 PM

1. Minutes - September 28, 2009 approved
2. Sharing of Background research
 - a. Background information on some of the finalists was researched by D.A. Sullivan and shared with the committee
 - i. Margo Jones Architects – Whately Elementary School issues. Talked with Margo: The school is replacing the roof now though she did not know if there was a roof issue after the first winter. There were issues with duct work; heat escaping from duct work and there was an insulation problem. It was a mechanical contractor issue.

Mark also talked with Don Scott, business manager for the Whately school district: Roof issue was not Margo's issue but an issue with the shingle manufacturer. There was an issue with the sprinkler issue; it was an installation error not an issue with Margo.
 - ii. Johnson Roberts Assoc – Pelham library issues. Mark talked with the current Pelham Library Director: No known issue however this director is not the director when the Pelham library was open. There was a mechanical issue because they had to replace the desired system with another system to meet the budget and some other parts of the building design were not changed meet the new system. Later the mechanical was to be upgraded.

Mark also talked with the Pelham maintenance superintendent: He does not recommend Johnson Roberts Associates because of design changes were not fully implemented throughout the building. For

example, there were not changes in the roof insulation due to changes in the fire suppression system (change was from chemical suppression to aqueous suppression). There were changes made to make the budget but design was not amended to meet the budget.

Karen thanked Becky for raising the Pelham library issue and its current effect on the town. Also, thanks to Mark for researching background for these two firms.

b. Mary Anne reported on her background research:

- i. Mary Anne did more reference checks for Oudens & Ello - they are team leaders and great at working at arduous processes; they do all things the right way; they scored all 10s. The two people are a fantastic team.
- ii. Mary Anne talked to the town of Amherst about Berkshire Design - Amherst was happy with Berkshire Design
- iii. Mary Anne talked with a Shutesbury resident – the resident said that there are issues with the Amherst soccer fields. The resident is also concerned about the Pelham library building and that there are issues with their heating system.

c. Weezie shared her background research - She created a chart “Consultant Analysis of Finalists” to ensure that the engineers listed for different projects were really part of the presentations. Some of the engineers listed have not worked on many projects with the architects. Some of the eastern Massachusetts design firms will use western Massachusetts consultants.

3. Continued discussion of qualifications and the proposals submitted by the finalists.

On a 4 to 2 vote Oudens & Ello was voted the top candidate and Margo Jones Architects, Inc. was second. Oudens & Ello, Inc. will be offered the job. If Oudens & Ello cannot accept the job, Margo Jones Architects will be offered the job.

4. Next Steps:

Mark will talk with Oudens & Ello for contract negotiations and town legal counsel will be consulted. This process will take about a couple weeks and the final contract. Mary Anne will send a letter to all the firms submitted proposals.

5. Next meeting dates:

Wednesday, October 14, 2009, 7PM, Town Hall, for regular LFNAC meeting

Meeting adjourned 9:15 PM

Respectfully submitted,
Martha Field