



August 12, 2005

**MINUTES OF FIRE STATION BUILDING COMMITTEE MEETING
SUNDAY, JULY 31, 2005 - TOWN HALL MEETING ROOM**

MEMBERS PRESENT: Dwight Rowland, Joe Calistro, Paul Antinozzi, Fire Chief Andrew Esposito, Steve Francis, Jim Urbano and Peter Hershman, Beth Heller, Louisa Cunningham

MEMBERS ABSENT: David King

OTHERS PRESENT: Sandy Stein

Meeting was called to order at 7:00 PM.

This special Meeting was called to conduct second interviews with Noyes - Vogt and Silver / Petrucelli. Both firms addressed the specific questions that were posed to them in a Memo dated July 25th (copy attached).

The purpose behind these second interviews was that our Committee felt strongly to be unanimous in its recommendation to the Board of Selectmen, as indicated during our report at their July 13th meeting, although this has slightly now extended the original project timeline. Following these interviews, it was agreed by all Committee members that both firms were equally capable of performing the specific tasks set forth in the RFQ but that each had different strengths and weaknesses that set them apart.

This prompted much discussion ; at the request of Steve Francis, both firms were then rated by each Committee member utilizing a quantitative rating system developed by QBS (Qualifications - Based Selection of Design Professionals) that Paul Antinozzi had distributed and the Committee discussed in an earlier Committee meeting. When the forms were tabulated, the results were 6 for Silver / Petrucelli and 3 for Noyes - Vogt (1 Committee member was not present). This again prompted much discussion as to the pros and cons of each firm.

Continued on Page 2



August 12, 2005

Page - 2 -

Fire Station Building Committee Meeting - July 31, 2005

At this latest interview, when again asked about their fee structure, Noyes - Vogt would still not commit to a specific fee percentage and wanted the opportunity to negotiate it once the construction costs were known (they had previously stated 7% in their first interview) ; Silver / Petrucelli has committed to a fee percentage of 5.3%.

The Committee members who favored Noyes - Vogt firmly believed that Noyes - Vogt would do a better job in designing the Firehouse which in their opinion should be the major issue in this selection process.

Therefore, in trying to obtain unanimity on this critical selection of an A / E firm that could be presented to the Selectmen, the Committee members who originally favored Silver / Petrucelli relented their position, based on the following motion made by Steve Francis (seconded by Beth Heller) :

That the Fire Station Building Committee would accept Noyes - Vogt as their Architect of choice if Noyes - Vogt could meet the following stipulations:

- 1. Lower their Fee to a lump sum of not greater than 6.25% of the construction costs**
- 2. Commit to a time line to complete the various Phases as outlined in the RFQ and achieve the goals established to start construction by June of 2006, to be satisfactory to the Building Committee Chair and Fire Department personnel**
- 3. Renew their commitment to this project to see it through from start to finish with both the staff they presented as well as their Consultants**

Noyes - Vogt would be presented with a written Memo from the Building Committee on Monday, August 1st and would need to respond in writing back to Tony Genovese (Woodbridge Finance Director) no later than Thursday, August 4th. If Noyes - Vogt could not meet all of the stipulations set forth above, then the Committee would therefore recommend Silver / Petrucelli as their Architect of choice to the Selectmen. The vote of the Committee was to accept this motion 9 - 0 (unanimous).

Continued on Page 3



August 12, 2005

Page - 3 -

Fire Station Building Committee Meeting - July 31, 2005

Dwight Rowland was appointed by the Committee to contact Fred Noyes on Monday, August 1st, to apprise him of the above and forward a Memo on behalf of the Building Committee outlining these stipulations. Tony Genovese (Woodbridge Finance Director) has been the designated contact in all the communications between the A / E firms and the Town throughout this entire process, so Dwight was requested to contact Tony on August 1st to receive his approval before contacting Noyes - Vogt.

Motion made by Paul Antinozzi (seconded by Beth Heller) to adjourn the meeting. Meeting was adjourned at 10:48 PM.

Respectfully submitted,

Dwight C. Rowland,
Committee Vice - Chair

cc: Woodbridge Town Clerk