

FACILITY SUB-COMMITTEE NOTES

1/16/2019

Present: Jean McCall, Tiffany Hughes, Craig Buckingham, Lori Howard, Diane Schrimpf (chair), Dave Goggin, Beth McFarlane, Rick Walsh, Ed Detwiler

Our meeting was held at the Community Center. The Mayor and our Attorney, Gene Hollins were present. We asked Gene to be present to discuss bidding options.

The committee wanted to approach the next step in the process. We were hoping we could ask architects to give us a few ideas for the new building along with cost estimates. We wanted to discuss with Gene this approach versus going out with a full bid request for the entire project including the final building.

We discussed Design, Build versus Design, Bid, Build. We determined we would move ahead and let the process unfold and reassess in April.

Table below is sketchy as we are feeling our way through the process. Our hope is that we will get architects to respond and provide sketches and costs as part of the prequalification– but if not, we will pick finalist(s) and negotiate an hourly rate (which we would bring to council for approval) to provide this information.

Date	Task	Who
1/30/2019	Prequalification Request Document completed	Beth McFarlane
2/4/2019	Email requests to identified Architects	Diane Schrimpf
2/20/2019	Review results with Committee members (best date 1/20 – depending on responses)	Sub-Committee Members
2/25 to 3/8	Follow up with architects – show building as requested	
4/3	Review final submissions with Sub-Committee Discuss next steps – hopefully we will be ready to have informational meetings with residents	Sub-Committee Meeting
5/8	Deadline for Special Election submission for Election in August FYI	
8/7	Deadline for November Election	

We discussed funding, bond versus loan and how a loan would impact our debt limit. Gene was going to ask our fiscal officer for the status of our debt limit. A bond would require an election versus a loan. The sub-committee's biggest concern is transparency with all residents.

Our next meeting will depend on timing of responses we receive.