



CITY OF SALEM DESIGNER SELECTION COMMITTEE

MEETING MINUTES FINAL

December 20, 2018

1. **Architectural Services: Forest River Pool, Bathhouse, and Associated Facilities (RFQ #T-14) Designer Evaluations**

Attendees: Tom Devine, Mike Lutrzykowski and Jenna Ide

The group met and discussed their preliminary review of the 5 proposals received from:

- Winter Street Architects
- Flansburgh Associates
- Stephen Kelleher Associates
- Bh+a Architects
- TLB Architects

The group met and determined that they did not have enough information to short list. Some architectural firms were missing a few pieces of information. It was determined that Jenna would reach out to the firms to get the information. Also, we wanted clarity around the team and what disciplines the companies covered.

The group discussed meeting in January to determine next steps.

2. **Bertram Field Phase 2 Renovations (RFQ #T-11) Designer Selection**

Attendees: Ashley Green, Mike Lutrzykowski, and Jenna Ide

The group met and discussed their references and ratings. The Committee discussed the relative merits of the two firms. The Committee discussed the fact that both could do the work well. AG and ML noted that their references and reviews showed that Beacon had more new construction experience, whereas CBI was more renovation. CBI was noted to have more creativity at the interview. All references were good, but one reference had both and said for a new project Beacon would be better. CBI had a slightly better approach. The Committee rated the firms using the evaluation form, and then added the values. The Committee proposed the following ranking:

1. Beacon
2. CBI

JJ stated she would put together the selection memo and the final rankings and submit to the Mayor.

Adjournment



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Know your rights under the Open Meeting Law M.G.L. c. 30A §18-25 and City Ordinance Sections 2-2028 through 2-2033.