

**2018-11-29**

**Rice Public Library Building Committee  
Meeting Minutes**

RFP review

Attendees:

Jim, Kendra, Jeff, Chuck, Jenn, Peggy, Lee, Doug

George – excused absence, Tim – recused absence

Debated how best to evaluate the proposals:

Whether to let each person speak about their favorites and or make remarks good or bad about the proposals.

Kendra suggested we cut to the chase and list our top 3 with some remarks about each.

We went around the table and listed our top 3 and what made them stand out for each of us.

Top two vote getters:

Scott Simons

Holzman Moss Bottino

Based on their decades of library & public work & quality of their portfolio.

Their responses were good and their consultants well qualified.

Trying to determine 3<sup>rd</sup> and 4<sup>th</sup> place proved more difficult.

Evaluations from the committee here were all over the place and for different reasons.

It was decided that rather than open the selection to 4 that we should keep it to 3 so as to provide more time with the top 3 rather than limit each trying to interview 4 during our next meeting.

The 3<sup>rd</sup> choice was finally narrowed after recount to ARQ.

Arq was a contender for the quality of their response and well established local reputation in the forside. They have a consultant on board who has a good depth of library experience and working with historic structures. They were eventually chosen as the 3<sup>rd</sup> firm to interview.

Winter Holben was popular because of their detailed schedule and approach as well as their detailed response to the rfp. It was felt they lacked the depth of experience and library specialty however.

Jsa too garnered votes for their experience & quality of proposal. Their response seemed a little generic. Their design examples were seen by some as institutional or bland.

Oak Point has good experience & a quality portfolio. It was felt that they did not address the specifics of Kittery & the library in their proposal.

Archephenalia had an interesting design proposal but did not have the depth of experience and not everyone was pleased with their preliminary concept.

Lavalee Brensinger has good experience but their proposal & portfolio was lacking something to distinguish it.

CMK has good experience but not specific to libraries and their portfolio was underwhelming in terms of its graphics and the quality of design represented.

Next meeting is December 11<sup>th</sup> – interviewing 3 finalists.

1 hour / firm - Q & A

20 minute delivery

25 minutes of questions

15 minutes of transition

Come with lists of questions to ask – general and/or specific to each.

Meeting adjourned at 7:20