

## Town Buildings Advisory Committee Minutes (DRAFT) September 26, 2022

In-person meeting at Town Municipal Offices, 8 Conway Street, South Deerfield

Members Present: Julie Chalfant (chair), Greg Franceschi, Matt Russo, Bill Hildreth,

Other town representatives: Tim Hilchey (Selectboard)

Deerfield Owner's Project Manager (OPM) Representative: Rob Todisco, P3

Meeting was called to order at 5:54 pm by Julie Chalfant

Discussed process for interviews of three top ranked candidates for the 1888 Building Designer Services RFQ. Reviewed questions and selected those that would be asked of candidates.

Each candidate was asked to make a 15-minute presentation. Following the presentation, the committee members asked questions of the candidates; each committee member asked the same question of all candidates.

Following the interviews, the candidates were reviewed and the following ranking was forwarded to the Selectboard for approval:

1. Bargmann Hendrie + Archetype, Inc. (bh+a)
2. Pfeufer Richardson Architects PC (PRA)
3. Dietz & Co. Architects (Dietz)

**Moved: Bill Hildreth, Second: Matt Russo, Vote: 4-0-0 (unanimous)**

After Selectboard approval, the Town and P3 will negotiate a fee with the first-place firm. Should that negotiation fail, the Town and P3 will proceed to the second-place firm and then the third.

Meeting adjourned at 9:34 pm. Moved: Matt Russo, Seconded: Bill Hildreth, Vote: unanimous

Minutes Approved 10/18/2022.