

**Minutes of W.B. Parks Facilities Committee (PFC) Meeting
May 7, 2009**

Attendees:

Pat Crowley
Pat Inderwish
John Owanisian
Val Pruneau
Chris Rucho

Meeting Highlights:

- The meeting focused on development of a timeline related to the Goodale Park Open Space Project Phase 1 – see below for summary timeline...
- May 14 – June 1, 2009: Advertise solicitation related to architectural/engineering services – approx. 24 letters to be sent out and posted on Central Register.
- June 6 (at noon): Mandatory site visit and bidders conference to be held at Goodale Park with bidders and members of PFC – all interested bidders required to attend.
- June 15 (by noon): Written questions received from bidders.
- June 22: Written responses send to bidders.
- June 29: All step 1 proposals received.
- July 9 (7PM): PFC meets to evaluate proposals and develop short list – bidders on short list will receive letter requesting receipt of step 2 information no later than noontime July 30.
- July 30: All step 2 information received.
- August: PFC meets to select firm and award contract for architectural/engineering work.
- September 2009: Architectural plans and project cost estimate received.
- January 1, 2010 (no later than): Apply for CPA overall project funding.
- May 2010: Present overall plan at town meeting.
- May 2010: First shovel hits the ground!

- The need for private funding in addition to CPA funding was discussed.
- Following groups/individuals identified as potential contacts related to private fundraising – John O to discuss plans with folks below:
 - Boys/Girls Tennis Coaches
 - Parents of tennis team members
 - Tom Kane
 - Steve Recupero

Next PFC meeting – Bidders conference: June 6, noontime at Goodale Park