

Parks Facilities Committee (PFC) Meeting Minutes – June 10, 2014

PFC attendees:

Patrick Crowley, Robert Dunne, Gary Flynn, John Hadley, Patrick Inderwish, John Owanisian, Christopher Rucho

- Chairman Inderwish opened the meeting at 7:05 and welcomed new member John Hadley.
- A review of the May 20, 2014 PFC draft minutes took place.

Motion: A motion made by Mr. Rucho and seconded by Mr. Owanisian to approve the minutes of May 20, 2014 was approved.

- The meeting then focused on a review and scoring of the following respondent's proposals to the Goodale Park Master Plan RFP:

Proposal #1 from Marshall, Gary LLC of Wakefield, Massachusetts

Proposal #2 from Gale Associates of Weymouth, Massachusetts

Proposal #3 from BETA Group, of Lincoln, Rhode Island

Proposal #4 from Meridian Associates, Westborough, Massachusetts

Proposal #5 from Weston & Sampson, Boston, Massachusetts

Proposal #6 from David Warner, Warner, Larson, Inc., Boston, Massachusetts

- Discussion took place concerning the various proposals and after assessing the collective scores of committee members, four respondents will be invited for interviews.

Motion: A motion made by Mr. Crowley and seconded by Mr. Rucho to select the following firms for interviews (not listed in order of preference) was approved: Gale Associates, BETA Group, Weston & Sampson, and Warner, Larson, Inc.

Motion: A motion made by Mr. Rucho and seconded by Mr. Inderwish to invite short list respondents for interviews according to the following schedule was approved:

June 24: 6:30-8:30PM, BETA Group and Gale Associates

June 26: 6:30-8:30PM, Weston&Sampson and Warner, Larson

- The committee then began developing questions to be posed to short list respondents during interviews with the resulting questions that follow...
 1. What methodology will you use to ensure the Town's field use needs are satisfied through 2030?
 2. Will you provide this committee with potential grant and funding sources that could be used to fund this project?
 3. If you are awarded this project, how many days do you expect will be needed for completion of the Master Plan?
 4. Based on your experience with similar Master Plan projects, what type of challenges does a project like this represent?
 5. How many alternative proposals do you intend to provide to this committee?
 6. Please summarize exactly what your deliverables will be to this committee?
 7. Will you provide estimated annual costs associated with the Master Plan design?
 8. What is your experience dealing with projects with similar topography and what kind of challenges and opportunities does this present?
 9. Given your brief overview of this site, what is the biggest need?
 10. What is your best estimate of the final cost to develop this Master Plan?
- Further discussion indicated the evenings of July 8 and 10 should be reserved for potential negotiating sessions.
- There being no further business to discuss, the meeting was adjourned at 9:12PM