

Town of Huntington — Town Hall Committee Meeting
Special meeting Thursday, July 10, 2014—7:00 pm
Town Hall

Agenda	<ul style="list-style-type: none">• Discussion of responses to RFP for Accessibility Improvements to the Huntington Town Hall
Members present:	Barbara Felitti (Chair), Aaron Worthley, Terry Boyle
Others present	Dick Kellogg, Helen Keith
Responses to RFP:	<ul style="list-style-type: none">• Summary: Nine firms expressed interest in receiving the RFP. Four indicated they would attend the pre-proposal meeting. Three attended and one response was received from New Leaf Construction.• VCDP contracting staff Ray Marzbani was contacted and he said that we can accept the one proposal as we properly advertised. Similarly, per Town policy, the project was advertised and we can accept the one proposal if we determine it is a good value for the Town.• The committee reviewed New Leaf Design's proposal against criteria and the results of reference checks. Reference checks were all highly positive. It was determined that New Leaf Design is qualified to do the required work.• The proposed budget is over the committee's estimated budget. Discussed options for lowering costs such as removing the roof over the rear exit stairs.• Barbara will contact Tom Perry at New Leaf Design and arrange a meeting for competitive negotiation to discuss options to understand what is driving the budget costs and discuss options to lower costs.

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DATE


September 10, 2014