

**CITY HALL RESTORATION PHASE II DESIGNER SELECTION COMMITTEE
SUMMARY OF MEETING HELD ON THURSDAY MAY 19TH 2011**

Location: Third Floor Conference Room City Hall

Present: J.J. Bell, Steve Dexter, Mike Salmon

Also present: Maggie Rosa

Meeting opened at 12:10pm

The Designer Selection Committee reviewed the revised Designer Fee and Work Plan that was received on May 17th. The changes included a reduction in hourly rates for MKA employees, a break out of the costs that might be associated with the Architectural Access Board (AAB) regulations and submissions to the Massachusetts Historical Commission.

It was noted that Sara Chase's efforts will be required to investigate the original colors of paint of the cornice, windows and porches. Her previous efforts were limited to the tower paint work.

The overall cost of the Designer Fee is reduced from \$269,375 to \$242,005.

MOTION: THAT THE SCOPE OF WORK, WORK PLAN AND DESIGNER FEE PROPOSAL, DATED MAY 17th, 2011 BE ACCEPTED SUBJECT TO THE AMENDMENTS :

- Make presentation to AAB if necessary
- Prepare and review Punch List of Contractor's uncompleted work
- Prepare Certificate of Substantial Completion
- Coordinate with the City's Project Manager and/or Clerk of the Works.

J.J. Bell proposed the motion and Steve Dexter seconded it

There was no further discussion

Motion passed UNANIMOUSLY.

J.J. will communicate to Donna and MKA of the vote.

MKA suggested that the Designer Services Contract be based upon the 2007 Contact for City Hall Tower Project. Maggie opined that the DSC should review the 2007 contract at its next meeting and will get an email copy out to the members.

It was noted, with pleasure, that Jim Hafey has agreed to serve as the Owner's Project Manager (OPM is a state requirement for projects over \$1.5 million). Steve Dexter distributed copies of the OPM and Clerk of the Works positions.

Meeting closed at 12:45 pm.

Next meeting to be held on Monday May 23rd at 10:00am.