

Harwinton House Committee

Minutes of Special Meeting

November 20, 2012

A special meeting of the Harwinton House Committee was held in the main meeting room of Town Hall on Tuesday, November 20, 2012.

After establishing a quorum chairman Roger Plaskett called the meeting to order at 6:45 PM. Present were Roger Plaskett, Charlie Kirchofer, Tom Rotondo, Carole Romano, Brian Dunbar and Larry Connors. Also in attendance was Dick Pacholski representing Harwinton Historical Society.

Minutes of the October 17th meeting were approved on a motion by Tom Rotondo and second by Roger Plaskett.

Prior to beginning the scheduled interviews the committee reviewed a series of questions submitted by the assigned members then decided to present to each firm the five questions agreed upon and to give each firm the option of answering the questions directly or throughout their presentation. Given that the awarding of the grant from The Greater Litchfield Preservation Trust and the hope for a matching HPTAG grant have altered our selection priorities we modified our draft scoring matrix to reflect maximum possible scores of 50 points for Scope of Work, 20 points for Experience in Like Projects, 20 points for Key Staff Assigned Including Resumes, and 10 points for Proposed Fees.

Chris Hill and Todd Clark from Blue Moon Design found they were working with incomplete RFP information packet due to poor communication between them and their surveyor. They skimmed the materials handed to them and modified their proposal cost to \$27,000 with the caveat that the size and detail of the proposed addition might modify that figure up or down.

Duke Moore of Duke Moore AIA Architect questioned the absence of construction management as a responsibility, pointing out his preference for continuity in a project, and he questioned whether we have a budget in place. He has walked the proposed site and termed it a "tough site" due to the space limitations and topography. He recommended radiant heating as it can be hidden, possible involvement of a local garden group, and the importance of Harwinton Historical Society involvement. Under questioning he reaffirmed his quoted price.

Amaya Architects was represented by principal Rafael Amaya, Michael Sileo and Roy Gilley. They were concerned about how well the building was documented before dismantling and felt that could be troubling, until Roger's response assured them. Much time was spent on their experiences in like projects, particularly Roy Gilley's similar projects including the Skinner House. They stressed their strength as a team.

Jeffrey Bailey presented for Baily & Johnson Architects, stressing their 20 years of experience and their involvement in later phases of Stanley-Whitman House in Farmington. He spoke of concern in not knowing exactly what is documented, the absence of plans at this point, and how we intend to address the transition to construction phase.

After all four interviews were completed the committee members present delivered their respective scores for each characteristic to Roger who tabulated them with these results: Blue Moon, 321; Duke Moore, 494; Amaya Architects, 499; Bailey and Johnson, 443. The attached document entitled Special Meeting Selection Results is made a part of these minutes.

The secretary was instructed to prepare a recommendation to the Board of Selectmen that Amaya Architects be chosen and contracted to provide the services as in their proposal.

Upon motion by Brian and second by Roger the meeting was adjourned at 9:32 PM.

Submitted by Larry Connors, Secretary

Below is a summary of the voting outcome.

	Blue Moon Design	Duke Moore AIA	Baily and Johnson Architects	Amaya Architects
Carole Romano	60	80	60	55
Larry Connors	42	91	71	86
Brian Dunbar	40	70	55	75
Chas Kirchofer	65	90	80	100
Tom Rotundo	50	75	97	93
Roger Plaskett	64	88	80	90
Totals	321	494	443	499
First place votes	0	2	1	3

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