

Chilmark Board of Selectmen

Meeting Minutes December 30, 2019 @ 10:00 AM Chilmark Town Hall

Present for the Board of Selectmen and attending the meeting were: Warren Doty, Chairman, Bill Rossi and Chuck Hodgkinson. Also attending were Will Sennott (Vineyard Gazette) and Lynn Christoffers (MVTV). Jim Malkin and Tim Carroll did not attend.

Mr. Doty called the meeting to order at 10:00 AM and explained this is a special meeting to act on the Chilmark Firehouse and Tri-Town ambulance headquarters Building Committee's recommendations to sign the contract with the selected architects Keenan + Kenny from Falmouth, MA. Chuck H. summarized the contract and plan as follows:

- The contract terms have been approved by town counsel, the Owner's Project Manager (OPM) CHA/Daedalus and by the architectural firm.
- Town voters have approved a total of \$640,000 for design, engineering and owner's project manager fees for both buildings.
- The \$640,000 will be budgeted with \$210,000 for the Owner's Project Manager CHA/Daedalus; \$375,000 for the architects Keenan + Kenny including the mechanical and structural engineering requirements; and \$55,000 for Vineyard Land Surveying & Engineering for the civil engineering designs and permitting needs.
- The fees for CHA/Daedalus and Keenan + Kenny have been itemized for three milestone dates: Design and cost estimating for the planned April 27, 2020 annual town meeting; the preparation of construction and bid documents; and construction through to receiving occupancy permits and turning over the keys to the town.
- The building committee will formally brief the architects on January 6, 2020 @ 8:00 am.
- The goal is to have concept designs for both buildings with a professional cost estimate by April 1, 2020 to allow time for public discussion before the planned April 27, 2020 Annual Town meeting when Chilmark voters will be asked to approve the construction funds.
- If the funds are approved at town meeting, the construction bid documents will be prepared for the Request for Proposals (RFP) seeking construction bids. The goal is to award the job and start general construction for both buildings by October 1, 2020.
- A separate RFP for demolition and site preparation may be issued over the summer to have this work finished before October 1. This will allow the general contractor to mobilize and immediately start work on the foundations before the cold winter months.

After brief discussion Mr. Rossi made a motion to accept the Building Committee's recommendation and sign the contract with Keenan + Kenny Architects, Inc. The motion was seconded by Mr. Doty. In discussion it was confirmed the architect fee includes the design costs for reasonable change orders during construction. With no further discussion the motion passed unanimously with two in favor. The contract was signed.

With no further business the meeting adjourned at 10:15 AM.

Respectfully submitted by Chuck Hodgkinson, CAS.

Approved 01/07/2020