

Facilities Committee - Meeting Minutes

Date: Feb 22, 2018

Attendees:

- Tristin Tabish
- Aldo Arnone
- Amy McMinn
- Bill Ramsay
- Ebay Hamilton

Minutes:

- General
 - Bill to share equipment inventory with Tristin. Moving forward, Tristin to work with Bill and staff directly to handle day-to-day decisions on facilities and equipment related upgrades and purchases.
 - Discussed the primary responsibilities of the committee moving forward:
 - Oversee the Redevelopment Project
 - Provide assistance to Tristin and staff as requested to help with facilities and equipment related upgrades and purchases.
- Generator Update:
 - Bill still researching options and getting bids. Will update the group when he completes.
- Redevelopment Project
 - RFPs for the Architectural Programming and Feasibility study have been submitted to 5 architecture firms. Proposals due on Friday March 2nd.
 - Tristin to finalize the selection committee by Friday March 2nd. Selection committee will review proposals during the week of March 5-9th. Agreed that selection committee should be 5-7 members including Tristin, Chip, Ian, Bill and up to 3 others chosen by Tristin.
 - Ian to create a scoring rubric/template for the selection committee to score proposals. Will share for feedback week of Feb 26.
 - Top three proposals will be invited for an interview between March 12-23. Goal for final selection by March 30th.
 - Tristin talked about KRCL's zoning and the options that could create for redevelopment. This analysis should be included in the programming and feasibility study.