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BELMONT LIBRARY BUILDING COMMITTEE

OPM Sub Committee MEETING MINUTES

DATE: Thursday April 12, 2018

ATTENDANCE: Stephen Sala – Clair Colburn – Bart Nelson – Bob Schafer - Steve Engler

LOCATION: Belmont Town Hall Room No. 4

TIME OF MEETING: 7:30 PM to 8:45 PM

1. The following members called on the OPM references;
  - a. Clair: NV5 and Design Technique
  - b. S. Engler: Daedalus and CMS
  - c. S. Sala: Hill and PA Pomroy
  - d. Bart: P3 and Vertx
  - e. Bob: Colliers
2. The committee discussed the results of the phone interviews and their reviews of the proposals.
3. The OPM committee decided to interview the following firms;
  - A. Daedalus
  - B. Hill International
  - C. Colliers International
  - D. P3
4. The committee will develop questions to ask the finalists during the interviews.
5. The OPM interviews will take place between April 25-26-27 with a final date to be determined. 45-60 minutes will be allocated to each finalist.
6. Financial statements from each firm may be requested.
7. May 1 is tentatively set to choose the OPM.
10. The meeting adjourned at 8:45 PM

Meeting minutes were submitted by Secretary Stephen J. Sala on April 22, 2018