

Bristol Animal Shelter Capital Project Committee

May 17, 2011

The Bristol Animal Shelter Capital Project Committee continued the meeting of May 12, 2011 for review of the Architect's contract. The meeting was held at the Town Hall Conference Room.

Present were: Chairman, Josue Canario, Police Chief; Vice Chairman John Lannon, Members Julie Goucher, Town Treasurer; Diane Williamson, Director of Community Development; and, Harold Tucker.

Also present: Warren Freedenfeld, Architect

The meeting was called to order at 4:47 p.m. with the Pledge of Allegiance.

Architect's Contract:

The Committee reviewed the status of the architect's contract.

At the request of the Chairman, Mr. Lannon lead the discussion. Mr. Freedenfeld presented a marked up color-coded copy of the changes previously requested by the Committee indicating which were accepted (white) which were not accepted and what the issue was (yellow); and, which were incorporated as a result of using the 1997 version of the AIA document (green).

Mr. Freedenfeld stated that he had used the 1987 version of the AIA document because he felt it was the simplest of the documents to use. He felt that the more recent versions were "unnecessarily complicated"; however, he did agree to use the 1997 version as indicated.

Mr. Freedenfeld walked the Committee through all of the edits.

Mr. Lannon asked for clarification on the determination of "Substantial Completion" and Mr. Freedenfeld explained that it is defined as the point in time when the owner can occupy the building for the purpose intended which is the issuance of the certificate of occupancy. Mr. Lannon felt that this should be defined in the contract.

Mr. Lannon also questioned the fee and Mr. Freedenfeld stated that the contract is a fixed fee and unless the Owner wants a change, the price is fixed.

It was agreed that the square footage on the first page of the contract would be deleted since the square footage of the building has not yet been determined.

It was agreed that the Animal Shelter Capital Project Committee will draft the language for a new Section 12.19 to include both the Architect and the Committee on the design for the building within the \$1.5 million budget. Mr. Freedenfeld will further revise the document with the edits as discussed and the Town Solicitor will be asked to review the revisions.

Being no further business to come before the Committee, a motion was made by John Lannon and seconded by Julie Goucher, to adjourn.

Voting in Favor: Canario, Lannon, Williamson Tucker, Goucher

Voting Opposed: None

Meeting adjourned at 7:12 p.m.

Respectfully Submitted,

Diane M. Williamson