

Student Support Services Building Committee
Zoom Meeting
January 22, 2021
Minutes

Meeting began at 9:38 am

Attendees: Craig Esposito, Tim Hagen, Robert Mitchell, Rita Volkmann, Kate Ericson, Bridgette Gordon Hickey, Jack Cross, Michael Belden

Guests: Gary Cymbala, Yvonne Tobey, Donna Worst

1.0 Approval of Minutes

1.1 November 20, 2020 Meeting

Motion to approve minutes by Esposito, second by Volkmann.

Passed unanimously

2.0 Reports

3.0 Old Business

4.0 New Business

4.1 Proposed Revised Project Meeting Schedule reviewed and approved

4.2 Reviewed Request for Qualifications (RFQ)/Request for Proposal (RFP) and outlined process for reviewing both RFQ and RFPs.

4.3 Determine Selection/Interview Committee- Jack Cross and Mike Belden will review initial qualification packages and to present and make recommendations to the committee for consideration to invite to submit an RFQ. Currently the plan is to invite four Architects and four Construction Managers to submit RFP and interviews will be held on March 3rd and 4th from noon to 5:00pm. In addition to Mike, Kate and Bridgette, members of the Executive Committee, are invited to participate in the interviews. There was some initial discussion about including COVID Protocols for the contractors including whether it is possible to have a vaccination requirement for construction staff.

5.0 Financial Update

5.1 Budget Report

- Current Status- Mike Belden presented a summary of funds available
- Loan Update- Mike Belden will be managing the loan application

6.0 Upcoming Building Meetings

6.1 Next meetings scheduled for February following the Board meeting on 2/11/21, and following the Executive Committee meeting on 2/26/21

7.0 Adjournment

Motion to adjourn @ 10:15am by Ericson, second by Volkmann

Passed unanimously