

**Town of Lebanon
Jonathan Trumbull Library Building Committee
Special Meeting
Thursday, March 21, 2013**

MINUTES

Members present: Julie Culp, Chris Darrow, Lisa Matson, Catherine McCall, Margaret McCaw, Cynthia Mello, Vincent Shea, Alicia Wayland

Absent: James Russo

1.0 Call to Order

Vice-Chair Margaret McCaw called the meeting to order at 3:20 PM.

2.0 Open and Record Proposals as delivered to the Board of Selectman Office on or before 3:00 PM on March 21, 2013

Eleven proposals were received by the Selectman's Office prior to the closing date and time as stipulated by the Request for Proposals, which was released on February 18, 2013 for Schematic Architectural Services for Additions and Renovations to the Jonathan Trumbull Library. The following bids were received:

Noyes Vogt Architects, Chester, CT	\$35,300
The Lawrence Associates, Manchester, CT	\$14,500
Lindsay Liebig Roche Architects, New London, CT	\$19,500
Kenyon & Cutler Architects, Avon, CT	\$14,700
Strong Design Associates, Manchester, CT	\$12,000
LLB Architects, Pawtucket, RI	\$25,000
Jacunski Humes Architects, Berlin, CT	\$24,000
Lothrop Associates, White Plains, NY	\$19,800
Quisenberry Arcari Architects, Farmington, CT	\$34,500
HBM Architects, Cleveland, OH	\$63,730
DRA, South Windsor, CT	\$24,700

The apparent low bidder is Strong Associates, but all proposals will be fully reviewed.

3.0 Distribute copies of Proposals to Committee Members and Selectman's Representative

Copies were distributed to committee members for their review. One copy and its CD or flash drive were delivered to the Selectman's Office. The process for review and use of the scoring matrix were discussed James Russo. An updated scoring matrix will be sent to committee members.

4.0 Adjournment

Motion made by Alicia Wayland and seconded by Julie Culp to adjourn at 4:25 PM.
Vote: Yes (7). Motion carried unanimously.

Respectfully Submitted,
Cynthia Mello, Secretary