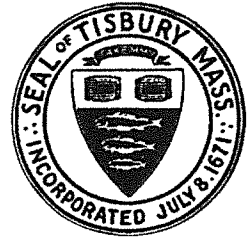




John Custer
Principal

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Sean Mulvey
Assistant Principal

Tisbury School Building Committee \ Tisbury School Committee
5:00PM, Wednesday, November 16, 2016
Tisbury School Library

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TSBC Members Present: Chair Colleen McAndrews, Wiet Bacheller,
Catherine Coogan, John Custer, Matt D'Andrea,
Sean DeBettencourt*, Cheryl Doble, Jay Grande, Jeff Kristal,
Jynell Kristal, Melinda Loberg, Reade Milne*,
Siobhan Mullin, Erika Mulvey, Sean Mulvey,

TSC Members Present: Colleen McAndrews,

Others: Marni Lipke – Recorder

* Late Arrivals or early departures.

The Tisbury School Building Committee (TSBC) meeting was called to order.

I. Approval of the Minutes of September 14, 2016

• ON A MOTION DULY MADE BY MR. JOHN CUSTER AND SECONDED BY MR. JEFF KRISTAL THE MINUTES OF THE SEPTEMBER 14, 2016 TISBURY SCHOOL BUILDING COMMITTEE MEETING WERE UNANIMOUSLY APPROVED WITH ABSTENTIONS AS ABSENT.

II. Designer Selection Update (See documents on file.)

The process was on schedule as laid out by Owners Project Manager (OPM) representative Mr. Joe Sullivan of Daedalus Projects, Inc. (see 9/14/16 Minutes). The Request for Qualifications/Service was advertised October 12th; there was a pre-proposal site visit on October 20th, and the Designer Selection Subcommittee looked at five proposals earlier today.

• The Subcommittee would review the proposals with Daedalus, and the three TSBC representatives would speak first at a meeting with the Massachusetts School Building Authority (MSBA) Designer Panel where the responses would be rated on a point system and three finalists chosen. The finalists would each give presentations and probably the Designer would be chosen at a December 6th meeting.

- The MSBA took into account the amount of work a designer firm had, so that firms already working on multiple projects were less likely to be chosen. In consequence the TSBC representatives were asked to approach the process with an open mind and be prepared to work with any of the three finalists.

- **Please Note:** No one may contact, communicate or discuss the selection with any of the five applicants—i.e. do not call the candidates.
- **Please Note:** It was also important to remember that until the final decision on what kind of project would go forward (renovation/addition, new building on current site, new school in other location) any language should not assume one or another.
 - At the TSBC December 14th meeting (run by Daedalus) the assessment and existing conditions would be reviewed and the feasibility/design phase would probably start in January with conferences, workshops, visioning and surveys.
- There would be at least seven meetings between now and the April 25th Annual Town Meeting and members were asked to attend as many as possible. Once the designer was chosen there were likely to be field trips to view other school projects.
- Architect Ms. Reade Milne had reviewed the proposals as well as the company websites and found them all fairly qualified. The TSBC would be looking for comparable project sizes, creativity and responsiveness to communities.
 - Daedalus was relieving Business Administrator Amy Tierney of the very burdensome procurement process.
 - Other locations in Tisbury were limited and some sites had serious constraints, but all would be canvased by the designer.

Adjournment

- **ON A MOTION DULY MADE BY MS. CHERYL DOBLE AND SECONDED BY MR. SEAN DEBETTENCOURT THE TISBURY SCHOOL BUILDING COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 5:31PM.**

Appendix A: Meetings/Events:

- TSC - 8:30AM, Tuesday, December 13, 2016 at the Tisbury School
- TSBC/TSC – 5:00PM, Wednesday, December 14, 2016 at the Tisbury School

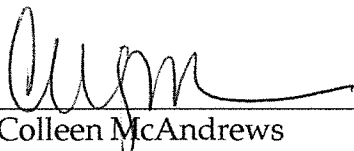
Appendix B: Actions

- Mr. Custer – email Flansburgh Architects Feasibility Study to Committee.
- Ms. McAndrews – email Daedalus Project schedule to all.
- All – send comments on proposals to the Designer Selection Subcommittee.

Appendix C: Documents on File:

- Agenda 11/16/16
- Sign In Sheet 9/14/16
- Tisbury School Project Schedule 11/2/16

Minutes respectfully submitted by Office On Call/Marni Lipke.



Chair Colleen McAndrews

Minutes approved 12/14/16