

**Vineyard Haven Library Building Design and Construction Committee**

**Hybrid Meeting 8:30 am Wednesday May 8<sup>th</sup> 2024 at Vineyard Haven Public Library, 200 Main Street, and via Zoom.**

**Present (in-person): Abby Bates, Andrew Flake, Jean Lewellyn, Paul Munafo, Ben Robinson, Amy Ryan, Arch Smith.**

**Also attending: Mike Owen and Adita Modi from CHA. There were no attendees on Zoom.**

**Absent: Erik Blake, Jim Norton, Sandy Pratt.**

Meeting came to order at 8:31 am.

ASmith gave an overview of project progress since the last meeting of the Library Building Design and Construction Committee (BDCC). This included receipt of the existing conditions report from Tappe Architects completed in March 2024, and reviewing a proposed schedule of key dates to start construction. The timeline is driven by procurement process needed due to the increase in project scope to include renovations to the existing building. A Request for Qualifications for Design Services (RFQ) was written by CHA and advertised in April 2024.

CHA representatives reported that five firms attended the mandatory walkthrough on May 1<sup>st</sup> as required in the RFQ: Galante Architecture Studio, ICON Architecture, Keenan & Kenny Architects, Maryann Thompson Associates, and Oudens-Ello Architecture. Proposals are due on May 9<sup>th</sup>. CHA and library administration will review proposals and schedule interviews of respondents.

Minutes for BDCC meeting of December 20, 2023 were approved unanimously.

There being no updates or discussion on other agenda items, BRobinson moved to adjourn, seconded by ASmith . Meeting adjourned at 9:31 am.

Documents Reviewed:

Review And Assessment Of Existing Conditions (Tappe)