

## **SUMMIT RESERVOIR AREA REVITALIZATION BOA**

**From:** Sally Baker

**To:** Exec. Steering Committee Members

Larry Ostrander, Village of Philmont, Steering Committee Co-Chair  
Barbara Sagal, Village of Philmont, Steering Committee Co-Chair  
Kathy Abeyatunge, PB Inc. SRAR Project Management Assistant  
Sally Baker, PBInc. SRAR Project Management & Administrator  
Jean Giblette, High Falls Gardens  
Peter Paden, Columbia County Land Conservancy  
Thomas Paino, Sustainable Architecture  
Chris Reed, Angello's Food Distribution

**Meeting scheduled:** Saturday 26th January, 2013  
Village Office  
9am

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### **Project Exec. Steering Committee meeting #4**

#### **MINUTES:**

Approval of minutes summary of November 10th, 2012 meeting

#### **AGENDA**

- ▶ Review of Consulting Services materials received by 01/25/13 in response to the Request for Qualifications (RFQ) published on 01/03/13
  - Evaluation of materials
- RFQ Criteria for evaluation:***
  1. History and Capability to Perform Project
  2. Relevant Project Experience
  3. Qualifications of Project Team
  4. Familiarity with Area and Project
  5. Project Approach
  6. References
  7. Technical qualifications
  8. Location/proximity
  9. Availability of the project personnel and ability to meet our scheduling requirements
  10. and factors particular to the current project being considered.
  
- ▶ Next Steps (Set next committee meeting)

#### **ADJOURNMENT**