

AGENDA

Old Library Committee

Thursday, April 30, 2015 - 9:00 AM

Legislature Chambers, Governor Daniel D. Tompkins Building, Ithaca, NY

1. **Call to Order**
2. **Chair's Report**
3. **Minutes Approval**
 - a. April 03, 2015
4. **Discussion**
 - a. Report or Discussion Item (ID # 5568) Staff Evaluation of Proposals
5. **Upcoming Schedule - Proposal Presentations**
 - May 1, 2015 5:00 p.m. Legislative Chambers
Rochester's Cornerstone Group
 - May 8, 2015 5:00 p.m. Legislative Chambers
Travis/Hyde Properties
 - May 12, 2015 5:00 p.m. Legislative Chambers
Franklin Properties
6. **Adjournment**

Old Library Committee
Special Meeting Minutes (same as Notes) – Draft 4-13-15
Friday, April 3, 2015 9:00 AM
Legislature Chambers

Attendance

Attendee Name	Title	Status	Arrived
Michael Lane	Chair	Present	
Dooley Kiefer	Member	Late	9:11 AM
Leslyn McBean-Clairborne	Member	Present	
Kathy Luz Herrera	Member	Present	
Michael Sigler	Member	Present	
Joe Mareane	County Administrator	Present	
Jonathan Wood	Tompkins County Attorney	Present	
Jay Franklin	Director of Assessment	Present	
Ed Marx	Planning Commissioner	Present	
Marcia Lynch	Public Info. Officer, County Administration	Present	
Arel LeMaro	Facilities Director	Present	
Karen Fuller	Minute Taker/Legislature Office	Present	

Guests: Graham Gillespie, HOLT Architects; Harriet London, Lifelong

Call to Order

Mr. Lane, Chair, called the meeting to order at 9:08 a.m.

Mr. Lane said the purpose of the meeting is to discuss the Requests for Proposals (RFP) that were received. Of the four developers that submitted a Request for Expression of Interest (RFEI), three have responded to the RFP. He asked Mr. Marx if any information contained in the documents were proprietary and required an executive session. Mr. Marx said the RFP specified that any proprietary information should be submitted separately. However, he will verify prior to making the information public that there is not proprietary information in the documents. Mr. Lane asked if it is known why the fourth developer did not submit a RFP and was told that although Mr. Marx reached out to ask there was no response.

Ms. Kiefer arrived at this time.

Changes to the Agenda

There were no changes to the agenda.

Minutes Approval

Friday, November 07, 2014

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Leslyn McBean-Clairborne, Member
SECONDER:	Kathy Luz Herrera, Member
AYES:	Lane, Kiefer, McBean-Clairborne, Luz Herrera, Sigler

Minutes Acceptance: Minutes of Apr 3, 2015 9:00 AM (Minutes Approval)

Minutes
Old Library Committee
Friday, April 3, 2015

Discussion

Summary of Proposals Received in Response to the Request for Proposals (ID # 5510)

Mr. Marx said the main objective of the meeting is to establish how to proceed following the review of the RFP's. He said although there were some changes from the RFEI documents, they were not significantly changed. He reviewed the summary sheet that provided basic information on each proposal and noted that only the Travis-Hyde RFP included Lifelong in the building. During the review the following was noted:

- Travis-Hyde RFP - It is unknown what size the shared community space is, but Mr. Marx said he will inquire.
- Rochester's Cornerstone Group RFP - The Cornell Cooperative Extension nutrition education program will be the main user of the space, however, there will be space used by others.

Review and Approval of Process for Conducting Review of Proposals (ID # 5511)

Mr. Marx said the first priority is to set a schedule to evaluate the RFP's. The proposed schedule would be to have the Committee consider the proposals, staff scoring, and public comments and recommend a decision during the period of May to June, followed by the Legislature making a final decision in July. At that time the State Environmental Quality Review would begin and would be completed jointly by the City of Ithaca and Tompkins County. The acquisition date would be January 2016.

The Committee discussed the process for conducting the reviews, public input, and potential changes to the scoring criteria.

Following further discussion by Committee members concerning the scoring of proposals, Mr. Marx said the 0-5 rating will provide more consistency. He will also provide an explanation of the scoring rationale.

Schedule of Committee Meetings

The Committee discussed the number of meetings to review the scoring, have presentations by the proposers, and one to follow up and make a recommendation. During the discussion it was stressed by Committee members that the process be transparent and to include the public. The Committee agreed to meet again on April 30th at 9:00 a.m. to discuss the scoring of the proposals and three dates will be chosen for early May to have individual presentations. During the presentations there will be an opportunity for the public to be involved in the process, and executive sessions will be held to discuss proprietary information. There will then be a meeting scheduled for early June at 9:30 a.m. to discuss the proposals and make a recommendation. Mr. Marx said information on the proposals will be made public within the next week.

For the record, Ms. Herrera said the proposals are excellent and incorporated much of the feedback they received from many stakeholders, which will make it difficult to make a decision.

Mr. Sigler asked about the request for mixed income and diversity. Mr. Marx said there are developers and development models they normally work with and it is sometimes difficult to focus on a different aspect. Ms. Kiefer said if there was a comparative sheet it would be useful to determine what

Minutes Acceptance: Minutes of Apr 3, 2015 9:00 AM (Minutes Approval)

Minutes
Old Library Committee
Friday, April 3, 2015

type of units and the size. Mr. Marx will do that as part of the review.

Adjournment

On motion the meeting adjourned at 9:58 a.m.

Minutes Acceptance: Minutes of Apr 3, 2015 9:00 AM (Minutes Approval)



Old Library Committee
Governor Daniel D. Tompkins Building
Ithaca, NY 14850

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Meeting: 04/30/15 09:00 AM
Department: Planning Department
Category: Buildings and Facilities

REPORT OR DISCUSSION ITEM NO.
(ID # 5568)

Staff Evaluation of Proposals