

# Agenda

Landscape Architectural Services Selection Committee

October 26, 2016

4:30pm Windermere Town Hall

520 Main Street, Windermere, FL 34786

## Committee Members:

- Chairman: Frank Krens
- Secretary: Nora Brophy
- Member: Scott Brown

## Call to Order

## Announcements

## Attendance

## Review of Minutes from Previous Meeting

## Status of Actions from Previous Meeting

## New Information

- Minutes from Windermere Tree Board Meeting of October 20, 2016
- Previous work from Windermere Capital Improvement Plan (CIP) that may reduce scope of design effort and result in better product

## Next Steps (for discussion / revision / agreement at the meeting)

- TOW Invite two competitive RFP responders to:
  - Review previous work from CIP
  - Walk properties
  - Make presentations to Committee
  - Provide Best and Final Proposals
- Committee members check responder references
- Committee members define/research other previous/existing/new work which may be needed to support winning responder during design execution, e.g.:
  - Electronic base/site survey files
  - Structural, geotechnical, civil engineering, electrical/lighting, mechanical engineering

## Adjournment