



**Town of Atherton**  
**CIVIC CENTER ADVISORY COMMITTEE**  
**OCTOBER 15, 2014**  
**12:00 P.M.**  
*Administration Conference Room*  
91 Ashfield Road  
Atherton, California  
**Regular Meeting**  
**MINUTES**

**1. ROLL CALL**

CCAC Members present: Dostart, Hau, Lively, Merredew, Tonelli, David, Fisher  
Councilmember Liaisons: DeGolia, Lewis  
Staff: Rodericks, Siebert, Beamer

**2. PUBLIC COMMENTS – none**

**3. APPROVAL OF MINUTES – October 6, 2014**

**4. REGULAR AGENDA**

**4a. Review SOQ's for Civic Center Project Design**

Steve Dostart made introductory remarks lauding the Town's achievements to date. Gordon described the process he used to summarize the evaluations done by CCAC members. The CCAC discussed qualifications and selected the following design teams to be invited to submit proposals: Harley Ellis Devereux, Swatt/Miers, WRNS Studio, Siegel & Strain and Bohlin Cywinski and Jackson.

**4b. Review of Design RFP**

The CCAC established an ad-hoc committee with Lewis, Dostart and Merredew to review and approve the RFP. The City Council would have the RFP for approval at their November 5 meeting. The CCAC discussed the schedule and established the due date for the RFP to be 12/10 at noon. Thereafter, the CCAC would interview finalists on 1/13 & 1/14. Council member Lewis suggested that City Council should be involved in final selection. The CCAC recommended that they meet with Council in a joint session on 1/27. Thereafter, the CCAC would recommend their top firm that staff would then negotiate with to obtain an agreement for approval scheduled for 2/18/15.

**5. AD HOC COMMITTEES REPORTS**

**5a. Library Ad Hoc Committee/Recommendations**

No report

**5b. Outreach Ad Hoc Committee/Recommendations**

No report

**5c. Budget Ad Hoc Committee/Recommendations**

No report

**5d. Project Management Ad-Hoc Committee/Recommendations**

No report

**5e. Green Building Ad-Hoc Committee/Recommendations**

No report

**6. Project Schedule**

6a. Review Schedule

The CCAC set additional Adjourned Meetings to complete task 4b.

**7. Committee & Staff Member Comments - none**

**8. ADJOURN**

Motion/second by Fisher/David (7-0) to adjourn to a Special Meeting on October 20, 2014 at 4:30 pm.

Meeting Schedule for Calendar Year 2014:  
October 20 (4:30- 6:30 pm),  
November 3, 4:30 Regular Meeting, December 8, 4:30 Regular Meeting