

Facilities and Other Assets Subcommittee
March 30, 2012

The Facilities and Other Assets Subcommittee met on 30 Mar '12. All appointed members of the Subcommittee were present except Mr. Davis and Mr. Sillars who had advised the Chair that they would not be able to attend. The Princeton University Liaison to the Subcommittee, Ms. Anne St Mauro also attended.

The members of the Subcommittee discussed the Final Proposal from KSS, dated 28 Mar '12. A copy of the Final Proposal is attached. It was agreed that the Final Proposal. It was noted that the KSS Final Proposal had accommodated the two changes that had been requested by the Subcommittee in its meeting with KSS on 16 Mar, these being that the Phase 1 be completed two months after contract go-ahead (assuming timely responses by the TTF, Facilities Subcommittee and municipal staffs) to data requirements put forth by KSS, and that the accommodation of the Public Works Department supervisory and administrative staff be include in the scope of work. The Phase 1 price remains at the original price of \$27,500. In response to several questions from the members of the Subcommittee, Mr. Miller responded that he believed that there would be sufficient flexibility in the Phase 1 contract so that the Subcommittee could provide technical direction that could change the emphasis given to work areas if the need arose. For example, Mr Reed pointed out that it may be necessary to consider how the storage of archival records can be accommodated. The Subcommittee voted unanimously to recommend to the TTF that the Phase 1 work proceed as defined in the KSS Final Proposal. It was noted that the Vice Chair of the TTF, Mr Sillars, had asked that all subcommittees provide him with an estimate of any additional costs that might be incurred by the subcommittees. Mr. Miller noted that it would not be possible for KSS to provide an estimate for Phase 2 until as the level of effort required for Phase 2 was dependent upon the results of Phase 1. Mr. Miller agreed to confer with KSS and to work up a budgetary number that could be used by Mr. Sillars for planning purposes.

Mr. Miller said that he would ask KSS to attend all meetings of the Subcommittee to provide a progress report on the Phase 1 effort.

Because of a conflict with scheduled Borough and Township activities on Arbor Day (27 Apr'11), it was agreed to move the meeting scheduled for 10:00am on that date to 10:00am on the 25th. Mr. Miller will ask the Township Clerk to officially notice this change.

Bernie Miller

Chair, Facilities and Other Assets Subcommittee