



Meeting Attendees

Date of Meeting: June 29, 2011
Subject of Meeting: Concept Design
Location of Meeting: Cumberland County
Civic Center

Project Name: Cumberland County Civic
Center Renovation
Project No: 11042

NAME:*

Joe Bruno
Jim Cloutier
Neal Pratt
Linda Boudreau
John Menario
Don Gerrish

Susan Witonis
Peter Crichton
Vic Labreque
Bruce Tarbox
Steve Crane
Brian Petrovek
Brian Arsenault - absent
Elizabeth Trice - absent
Joseph Gray

Richard Feeney
Mark Eddy
Steve Duethman
Scott Sayers - absent
Dan O'Neil
Arthur Thompson
Paul Stevens
Mike Chonko - absent
David Cook -absent
George Liming
Steve Kelly - absent
James Poulson - absent
Jim Leo
Matt Drivas
Roberta Wright - absent

TITLE:

Co-chair, Civic Center Trustee
Co-chair, County Commissioner
Civic Center Trustee
Civic Center Trustee
Civic Center Member
Committee Member (Former Brunswick Town
Manager)
County Commissioner
County Manager
County Director of Finance
County Facilities Director
Civic Center Manager
Portland Pirates Managing Owner/CEO
Volunteer (Re: Communications)
Cumberland County Grants/Special Projects
Committee Member - former Portland City
Manager
County Commissioner
Civic Center Controller
AECOM
AECOM
AECOM
SMRT
SMRT
SMRT
Allied Cook Construction
Allied Cook Construction
AECOM
AECOM
Civic Center Operations Manager
Civic Center Concessions Manager
Civic Center Event Services



Meeting Notes

Date of Meeting: June 29, 2011
Date of Issuance:
Location of Meeting: Cumberland County
Civic Center
Attendees: See attached list

Project Name: Cumberland County Civic
Center Renovation
Project No: 11042
Subject: Building Program

Topics:

1. Updated financial return projections

- David Stone from AECOM Economics presented, by telephone, the analysis just completed. The analysis is based on a review of the Brailsford and Dunleavy report, recent operating history supplied by the Civic Center and knowledge of the current state of the industry.
- Joe B. asked what will be the impact of the new Thompson's Point Project? David S. replied that it would be hard to predict. Joe said he thinks it will have a huge impact and that the analysis fails because it does not consider the Thompson's Point Project impact.
- John M. stated that he thought the Civic Center in downtown has a huge advantage over Thompson's Point and does not see it as a threat.
- David S. provided a number of clarifications in response to questions.
- John M. said that there may be other county monies available besides the money derived from the bond sale.

2. Revised Concept Design

- Paul S. presented a revised concept design based on the subcommittee meeting held on June 13th.

3. Revised Cost Budget

- Paul S. presented the revised cost plan that was prepared based on the revised concept. The total cost is 35,844,000.00 not including a 10% (2,986,000.00) design contingency.

4. Program Reduction Options

- Paul S. presented four deductive alternates that could reduce the cost:
 1. Eliminate the administrative expansion
 2. Eliminate the south concourse expansion
 3. Eliminate renovations to the North concourse
 4. Minimize the bowl reconfiguration

After discussion, several committee members requested that the discrete elements of the project be broken down and priced separately to aid in their decision making. Pros and cons of each discrete element should be presented in addition to the cost. The consultants were asked to define a basic design and develop a list to be added.

Next meeting was scheduled for July 6 at 8am at the Civic Center.

Attachments: None.

cc: File 11042/28.3