

City of Chester
Food Manufacturing Kitchen Committee Meeting
December 12, 2016
5:00pm

Attendees: Councilwoman Susan Kovas (Chair), Councilman Carlos Williams, Councilwoman Angela Douglas, Mrs. Gloria Kellerhals

Chair Kovas called the meeting to order at 5:13pm with an overview of the meeting agenda.

I. Minutes Approved

II. Update on Items Assigned

A. Contractors for the Flooring RFP

Mrs. Kellerhals reported that six potential contractors are interested in the floor project. She thought that 2-4 would come to the pre-bid conference. The committee requested the following for the pre-bid meeting: copies of the floorplan and copies of the RFP.

B. HVAC

Mrs. Kellerhals reported her conversation with Chester Natural Gas representative, Joe James, regarding the types of heating and cooling systems available for the kitchen and possibly the farmers' market: radiant heat for warehousing, different systems (duct work) for AC, and possible gaspack systems.

The committee members were charged to speak with HVAC experts regarding getting specifications for the RFP.

C. Scoring for the Flooring RFP

The scorecard was developed by Mrs. Kellerhals and Cynthia Curtis for the flooring RFP. The committee assigned the point system.

Meeting was adjourned at 6:01pm. Next meeting was set for **Monday, December 19, 2016 at 5:00pm in City Hall.**