

MEMORANDUM

Date: May 22, 2012
To: Donna VanderClock, Town Manager
From: Steve Cecil AIA ASLA
RE: RFP for Josiah Smith Tavern and Old Library: Questions
Cc: Emily Innes, The Cecil Group

Questions from potential respondents were due by 3pm on May 10, 2012 and should have been submitted to you in writing or by email.

Our understanding is that you received no questions, either in writing or by email, by the submission date.

The scheduled site walks took place on April 25 and May 3. In addition, two parties have contacted us regarding additional site walks. The first attended a site walk on May 16. The second party has not yet confirmed a date.

Copies of this memo will be provided to you and to all those who attended the site walks or contacted The Cecil Group for further information. This memo should be posted on the Town of Weston website.