

**BUILDING COMMITTEE
MINUTES JUNE 14, 2012
OPM INTERVIEWS
APPROVED**

Present: Jeremy Januskiewicz, Chairman; Susan Daly, Vice Chairman; Val Prest; Chief Joe Bosselait, Ex-Officio; Halsey Platt; Mike Bouchard, Clerk; Steve Webber

Also Present: Mark W. Haddad, Town Manager; Patrice Garvin, Executive Assistant

The meeting was called to order at 1:00pm.

COLLABORATIVE PARTNERS

Joe Naughton introduced his co-workers and explained what the firm was currently working on. Mr. Naughton stated that his firm has worked a lot on public projects. Mr. Naughton stated that his team had longevity. Mr. Platt asked how critical they would be when overseeing Dore and Whittier. Mr. Naughton replied that Dore and Whittier was a good firm and that they have shared goals but it would be the OPM's job to verify the program and the numbers. Mr. Haddad asked if he saw the role of Architect and OPM as adversarial. Mr. Naughton did not think the roles were adversarial but complimentary. Mr. Naughton stated that his firm would check the estimates before going out to bid. Past projects of the firm were further reviewed and explained how the firm made projects work after construction blunders were made. Mr. Platt asked what experience the firm had with fire stations. Revere was a city where the firm was OPM for the Fire/Police Station. Mr. Haddad asked how often the OPM was on site. Mr. Naughton replied at least once a week for the OPM but the Clerk of the Works would be on site every day.

Mr. Haddad asked how the OPM would deal with a problem with the contractor. Mr. Naughton stated that he would go straight to the contractor. Monthly reports are distributed. Mr. Prest asked about insurance requirements. Mr. Naughton stated more insurance can be added but the standard was given in the response. Mr. Bouchard asked if there are different challenges with a fire station as OPM. Mr. Naughton stated that there were no large differences. Mr. Webber asked if the firm had experience with direct drilling. Mr. Naughton stated that direct drilling would fall under the subcontractors.

The Committee discussed the interview and briefly discussed their likes and dislikes of the firm.

MAGUIRE GROUP

Tony Delusa and Paul Kudmore addressed the committee. Mr. Delusa stated that the process of the OPM and the communication documents the firm will provide along with the schedule. Mr. Platt asked what software the firm used. Mr. Delusa stated the firm used RIVIT along with other programs to assist the process. Mr. Delusa stated that he has not worked with Dore & Whittier. Mr. Kudmore stated that it was important to make sure communication flows through the parties. Mr. Delusa stated that the Clerk of the Works would be Mr. Kudmore and that he would be the eyes and ears of the project. Mr. Delusa noted the firm's repeat business.

Mr. Haddad asked about the recent bankruptcy of the firm. Mr. Delusa stated that the new owner of the firm filed for bankruptcy to reorganize and consolidate. Mr. Delusa compared it to a refinance. Mr. Delusa noted his knowledge of fire stations. Mr. Delusa stated the homework will be done for the Town during the pre-qualification process. Mr. Prest asked about budget control. Mr. Delusa stated that the Town would get monthly reports and the numbers will be tracked. Mr. Platt asked the amount of stations the firm has been OPM for. Mr. Delusa stated the firm has been an OPM 5 stations since 2004.

CMS

Jim Burn, owner, Neil Joyce and Kevin Griffin gave their backgrounds. Mr. Burn stated that his firm was OPMs only and that was the firm's sole source of income. Mr. Burn stated that he has been an OPM for over thirty years. Mr. Webber asked if there were any Architects on staff. The firm did not have an Architect on staff.

Mr. Burn stated that a cost estimator was on staff but not an Architect. Mr. Burn stated that the firm looks at it from a construction perspective, and that code is code. Mr. Burn added that Dore & Whittier was a good Architectural firm. Mr. Burn stated that costs estimates will be looked at very carefully. Mr. Burn stated that he knows many people and he knows where to get answers, which only benefits the project.

Mr. Griffin explained his role in the company and that he would be the contact day to day. Mr. Burn added that tracking of all accounts would be done. Mr. Prest asked if the firm had experience with Fire Stations. Mr. Burn has sat on a building committee in his community that was building a fire station. Mr. Burn also was the OPM for the Foxborough Public Safety building.

Patrice Garvin transferred recording minutes to Michael Bouchard.

ARCHITECTURAL CONSULTING

Michael Josefek and Peter Koczera stressed their independence as a firm and that they are not linked to Architectural firms. The firm is objective and look at all benefit and costs in recommendations. The firm makes decisions. The firm stated they were competent. The firm provides advice in areas of expertise The firm has several fire stations under their belt and was successful in pulling out 1 million of costs on a 7 million dollar project.

The firm stressed their honesty and that all parties would be treated fairly. Michael Josefek is well certified as is Peter Koczera. They recognize that public and private entities can help organize budgets. The firm would provide a full time clerk of the works and all meetings would be attended.

Daily and monthly reports would be given as well as detailed records would be kept. A web cam camera would be kept on every project which is a feature that protects the owner and is free.

Mr. Haddad asked how they would review Architects Designs. The firm responded that they would keep principles on site and will arrive when needed. The firm has done a variety of public projects. The firm mentioned two recent projects and those they always stress the team approach. Mr. Bouchard asked about their experience with HDC in other communities as well as SRTA experience with stopping a plan to fill in a parking garage and new plan to reuse as parking to fill a need. . The firm gave an example that addressed Mr. Bouchard's questions. The firm responded that DCAM reviews would be done, interview past clients and all subs and contractors would be qualified by DCAM. The firm reviewed their opinions on the pre-qual process.

The firm was not experienced with BIM and that they use AutoCad for review to find conflicts. The goal of the firm is to try and save the owner their fee.

DISCUSISON

The committee briefly discussed and ranked the firms based on their interviews. The committee concluded the following:

1. Collaborative Partners was the selected firm to be the Towns OPM.
2. Mr. Haddad would check Collaborative Partners references.
3. Mr. Haddad would confirm that Collaborative Partners used REVIT.
4. Interview the Clerk of the Works for Collaborative Partners for Tuesday at 8pm.

Mr. Prest moved to authorize Mr. Haddad to negotiate a contract with the chosen candidate Collaborative Partners. Motion seconded. Motion unanimously carried.

Meeting was adjourned at 5:00pm
Respectfully submitted,

Patrice Garvin