

Approved

CENTER FIRE STATION BUILDING COMMITTEE

MINUTES

February 8, 2013

- TLT Construction was the low bidder on the Center Fire Station bid.
- Discussion of TLT response to concerns expressed by the Building Committee
 - The Building Committee had concerns about TLT Construction's performance on recent projects. Informal and formal inquiries to recent project owners resulted in the Town asking TLT for considerations before awarding the contract:
 - Letter of support and involvement from TLT's President
 - A list of 3 project teams for the Town to vet
 - Assurance that the same project team will be available to complete the project
 - Identification of a backup project
 - The proposed project team of Thrornton/Rice was not acceptable to the Town. TLT had only submitted the one team for consideration.
 - The Committee would like to tie milestone schedule to the contract
- Action:
 - Mark Haddad will contact Thomas Kostinden, President of TLT to address the Committee's concerns
- NOTE: SUPPORTING DOCUMENTS
 - Feb 7 ACG interview assessment
 - Feb 11 Letter to Town from TLT Construction
 - Feb 13 Notice of Bid Award

Architectural Consulting Group, LLC

822 Mt. Pleasant Street New Bedford, MA. 02745
Acg_llc@ymail.com

February 7, 2013

Mr. Mark Haddad, Town Manager
Groton Town Hall
Groton, MA

Mark,

As requested, ACG continued to interview several additional people in regards to the resumes of the proposed Project Manager "Butch Thornton" and Superintendent Peter Rice "for TLT.

We had two employees spend two full days searching the internet, making phone calls, and interviewing several references provided. Many phone calls remain unanswered.

At this point in time, we would much rather have discovered favorable results to report. All reports alluded to the same issue. Poor management skills, lack of concern over problem solving, poor planning and purchasing, missed milestones, lack of sufficient interaction with subs, all leading to schedule failure.

We did speak with the two candidates, and did hear what we expected from them. They sounded knowledgeable and experienced.

Based on all of the research we have done and provided to you, it is our opinion that TLT is capable of doing the work, would no doubt complete the project, provide good workmanship by almost all accounts, but also, would not be reliable, responsive, or able to guaranty your scheduled completion date.

Additionally, the negative reports of other OPM and Architect firms highlighted their less than desirable experiences causing additional work for project team members in executing contract administration. We believe you should expect no better results on your project.



Respectfully,
Mike Josefek

Michael Bouchard

From: Mark Haddad
Sent: Wednesday, February 13, 2013 6:41 AM
To: mjosefek@yahoo.com; David Doneski (DDoneski@k-plaw.com); Donald M Walter (dwalter@DoreandWhittier.com)
Cc: Jeremy Januskiewicz; halsey@plattbuilders.com; Lynwood Prest (vprest@gmail.com); Michael Bouchard; Steve Webber-Home; Susan Daly; Donald Black; Chief Joe Bosselait; Patrice Garvin
Subject: TLT Bid Award
Attachments: Center Fire Station - Notice of Bid Award.doc

Good Morning David, Don and Mike:

At last night's Selectmen's meeting, the Board discussed whether or not to award the bid for the construction of the new Center Fire Station to TLT Construction. While they did not take a formal vote, the unanimous consensus of the Board was to award the bid to TLT based on the latest information received from our OPM and TLT. To that end, it is my intention to award the bid to TLT today. I would also like to present them with a notice to proceed and begin contract discussions. Enclosed is my proposed Bid Award Notice. Please review at your earliest convenience and let me know if I can send it out this morning.

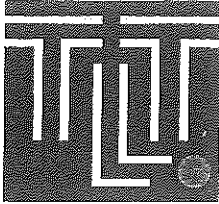
Don, I am not sure what I need from you for the notice to proceed, but I would appreciate you getting me something ASAP. David, it is crucial that you lead the Town in contract negotiations. The Board wants to make sure that some of the protections we discussed previously are included in any contract I sign with TLT. I believe you have the form of Agreement contained in the Bid Specifications, but if you don't, please advise and we will get you a soft copy ASAP. I would like to schedule time with you and TLT's attorney to begin contract deliberations. I would like Don and Mike to participate in this as well. Please let me know you want to handle this.

To the members of the Building Committee, I know there is some apprehension in moving forward with TLT, but I believe that our Architect and OPM will do a good job protecting the Town and making sure we have a quality building at the conclusion of this project. Please let me know if you have any questions or concerns.

Thank you everyone for all of your hard work as we finalize the bid award.

Mark

Mark W. Haddad
Town Manager
Town of Groton
173 Main Street
Groton, MA 01450
(978) 448-1111
FAX: (978) 448-1115
mhaddad@townofgroton.org



February 11, 2013

Mr. Mark W. Haddad, Town Manager
Town of Groton
173 Main Street
Groton, MA 01450-1237

Re: Groton Fire Station

Dear Mr. Haddad:

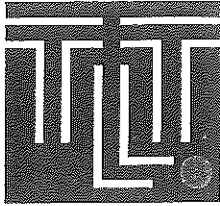
As per our discussion we understand the team of Butch Thornton and Peter Rice has not been accepted. Although we disagree with this decision we will attempt to shift other assignments to provide a different management team. On a project like this, the focus of the Project Manager and Superintendent must be an unwavering commitment to safety, communication, budget and schedule. We will put proper systems in place and a project team that has the necessary skill sets to mandate focus on the project goals. The salient skill sets required to accomplish the stated goals are devotion to details, willingness to identify conflicts early, and the dedication to force resolution of issues timely.

No person on our staff has this set of skills more than Bob Garside who is currently working at our sister company, Endicott Constructors Corp. We will make arrangements to move him over to TLT Construction Corp.

Bob Garside – Project Manager

Bob has been with us for 3 years. He was responsible as Project Manager for two (2) projects at the Newport Naval Station with the Naval Facilities Command. He successfully completed both projects and since completion he has been working in the office on multiple projects creating and updating the project schedule and working on various submittal logs. Bob has vast experience in the Government sector and has completed many projects as the project manager with the U.S. Corps of Engineers.

- This experience requires discipline and attention to detail since, working with NAVFAC and USACE, one must be able to maintain and follow a system set up for an individual project under the strict guidelines established by the USACE. We want Bob to bring these systems to the Groton Project and implement a three-phase system on inspections that will provide a great benefit to the project.
 1. The three-phase system of control begins with a pre-work meeting with each subcontractor for every definable feature of work. The pre-work meeting is designed to make sure all questions are identified early, that there is a complete understanding of the scope of work required and that the subcontractor commits to the project schedule requirements and specific milestones.
 2. Once work begins, on or about the first day, the superintendent or other inspector will review the work put in place and confirm all procedures put in place by the subcontractors are in accordance with the pre-work meeting and or the specifications. If not, a deficiency will be noted and entered on a log. Multiple inspections will occur during the performance of the work to confirm the work is in conformance.
 3. The third phase of the inspection is the follow-up inspection for each deficiency listed. This phase is continuous until each deficiency is taken off the list.



We have attached a draft plan for the Groton Project and believe the involvement of ACG in this project will be a great benefit. As per our meeting, Michael Josefek indicated ACG was willing to assist in identifying the potential conflicts early in the process to prevent later impacts. Their involvement in the pre-work meetings would be of great benefit to the project and give them a forum to assist us in identification of potential issues, as well as assist in the required communication so the Owner's representative and the contractor are on the same page with respect to the planned work, duration and flow.

The following is a description of each of the projects completed in Newport and the contact information for each.

- Newport Naval Building 302
 - Contact: Valentin Toma, Civilian Contract Specialist: (401) 841-7610
 - Value: \$1,800,000. Complete exterior rehabilitation of 30,000sf historic NAPS gymnasium including removal of asbestos and lead painted windows, and replacement of same per Historical Commission standards. Removal of 18,000sf lead painted siding and complete replacement of sheathing and new cedar siding. Removal and replacement of barrel vaulted roof and rehabilitation of 32 exterior steel covered wood laminated beam structures.
- Newport Naval Building 656
 - Contact: Martin Kawa, Civilian QA Specialist: (401) 841-1569
 - Value: \$2,300,000. Complete exterior rehabilitation of Base MWR Center including removal and replacement of brick façade with new EIFS, removal of asbestos caulking on existing corrugated roof, and installation of rubberized spray applied roofing system. Installation of blast-resistant storefront and windows at Officers Club. Project also contained removal of asbestos covered underground steam pipe, installation of 300lf of insulated underground steam line work, and new controls in Mechanical room.

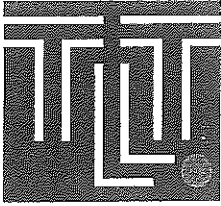
Steve Viegas – Superintendent

Steve has worked on multiple projects for TLT. He was the Superintendent on the Manchester-by-the-Sea project. This project was a \$30 million new school building with substantial parking and multiple phases.

- Steve is well qualified to take on the superintendent responsibilities on the Groton Project.
- The Manchester-by-the-Sea project is much larger and more detailed than the Groton project, but both projects require the same skill set and attention to detail.
- Steve's engineering background and experience will be an asset to this project and will allow him to use this skill set through the concrete portion of the project.
- Please contact Bill Peters at Mount Vernon Group Architects with regard to Steve's work on the Manchester project ((781) 213-5030) and Tom Erickson at the Town of Westwood on the Westwood Project ((617) 875-2794).

Tom Kostinden – Project Executive

I will handle this project myself. I will be an active Project Executive and meet with Bob Garside each week to help direct the daily activities. I will attend one (1) site meeting per month and visit the site as needed. We have experienced success when we schedule a formal principal meeting at least each quarter so each one of the stakeholders have an opportunity to discuss any issues. This format is also the last level of dispute resolution



where anyone of the principals may bring up an issue that requires resolution; an action plan is put in place at this meeting and tracked.

We have attached the other available teams, but believe the Bob Garside/ Steve Viegas team with the oversight of Tom Kostinden on the Groton Project is a successful team.

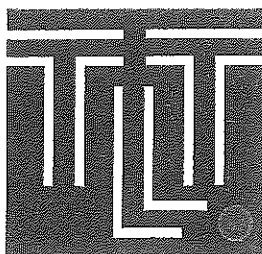
- Butch Thornton and Peter Rice is a good fit for the Groton Project.
- John Galasso and Steve Gauthier along with Bob Zuccalmaglio were the original team scheduled for this project. They are obviously still available.

We have attached resumes for Bob Garside and Steve Viegas, along with the three-phase system of inspections. Please review the information herein and advise us if you would like to meet Bob or Steve.

Respectfully,
TLT Construction Corp.

Thomas V. Kostinden
President

Cc: Christopher R. Cormier
Robert E. Garside
Steve E. Viegas
File Groton



Steve Viegas Project Superintendent

Professional Experience:

Mr. Viegas' construction career has spanned 25 years. He has been with TLT for 9 years.



Hyde Park YMCA, Boston MA -- \$7 million complete renovation and addition including new pool.

Manchester Essex Middle High School -- \$39 million dollar project including the construction of the new 165,000 square foot school consisting of an Auditorium, gym, locker rooms, media center, science rooms, administrative offices, classrooms, parking lot, access roadway, and landscaping.

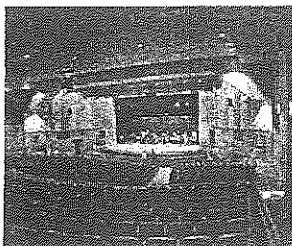
Merrimack Courthouse, Merrimack NH -- \$4 million construction of new courthouse.

Chelmsford High School -- \$13 million project consisting of high school renovation and new auditorium addition. 26,500 square foot renovation into existing space and 19,822 square foot new addition.

2005 – January 2006

Stolz & Ehre, LLC

Beach St. Lofts- \$2.5 million project consisting of the conversion of office space into 15 luxury condominiums including roof penthouses and decks located at 111 & 123 Beach St.

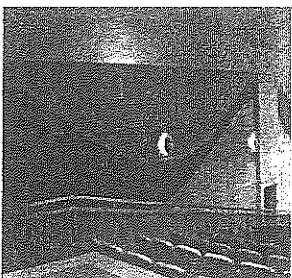


1999 – 2005

Peabody Construction Co., Inc.

Dover Sherborn Regional Schools Project- \$32 million project consisting of construction of new Middle School, renovation of an existing High School, 2 Gymnasiums and a commons building. Construction of new septic field, water facilities for fire protection and new athletic fields.

Pilot Seafood- \$12 million project consisting of construction of a new seafood processing plant in South Boston, MA.



1989 – 1999

R.W. Granger & Sons

Pittsfield House of Correction- \$27 million new prison facility for MA Department of Correction.

Taunton Athletic Facility- \$2 million project for Taunton, MA State Hospital

Dartmouth House of Correction- \$12 million new modular housing facility for MA Department of Correction in Dartmouth, MA

Licenses:

-Massachusetts Construction Supervisors License- No Restrictions

-City of Boston Supervisors License- Type A Low and B

-City of Quincy Supervisors License- Type B

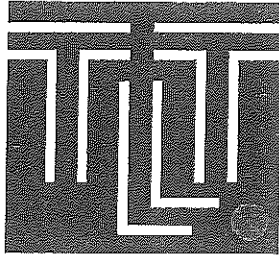
-40 Hour OSHA Training

Education

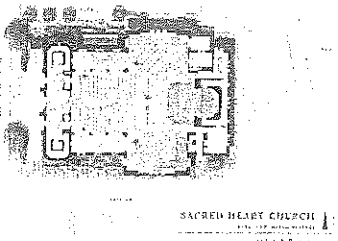
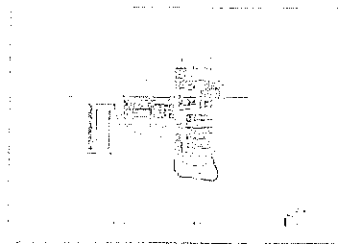
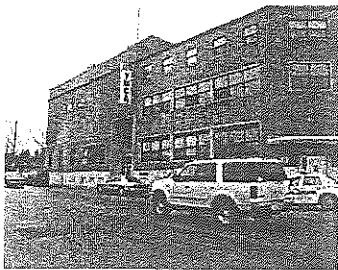
-Wentworth Institute of Technology, Boston, MA

-Major:

Civil Engineering
Technology



Mr. Garside's construction career has spanned 26 years.



Robert E. Garside Project Manager

Professional Experience:

•TLT Construction Corporation
Wakefield, MA
Project Manager / Field Superintendent

1991 – 1997/ 2009 - Present

Marthas Vineyard Regional High School, MA
Brookline Regional High School, MA
Instrumental in the successful completion of occupied and various phases of school renovations and new construction. Responsibilities included monitoring of contractors, schedule, safety, quality, testing, and generation of punchlist and closeout.

Contractor Quality Control Representative/Safety Officer
BNAS Housing Project and BNAS Hangar #1 Renovation
Brunswick Naval Air Station, Brunswick, ME
Responsible for all phases of the Quality Control Process including submittals, approvals, testing, inspections, materials, and close out documentation.
Additional responsibilities included assurance of safety on the overall worksite as well as detailed compliance inspections of ongoing Asbestos and Lead Paint removals utilizing training in Confined Space Entry, Asbestos Awareness, and Lead Paint Awareness.

•Environmental Interiors Incorporated
Hudson, NH
Project Manager/Sales Manager

1998 - 2008

Estimated, sold, and Project managed custom metal fabrication projects ranging up to \$2,000,000. Responsibilities included negotiate and approve vendor pricing and terms, process billing and pursue collections, schedule manpower and subcontractors. Oversee OSHA compliance of project personnel as well as in house metal fabrication shop. Monitored quality of various metal fabrication processes and of final specialty architectural products.

•Industrial Associates
Franklin, MA
Project Manager

1987 - 1990

Directed approximately 60 projects yearly for an \$8Mil interior contractor including all facets of project management, safety and quality control.

•Broadway Ceiling Incorporated
Lowell, MA

1984 - 1987

Co-Owner/Treasurer
Estimated, sold, and field supervised various size interior finish projects.

License and Certifications

- Certified in Adult/Child/Infant First Aid
- Certified in Adult CPR & AED
- OSHA 30 Hour Construction Industry Outreach Training
- Virginia Contractors Pre-License Course
- "Construction Quality Management for Contractors" Course