

PERMANENT BUILDING COMMITTEE
Minutes August 22, 2013

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, William Braun, Thomas Joyner, and Gifford Perry. Also present: Facilities Director James Kelly, and Joseph Sziabowski.

The meeting was called to order at 7:30 p.m. at the DPW.

Police Headquarters Project – Project Management Services The Permanent Building Committee, acting as the Designer Selection Committee, reviewed the qualifications received pursuant to its Request for Qualifications (RFQ) for Project Management Services in connection with Phase II and Phase III services related to the Police Headquarters project. Phase II services involve general assistance with architect selection; review of design, technical specifications, and cost estimates; value engineering; coordination of administrative filings; and assistance in the development of contract documents for bidding purposes. Phase II services only will be contracted at this time with the fee to be negotiated. Phase III services involve bidding and construction administration services, including on-site representation during construction. While the fee for this Phase is to be negotiated with the selected firm, the contract therefor is dependent upon Town funding.

Seven firms submitted proposals which were reviewed: Atlantic Construction & Management, Inc., 441 Sudbury Rd., Concord, MA; Architectural Consulting Group, LLC, Inc., 822 Mt. Pleasant St., New Bedford, MA; CMS Construction Monitoring Services, Inc., 270 Main St., Marlboro, MA; Lamoureux.Pagano Associates, Architects, 108 Grove St., Suite 300, Worcester, MA; NETCO Construction Project Managers, Inc., 21 Worthen Rd., Lexington, MA; PMA Consultants, 25 Braintree Hill Office Park, Suite 303, Braintree, MA; and Vertex Construction Services, Inc., 400 Libbey Parkway, Weymouth, MA.

Upon review of proposals, the following were not solicited for interview:

- Atlantic Construction & Management, Inc. – 9-member firm including 3 Civil Engineers (1 with MA registration), 4 construction inspectors, and 1 MEP/site work specialist. No relevant experience was noted except that consultant CSS is designated to perform design review based on public safety work experience.
- Architectural Consulting Group, LLC, Inc. – 16-member firm including 2 architects (no MA registration), 8 construction inspectors, 2 cost estimators, and 2 financial. Although the Principals have performed some public safety work, proximity of firm (New Bedford) to construction site might be an issue.
- Lamoureux.Pagano Associates (LPA) – 18-member firm including 2 registered architects, 7 drafters, and 2 Project Managers/ reps. Although the Principal (Project Manager) has some public safety experience, the PBC prefers a non-architectural firm to manage the project.
- Vertex Construction Services, Inc. – 51-member firm including 1 registered architect, 6 Civil Engineers, 2 Code Specialists, several engineers and 25 construction inspectors. The firm was established in 2005 and has little relevant experience as most of its work involves school projects.

The following three firms (in alphabetical order) were chosen for interviews:

- Construction Monitoring Services, Inc. (CMS) – 10-member firm including 2 CEs (one of which is a cost estimator), 2 Project Directors and 4 construction inspectors. This local firm has public safety experience plus in-house estimating capacity. CMS presented a good understanding of project tasks.
- NETCO – 11-member firm including 1 CE, 1 Structural Engineer, 2 construction inspectors, 1 Planner, 2 OPMs and 1 LEED AP. The Senior Project Manager's experience includes extensive all phase public safety building experience including police buildings.
- PMA Consultants – 188-member firm including 2 registered architects, 33 Project Managers and a large team of engineers in various disciplines. The personnel to be assigned to the most part have police building experience and the proposal exhibits a good project understanding. The firm currently is the MSBA-assigned Owner's Project Manager for the Nixon School Accelerated Green Repair roof project. PMA has recently been awarded the Weston Police Station OPM contract.

Ms. Jones will contact all chosen firms to inform them of an August 29 interview. While the August 29 PBC meeting will commence at 6:30 p.m., each firm in alphabetical order will be scheduled at 7, 8, and 9 p.m. Each firm will have a thirty-minute presentation period followed by a 15-minute question and answer period.

Meeting Schedule The next meeting will be held on Monday, August 26 with BH+A regarding the Town Hall study.

There being no further business, the meeting was adjourned at 9 p.m.

Respectfully submitted,

Elaine L. Jones