

## PERMANENT BUILDING COMMITTEE

Minutes – April 6, 2021

Present: Co-Chairs Michael Melnick and Elaine Jones, Craig Blake, Nancy Rubenstein, Jennifer Pincus, Anuraj Shah and John Kraemer. Also present: Combined Facilities Director William Barletta; Compass Project Management representatives, Project Principal Timothy Bonfatti, Project Executive Jeffrey D'Amico, and Project Manager Christopher Eberly.

The ZOOM meeting recorded for presentation on Sudbury TV hosted by Combined Facilities Director William Barletta was called to order at 7:00 p.m. by Co-Chair Elaine Jones.

Fairbank Community Center Project Designer Selection Ms. Jones prefaced the introduction of Compass Project Management's (Compass) portion of the meeting concerning the selection of architectural firms for interview by stating that PBC member Jennifer Pincus would not be voting or expressing an opinion on the subject due to a potential conflict of interest involving her husband's inclusion as a consultant in several of the designer proposals being considered. Noting that Compass had provided the Committee members with review considerations for the members use in rating the various firms in addition to the designer qualifications set forth in the Request for Qualifications, the meeting was then turned over to Compass to guide the PBC through the process of establishing a shortlist of three of the twelve firms submitting proposals for interview at the April 15 meeting.

After a short introduction regarding the process each of the members listed their "yes", "maybe", and "no" votes on a long list and advocated for those firms each wished for consideration with non-voting attendees sharing their opinions. Upon development of the final long list, each member ranked three firms for tabulation to determine the shortlist. The finalists in no certain order determined as having best met the qualifications required were Bargmann Hendrie + Archetype, Inc (BH+A), Drummey Rosane Anderson, Inc. (DRA), and Fennick McCredie Architecture (FM). These firms will be notified by Compass of the following presentation appearance on April 15 with the interview timing at 25 min., Committee interaction at 25 min., followed by a 10 minute transition time between the interviewees: BH+A 7:00 p.m., DRA 8:00 p.m., and FM 9:00 p.m. Draft interview questions were determined and noted on the document attached hereto.

The status of the geotechnical and survey contracts was presented by Compass. The Committee voted to award the geotechnical contract to Weston & Sampson and the survey contract to Samiotes Consultants, Inc. Compass was advised to prepare the Amendment language to its contract for the Town Manager's approval of the inclusion of geotechnical services to be provided by Weston & Sampson. Ms. Jones prepared the Agreement for surveying services and will forward to Compass on Wednesday for transmittal to Samiotes Consultants, Inc.

Fire Station No. 2, Boston Post Road In connection with the Fire Station construction article funding requested for vote at the May Annual Town Meeting, a budget compiled by the Kaestle Boos, the project architect, was acknowledged. It was noted that funds are budgeted for the hiring of an Owner's Project Manager for the project. The Committee will request a meeting with the Fire Chief to discuss the project plans prior to the Town Meeting.

Meeting Schedule The next meeting will be held via ZOOM commencing at 6:55 p.m., on Thursday, April 15, 2021.

There being no further business, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Elaine L. Jones