

Meeting Notes: Sudbury Fairbank Community Center Project

Meeting: FCC General and Trade Prequalification Committee Meeting
Date & Time: March 10, 2022 at 3:00pm
Location: Virtual – Zoom Meeting

Attendees:

	Town of Sudbury		Compass Project Mgmt. (CPM)		Bargmann Hendrie + Archetype (BH+A)
✓	Craig Blake (CB) - PBC	✓	Jeff D'Amico (JD) – PX	✓	Tom Scarlata (TS)
✓	Jennifer Pincus (JP) - PBC	✓	Chris Eberly (CE) – Sr. PM		
✓	Bill Barletta (BB) – Facilities Dir.	✓	Laureen Westman (LW) - APM		
			Dianne Guenthner		

Distribution: Attendees (v); CPM File

Meeting called to order at: 3:08pm

Item	Topic/Discussion	Action For:	Due Date
7.0	<u>Schedule</u> 11/10/21 Issue RFQ 12/1/21 Statement of Qualifications due 1/28/22 Evaluations complete 3/9/22 Bid Docs Available 4/1/22 Trade bids due 4/15/22 GC bids due	Note	
7.1	<u>Elevator:</u> <ul style="list-style-type: none"> The only Elevator proposal initially received was Delta Beckwith. The Elevator Trade RFQ was readvertised on 2/2/22 with responses due 2/16/22. No additional qualification packages were received. Compass has reviewed and recommends Elevators to be Bid as a Non-prequalified filed sub bid category. Committee agreed with proceeding in this direction. 	Note	Complete
7.2	<u>CTA Appeal:</u> <ul style="list-style-type: none"> CTA requested an appeal to the Committees decision. CTA provided supplemental information for review. The Committee reviewed and discussed the supplementary material submitted for consideration. BB noted the committee has reviewed all the General Contractor prequal packages consistently. Reopening one vendor for reconsideration could qualify all General Contractor evaluations for re-consideration. 	All	Complete

	<ul style="list-style-type: none"> The full comm. agreed the review of CTA's original proposal was consistent with the review of the other GC proposals. CB motioned to not re-open CTA's evaluation for re-consideration and for the Committee's original decision regarding the evaluation of CTA's Statement of Qualification to remain. <p>BB 2nd, <u>vote is 6,0,0.</u></p>		
7.3	<p><u>Next Steps:</u></p> <ul style="list-style-type: none"> No further prequal meetings will be necessary. This committee can be dissolved after the General Contract has been awarded. 	PBC	TBD
	JD Motioned to adjourn meeting at 3:47pm. CB 2 nd , vote is 6,0,0.		

These minutes are considered the record of the meeting and all decisions and actions reflected herein are deemed agreed by the participants unless notice of changes are provided to Compass Project Management within 48 hours of receipt.

No further meetings scheduled.