



February 8, 2011, 4:00 PM, Meeting held at the Searles Building, 2nd Floor Conference Room
MEETING NOTES

Committee Members Present: See sign-in at bottom

Guests Present:

Nancy Goodwin	NG	Finegold Alexander and Associates (FA+A)
Gino Baroni	GB	KBA/Trident
David Breen	DBre	KBA/Trident
Daniel Bradford	DB	KBA/Trident
Mary Mahoney	MM	KBA/Trident
Kristy Lyons	KL	KBA/Trident
Stephen Rutledge	SR	Dimeo Construction Co.
Frank Allard	FA	Dimeo Construction Co.
Stephen Wilkins	SW	Dimeo Construction Co.
Matthew Frongillo	MF	Dimeo Construction Co.

Item No.	Item	Description
1.	Call to Order	The meeting was called to order at 4:03 PM by the Chair, Suzanne Lamoureux. (SL)
2.	Approval of meeting notes from 1/25/11	Motion made by Arthur Nicholson (AN) to accept the meeting notes for January 25, 2011, seconded by Stephen Zanni (SZ). Robert Vogler (RV) abstains not present at meeting. Unanimous vote in favor.
3.	Central School	<p>MM reports that General Bids were opened on February 3, 2011. Five (5) general bids were received with the low bid submitted by MCM USA of Burlington, MA. MCM USA submitted a base bid of \$1,747,000. The bid also provided for alternate pricing. The alternates and prices received from MCM USA were; Alternate #1 credit relocation of lockers from the high school and install at Central -\$34,000 and Alternate #2 add interior painting +\$80,000. The budget value for the bid is \$2.0 million. Finegold Alexander + Assoc. has reviewed the bid and accompanying DCAM update statement with references and recommends awarding the general contract to MCM USA, with inclusion of alternates #1 and #2, for a contract total of \$1,793,000.</p> <p>Previously Bruce Stella, Methuen Schools Director of Facilities, obtained a quote from a state approved locker company to provide new lockers at the Central School. The quote was \$33,750 and Mr. Stella offered to install the lockers with his staff. With acceptance of Alternate #1, lockers will need to be procured and installed by Methuen School Dept.</p> <p>RV will vote no to motions to award contracts since bid results were not forwarded to Committee members prior to the meeting.</p> <p>Joseph Leone (JL) asks for name and bid price from the next lowest bidder. MM reports B&J Multi Service Corporation of Fitchburg, MA with a base bid of \$1,767,777.</p> <p>George Kazanjian (GK) asks if elevator scope remains to be bid or is included in MCM USA bid. MM reports scope is included in MCM USA bid.</p>

3.	Central School – CONTINUED	<p>Motion made by AN to award the Central School general construction contract to MCM USA including alternates #1 and #2 with a total contract value of \$1,793,000 and to authorize procurement of new lockers with a total value of \$34,000, seconded by GK. Upon vote 13 voting members vote in favor, RV opposed. SL notes majority vote to approve motion.</p> <p>SZ requests that in the future, bid results are forwarded to Committee members prior to requests for vote/action.</p> <p>William Manzi reports that due to scheduling issues and need for City Council contract endorsement, the process for bid evaluation was fast tracked to provide for an award recommendation tonight to keep the Central project on schedule. The Committee's understanding and willingness to take action on award is appreciated and ensures City Council contract presentation February 9.</p>
4.	High School – CM at Risk	<p>GB reports on CM at Risk negotiations and introduces Stephen Rutledge, Principal in Charge for Dimeo Construction Company.</p> <p>DIMEO CONSTRUCTION PRESENTATION: Stephen Rutledge (RS) introduces team members and their project roles. Attendees include Frank Allard, Project Executive, Stephen Wilkins, Senior Project Manager, and Matt Frongillo, Superintendent. Dimeo is an 80 year old New England regional contractor with extensive experience with CM at Risk projects. Dimeo has experience working with Finegold Alexander + Associates having just finished a highly successful CM at Risk Trial Court facility in Fall River, MA for DCAM. Notes keys to project include preconstruction, communication, and flexibility of stake holders. Project is all about getting the most for students and their learning environment. Presentation transitions to Frank Allard to speak more specifically to project and services for pre-construction and construction.</p> <p>Frank Allard (FA) notes occupied phased construction as a challenge: keys are safety, maintaining the learning environment through all phases of construction and delivering the project on time and on budget.</p> <p><u>Pre-Construction:</u> Reviews cost estimating practices to ensure project tracks to budget. Trade Pre-qualification equally important to ensure ability to perform and quality of work. Outlines plans for outreach efforts to ensure compliance with project local resident employment goals. Project phasing reviewed with areas of concern noted and opportunities for improvement. Performance needs to focus efforts during unoccupied times. Review bid package development and scope definition to ensure complete and accurate bids. Greatest technical challenge will be to maintain existing services and sequence of new systems to avoid disruptions to school and notes need early in process of obtaining as-built documents for school.</p> <p><u>Construction:</u> Communication will be key to ensuring all stakeholders are involved and engaged. Reviews worker site orientation, professional conduct code, and CORI checks. Segregation of construction zones with controlled access will be critical. QA/QC reviewed.</p> <p>SL opens to Committee questions/comments.</p> <p>SZ ask for further explanation on phasing schedule. FA reviews the preliminary phasing schedule developed by Finegold Alexander + Assoc. that was provided in RFP, its break down and scope for each of three phases. Reviews periods for construction and concerns with limited time of six months available to Phase 3. Also reviews opportunities for adjustments for Phase 2 and 3 to decrease the critical scheduling/performance period in Phase 3.</p>

4.	High School – CM at Risk, CONTINUED	<p>AN ask when the final phasing plan will be available. FA reports that schedule and phasing will be an important team discussion/action item during pre-construction phase. Schedule and phasing will need to include input from owner to ensure that the contractors and designers view of project meets the owners needs.</p> <p>SL thanks representatives of Dimeo Construction for their presentation.</p> <p>Based on the recommendation of the RFP Selection Committee and GB report on outcome of CM Non-Fee negotiation, KBA/Trident recommends award of the Construction Management at Risk Services contract to Dimeo Construction Company and Authorization to Proceed with Pre-Construction Services.</p> <p>GK asks what is the value and scope of work being authorized by Committee vote?</p> <p>GB reports Committee is being asked to award the complete contract to Dimeo Construction with Authorization to Proceed with Pre-Construction Services only at this time. Fee for Pre-Construction services as provided in Dimeo's response to the RFP is \$96,412.</p> <p>WM notes that City Council also need to approve award/contract for Dimeo and if approved by the Building Committee tonight the contract will be presented to the City Council Wednesday, February 9.</p> <p>Motion made by AN to award the Construction Management at Risk Services contract to Dimeo Construction Company and approve authorization to proceed with Pre-Construction services with a value totaling \$96,412, second by SZ. Unanimous vote in favor.</p>
5.	High School - Design Progress	<p>NG reports user meetings complete, except for IT. IT meetings have been delayed due to snow cancellations. IT meeting schedule Feb. 17.</p> <p>NG reports site plan review application has been submitted to the City's Planning Board.</p> <p>WM reports that site plan review has been waived by the Community Development Board.</p>
6.	Invoices	<p>January invoices were presented for Legal, Designer and OPM for work on Central Building and the High School projects.</p> <p>A motion was made by AN, seconded by GK to approve the Morris, Rossi & Hayes invoices (1) Central School and (1) High School for legal work. Upon vote 13 voting members vote in favor, SZ opposed. SL notes majority vote to approve motion.</p> <p>A motion was made by RV, seconded by AN to approve the OPM (KBA/Trident) invoices (1) Central School and (1) High School for payment. Unanimous vote in favor.</p> <p>A motion was made by GK and seconded by AN to approve Designer (FA+A) invoices (1) Central School design and (1) High School design, for payment. Unanimous vote in favor.</p>
7.	Other	<p>Ann Guastaferrero reports invoice received from the Eagle Tribune for Central Bid legal notice with a total \$793.50. Although invoice was not distributed prior to meeting, Committee consideration/vote to approve payment requested.</p> <p>A motion was made by GK, seconded by AN to approve the Eagle Tribune invoice for payment. Unanimous vote in favor</p> <p>SL distributes a budget report for project, noting report does not include invoices approved at meeting.</p>

6.	Adjourn	Motion made by AN to adjourn, seconded by RV. Unanimous vote in favor to adjourn at 4:45 pm.
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To the best of my knowledge, these notes are a fair representation of the issues and items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer.

Submitted by: Mary Mahoney



CITY OF METHUEN BUILDING COMMITTEE



Sign-In Sheet

Tuesday, February 8, 2011

Name	Initials
Mayor William Manzi, III	Wm Manzi
Lauri Antonacci	LA
John Cronin, Jr.	JC
James Giuca	JG
Barbara Grondine	BG
Ann Guastaferrro	AG
George Kazanjian	GK
Thomas Kelly	TK
Suzanne Lamoureux	SL
Joseph Leone	JL
Dorothy Najolia	DN
Arthur Nicholson	A.N. III
Frank Russo	FR
Judith Scannell	JS
Bruce Stella	BS
Bryan Sweet	BS
Robert Vogler	RV
Stephen Zanni	SZ