

School Building Committee Meeting
Minutes of Thursday, June 25, 2015
Millis Public Library, Roche Bros. Community Room

Call to Order: Jon Wine called the meeting to order at 6:45 p.m.

Meeting Attendees:

SBC Members

Dave Byrne, Denise Gibbons, Craig Schultze, Jon Wine, Kim Borst (Secretary)

School Committee Member

Jen Soule

Owner's Project Management (OPM) Interviews

The purpose of the meeting was to interview finalists for the role of OPM services for the Clyde Brown Feasibility Study.

Compass Project Management - 6:45 p.m.

Jon Wine asked members of School Building Committee that are involved in the OPM selection process to introduce themselves and then turned things over to Compass. Compass presented a handout to review during their presentation (see document A). Tim Bonfatti, Project Director, introduced his company and team. Team present at the meeting included Jeff D'Amico, Project Manager; Steve Devine, Construction Site Manager; and Mary Kuppens, Project Accountant. Bonfatti highlighted the fact that they are a local company that has experience with both the MSBA and the town of Millis with the Police/Fire Project. He spoke about Compass' relevant experience as OPM on two nearby Elementary Schools in Hopkinton and Weston as well the Middle School in Medway. A timeline and project approach were presented and discussed as well as some critical success factors including determining K-4 or K-5, the most fiscally responsible option, controlling costs, schedule, scope and quality and communicating the benefits of the project to the taxpayer through various outreach methods.

Hill International - 7:30 p.m.

Jon Wine asked members of SBC that are involved in the OPM selection process to introduce themselves and then turned things over to Hill. Hill presented a handout to review during their presentation (see document B). The Hill team consisted of Daniel Tuberty, Project Manager; Paul Kalous, Project Director; Mark Goulet; and Joseph Naughton, Principal-in-Charge. Naughton noted that unfortunately two of the key players were unable to attend the meeting. Paul Kalous was sitting in for David Billings as project director and Dan Tuberty was there in place of Marty Goulet as project manager. Naughton highlighted the fact that 80% of their business is K-12 and they have done 700 million in MSBA projects since 2004. They also mentioned having a good understanding of the CFB project having recently completed four elementary schools and having successfully completed both Chapter 149 and 149A projects. They also highlighted the importance of outreach during the project to keep the townspeople informed.

Joslin, Lesser & Associates

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Jon Wine asked members of PBC and community that are involved in the OPM selection process to introduce themselves and then turned things over to Joslin, Lesser. Joslin, Lesser provided hand out to review during their presentation (see document C). Stuart Lesser, Principal of Joslin, Lesser introduced the rest of his team - Jeff Luxenberg, Project Director; Lynn Stapleton, Project Manager; Tim Baker, Assistant Project Manager; and Bill McNally, Site Representative. During their interview/presentation, they highlighted their over 30 years of OPM experience, their senior-level team, the fact that they specialize in K-12 projects and their strong familiarity with the MSBA process. They also talked about their relevant experience developing cost effective solutions that come in on schedule and under budget as well as the importance of community outreach during the process.

Deliberation

The members of the SBC, and school committee member, Jen Soule discussed the three presentations. The MSBA required scoring sheets were filled out as required which helped the group compare the candidates. (see document D) After deliberating and reviewing the scoring criteria, Compass Project Management was determined to be the preferred candidate.

Craig Schultze made a motion as a member of the Owner's Project Management selection committee to recommend Compass Project Management as committee's choice for OPM of the Clyde Brown Feasibility Study contingent on positive reference checks. The motion was seconded by Dave Bryne, and passed unanimously.

Adjournment

Jon Wine made a motion to adjourn at 10:00 pm. The motion was seconded by Craig Schultze and passed unanimously.

The next PBC meeting will be held at the Town Hall in room 104 on Monday, July 6, 2014 starting at 7:00 pm.

Submitted by:

Kim Borst
Secretary, School Building Committee