

## Sharon Standing Building Committee

### Zoom Meeting Minutes

Tuesday, October 10, 2023

#### SSBC Members

Gordon Gladstone -present	Mike B. Martin -present	Rick Rice -present
Matt Grosshandler, Chair -present	Marty Richards -present	Colleen Tuck -present
Matt Baldassari -present	Roger Thibault -present	Sara Winthrop -absent, scores submitted
Deb Benjamin, Vice Chair -present		

#### SBC Attendees and Others

Julie Rowe – SBC – HS	Kevin Nigro – PMA – HS
Meg Dussault - SBC	Matt Gulino – PMA – HS
Emily Burke – Acting HS Principal, SBC	Chris Jankun – PMA
Tony Kopacz – SPS – HS	Chris Carroll – PMA
Eric Hooper –DPW -present	Eric Lowther – PMA
Timothy Chouinard – DPW -present	Chris Sharkey – Tappe – HS
Peter OCain – DPW -present	Chris Blessen – Tappe – HS
Carolyn Weeks –LBC	Tim Ericson – Consigli – HS
Cheryl Weinstein – Lib	Chandler Rudert – Consigli –HS
LeeAnn Amend – Lib	Kyle Raposo – Consigli – HS
R. Drayton Fair – LLB – Lib	Mike Winters – Consigli – HS
Brian Valentine – LLB – Lib	Ryan ONeil – Consigli
Ariana Pizzanelli LLB - Lib	Kristy Lyons – Consigli – HS
Mark Luzaitis CHA On-site rep. - Lib	Jonathan Seibel – Consigli – HS
Casey Hochheimer -CHA – Lib	Karl Walsh – MOCC – Lib
Joe Sullivan - CHA- Lib	Krystal Burrows – MOCC - Lib

#### Open the meeting

The Chair noted that the meeting was being held remotely consistent with MA laws. No public comment this evening. The meeting opened at 6:38 PM.

#### **A. DPW -- PFAS Treatment Project**

1. Committee will short list by score the top three finalists for Owner's Project Management Services (RFS)– Groundwater Treatment Plant Project.

The committee members arrived at total weighted scores independently prior to this meeting. These were read off and combined, and the top three candidates, Tight & Bond, Weston & Sampson, and Wright Pierce, selected to move forward in the process.

There was a mix of firms to review, some are primarily OPM firms and others are primarily engineering design firms. The design Engineer of Record for the town is Environmental Partners.

Members are to either bring their score sheets to the 10/24 SSBC meeting and submit them to Ms. Schustek or deposit them in the SSBC mailbox which can be found in the hallway to the right of the Town Clerk's office when entering Town Hall.

Committee developed a list of questions that each finalist will be asked to answer at interviews on October 24, 2023, at 6:30 PM at the Public Safety Building. Interviews will be conducted in alphabetical order starting at 6:45PM, then 7:45PM and 8:45 PM.

Member asked about whether there will be a commissioning agent? Mr. Rice noted the OPM will help the SSBC procure a commissioning agent for the project. Mr. Hooper noted condensation could be an issue and DPW will be looking to the OPM's peer review of the design, and the Town engineer added that this is a different type of building for heating and cooling. Member asked if DPW had expressed this concern to the design engineer already? Mr. Rice explained that the OPM would be a second set of eyes on the design and the commissioning agent will see that the installation meets the design intent. While commissioning agent's review early in design can result in changes in design, Mr. Rice noted it will be too late in this process to say that the commissioning agent's review could change the design.

There was discussion as DPW looking to the selected OPM firm providing their opinions on horizontal boring that may be needed to install new water main piping to the new treatment facility

This is a low bid job so SSBC will only be selecting the OPM.

Member noted respondents were required to bring the team and commit to having the team on the job. This is stated in the contract.

2. Committee discussed possible questions and finalized a list of questions which included:

1. Do you have experience either being the lead design engineer or an OPM overseeing a Water Treatment Facility with combined Fe/Mn and PFAS removal?
2. Do you have experience with State Revolving Fund projects and Federal procurement rules?
3. Define the project team and each person's specific role. What percentage of time will each member of the project team devote to the project?
4. For the daily contact person, describe their most recent WPT construction experiences. Describe the same for the proposed on-site personnel.
5. Describe your technical review process of proposed electrical, plumbing, HVAC, air handling, and SCADA work as it relates to this water treatment plant.
6. How will you address potential lead time issues?
7. Cite a problem that occurred on a similar water treatment facility project and how it was resolved, who participated in the resolutions, who led the resolution and what was the effect on the client.
8. This project is under a compressed, aggressive, time schedule, with design significantly advanced and bidding to begin spring 2024. Given this reality, please describe your firm's specific strengths and how they would be utilized in successfully bidding and constructing the project.
9. How do you monitor cost trending for similar projects and what is your experience in maintaining budgets post-Covid?

Mr. Rice will share a draft and he and Ms. Schustek will prepare letters to go out to the three companies that were selected informing them of their candidacy, in-person interview times, and questions to respond to. Typical format 20-minute presentation and 20-minute Q/A. The SSBC strongly wants the project team that will be integral to the job to be present at the 10/24/23 interview. For the in-person interviews, a waiting area should be set aside at Sharon Public Safety. SCTV is informed and will record the meeting, not clear if it will be live or not.

Town engineer asked question about the High School pedestrian crossing light, but it was noted that this should be added to October 17 agenda for discussion.

**B. Topics the Chair would like to discuss not known 48 hours in advance**

**C. Adjournment**

**MOTION:** Chair made an omnibus motion to adjourn barring any objections. Meeting adjourned at 7:43PM.

*These minutes were approved at the October 31, 2023 SSBC meeting.*