

**Sharon Standing Building Committee
Meeting Minutes
December 16 and 17th, 2014**

SSBC Members

Gordon Gladstone, Chair	Tony Branca - absent	Richard Slater	Colleen Tuck
Matthew Baldassari	Bill Croteau	Steve Smith - absent	
Deb Benjamin	Rick Rice	Roger Thibault	

Special Members

Joe Bernstein, Police Chief	Eric Hooper, DPW Superintendent	Jim Wright, Fire Chief
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Other Attendees

Shane Nolan - Daedalus	Mike McKeon – Kaestle Boos
Candidate teams from all firms being interviewed	Joe Sullivan - Daedalus

1. Administration

- a. The meeting of the Sharon Standing Building Committee was called to order by Chair Gordon Gladstone at 6:30 PM at the Community Center.
- b. Future Scheduled Meetings: 1/6, 1/20, 2/3,2/17

2. Construction Manager at Risk Interviews - New Public Safety Facility.

- Construction Manager interviews were held on 12/16 and 12/17 as follows:

Tuesday 12/16

6:30 Colantonio

7:30 Fontaine Bros.

8:30 WT Rich

Wednesday 12/17

6:30 Agostini Construction

7:30 Consigli Construction

- Chair Gladstone along with Mr. Nolan reviewed the process to be followed during the interview process of all candidates prior to the actual interviews so that all Committee members followed the same practice.

- Once each candidate arrived, Chair Gladstone introduced the Committee makeup, pointed out several key members and explained that the SSBC has been in existence since 1999. He said the Committee is comprised of architects, engineers, project managers etc. and we are looking for a complimentary partner. Each interview was scheduled for 45 minutes and was timed by Mr. Nolan
- At the conclusion of each candidates presentation, Chair Gladstone asked the following same five questions to the interviewed firms:
 1. Given that you will be joining the project team in the Design Development phase, please describe what you believe to be the most critical element of your preconstruction services?
 2. As a CM at Risk please describe the “value added” that your firm brings to the table as opposed to traditional design bid/build?
 3. What do you feel is or will be the most important or difficult aspect of this project to the Town of Sharon?
 4. Please speak to a plan to maintain communication with the neighbors regarding construction. Will you establish a website, set up a hotline or special email address, and provide for personal communication, set up a webcam?
 5. Based on your experience relating to warranty calls after completion what might you have done differently?
- After the interviews were completed, each Committee member ranked the candidates in order of their preference. The results were tallied and the top candidate after review of the bid proposal is Consigli. Mr. Nolan will communicate the results to the candidates.

4. Meeting Minutes

Review of the minutes of 12/2 was deferred until next meeting.

5. Invoices

The following invoices were voted unanimously (Croteau/Tuck) as pertains to Fire and Safety Building:

- a. \$90,000.00- Kaestle Boos invoice #3
- b. \$9,900.00 - Daedalus

6. Adjournment

The meeting adjourned at 10:30PM on 12/16 via unanimous vote.
The meeting adjourned at 10:00PM on 12/17 via unanimous vote.

7. Attachments

CM at Risk proposals

Submitted:
Rachelle Levitts
Sharon Standing Building Committee

(Gordon Gladstone) Signature of Chair

Date of Acceptance

NOTE: All Standing Building Committee minutes and attachments will be available for the public to read at the Standing Building Committee office located at the Community Center upon request.