



## INTERVIEW QUESTIONS FOR DECEMBER 10, 2016

### Site and neighborhood Issues

- What is the plan and approach for dealing with abutters to the site? Issues like noise, dust rodents, parking of employees and many others will be a concern for abutters.
- What is your approach to capturing existing conditions of those adjacent properties?
- Who from your construction team would be communicating daily with Minuteman staff and what has been their experience and approach in this regard.
- Local permitting requirements are always different. How would you coordinate permits with ISD, DPW, Water Department, etc?

### Change Orders:

- What is the CM at Risk firm's internal procedure when the sub-contractor submits a change or claim to them?
- What is the CM at Risk firm's procedure for monitoring time and material work?
- What is the CM at Risk firm's track record for change orders on a M.G.L. 149A project when they are contracted for pre-construction services during the Design phase vs. other projects that are straight M.G.L. 149 or private work?

### Safety:

- How does the CM at Risk develop, maintain and document their safety plan on site?
- Explain the protocol on site when the sub contractor has a new worker arrive on site.
- How does the CM at Risk firm handle habitual offenders of workers not wearing hard hats, listening to music via headphones and smoking on site?
- What is the CM at Risk firm's protocol/policy if OSHA shows up on site?

### Scheduling:

- How does the CM at Risk firm first develop and then maintain a manpower loaded schedule?
- An important aspect of the management of this project will be your ability to have a quick and smooth final closeout of the project and not a long protracted finish. What can you tell us about your management of this phase which will enable the District to have confidence that this will not drag on for months after substantial completion?
- What would the ability to meet schedule change if the early concrete and steel package was not chosen?

### Staffing:

- Is there a unique characteristic or skill set that would make your proposed team significantly better or different than your competition on this project, and if yes explain what it is and why they feel it makes their firm different?
- How does the CM at Risk firm transition the team staff from pre-construction services to construction services?
- Please tell us about how you approach the management of all subcontractors on the project and what you see as your strength in this area?

- What is your team's direct experience with new ground up construction of similar size, complexity and was it a high performance building?
- If one of the key team members presented decided to leave your firm, what would be your protocol for replacing the person?
- What is your firm's success of working in partnership with the owner and architect on a CM at Risk project?
- Based on your past projects, how does this estimated contract value rate in comparison with the team submitted?
- What would be your response be if Minuteman questioned your choice of team members or the amount of supervisory staff on-site during the construction phase of the project?
- Explain the transition protocol of staff from pre-con phase to the construction phase of the project?
- Could you please weave a thread through the team members who have worked together on a similar sized project with your firm?

#### **Coordination and BIM:**

- Does the CM at Risk firm have an employee developing the BIM model or are these services subcontracted?
- Please explain the protocol for coordinating the trades and developing the BIM model?
- What is the protocol the CM at Risk firm uses to process shop drawings for themselves and the sub-contractors?
- Will your firm create a new BIM model or use the design team BIM model?
- Does your firm update the BIM model during the process based on RFI responses or equipment changes?
- Does the person stated as the BIM coordinator have a staff or will the person stated in the proposal be the BIM coordinator.
- How many projects does this person/staff have ongoing at a time, one project or multiple projects?

#### **Value Engineering**

- What internal process/protocol does the CM at Risk firm do for value engineering a building component or building constructability process or is cost the only driving force in the analysis?
- How do you believe your firm contributes to the LEED process?

#### **Project Teaching Tool**

- How would you propose to support the curriculum in the Minuteman school that offers vocational career and technical education?