

## MEETING MINUTES



MANAGEMENT  
PARTNERS, LLC

Project: Manchester Memorial Elementary School  
Subject: School Building Committee/School Committee Meeting  
Location: Manchester MS/HS – Library  
Distribution: Attendees, Project File

Project No: MP17-114  
Meeting Date: 5/1/2018  
Time: 5:00 PM  
Prepared By: C. Shefferman

Present	Name	Affiliation	Present	Name	Affiliation
✓	Caroline Weld *	SBC Co-Chair	✓	Jim LaPosta	JCJ
✓	Ann Cameron *	SBC Co-Chair	✓	Daniel Ruiz	JCJ
✓	Pam Beaudoin *	Superintendent	✓	Lauren Braren	JCJ
✓	Avi Urbas *	Dir. of Fin. & Ops		Emily Czarnecki	JCJ
✓	Alva Ingaharro *	Essex	✓	Mike Burton	DWMP
	John Willis *	Principal MMES	✓	Steven Brown	DWMP
✓	Jay Pagliarulo	Dir. of Facilities	✓	Christina Shefferman	DWMP
✓	Andy Oldeman *	Man. Fin. Comm.			
✓	Lisa O'Donnell *	Essex B.O.S.			
✓	Remko Brueker *	Manchester			
✓	Adam Zaiger *	Manchester			
✓	Tyler Virden *	Essex			
✓	George Scharfe *	Manchester			
✓	Gordon Brewster *	Manchester			
✓	Charlie Hay *	Essex			
	Sarah Creighton *	Manchester			
	Maggie Tomaiolo *	Essex			
✓	Jake Foster *	Essex			

\* SBC Voting  
Member

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Item No.	Description	Action
24.1	<u>Call to Order</u> : 4:59 pm meeting was called to order by the SBC Co-Chair A. Cameron with 14 of 17 voting members in attendance. S. Brown of DWMP notes the meeting will follow the agenda that was provided to the SBC prior to the meeting via Dropbox.	Record
24.2.1	<u>Construction Manager at Risk Interviews-WT Rich</u> : WT Rich presented to the SBC and Prequalification Committee with a 25-minute interview and 35 minutes of questions and answers totaling 50 minutes.	Record
24.2.2	<u>Construction Manager at Risk Interviews-Consigli</u> : Consigli presented to the SBC and Prequalification Committee with a 25-minute interview and 35 minutes of questions and answers totaling 50 minutes.	
24.2.3	<u>Construction Manager at Risk Interviews-Shawmut</u> : Shawmut presented to the SBC and Prequalification Committee with a 25-minute interview and 35 minutes of questions and answers totaling 50 minutes.	Record
24.2.4	<p><u>Construction Manager at Risk Interviews-Deliberation</u>: After the 3 interviews the SBC and prequalification committee reviewed and discussed each CM firm. A review of the discussion is outlined below:</p> <ul style="list-style-type: none"> <li>➤ WT Rich: <ul style="list-style-type: none"> <li>• Spent a lot of time reviewing documents, layout, phasing</li> <li>• Impressed with creative approach to site</li> <li>• Best presentation</li> <li>• Appreciated the dedication towards community involvement</li> <li>• Some concerns about superintendent communication with the principal</li> <li>• Aggressive pricing on proposal</li> </ul> </li> <li>➤ Consigli: <ul style="list-style-type: none"> <li>• Creative approach</li> <li>• Still used the turf field as a lay down area even though they were told it was not an option</li> <li>• Concerns about abbreviated schedule</li> <li>• Modulares looked nice, but still concerned about non-reimbursable price even though abbreviated schedule</li> <li>• Premium involved to accelerate construction</li> </ul> </li> <li>➤ Shawmut <ul style="list-style-type: none"> <li>• Impressed with presentation</li> <li>• Proposal lacked creativity</li> <li>• Preconstruction lacked options</li> <li>• Liked they included Concom hearing dates</li> <li>• Impressed with superintendent</li> <li>• Concerns that team will change throughout project</li> </ul> </li> </ul>	Record
24.2.5	<u>Construction Manager at Risk Interviews-Recommendation from Prequalification Committee</u> : A motion was made by C. Hay seconded by A. Zaiger by the CM Prequalification Committee to recommend to the SBC to select WT Rich Company, Inc.'s proposal as most advantageous and move forward with negotiations. Discussion: None. Vote: 7 CM selection committee members approved. Motion passes.	Record

24.2.6	<u>Construction Manager at Risk Interviews-SBC Approval:</u> A motion was made by A. Cameron and seconded by C. Hay to accept the CM selection committee recommendation to select WT Rich Company, Inc.'s proposal as most advantageous and move forward with negotiations. Discussion: None. Vote: Unanimous to approve. Abstentions: G. Scharfe. Motion passes.	Record
23.1	<u>Adjourn:</u> A motion was made by C. Hay and seconded by A. Zaiger to adjourn the meeting. Discussion: None. Vote: Unanimous to approve. Meeting adjourned at 9:01 pm.	Record

**Attached:**

*CM Interview Meeting Agenda, Sign In Sheet*

**DORE AND WHITTIER MANAGEMENT PARTNERS, LLC.**



Christina Shefferman  
Assistant Project Manager  
Cc: Attendees, File

**The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.**