

Meeting Minutes
Marshfield Council on Aging
Senior Center Expansion Building Committee (BC)
Meeting Wednesday, October 7, 2020, 2:00 PM

ATTENDANCE: Carol Hamilton, COA Director; Sheila Gagnon., Co-Chair; Bill Scott. Co-Chair; Dan Pallotta, P-3/OPM; Curtis Edgin and Rudy Hall – Caolo & Bieniek Architects; Mike Maresco, Town Administrator; and Matt Currie, BC At large

ABSENT: Fred Russell, Town Facilities Manager; Tony Bullock, Facilities Mgmt.; Patrick Dello Russo, Town Treasurer; Peg Davis – Capital Project Budget Committee

CALL TO ORDER: Bill Scott called the meeting to order at 2:02 PM

ACCEPTANCE OF MEETING MINUTES: Minutes of 6/16/20, 9/28/20 Approved (Vote Chart Attached)

REVIEW RESULTS OF GENERAL CONTRACTOR BIDS: Dan Pallotta reported the results of the General Contractor (GC) bids. Seven GC bids were received. Two bids were received before the Oct. 2 deadline (ranked 5 and 6) but the auto server went down, preventing the other five bids from coming in by the deadline. The State Attorney General's Office was contacted (Deb Anderson) and allowed a 48-hour extension of the bid deadline. An addendum was issued to alert the GC bidders. All received it and there were no further bid problems. There was one protest filed by the #3 electrical subcontractors, but they were selected by the low bid GC, which may nullify their protest.

The apparent low bidder was Page Building Construction Co., who is permitted to select any of the subcontractors, as long as theirs is the lowest responsible GC bid.

No-one in our design/management team has worked with Page before, so their references and work history will need to be investigated, including independent spot checks with other clients having similar projects, involving Page as GC. This will include a review of Page's records at the State DCAM office. Some early feedback is that Page did a good job on the new Framingham Police HQ.

The Building Committee needs to vote today to recommend to the Selectmen for their next meeting on October 13 that the Senior Center expansion contract be awarded to the Page Construction Company, subject to their being found the responsible low bidder under the terms of Chapter 149 of MA State laws.

Dan Pallotta cautioned that this project would probably generate as many as 60+/- Project Change Notices (PCNs), some originating with our contractor, some with the COA, or possibly an oversight in the plans or unforeseen site conditions.

OVERVIEW OF DUE DILIGENCE/GC AWARD /DAN PALLOTTA:

1. Submittal of 5% bid bond which gets rolled over into 2 bonds, a performance bond and a payment once project is underway
2. The GC acknowledges all addenda,
3. The review of Page with DCAM is satisfactory.
4. The Building Committee could choose to reject the low bidder if the GC had serious problems with a similar project.

Dan mentions that the AG's office has streamlined the contractor protest resolution process to a week or less if there is still a problem.

BUDGET UPDATE:

1. Based on the bid we are moving an additional \$770,000 to contingency which at \$1,481,511. will be 30.1% of the general bid.
2. We already spent less, \$8950, on the base survey than budgeted (\$10,000.) Dan pulled \$1050 out of that line item, as the GC is responsible for any future surveys.
3. We are moving \$30,000. into future commissioning cost budget.
4. Based on total project budget (\$8,000,000.) we are overall in good shape cost wise and have some flexibility in covering future needs (re-roof existing building, equipment and furnishings, etc.).

VOTE TO AWARD:

Dan Pallotta motioned, and Mike Maresco seconded that the Building Committee vote to recommend to the Selectmen the award of a construction contract to Page Building Construction Co. subject to a complete review and the General Contractor is deemed responsible under Chapter 149. The voice vote to approve was unanimous. (A vote chart is attached.)

NEXT MEETING:

Dan: We don't need to meet again just yet, but after the contract is fully awarded, we need to meet to discuss and decide a number of details involved with the construction process, schedule, etc.

ADJOURNMENT:

The meeting was adjourned at 2:25 PM.

Respectfully Submitted,

Matt Currie

See Voting and Attendance Chart

Name	Member/ Guest	Attending	Approve Minutes 6/16/20 9/28/20	Recommend to Selectman	Adjourn
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Tony Bullock - Facilities	M	N			
Matt Currie	M	Y	Y	Y	Y
Peg Davis	M	N			
Patrick Dello Russo - Treasurer	M	N			
Curtis Edgin - Architect	G	Y	Y	Y	Y
Sheila Gagnon - Co-Chair	M	Y	Y	Y	Y
Rudy Hall	G	Y	Y	Y	Y
Carol Hamilton COA -Director	M	Y	Y	Y	Y
Michael Maresco - Town Admin	M	Y	Y	Y	Y
Dan Pallotta - OPM	G	Y	Y	Y	Y