



Permanent Building Committee

FMD DESIGN & CONSTRUCTION • 888 WORCESTER STREET, SUITE 370 • WELLESLEY, MA 02482

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Hunnewell CM at Risk RFQ Sub-Committee Meeting Minutes

Note that the following minutes have been authored and compiled by the Project OPM, Compass Project Management. The subcommittee members have reviewed and approved these minutes.

Meeting Notes: Wellesley Hunnewell ES Project

Meeting: WHES CMR Prequalification Committee Meeting # 02
Date & Time: May 7, 2020 at 2:00 pm
Location: Virtual – Zoom Meeting and Steaming Live on Wellesley Media

Attendees:

	Town of Wellesley		Compass Project Mgmt. (CPM)		SMMA
√	Joe McDonough – Fac. Dir.	√	Jeff D’Amico (JD) – Sr. PM	√	Alex Pitkin – Designer
√	Kevin Kennedy – FMD PM	√	Laureen Westman (LW) - APM	√	Kristen Olsen – Arch PM
√	Dick Elliott – FMD PM				
√	Steve Gagosian–FMD Arch, SBC				
√	David Lussier - WPS				
√	Sharon Gray - SBC				
√	Michael Tauer - PBC				

Distribution: Attendees (√); CPM File

Item	Topic/Discussion	Action For:	Due Date
1.0	<u>Request for Qualifications</u> CPM reviewed the list of 8 firms who submitted SOQ’s on 4/24/20. The group of submissions are all very competent firms. Agostini Construct. Co., Barr and Barr, Commodore Builders, Consigli Construction, Gilbane Building Company, Shawmut Design & Construction, W.T. Rich Co., Walsh Brothers	ALL	On-going
1.2	<u>Prequalification Committee</u> The Prequalification committee members are:	ALL	On-going

	<p>TM / Ballot Vote timeline, liquidated damages, standard Town Documents, Middle School RFP to CPM.</p> <p>KO to send comments regarding the RFP Design sections. CPM to incorporate comments, then include redlined and clean versions for distribution to PBC.</p>	<p>KO CPM</p>	<p>5/11/20 5/12/20</p>
2.1	<p><u>References:</u> CPM was able to confirm the Superintendent listed within WT Rich's team is no longer with the company. It is not unusual for team changes to occur between the SOQ and RFP/interview phase. CPM was able to obtain additional references which were both positive and negative. FMD reached out to additional contacts and received concurrence.</p>	<p>CPM</p>	<p>5/7/20</p>
2.2	<p><u>Interviews:</u> Additional concepts: How will gap between Preconstruction Team and Construction Team be bridged? How do you handle situations with challenging subcontractors? Compass to draft sample CM interview questions and circulate to the team.</p>	<p>CPM</p>	<p>5/21/20</p>

Posted 6/30/20 3:12PM