

Waterbury Select Board Meeting
June 12, 2014
Steele Block – 2nd Floor Conference Room

Present: K. Miller, Acting Chair, C. Viens, D. Schneider, and C. Nordle (joined late), Select Board; A. Nelson, VIA; B. Farr, Long Term Community Recovery Director; W. Shepeluk, Municipal Manager; A. Tuscany, Public Works Director; A. Imhoff, ORCA Media; and C. Lawrence, Town Clerk.

The meeting was called to order at 3:00pm.

H. P. Cummings was the first of three interviews for construction management firms for the Municipal Building Complex. Members in the room introduced themselves and specific questions were given to each team to answer.

These minutes contain a brief summary of the firm's answers to a series of five questions.

First Question – Project Approach

- In favor of winter construction
- Sustainable green building experience
- In working with the design team, everything is an open book process
- Oversee the project from the beginning to the end
- Take preconstruction services very seriously

Second Question – Budget Management

- Tracking devices to maintain overall budget
- There will be contingencies in place

Third Question – Explain teams experience with projects that involve federal funding with Davis Bacon reporting requirements and subcontracting that will result in positive findings when audited

- Good experience
- May have had one audit in the past but they are open to an audit as records are impeccable.

Fourth Question – If something came up during the construction period that impacted the schedule or design plan, how would you resolve the issue?

- Keep close tabs on subcontractor list
- Pre-design phase very important

Fifth Question – What interests you most about the project?

- Historic restoration
- Energy efficiency
- Experience with Davis Bacon
- A lot of experience with this size job
- Have been in this area a lot and have worked throughout northern New England for 135 years

C. Viens asked about winter operations, the issue around a late start, and how the building would be heated in the winter. The team responded they would use indirect heat, and that more subcontractor bids would be received during the colder months.

D. Schneider asked what they have been doing to better service their customers. They responded that they use electronic files, and that they are easily accessible.

K. Miller asked what the role of a superintendent is, and they responded that the superintendent would be on site full time.

W. Shepeluk expressed concerns about operating costs, and asked if he could get some information about what to plan on for electrical, heating, etc. A. separate energy modeling will be done.

ReArch was the second of three firms interviewed

First Question – Project Approach

- Ideal schedule is to start in the fall and go through the winter. Subcontractors look for winter work
- Focus on details to avoid problems
- Will provide the best information they can during critical times and will put a lot of effort in up front
- Three year warranty for materials and workmanship
- Fully collaborative
- Desire to keep neighbors happy and work within the time constraints

Second Questions – Budget Management

- Feel they own the project budget
- Have already developed the budget
- Will honor guaranteed maximum price
- With a guaranteed maximum price, there will be no change orders unless the change comes from the Town. Changes will come out of contingency.

Third Question – Explain teams experience with projects that involve federal funding with Davis Bacon reporting requirements and subcontracting that will result in positive findings when audited

- Have experience with Davis Bacon reporting requirements
- Part of bid packet sent to subcontractors

Fourth Question – If something came up during the construction period that impacted the schedule or design plan, how would you resolve the issue?

- Will sit down and have a conversation
- Always issues to be dealt with and hurdles that have to be crossed
- Will pre-qualify subcontractors and ask for references

Fifth Question – What interests you most about the project?

- Have already been involved with the project
- Ideal timing
- Currently working with VIA on another project
- Community project

DEW was the third firm interviewed.

DEW members introduced themselves and spent several minutes relaying experience and reasons for interest in the job.

First Question – Project Approach

- Work through winter, won't stop job and demobilize
- Experience with public projects
- Preconstruction services very important

- How warranty is handled is very important

Second Questions – Budget Management

- Will spend time to understand details of first estimate
- A guaranteed maximum price is reached when the scope of work matches the numbers
- Cost issues are sensitive – need to work hard up front to avoid change orders

Third Question – Explain teams experience with projects that involve federal funding with Davis Bacon reporting requirements and subcontracting that will result in positive findings when audited

- Experience with Davis Bacon and are good at it

Fourth Question – If something came up during the construction period that impacted the schedule or design plan, how would you resolve the issue?

- Things will happen. That's why you have a construction manager
- Creative on managing schedules
- 75% of work is repeat customers

Fifth Question – What interests you most about the project?

- Love working for Towns and improving their environment

B. Farr distributed a spreadsheet comparing general conditions. A discussion followed about the interviews and scoring. Each Board member and staff gave their impressions of the interviews with ReArch and H. P. Cummings scoring well. C. Nordle will try to view the video over the weekend and a decision will be made at the Monday evening Select Board meeting.

At 5:45pm, C. Nordle made a motion to move into Executive Session to discuss pending litigation on the Roundabout project. The motion was seconded by D. Schneider and passed by those present.

The Board came out of executive session at 5:57pm.

Regarding the finding of necessity for the round- about project by the Select Board that has now been appealed by James Quinn and Malcolm Willard: Don Schneider made a motion, that was duly seconded by Chris Viens, to authorize Chris Nordle and Alec Tuscan to attend and represent the Town at a mediation session to be held Monday June 16, 2014, regarding the claims and concerns raised by interested parties, specifically James Quinn and Malcolm Willard, and to authorize Chris Nordle to agree to a settlement on behalf of the Town that is satisfactory to the parties and with the concurrence of VTRANS. The motion was approved unanimously.

The Manager presented some information concerning the amortization schedule for the municipal complex bond. The Board asked him to e-mail the information to them and said they would consider it at Monday's meeting.

There being no further business, the meeting adjourned at 6:15pm.

Respectfully submitted,

Carla Lawrence, Town Clerk

Approved on: July 7, 2014