

**BELMONT HIGH SCHOOL BUILDING COMMITTEE
FINAL MEETING MINUTES**

**February 17, 2017
Homer Building Gallery
7:30 AM**

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Meeting #14

Committee Members Attending:

Chair Lovallo; Members: Sami Baghdady, David Kale, John Phelan, Tom Caputo, Gerald Boyle, Pat Bruschi, Dan Richards, Phyllis Marshall, Bob McLaughlin, Joe DeStefano, Joel Mooney, Chris Messer, and Jamie Shea

Members Absent: Diane Miller and Phil Ruggiero

I. Call to Order

The meeting was called to order at 7:37 a.m. by Chair Lovallo.

II. Minutes of Previous Meetings

Mr. McLaughlin moved: To approve the Minutes of 2/2/17.
The motion passed unanimously.

III. Review Recommendation from Owner's Project Manager (OPM) Subcommittee to Begin Negotiations with Top-Ranked Firm

Mr. McLaughlin (Chair of the OPM Subcommittee) noted that the subcommittee held seven meetings. The first order of business was to issue the RFP for the OPM following the MSBA's guidelines. The subcommittee created a scoring system, which he explained. Twelve responses came in. Those responses were ranked and then were narrowed down to the four top submissions. The "shortlist" submitters were then interviewed on Wednesday, 2/15/17. Several interview questions were crafted, the responses were scored, and, at a meeting held the next morning, the four finalists were scored and ranked. Daedalus came out on top in the scoring.

Mr. McLaughlin moved: To authorize the OPM selection subcommittee to proceed to negotiate a fee for the OPM contract with the respondent firms in the following order:

1. Daedalus
2. Hill
3. NV5
4. Heery

and, upon the first successful negotiated fee, to enter into a contract with that firm.

Mr. Lovallo thanked the OPM subcommittee for their work. He noted that Mr. Marks (of Daedalus) was the OPM for the Chenery Middle School building project – which came in on schedule and under budget. Mr. Marks brought a great team and he, as well as other key team members (notably Mr. Gatzunis), are familiar with Belmont. Mr. Gatzunis had been the director of Community Development in Belmont. He left that job to work at the state level. Mr. Lovallo noted the strengths of Daedalus and said he expects the fee negotiation will go well. The fee is for feasibility and schematic design

only.

Mr. Mooney agreed that Daedalus will be able to “hit the ground running” as they are familiar with Belmont and how it runs. Ms. Bruschi also agreed; Mr. Gatzonis has dealt with all of the departments in Belmont. She stated that Mr. Marks works well with the contractors and the designers. Mr. Kale said he hopes the management can be handed off (to Daedalus) as the OPM selection process has taken a tremendous amount of staff time. Mr. Lovallo responded that, yes, Daedalus will take over much of the day-to-day management of next phases of work, e.g., web-page management, overall scheduling, management of fiscal matters, minutes management, forming the design team, etc. Ms. Bruschi added that Daedalus has worked with Mr. Locker and is steeped in school building projects. Mr. Boyle noted that the scoring (of the firms) does not reflect all of the discussion that occurred among the subcommittee.

The motion passed unanimously.

IV. Other

Next Meetings:

- Wednesday, March 1, 7:30 a.m. (to approve the agreement reached with Daedalus)
- Thursday evening, April 6.

Mr. Lovallo noted that the next step is to select the design team. This process, he explained, is different from the OPM selection process and is run by the MSBA. There is a 15-member team spearheading the design team selection process – 12 people from the MSBA and 3 from Belmont. Once the RFS is issued, Belmont cannot interface with the prospective design teams. Ms. Bruschi noted that the more BHSBC members that show up at the MSBA design selection meetings (to be held in late May/June), the better.

V. Related Meeting Documents

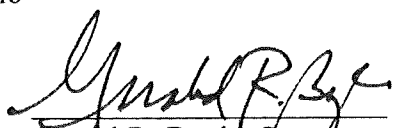
1. Daedalus' Presentation materials
2. Meeting Minutes: 2/2/17

VI. Adjournment

The meeting ended at 8:12 a.m. by Mr. McLaughlin.

Respectfully submitted by:

Lisa Gibalerio

Approved: 
Gerald R. Boyle, Secretary

3/6/17
Date