West Elementary School Building Committee Minutes  

Thursday, April 4, 2019 – 7:30AM  
SC Room – 2nd floor – School Admin Building

Present:
Non-Voting Members: Mark Johnson, Janet Nicosia, Tracey Spruce, Esq., Paul Szymanski, Donna Walsh, Theresa Peznola
Absent:
Voting Members: Amrata Kirpalani

West Elem School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7:40AM.

On a Motion made by Susan McCready and seconded by Shelley Berman, the West Elementary School Building Committee approved the Feb. 28, 2018 meeting minutes. The motion was approved on a roll call vote 9-0.

Review of Owner’s Project Manager (OPM) Selection Process
Paula stated that the SBC needed to revisit the OPM Selection Process today and Terri Peznola would explain the reason. Paul Szymanski and Terri had a March 26 conference call with MSBA when questions were raised regarding Dore and Whittier (D&W) initial interview responses on questions from the district. MSBA asked the district for more clarification on some of these responses from D&W. Specifically questions as to how many projects D&W had done with MSBA and questions on the North Reading lawsuit needed explanations. Terri then went back to the drawing board and outlined these questions for D&W. She noticed while going thru the responses already submitted, there was a discrepancy in the number of jobs D&W had said were completed. Terri also learned that D&W had submitted similar information to MSBA on other projects. She relayed this new information to the OPM subcommittee, which after some discussion, voted 5-0 vote remove D&W from consideration of their OPM. Terri is now working on submittal of a draft narrative to MSBA documenting what happened with the OPM process.

Recommendation and Selection of Owner’s Project Manager (OPM)
As a result, today the SBC should now look at the number 2 ranked firm on the OPM candidate list which would be PMA Consultants. Terri said the 3 top ranked firms on their list were all very good and close in ranking. However, at the interview process, D&W set themselves apart from the other 2 firms. At this time, Terri is meeting with PMA to define a contract with the firm – that is if the SBC approves on this recommendation today.

On a Motion made by Susan McCready and seconded by Liz Roos, the West Elementary School Building Committee moved to approve the OPM subcommittee’s recommendation of PMA Consultants as the OPM for the West Elementary SBC project. The motion was approved on a roll call vote 9-0.

The OPM selection subcommittee also reviewed the minutes from their March 28th subcommittee meeting and voted to approve them. On a Motion made by Janet Nicosia and seconded by Mark Johnson, the OPM selection subcommittee moved to approve the minutes of March 28, 2019.
The next part of the process is for MSBA to vote and approve PMA Consultants as the district’s OPM on May 6. If they are approved, then PMA will begin to write a Request for Proposal (RFP) for a project architect. At this point, the OPM selection subcommittee will disband after the May 6th MSBA vote.

At this point, the Chair reminded members the Bancroft School walk-through would begin at 9AM today at the main office. The SBC also set the next meeting for Monday, May 13th at 7:30AM in the SC Room.

*On a Motion* made by Susan McCready and seconded by Liz Roos, the West Elementary SBC voted to adjourn the meeting of April 4, 2019 at 8:18AM. The Committee voted 9-0 to adjourn.

Respectfully,
Alison Phelan, Recorder