
M E E T I N G M I N U T E S

**NEW WILBRAHAM POLICE STATION
BUILDING COMMITTEE
WILBRAHAM, MASSACHUSETTS**

**Meeting Date: January 25, 2016
3:00 PM / TOWN HALL
CONFERENCE ROOM**

PRESENT:

Roger Fontaine, Chairman *	PBC
Roger Tucker *	PBC / Chief of Police
Roger Chapdelain *	PBC
Ed Rigney *	PBC
Patti Diotelevi *	PBC
Paul LaPlante *	PBC
Francis Nothe *	PBC
Tom Sullivan *	TOW
Lance Trevallion *	PBC
James Dowd *	PBC
Jeff McElravy	Tecton
Neil Joyce	CMS
Jeff Dome	CMS
Nate DeLong	TOW / IT
Lisa Bouchard	TOW

COPIES:

Paul V. Griffin	CMS
JoAnn Corsi	CMS

Abbreviations:

PBC	Permanent Building Committee
TOW	Town of Wilbraham
JRA	Tecton (Architect)
CMS	Construction Monitoring Services, Inc. (Project Mgr.)

*- Voting Committee Members

Respectfully Submitted by Construction Monitoring Services, Inc.

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Action By	The following items were discussed:
	New Business:
Record	<p>1-25.01 Administrative Items: Approval of minutes. Motion Made / seconded to approve minutes from 1/13/16 Building Committee meeting. BC (Dowd) requested clarifications regarding Goodless Electric bid protest and anticipated fill conditions at the site, with response provided by CMS and Tecton. Minutes were accepted (with clarifications as discussed) unanimously.</p> <p>Invoices: CMS noted only a small invoice for printing is pending payment, and will be forwarded to Tom Sullivan for processing.</p> <p>Misc.: CMS was requested to take minutes at future committee meetings.</p>
Record	<p>1-25.02 OPM UPDATE:</p> <p>CMS provided an overview of the AG's decision regarding the bid protest by Griffin Electric of the Goodless Electrical bid. CMS noted that the AG ruled in favor of Griffin Electric, and the Town should reject the bid of Goodless Electric. CMS confirmed a copy of the AG's decision was provided to the apparent low GC Bidder W.J. Mountford Construction.</p> <p>CMS confirmed that a review of the DCAM files of the apparent low bidder (W.J. Mountford) as well as the second and third place bidders (Five Star Building and RAC Builders, respectfully) were completed. No abnormalities were noted in the review, and all three companies demonstrated sufficient experience and resources available to complete the work of the project. BC (Fontaine) noted Mountford has not yet completed a police station, but had completed other technical / security center projects. Tecton noted their previous experience with Mountford included a fire station. CMS further noted that CMS and Tecton met with Mountford to review their bid and similar project experience, with no exceptions noted. A motion was made / seconded for the BC to recommend to the Board of Selectmen to enter into a contract with W.J. Mountford construction, for the new Police Station Facility (inclusive of all three alternates), in an amount not to exceed \$5,298,167. Motion passed unanimously. Chairman Fontaine noted this recommendation would be presented at the Selectmen's meeting this evening, and they expected to have the contract signed by the Feb 8th Selectmen's meeting.</p> <p>Tecton noted and CMS confirmed there was one unresolved issue regarding the elevator sub-bid. With only one bid received, CMS confirmed with the AG's office that the Town could elect to accept the elevator bid, or to assign the work to the GC. Resolution of this issue must be confirmed prior to awarding the contract to Mountford.</p>
JRA /	1-25.03 Form of Contract was provided by Tecton Architects (for review of form) to the Town and

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Town	to WJ Mountford. With confirmation of same from both parties, final draft will be presented to the Town for execution. Town indicated there should be three lines for signature by Board of Selectmen.
Record	1-25.04 Arhitect's update: Tecton has provided contract for review / execution by Town. No other new business was noted.
	1-25.05 New Business Items: <ul style="list-style-type: none">• Committee Member Dowd provided a list of questions / clarifications to CMS and Tecton for further review / discussion.• Chairman Fontaine noted he will be providing the Board of Selectmen with an update of contract status, and recommendation to enter into contract with WJ Mountford.• Chairman Fontaine noted he was aware of public correspondence which contained a reference to "\$600,000 cut in the project budget" related to the PD project. CH. Fontaine noted for the record the building is the same in program, size, fit, form and function as was presented to Town Meeting last May, and would further clarify this with the Board of Selectmen.• Committee Member Rigney requested clarification from CMS as to the appropriateness to begin solicitation for selected hardware devices from the state bid list. CMS noted the procurement process could begin at the client's convenience.• Committee Member Rigney suggested to the committee to consider appropriateness to begin solicitation of finishes and furnishings from local vendors and businesses. Spaces like the training room were identified. Additional discussion by the committee to be conducted a a future time.
	1-25.06 Next Meeting scheduled for Monday February 22nd at 3:00 PM in Town Hall (Room to be confirmed).
Record	1-25.07 Motion to Adjourn – 4:00 PM