

## Project Minutes

Project: Stoneham High School Feasibility Study Project No.: 20033  
 Prepared by: Joel Seeley Meeting Date: 2/10/2021  
 Re: CM Prequalification and Selection Committee Meeting Time: 4:00pm  
 Location: Remote Participation Meeting No: 6  
 Distribution: Attendees (MF)

### Attendees:

PRESENT	NAME	AFFILIATION
✓	Douglas Gove	Co-Chair, CM Prequalification and Selection Committee, Community Member with Engineering Experience
✓	Stephen O'Neill	Co-Chair, CM Prequalification and Selection Committee, Community Member with Engineering Experience
✓	Marie Christie	Co-Chair, School Building Committee
✓	David Bois	Co-Chair, School Building Committee; Community Member with Architecture Experience
✓	Jeanne Craigie	Town Moderator
✓	Paul Ryder	Community Member with Construction Experience
✓	Kevin Yianacopolus	Local Official responsible for Building Maintenance
✓	Dennis Sheehan	Town Administrator / MCPPO Certified
✓	Brian McNeil	Facilities Director
✓	April Lanni	Town Procurement Officer
✓	Brooke Trivas	Perkins and Will
✓	Joel Seeley	SMMA

Item #	Action	Discussion
6.1	Record	Call to Order, 4:00 PM, meeting opened by roll call.
6.2	Record	Each CM firm was interviewed, provided a presentation, and was asked questions by the Committee.
6.3	Record	At the conclusion of the last interview, each Committee member reviewed their findings on the interviews.
6.4	Record	J. Seeley reviewed the Consolidated Evaluation Form for Line Items 1 – 10, attached.
6.5	Record	Each Committee member ranked each CM firm based on their interview: 3 points for first place, 2 points for second place and 1 point for third place, J. Seeley recorded each on the Consolidated Evaluation Form resulting in Consigli Construction Company receiving 31 points, Shawmut Design and Construction receiving 24 points and Gilbane Building Company receiving 11 points.

Item #	Action	Discussion
6.6	Record	A motion was made by M. Christie and seconded by J. Craigie to recommend to the SSBC to award the CM at Risk Services to Consigli Construction Company. No discussion, motion passed unanimous.
6.7	Record	<b>Next Meeting: TBD</b>
6.8	Record	A Motion was made by J. Craigie and seconded by M. Christie to adjourn the meeting. No discussion, motion passed unanimous by roll call vote.

Attachments: Agenda, Consolidated Evaluation Form

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

## Agenda

Project: Stoneham High School Feasibility Study  
Re: CM at Risk Selection Committee Meeting  
Prepared by: Joel Seeley  
Location: Remote Participation  
Distribution: Attendees (MF)

Project No.: 20033  
Meeting Date: 2/10/2021  
Meeting Time: 4:00 PM

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1. Call to Order
  2. CM Interviews
  3. Adjourn

**Join Go-To-Meeting:**

<https://global.gotomeeting.com/join/460213037>

**Dial-in: +1 (669) 224-3412**

**Access Code: 460-213-037**

NUMERICAL COMPARATIVE EVALUATION  
STONEHAM HIGH SCHOOL

1/19/21 (updated 2/10/2021)

Non-Price Proposal		CRITERIA	AVAILABLE POINTS	CONSIGLI CONSTRUCTION POINTS	GILBANE BUILDING COMPANY POINTS	SHAWMUT DESIGN & CONSTRUCTION POINTS	
1	Management Team	Management Team that is experienced, knowledgeable and has proven project success: 1 = (Least Favorable) to 5 = (Most Favorable)	0-5	3.9	4.3	4.3	
2	Prior Project Performance References	Project Manager and Superintendent references: 1 = (Least Favorable) to 5 = (Most Favorable)	0-5	4.5	4.5	4.7	
3	Project Experience on Comparable Projects	Comparable Project Experience: 1 = (Least Favorable) to 5 = (Most Favorable)	0-5	4.4	4.5	4.6	
4	Management Plan	Management Plan that describes approach to schedule, cost and quality management: 1 = (Least Favorable) to 5 = (Most Favorable)	0-5	4.0	4.0	4.6	
5	Preconstruction Services Plan	Preconstruction Services Plan demonstrating approach to community outreach, design and constructability reviews, scheduling, logistics and phasing planning, cost estimating and permitting assistance: 1 = (Least Favorable) to 10 = (Most Favorable)	0-10	7.6	8.2	7.8	
6	Construction Services Plan	Construction Services Plan demonstrating approach to construction: 1 = (Least Favorable) to 10 = (Most Favorable)	0-10	7.7	7.8	7.5	
7	Staffing Plan	Staffing Plan that describes staff roles and responsibilities during Initial Preconstruction Services, Preconstruction Services and Construction. 1 = (Least Favorable) to 5 = (Most Favorable)	0-5	4.4	4.6	4.5	
8	Financial Capacity	Financial Capacity: 1 (Least Favorable) - 5 (Most Favorable)	0-5	4.4	4.5	4.5	
9	General Evaluation	General Evaluation: 1 = (Least Favorable) to 10 = (Most Favorable)	0-10	8.1	8.3	8.2	
<b>Total Lines 1-9: Average of All Committee Members</b>				<b>49.0</b>	<b>50.6</b>	<b>50.6</b>	
<b>Price Proposal</b>							
10	Evaluation	Price Evaluation: 1 (Least Favorable) - 20 (Most Favorable)	0-20	15.4	14.2	13.9	
<b>Total Line 10: Average of All Committee Members</b>				<b>15.4</b>	<b>14.2</b>	<b>13.9</b>	
<b>Total Lines 1-10:</b>				<b>64.4</b>	<b>64.8</b>	<b>64.5</b>	
Available Points				80	80	80	
<b>Interview</b>							
11	Evaluation	Interview Evaluation: Rank First = 3 points; Rank Second = 2 points; Rank Third = 1 point		31.0	11.0	24.0	
<b>Total Line 11: Total of All Committee Members</b>				<b>31.0</b>	<b>11.0</b>	<b>24.0</b>	
<b>TOTAL COMPARATIVE POINTS</b>			<b>Total Lines 1-11:</b>	<b>TOTAL</b>	<b>95.4</b>	<b>75.8</b>	<b>88.5</b>