

**Russell Street
School Building Committee
Minutes**

Wednesday, October 22, 2008
6:30 p.m.

Present: Rich Crowley
Joe Collentro
Mark Mizzoni
Diane Bemis
Ron Catella
Steve Mark
Paul Avella
Jane Hall
Keith Bergman
Steve Venuti
Jeff Feehan

A. The meeting was called to order at 6:30 p.m. On a motion by Paul Avella and seconded by Diane Bemis, it was voted to approve the minutes of October 8, 2008. (AYE: Unanimous)

B. Steve Mark presented the following invoices for approval:

Lowell Blueprint	\$582.50
Comm. Newspaper	<u>\$ 73.11</u>
Total	\$655.61

On a motion by Diane Bemis and seconded by Mark Mizzoni, it was voted to approve payment of these two invoices.

C. Review of OPM. The subcommittee met Thursday, Oct. 16th at 7:00 PM to conduct interviews. Three steps to judge: 1) MSBA criteria; 2) References; and 3) Interviews. The ranked order after the interviews was:

1. Daedalus
2. PMA
3. Maguire

All applicants were found to be acceptable.

D. According to MSBA Rules – The subcommittee ranks and selects finalist to be transmitted to the Board of Selectmen. The subcommittee will take documents to the Board of Selectmen for approval.

- E. On a motion by Paul Avella and seconded by Steve Mark, it was voted to move that the Board of Selectmen vote to accept the October 22, 2008 recommendation of the School Building Committee to select Daedalus Projects, Inc., of Boston, MA as Owner's Project Manager (OPM) for the Russell Street School Repair project, and further, to vote, as chief executive official and "eligible applicant" under CMR 2.02, to certify to the Massachusetts School Building Authority (MSBA) that a qualifications-based selection process was used, to recommend the selected respondent as the Owner's Project Manager, and to seek MSBA's approval of the Owner's Project Manager. (AYE: 10; NAY: 1). Motion carried.

- F. All documents will be sent to MSBA unsigned Thursday, Oct. 23, 2008.

- G. On a motion by Jane Hall and seconded by Steve Mark it was voted to adjourn the meeting at 7:18 p.m.