

Lincoln High School Building Committee

Committee Meeting - December 9, 2014 Minutes

Meeting called to order at 5:30 PM in the Lincoln Senior Center Conference Room.

Attendees Present:

Town Administrator T. Joseph Almond

Superintendent Georgia Fortunato

Director of Public Works Michael Gagnon

Finance Director John Ward

Town Planner Al Ranaldi, Jr.

Business Manager Lori Miller

School Committee Member Kristine Donabedian

School Committee Member Julie Zito (Building Committee Co-chair)

School Committee Member Mary Anne Roll

Facilities Manager Armand Milazzo

Town Councilman Arthur (TJ) Russo, Jr. (Building Committee Co-chair)

Absent:

Town Councilman James Jahnz

School Committee Member John LaFleur

Budget Board Member Mike Babbitt

Lincoln High School Principal Kevin McNamara

Business:

Joe Almond spoke about the need to develop a Request for Qualifications. It has to meet the parameters of the resolution and RIDE. The RFQ can be advertised and then mailings sent to the MPA Award #494 vendor list. The panel can then evaluate the written responses and decide to award a contract with a certain vendor that meets the qualifications. Tonight the committee should decide on that process or a lengthy public bid. He believes the RFQ is the best way to proceed.

TJ Russo agreed that this same path was chosen for the fire study. It was based on qualifications.

John Ward stated that Torrado has already done a Stage 1 study related to the roofing at Northern Elementary School. He asked if those documents are available for review. The Town survey used in that process should be less than 2 years old.

Lori Miller stated that the documents can be made available. She said that Stage 1 includes the need and intent. She said she has placed a call to Joseph DaSilva, RIDE School Construction Coordinator, to come to either the January 13th or January 27th meeting to answer any questions from the Building Committee.

TJ Russo suggested an organized tour of the High School campus, since he hasn't been in the entire building since 1991.

Joe Almond stated that we need to know when the State is establishing housing aid and under what terms.

Discussion ensued regarding whether the Request for Qualifications should have a separate section for a bidder who specializes in energy

efficiency. Al Ranaldi pointed out that National Grid is a sole source. Discussion continued suggesting that it be part of the contract that the contractor find the best energy efficient source to deliver quality services.

Post Meeting Action Items:

Joe Almond suggested that Al Ranaldi and John Ward prepare a draft Request for Qualifications and then review it with Lori Miller. He feels it should take a week and a half to get it out to the vendors. Then, vendors would have three weeks for submission of proposals. The committee would then be able to narrow it down and speak with three.

Julie Zito reiterated that all vendors on the list who perform RIDE work should be solicited.

Next Meeting (s):

The next two meetings are scheduled for January 13, 2015 and January 27, 2015. One meeting will be the tour of the High School building. Joe Almond stated that Al Ranaldi can provide all members with overhead views of the campus. The second meeting will be a discussion with Joseph DaSilva from RIDE.

Adjournment:

Meeting adjourned at 6:00 PM.

Joanne McManus, Building Committee Secretary