

The Narragansett Bay Commission  
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Vincent J. Mesolella  
Chairman

Raymond J. Marshall, P.E.  
Executive Director



**OFFICIAL MINUTES OF:**

Meeting of:	CEO Committee Meeting
Date:	January 20, 2010
Time:	9:45 a.m.

**MEMBERS PRESENT:**

Michael Salvadore, CEO Chairman  
Robert Andrade  
John MacQueen  
Vincent J. Mesolella  
Angelo Rotella  
Leo Thompson  
Richard Worrell

**MEMBERS ABSENT:**

Jonathan Farnum  
Al Montanari

**STAFF AND GUESTS PRESENT:**

Raymond J. Marshall, Executive Director  
Paul Nordstrom, NBC  
Lori Vernon, NBC  
Tom Brueckner, NBC  
Tom Uva, NBC  
Joe Pratt, Louis Berger Group  
Richard Bernier, NBC  
Linda George, Senate Fiscal Office  
Deborah Samson, NBC  
John Zuba, NBC  
Jennifer Harrington, NBC  
Karen Musumeci, NBC

Jamie Samons, NBC  
Diane Buerger, NBC

**1. Call to Order**

Recognizing a quorum, Chairman Salvadore called the January 20, 2010 Construction/Engineering/Operations (CEO) Committee Meeting to order at 10:01 a.m.

**2. Approval of Minutes – December 16, 2009 CEO Committee**

Chairman Salvadore asked for a motion to approve the December 16, 2009 CEO Committee Meeting minutes as written. Commissioner Andrade moved to approve the minutes of the December 16, 2009 CEO Committee as written. Commissioner MacQueen seconded the motion. The vote taken by the CEO Committee was unanimous. The motion carries.

**3. Items for Action**

- A. Review and Approval of Resolution 2009:38; Authorizing the Executive Director and Chairman of the NBC Board of Commissioners to Approve Engineering Contract Amendments**

Executive Director Raymond Marshall stated that this item was before the Committee last month at which time a motion was made to defer action on the matter in order to amend the language in the Resolution. Per the Committee's recommendation the following language has been included in the Resolution.

The NBC Board of Commissioners hereby authorizes the Executive Director, or his designee, and the Chairman of the NBC Board of Commissioners to approve Engineering Contract Amendments (aggregate amount) up to a maximum of 5% of the original contract amount authorized by the Board or \$20,000 whichever is greater, without further Board approval. Exercise of this authority will subsequently be reported to the Board as part of the Executive Director's monthly report. The Commission's staff is hereby authorized to establish policies and procedures to implement these directives.

We respectfully request the Committee's approval of Resolution 2009:38, Authorizing the Executive Director and Chairman of NBC Board of Commissioners to Approve Engineering Contract Amendments (as amended).

Commissioner Worrell made a motion to approve Resolution 2009:38, Authorizing the Executive Director and Chairman of the NBC Board of Commissioners to Approve Engineering Contract Amendments (as amended). Commissioner Thompson seconded the motion and the vote taken by the CEO Committee was unanimous. The motion carries.

**4. Other Business**

There was discussion between Commissioner Worrell and staff regarding change order procedures on Construction contracts and implementation of a dollar limitation amount. Staff advised that the original change order procedure did have a dollar limitation amount of \$100,000 and that this was the procedure for many years.

However, when we approached the CSO program due to the amount of the contract (\$164 million) it was decided that it was in the best interest of the NBC to reevaluate the change order procedure. The \$100,000

limit when compared scope and relativity of the CSO contract this amount would not be conducive to keeping the project moving along. It was at this time that the change order procedure was changed to 5% of the contract price. It was noted that going into CSO Phase II, NBC will have equally large contracts.

There were no further questions and Mr. Marshall advised Commissioner Worrell that he would compile for the Commissioners a historical analysis of construction change orders over that last several years.

## **5. Adjournment**

A motion to adjourn was made by Commissioner Thompson, seconded by Commissioner MacQueen and the CEO Committee meeting adjourned at 10:19 a.m.

Respectfully submitted,



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Raymond J. Marshall, P.E.  
*Executive Director/Secretary*