

WEST TISBURY LIBRARY
BUILDING COMMITTEE MINUTES
May 20, 2010

Present: Leah Smith, Chairperson; Linda Hearn; Tucker Hubbell, Beth Kramer, Director;
Paul Levine, Mark Mazer

Guests (Present all or part of the meeting) Al Devito, Hermine Hull, Virginia Jones

Leah Smith opened the meeting and the committee reviewed the questions we would ask the applicants for Owners Project Manager. The various questions were distributed to the committee. She also stressed the need to check references.

Our first interview was with Michael W. Josefek from Architectural Consulting Group, LLC. In his opening statements, he stated that he had been brought into the Town Hall project late. There were changes that should have been made before RFP went out to bid. He lives in New Bedford but has a private plane and can easily get to jobsite as he has a car at the airport.

He said he was a team player. He would help monitor and select architect and his preference would be for a smaller firm so that we could deal with the Principal. He would have interaction with committee, help with RFP and had no problem dealing with sub-contractors. Mr. Josefek said complete plans would eliminate many of the change orders.

He understands the differences between mainland and Island business. He is considerate of the neighbors, making sure the worksite is kept neat and workers are polite to the public. He has worked in all areas of the trades and is an architect so understands how architects work.

He had some issues with some of the newer 'Green' products as to their longevity and economics but was open to discuss all possibilities.

He could offer a power point program on the bonding process to local contractors so they could bid as sub-contractors. He was the OPM on the W.T. Town hall and has had experience with libraries.

Our next interview was with Bill Reich and Bill Baker from W. W. Reich, Inc. Since 2004, when a Mass law was passed that required OPM's on projects over a certain amount, they have done considerable work in that area. They told us they had a lot of experience with both Design and Build. They previously worked on both the Vineyard Haven and Hyannis terminals.

Mr. Reich would oversee the project and Bill Baker would be the OPM. They would take part in the architect selection and have estimators working early. Also breakdown the budget and assign a dollar value to different areas. Much of the work of the OPM is done pre-construction. They have new techniques to control cost such as PDF files and can produce electronic copies of drawings during the design phase (digital dashboard). They would help select a contractor and can pull Division of Capital Asset Management (DECAM) files from the State to get fair evaluation of bidder's performance. It is important to have a strong clerk-of-the-works who is computer literate and works with architect. OPM services: check all drawings; review and approve all pay requests from contractor, check budget throughout job,

review and approve all pay requests from contractor among other duties associated with the job.

They have recently worked on a building with Silver LEED certification. They said it is very important to get available energy rebates for using 'Green Design'. They seem to prefer passive solar such as natural lighting, windows and insulation. They have used only 2% of contingency in their last 4 projects. Mr. Reich has worked on island; Mr. Baker has not.

The third interview was with NETCO Construction Project Managers, Inc.; David C. Lager, President and Tom Kondel, Project Manager. Mr. Lager has been to our library 3 times and attended the last forum. He understands the concept of 'Keeping an Old Friend and the 'warm cozy' feel of the library. Mr. Lager would be the OPM on the library project with Mr. Kondel as a backup in the event he was unavailable. Their Clerk of the Works for the project would be Gerald Dineen. Mr. Lager has worked on MV and Nantucket for the last 10 years and is very aware the differences of projects on the Islands. He believes in a strong community outreach and on different projects has brought in several different constituencies. Their company is already working on MV on the Tisbury Emergency Services building.

Tom Kondel had done some figure crunching and thought the project could be done in today's economy for approximately \$4 million. This would be a huge savings if he is correct.

They felt the OPM's job was to: incorporate forum ideas, work with building plan, keep RFQ tight, do technical review, study schematic drawings and push the project. The contractor, once chosen has control of choosing the sub-contractors, although generally it would be the lowest bidder.. NETCO's ability to deal with problems is shown in examples on page 12 of their proposal. They would advise the committee on change orders, give weekly reports on performance.

NETCO is very familiar with sustainable energy but believes it is important to consider the rest of the building, such as: energy control systems, natural light and ventilation, insulation, carpeting and flooring. Also it is important to get as many rebates from the state as possible.

Their commitment: cost control – weekly and monthly meetings; predesign study phase – tight RFQ; would be glad to talk with anyone at MBLC to make sure we are on track.

The Committee then discussed the three companies we had interviewed. All three seemed to have a good background and ideas for moving the project forward. We decided to have two finalists and chose Architecture Consulting Group and NETCO. Beth will check references and a final vote will be at the next Building Committee meeting on Wednesday, May 26.

Respectfully submitted,

Linda M. Hearn
Secretary, Pro Tem