

July 25, 2022 SSFSBC Meeting To Vote & Choose OPM-RFQ

The July 25, 2022 meeting of the SSFSBC to meet with Pomroy Associates and Colliers Project Leaders was called to order at 18:30.

**Roll Call: Chair Wayne Sampson
Clerk Robb C. Christensen
Peter Lindberg
Scott H. Meyer
Kyle Lima
David S. Cody - Fire Chief
Peter Meier - Chair Selectboard
William Dusty Meier
Marlene McCollem - TA**

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TOWN CLERK BOURNE

Members of Pomroy Associates and Colliers Project Leaders were in attendance to propose their company's request to be the Bourne Southside Fire Station's OPM. First to present was Pomroy Associates.

**Presenting for Pomroy Associates were:
Project Director & Principal - Richard Pomroy
Senior Project Manager & Partner - Taylor McDonald
Assistant Project Manager - Jessica Martin**

Pomroy has 20 years of experience in a small company with 10 staff members. Attached is Pomroy's Packet of past OPMs largely involving Public Safety projects, which are their main past experiences.

They propose a strategy to stay on schedule and establish expectations early on. Pomroy Associates states their communication with the town would be a "coffee shop management" to get any issues resolved or at least to attempt.

Pomroy Associates have visited the final 3 prospective sites for the Southside Fire Station.

Pomroy Associates stated they have experiences in speaking before town/city meetings in a public setting.

Pomroy Associates stated they have past experiences in assisting potential property owners on obtaining property for a potential building site.

In regards to warranty to closing out items, during the last month or two, Pomroy would have an associate working directly with the town to finish and finalize those issues. They (Pomroy) strive to start very early in determining those close out documents. Pomroy would have the HVAC company put in place a 2 year warranty on HVAC systems, and certain issues to be extended, and will make sure all issues relating to HVAC are dealt with.

In regards to what the town/owners and committee can do to insure a successful outcome, Pomroy responds with communication is #1, open communication to make decisions.

Dusty Meier asks about design team mistakes and how much is held responsible on that team for their mistakes. Richard Pomroy stated there is a design change order log that is broken down relative to a design change, and will hold architects accountable.

Peter Lindberg asks about who oversees the plan reviews of the WiFi, HVAC, Electrical, and Plumbing. Richard Pomroy stated depending on the complexity of the systems, they do the general overview of the systems.

Kyle Lima asks about scouting out site locations regarding the ideal location of the construction/project. Richard Pomroy stated the first step is to work any town owned parcels and put them into 1 category. Then Pomroy would run a RFQ or RFP for land purchases. Then Pomroy would design, develop, what criteria minimum assist putting out RFQ out in the street to see what's available from the public sector.

Pomroy would develop a Matrix to help with decision making, especially with fire station location in regards response times. Would the site be the right size, conservation issues, and access routes.

Chief Cody asks about past issues with construction and how the OPM overcame them. Pomroy would diligently work with the contractor and architect to resolve the issue(s)

Colliers Project Leaders Presentation

**Presenting for Colliers Project Leaders were:
Senior Project Manager - Anthony DiLuzio
Project Manager - John Bates
Financial Monitoring & Reporting - Thao Nguyen**

Anthony DiLuzio provided projects for Police & Fire facilities for over 20 years. John Bates would be project manager. A manager director and support staff out of the Boston office, would be where the proposed project (Bourne Southside Fire Station) would be managed.

Anthony DiLuzio explained that he could pull staff from over 125 construction specialists from the Boston or Providence offices to assist with ongoing projects if needed. Mr. DiLuzio explained the Yarmouth Fire Station 3 project that the company took advantage of during early site phase selection, which was built on an old dump.

John Bates spoke of Somerville Fire - Police project of complicated issues where the public is heavily involved.

Mr. DiLuzio spoke of space management within the firehouse project, such as apparatus placement, moving personnel within the building, electrical placement to the apparatus, to avoid tripping hazards.

Mr. DiLuzio spoke of community outreach, which John Bates spoke about citizens voting for projects at town meetings, in the current pandemic.

Thao Nguyen spoke of financial and cost control.

Mr. DiLuzio spoke of how large the Colliers Projects Company is, with offices nationally. They spoke with seeking out rebates and incentives and grants, to bring \$1 to \$2 per square foot.

Chair Sampson asked how Colliers would manage the budget for the duration of the project. Mr. Bates states they received daily tracking, starting day 1. Monthly and weekly, if requested, reports are given to the town and committee.

Chair Sampson asked about change orders.

Mr. DiLuzio stated the company would validate the change, to include cost change and or differences.

Chair Sampson asked what strategies would be used to remain on schedule. Mr. Bates referred to “Milestone Schedule” as start day 1. Mr. Bates talked about creating a “road map”.

Chair Sampson asked about issues during a project which does happen. Mr. DiLuzio stated Mr. Bates would be on site to send field reports to the main office. Mr. DiLuzio stated auxiliary people would be brought in during construction work.

Chair Sampson asked about supply chain for material, labor, and equipment difficulties. Mr. DiLuzio stated the design team would be responsible for that.

Chair Sampson asked Mr. Bates about experience working with the town on presentations for capital funds at town meetings. Mr. DiLuzio stated procurement is pretty easy. It’s mandated by public process.

Chair Sampson asked about a 1 year warranty period. Mr. DiLuzio stated the company provides post 12 month warranty services. Company follows the project for 1 year.

Chair Sampson asked about closing out the process. Mr. Bates started the project and is constantly monitored, with an itemized punch list.

Chair Sampson asked what is the most important thing that we as the owner can do to make the project a success. Mr. DiLuzio stated that to streamline the process as a committee.

Mr. DiLuzio stated that there would be a 90 day closeout punch list, training, and operation of the building, especially during the 4 seasons

Clerk Christensen asked how Colliers would deal with the naysayers in town who are against the project. Mr. Bates talked about the rule of thirds, the NOS, the YESES, and the UNDECIDED. Mr. Bates stated the message needs to be sent effectively across to help the no’s and the undecided to on board.

Chief Cody asked about significant challenges past projects and how it was dealt with. Mr. Bates talked about the challenges during Covid-19 and trying to work together.

Chair Meier talked about a new building in town that is 3 years old and is still having 9 roof leaks on a flat, for which the general contractor is Collier's GM. The project is still not closed out, and is a school building.

Mr. DiLuzio stated about using a thermal scan of the roof to determine where the leaks are.

Discussion followed the presentations of both companies.

TA McCollem stated the committee can rank 1 and 2. So then the first recommendation can be presented to the Select Board, and start negotiations. List must be in order of qualifications and transmit to the approving body, the Select Board.

Dusty Meier asked if the BOS should have been invited to hear presentations and TA McCollem said no, it's the job of the SSFSBC to make the recommendation to the BOS. The committee sees the bids and reports back to the BOS. The critical piece is that the BOS receives the Committee's recommendation, and if the BOS agree with the recommendation, they (BOS) vote to have TA negotiate the fee and sign the contract, then the OPM and Architect.

Peter Lindberg stated a comment made from Pomroy regarding legal proceedings, for which they have none against them, where there was no mention from Collier's.

Dusty Meier stated he felt uncomfortable about Collier's that they have on the books, 7 plus billions dollars in projects under management. Collier's has 120 project managers in the Northeast and 150 plus current public sector projects. Dusty Meier stated "we" would be lost with them. Feels Pomroy gives more of a personal aspect and only takes on what they can handle.

The committee felt Collier's is too large and wouldn't be the best fit for the town.

Chair Sampson stated both companies are very experienced. Chair Sampson made calls on references on the police side. The references made towards Pomroy were all very good and outstanding. Collier's references were basically stale.

Chair Meier felt Pomroy is more hands on and will be with the town, no matter what.

TA McCollem states the committee can propose a 2 year warranty versus just a 1 year warranty.

A motion was made by Peter Lindberg for Pomroy Associates and seconded by Clerk Christensen to have Pomroy Associates be number 1 and Collier's Project Leaders be number 2.

Next meeting to be determined.

Respectively Submitted By,

Robb C. Christensen, Clerk SSFSBC