

Whitman Middle School Building Committee

Meeting Minutes

Time: 4:30 PM

Place: Virtual, Google Meeting

Date: Tuesday, November 05, 2024

Members Present:

Beth Stafford, *Chair*

Kathleen Ottina, *Vice Chair*

Robert Curran

Jeffrey Szymaniak

Justin Evans

George Ferro

Brandon Frost

Stephen Marshall

Crystal Regan

Mike Driscoll

Mary Beth Carter

Rich Pulkinen

Josh MacNeil

Steven Bois

Building Team Present: Mike Carroll, OPM – Colliers Project Leaders (CPL), Shirley Ng, OPM - Colliers Project Leaders (CPL), Julie Rivera, Architect – (Ai3), Troy Randall, Principal Architect – Ai3 Architects (Ai3), Harani Kumares, OPM – Collier Project Leaders (CPL),

Absent:

Don Esson.

Call to Order:

Beth Stafford, The Committee Chair, opened the meeting by calling it to order.

Pledge of Allegiance

I. Public Comment

No Comments

II. Meeting Minutes

Ms. Stafford, entertained a motion to approve the October 22nd meeting minutes as presented.

Motion made by Steven Bois.

Motion seconded by Kathleen Ottina.

Roll Call

Abstained by Brandon Frost.

Motion passed unanimously.

III. Results of early bid package

Shirley Ng provided a brief overview of the early bid package activities and timeline noting that two bids were received on October 31st for the Switchgear and Generator. Next, she presented the cost analysis between Tilton Electric Inc. and System Contracting Inc. and recommended awarding the contract to Tilton Electric Inc. for a total of \$823,792.00.

Kathleen Ottina inquired about the 140K cost difference between the two bidders. Robert Curran explained that the difference is due to markups. Mike Carroll confirmed that both vendors are reputable companies capable of performing the work, and that the packages were reviewed by Colliers, Ai3, and Stephen Marshall from the district. Steven Bois asked if the references provided in the packages were checked, for which Mike responded that Colliers and Ai3 are familiar with both companies and did not grade them based on references but can follow up if needed. Robert inquired if the manufacture of the equipment that they are supplying is the same. Mike clarified that, according to Massachusetts public procurement guidelines, vendors are allowed to submit items that are equivalent to the design basis. He further explained that once the contract is executed, the next step is to have a kick-off call with the vendor to discuss the process and procedures. The design team will then review the shop drawings and submittals to confirm the manufacturers.

Ms. Stafford entertained a motion to approve Tilton Electric Inc. at \$823,792.00

Motion made by Kathleen Ottina.

Motion seconded by Brandon Frost.

Roll Call

Motion passed Unanimously.

IV. Next Steps / Next meeting

The Next School Building Committee meeting will be tentative for Tuesday, November 19th, or December 4th, at 4:30 pm. Colliers to confirm after the pre-qualification committee meeting on November 6th.

V. Adjournment

Ms. Stafford entertained a motion to adjourn.

Motion made by Steven Bois.

Motion seconded by Kathleen Ottina.

Roll Call

Motion passed Unanimously.