

Minutes - June 11, 2019
Fire Department Advisory Committee

Present: Tom Finnegan (Committee Chairman), Wes Staples, Bob Bartlett, Scott Talbot, Harry Nelson and residents Randall Walter and Jason Bafundi.

Meeting convened at 7:10 pm.

Minutes from the May 7 meeting were read and accepted.

The June 6 meeting with the Board of Selectmen was discussed at length. As a result of the Board's concern over the absence of a clearer request for design/build proposals changes were made to the draft RFP reflecting their concerns and also updating the time schedule, with Jo Ann's assistance. This updated version was available for members to peruse.

The discussion which followed focused on the difference between architectural design plans and design/build plans. There was a strong defense of the working relationship that is important between the designer and the builder. It was also pointed out that there are very few companies that offer design and build in one company; most companies create the plans and then select their builder. The point was also made that with the limit placed on our budget request, the proposal may only draw responses consistent with the lower budget. The final difference became one of hiring a designer and then selecting a contractor or hiring a designer-contractor combination at the onset. Following that discussion, appropriate changes were made to the RFP to reflect the inclusion of a design/build option.

The next topic discussed was that of construction strategy. Who selects the builder? With design/build, there is no staff member from Westmoreland to oversee the infrastructure. It puts that job on the Board of Selectmen. A construction manager or general contractor works for himself. The decision was made that the town should hire its own project manager to manage the project.

In determining the proposals, the suggestion was made to consider the options – do you hire a company who knows fire stations, or a company who knows our community? Another suggestion was to research the Westmoreland town website, to be sure the site best presents the town of Westmoreland to prospective proposers.

Meeting adjourned at 8:20 pm.

Respectfully submitted,

Rachel Bartlett