

Meeting Minutes

Name of Committee: Devotion School Subcontractor Prequalification Committee

Meeting Date: 3 August 2016 Time: 3:00 p.m. Meeting Location: Town Hall, Room 111.

Attendees: K. Kaplan, Brookline Building Commission, J. Hirst Shawmut Design and Construction (SDC), J. Miller, HMFH Architects, R. Masak, Brookline Building Department (voting members), R. Saville, Purchasing Department, R. Hoogasian, Building Department, T. Guigli, Building Department

Next Meetings: 10 August 2016 at 3:00 p.m. in Town Hall Room 111.

Topic: Approval of Meeting Minutes

Motion to approve the minutes of 27 July 2016. ***Unanimously approved.***

Topic: Discussion of Statement of Qualifications (SOQ)

Town of Brookline staff presented the reference checks and draft scorecard of the following trade; Elevator. It was noted that the Committee has already prequalified Eagle Elevator. Four additional firms applied in response to the readvertisement as follows; Embree, Garaventa, Delta Beckwith and United. After some discussion and review of the scorecards and references, the committee took the following action:

Motion to prequalify the following additional firms for the Elevator filed sub bid for the Edward Devotion School; Embree, Delta Beckwith and United. Garaventa determined not to be prequalified as their SOQ is based on "limited use elevators". No such scope is included in the work of the project. ***Unanimously Approved.***

J. Miller of HMFH Architects presented the reference checks and draft scorecard of the following trade; Resilient Flooring. For "Similar Project Experience" the standard applied was 75% of the estimated value of the work when counting up the number of projects that are "similar". After some discussion and review of the scorecards and references, the committee took the following action:

Motion to prequalify the following firms for Resilient Flooring filed sub bid for the Edward Devotion School; Capital, Joseph Cohn & Sons, Pavilion, CJM and West. ***Unanimously Approved.***

J. Hirst of Shawmut Design & Construction presented the reference checks and draft scorecard of the following trade; Electrical. After some discussion and review of the scorecards and references, the committee took the following action:

Motion to prequalify the following firms for Electrical filed sub bid for the Edward Devotion School; Annese, LeVangie, Piquette & Howard, Losordo, Systems, WJ Griffin and Your Electrical Solution. ***Unanimously Approved.***

Meeting Adjourned at approximately 3:30 p.m.

Respectfully submitted,
Anthony Guigli
Owner's Project Manager