

Minutes of the Capital Building Committee Meeting of Wednesday May 24, 2023. The meeting convened at 5:00 pm in the Community Room, 1700 GAR Highway, Swansea, MA 02777.

Present at this time were Mr. Marc Lapointe, Mr. Chris Hajder, Mr. James Carvalho, Mr. John Salzillo, Mr. John Hansen, Mr. Paul Burke, Mr. Derek Heim, Ms. Sarah Carlson and Mr. William Anderson.

Also present at this time were representatives from CHA Consulting Inc:
Kevin Sullivan - Project Manager
Joe Sullivan - Project Director
Mallory Aronstein - Town Administrator

Mr. Robert Alford II arrived at 6:50 pm.

At 5:00 pm Mr. Heim called the meeting to order. The meeting is being recorded for minutes purposes.

The Committee reviewed the meeting minutes of May 18, 2023.

Mr. Lapointe **MOVED** to approve the minutes of May 18, 2023. Seconded by Mr. Hansen, and so voted. Anderson, yes; Carlson, yes; Heim, yes; Burke, yes; Hansen, yes; Salzillo, yes; Carvalho, yes; Hajder, yes; Lapointe, yes; Alford, absent.

Mr. Heim stated the Committee will conduct interviews for the finalists for the designer of the Town Hall/COA and Highway Garage. Each applicant received the same instructions for this process.

At 5:02 pm DBVW Architects presented, starting off by introducing members of the firm.

Brief list of the firm's abilities listed below.

Experienced, custom at working together as a team.

Has done quite a bit of work in New England.

Focuses on only municipal, public safety and public works.

Uses a cost estimator to help control the budget.

Proven history of delivering under budget.

Will work closely with the people of the town, staff and committee.

Mr. Heim proposed a motion to recess at 5:37 pm. Mr. Carvalho **MOVED** to recess to clear the room. Seconded by Mr. Hajder and so voted. Anderson, yes; Carlson, yes; Heim, yes; Burke, yes; Hansen, yes; Salzillo, yes; Carvalho, yes; Hajder, yes; Lapointe, yes; Alford, absent.

Mr. Heim proposed a motion to reconvene at 5:44 pm. Ms. Carlson **MOVED** to reconvene. Seconded by Mr. Anderson and so voted. Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes; Alford, absent.

At 5:45 pm Gannett Fleming presented, starting off by introducing members of the firm.

Brief list of the firm's abilities listed below.

Team looking for a long-term relationship with the town, currently has a history of 92% repeat clients.

All staff will be on the project all the way through to the end.

Cost estimator will be used in every step of design to help control the budget.

Will meet regularly with the staff and constituents and will schedule meetings upfront.

Design to budget, professional advisors, common vision.

Currently doing jobs for the town of Seekonk and Bristol.

Mr. Heim proposed a motion to recess at 6:29 pm. Mr. Salzillo **MOVED** to recess to clear the room. Seconded by Mr. Carvalho and so voted. Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes; Alford, absent.

Mr. Heim proposed a motion to reconvene at 6:34 pm. Mr. Hajder **MOVED** to reconvene. Seconded by Mr. Carvalho and so voted. Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes; Alford, absent.

At 6:35 Helene-Karl Architects, Inc presented, starting off by introducing members of the firm. Brief list of the firm's abilities listed below.

Worked with Eversource for 20 years.

Long term good standing relationship with structural engineers, civil engineers, electrical engineers, mechanical engineers and landscapers.

History of staying 5% +/- within the budget.

Cost model will be done from the start to help control the budget.

Meet with the staff and committee regularly, work together and set expectations up front.

Mr. Alford entered the room at 6:50p.m.

Mr. Heim proposed a motion to recess at 7:20 pm. Ms. Carlson **MOVED** to recess to clear the room. Seconded by Mr. Alford and so voted. Anderson, yes; Carlson, yes; Heim, yes; Burke, yes; Hansen, yes; Salzillo, yes; Carvalho, yes; Hajder, yes; Lapointe, yes; Alford, yes.

Mr. Heim proposed a motion to reconvene at 7:26 pm. Mr. Lapointe **MOVED** to reconvene. Seconded by Mr. Carvalho and so voted. Alford, yes; Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes.

At 7:27 pm T2 Architecture presented, starting off by introducing members of the firm.

Brief list of the firms abilities listed below.

Would like to interview the staff to understand program needs and requirements

Get a better understanding of how the inside and outside space will be utilized.

Maintain budget on every project using estimates and Control Bidding Climate

Mr. Heim proposed a motion to recess at 8:01 pm. Mr. Salzillo **MOVED** to recess to clear the room. Seconded by Mr. Hansen and so voted. Alford, yes; Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes.

Mr. Heim proposed a motion to reconvene at 8:02 pm. Mr. Lapointe **MOVED** to reconvene and so voted. Anderson, yes; Carlson, yes; Heim, yes; Burke, yes; Hansen, yes; Salzillo, yes; Carvalho, yes; Hajder, yes; Lapointe, yes; Alford, yes.

The Committee discussed the strong points of each selected finalists, with the help of Mr. Kevin Sullivan and Mr. Joe Sullivan of CHA Consulting.

Mr. Salzillo **MOVED** to eliminate Gannett Fleming. Seconded by Mr. Burke and so voted. Alford, yes; Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes.

Mr. Hansen **MOVED** to eliminate DBVW. Seconded by Mr. Alford and so voted. Anderson, yes; Carlson, yes; Heim, yes; Burke, yes; Hansen, yes; Salzillo, yes; Carvalho, yes; Hajder, yes; Lapointe, yes; Alford, yes.

Discussion continued regarding the two remaining finalists and their fit for the project.

Mr. Carvalho **MOVED** to hire T2 as the designer for the Town Hall/COA and Highway Garage. Seconded by Mr. Salzillo and so voted. Alford, yes; Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, yes; Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes.

Mr. Anderson **MOVED** to select HKA as a secondary selection if needed. Seconded by Mr. Carvalho and so voted. Alford, yes; Lapointe, yes; Hajder, yes; Carvalho, yes; Salzillo, Hansen, yes; Burke, yes; Heim, yes; Carlson, yes; Anderson, yes.

Mrs. Aronstein informed the Committee that the weekly update should have been received by email. The Committee members confirmed they have received it.

Next meeting will be held on June 7, 2023 at 5:00pm at this location.

Mr. Alford **MOVED** to adjourn the meeting at 8:39 pm. Seconded by Mr. Carvalho and so voted. Anderson, yes; Carlson, yes; Heim, yes; Burke, yes; Hansen, yes; Salzillo, yes; Carvalho, yes; Hajder, yes; Lapointe, yes; Alford, yes.

Respectfully submitted by Brittany Messier, Minutes Clerk for Capital Building Committee.

Documents:
Minutes of May 18, 2023
Interview Questions for finalists