

<b>AGAWAM HIGH SCHOOL PROJECT</b>	<b>MEETING MINUTES</b>
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<b>AGAWAM HIGH SCHOOL PROJECT CM SELECTION SUBCOMMITTEE MEETING #3</b>	<b>February 15, 2024</b>
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Location:	Agawam Public Library, Small Conference Room
Time:	4:00 PM

**Attendees:**

Name		Present
<b>CM Selection Subcommittee</b>		
Mayor Chris Johnson	Mayor, Town of Agawam	Y
Jennifer Bonfiglio	Chief Procurement Officer, Town of Agawam	Y
Raymond Casella	School Building Committee Member	Y
Robert Clickstein	School Business Administrator, Agawam School District	Y
Brian Pagella	Facilities Director, Town of Agawam	Y
Kent Kovacs	Principal, Design Firm (Flansburgh Architects)	Y
Linda Liporto	Senior Project Manager, OPM (LeftField, LLC)	Y

**1. Call meeting to order**

Linda Liporto called the CMR Selection Subcommittee [CMRSS] meeting to order at 4 PM. The meeting was held in the smaller conference room at the Public Library.

**2. CMR Proposal Review**

On 2/7 the project received proposals from the following firms: Consigli, Gilbane, Shawmut, Suffolk, Fontaine Bros & Whiting-Turner. The CMRSS received a link to all the responses for an opportunity to review them individually prior to the interviews. The proposals were discussed within the group to understand what each evaluation category stood for. It was also established that all 6 CM's had great safety ratings, had submitted what was requested, and none of them had any legal issues of concern to the committee.

**3. CMR Interview Review**

The CMRSS reviewed, discussed, and confirmed the interviews held during the day on 2/14 and 2/15 at the Public Library. The group discussed positive and negative comments and thoughts on each group. The committee then reviewed the evaluation sheet and each member gave their ratings of 1-5 (5 being most advantageous) for the categories of technical proposal, interview and pricing proposal. After tallying all the ratings, the following order was revealed:

1. Fontaine Bros/WT Rich
2. Consigli
3. Whiting-Turner
4. Shawmut
5. Suffolk
6. Gilbane

A motion was made by Mayor Johnson to proceed with negotiations and notice of award to Fontaine Bros/WT Rich, the vote was seconded by Jennifer Bonfiglio. No discussion and the motion passed unanimously 7-0-0.

**4. Schedule Lookahead**

The CMRSS reviewed the next steps in the CM selection process:

- Provide selection to the School Building Committee (SBC) at the February 26, 2024 SBC meeting
- Provide a notice to proceed to the selected CM
- Have the SBC approve the executed contract at the March SBC meeting

**5. New Business/Comment**

None.

**6. Public comment**

None.

**7. Adjourn**

MOTION

Linda Liporto motioned to adjourn the meeting. It was approved unanimously by those present at 5:31 PM.

*These meeting minutes represent what is presumed to be a complete and accurate account of the items reviewed, discussed, directions given, and conclusions drawn unless notification to the contrary is received by the next regular meeting. If no notification is received, these minutes will be deemed an accurate account of the meeting.*

Prepared by,  
**Linda Liporto**  
LeftField, LLC.