



**Town of Plaistow
Public Safety Complex
Building Committee**
27 Elm Street, Plaistow, NH 03865



PUBLIC SAFETY BUILDING COMMITTEE INFORMAL NOTES

MEETING DATE: Wednesday, August 12, 2015 @ 3:00 PM

PRESENT: Chief Kathleen Jones, *Chair*; Chief John McArdle, *Vice-Chairman*; Sean Fitzgerald, *Town Manager*; Michael Dorman, *Building Inspector*; John Sherman, *Selectman*; Tammy Bergeron, *Selectman*; Dennis Heffernan, *Emergency Management*; William Baldwin, *Emergency Management*; William Query, *Pat Schiavone Detective*; Alan Brown, *Dore & Whittier Architects*; Barbara Kiszka

MEETING CALLED TO ORDER: 3:05 PM.

S. Fitzgerald begins by stating he hopes to make a recommendation to the Board of Selectmen at their next meeting. He explains that a RFQ is different from an RFP because an RFQ is a Request for Qualifications and a RFP it is a Request for a Price Proposal.

B. Kiszka states we received 3 proposals from 3 very qualified companies. Now price will come into play.

S. Fitzgerald states it puts the Board of Selectmen in a tough position as he has asked them to select a company based on qualifications not the best value. We want talent and qualifications.

K. Jones states we do not want money to influence our choice. We need to go with who we think is the best qualified. Price could influence the final decision. We want the best qualified firm and we will negotiate the contract price after the Board of Selectmen has chosen the firm.

S. Fitzgerald states we could ask the Board of Selectmen to add scope of cost which would add a tremendous amount of time to the selection process.

B. Kiszka inquires what each principal on site manager costs for each firm. She suggests going with the lowest cost fee if all 3 are well qualified.

S. Fitzgerald opens up discussion by asking if there any objections to any of the proposals?

B. Kiszka does not want Trident selected due to the project failing at Town Meeting in Salem, NH.

S. Fitzgerald states all three firms attended the Pre-Bid Open House, all firms want to help and would be able to provide the resources to win support at Town Meeting. It may be helpful to hear from A. Brown and from the Design Team (Dore & Whittier).

A. Brown mentions the project in Salem, NH had many problems; it is not a reflection on Trident that it did not pass at Town Meeting.

S. Fitzgerald likes Daedalus. They are a well known firm.

T. Bergeron liked Trident after her interaction with them. She thinks their aggressive ways will be helpful.

K. Jones was impressed with Daedalus. She felt they had a good understanding of what the Police Department needs. Daedalus has worked on both Police and Fire Departments.

Discussion ensues regarding the projects the 3 firms are currently working on. We are fortunate to have 3 qualified proposals.

A. Brown states Owner's Project Manager's need experience with construction but we need to have the one to organize the process. They must get along with the Town.

D. Heffernan states an OPM working with Dore & Whittier on Police and Fire Departments. We need to look carefully at Public Safety experience, that's key to our specific building. Trident and Daedulas have the most experience with Police and Fire Departments. Hutter has more experience with schools although they could handle a Safety Complex, they could possibly be a good second and Trident is close by. We need a firm to lead the charge, getting this project passed at Town Meeting. All firms have construction experience, it boils down to personality and how they get along with the Town.

B. Query states we have done all we can for the OPM. It is up to the Board of Selectmen now and it comes down to personalities.

J. Sherman states it comes down to soft issues. We need to have the person who the Town will be working with attend the Board of Selectman's meeting. We will make sure firms are sending the representatives who Plaistow will work with.

A. Brown states a Project Manager is most important. We are looking for the right fit, as they are the one who will be organizing and meeting with residents and local groups. A Project Manager must have the best project knowledge. Dore & Whittier support this. They will need to review what has been done so far, hold discussions on the project, and have questions answered about construction. They can look at all processes of construction and review all systems.

Discussion ensues regarding the size, cost of the project. and comparisons.

T. Bergeron suggests looking at the new station in Andover, MA.

A. Brown states Dore & Whittier are trying to save the Fire Department and build a new Police Department. The plans they have are working well. We should look at renovations rather than just all new construction. A. Brown is confident the Police Department will stay fully functional during construction.

J. Sherman states the project we have is the best project. We do not need to reinvent the wheel. We as a group have agreed this is the best project at the best price. We need to move forward and educate the residents

A. Brown states review is always good but it does not always mean lower costs or charges.

S. Fitzgerald states we need credible numbers, it is good to have a third party look at the project as they may help justify what we have so far.

K. Jones agrees.

A. Brown states Daedalus is working a project in Medfield with Shane taking on the leadership role. He organized meetings, suggested information to give to the public, and checked cost estimates. Shane is good working with the public and committees. He states he does not know the other employees.

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M. Dorman has worked with Hutter in a professional setting and he likes them. He does not know the other 2 firms. Hutter is a contract at risk while an OPM is more than a contract at risk, it involves more tracking.

K. Jones motions to recommend all 3 firms give a presentation to the Board of Selectmen.

J. Sherman 2nd

All in favor, motion passes.

J. Sherman motions to approve the minutes of 6/25/15 with a change on page 3 and he suggests posting this information on the Town web page.

P. Schiavone 2nd

All in favor, motion passes.

ADJOURNMENT: Meeting adjourned at 4:00 pm.

Respectfully submitted,

Gayle Hamel
Recording Secretary