

Morgan Bridge Study Committee

June 7, 2019

Meeting Minutes

Present: Jack Scherban, Dara Onofrio, Dennis Donovan, Todd Hajek and John Treichel

Absent: Mike Shove

Review and make recommendations on Morgan Bridge Repair Bid Proposals

The meeting was called to order at 7:35 A.M. The town went out to bid consulting services to address damage to the vehicle pedestrian bridge because of the flooding, which occurred on September 25, 2018. The town received proposals from BL Companies and GM2.

A motion was made by D. Onofrio, seconded by D. Donovan to appoint J. Scherban as the Chairman for this committee. All were in favor. Motion carried.

J. Treichel gave a brief overview on both proposals and each committee member filled out the letter of interest rating forms for each firm.

The results of the letter of interest rating form point rating are as follows:

BL Companies 268 point rating

GM2 284 point rating

GM2 was identified as the most qualified and low-cost provider of the requested services. J. Treichel suggested that Christine Goupil, T. Hajek and himself meet with GM2 before town signs off on the proposal.

D. Onofrio made a motion, seconded by D. Donovan to recommend to the Board of Selectman GM2 as the qualified candidate for the Morgan Bridge repair based upon the review of the point ratings. All were in favor. Motion carried.

The meeting was adjourned at 7:57 A.M.

Respectfully Submitted,

Donna L. Novy (Aleman)

LETTER OF INTEREST RATING SUMMARY FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING. FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

CONSULTANT FIRM	INDIVIDUAL PANEL MEMBER POINT RATINGS				TOTAL POINTS
	(1)	(2)	(3)	(4)	
1. <u>BL COMPANIES</u>	<u>81</u>	<u>90</u>	<u>97</u>		<u>268</u>
2. <u>GM2</u>	<u>84</u>	<u>100</u>	<u>100</u>		<u>284</u> ✓
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____

SUMMARY PREPARED BY: JOHN (JACK) SCHERBAN
 Printed Name of Consultant Selection Panel Member

SIGNATURE OF PREPARER: John Scherban DATE: 6/7/19

REVIEWED/APPROVED BY: John Scherban DATE: 6/7/19
 Signature of Chairperson
 Consultant Selection Panel

PRINTED NAME OF CHAIRPERSON
JOHN (JACK) SCHERBAN

LETTER OF INTEREST RATING FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING: FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

NAME OF FIRM: GM2

<u>CRITERIA</u>	<u>MAXIMUM POINTS</u>	<u>POINT RATING</u>
QUALIFICATIONS & EXPERIENCE	35	<u>30</u>
QUALIFICATIONS & EXPERIENCE OF THE CORE TEAM	35	<u>30</u>
LOCATION & EFFECTIVE COMMUNICATIONS	20	<u>15</u>
KNOWLEDGE & UNDERSTANDING OF THE TOWN	10	<u>9</u>
TOTAL	100	<u>84</u>

PREPARED BY: JOHN (GACK) SCHERBAN
Printed Name of Panel Member

SIGNATURE OF PANEL MEMBER: *John S. Scherban* Date: 6/7/19

LETTER OF INTEREST RATING FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING: FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

NAME OF FIRM: BL COMPANIES

<u>CRITERIA</u>	<u>MAXIMUM POINTS</u>	<u>POINT RATING</u>
QUALIFICATIONS & EXPERIENCE	35	<u>30</u>
QUALIFICATIONS & EXPERIENCE OF THE CORE TEAM	35	<u>30</u>
LOCATION & EFFECTIVE COMMUNICATIONS	20	<u>15</u>
KNOWLEDGE & UNDERSTANDING OF THE TOWN	10	<u>6</u>
TOTAL	100	<u>81</u>

PREPARED BY: JOHN (GACK) SCHERBAN
Printed Name of Panel Member

SIGNATURE OF PANEL MEMBER: John Scherban Date: 6/7/19

LETTER OF INTEREST RATING FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING: FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

NAME OF FIRM: GM2

<u>CRITERIA</u>	<u>MAXIMUM POINTS</u>	<u>POINT RATING</u>
QUALIFICATIONS & EXPERIENCE	35	<u>35</u>
QUALIFICATIONS & EXPERIENCE OF THE CORE TEAM	35	<u>35</u>
LOCATION & EFFECTIVE COMMUNICATIONS	20	<u>20</u>
KNOWLEDGE & UNDERSTANDING OF THE TOWN	10	<u>10</u>
TOTAL	100	<u>100</u>

PREPARED BY: Dennis Donovan
Printed Name of Panel Member

SIGNATURE OF PANEL MEMBER: Dennis M. Donovan 6-7-19

LETTER OF INTEREST RATING FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING: FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

NAME OF FIRM: BL COMPANIES

<u>CRITERIA</u>	<u>MAXIMUM POINTS</u>	<u>POINT RATING</u>
QUALIFICATIONS & EXPERIENCE	35	<u>35</u>
QUALIFICATIONS & EXPERIENCE OF THE CORE TEAM	35	<u>35</u>
LOCATION & EFFECTIVE COMMUNICATIONS	20	<u>19</u>
KNOWLEDGE & UNDERSTANDING OF THE TOWN	10	<u>8</u>
TOTAL	100	<u>97</u>

PREPARED BY: Dennis Donovah
Printed Name of Panel Member

SIGNATURE OF PANEL MEMBER: Dennis M Donovah Date: 6-7-19

LETTER OF INTEREST RATING FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING: FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

NAME OF FIRM: GM2

<u>CRITERIA</u>	<u>MAXIMUM POINTS</u>	<u>POINT RATING</u>
QUALIFICATIONS & EXPERIENCE	35	<u>35</u>
QUALIFICATIONS & EXPERIENCE OF THE CORE TEAM	35	<u>35</u>
LOCATION & EFFECTIVE COMMUNICATIONS	20	<u>20</u>
KNOWLEDGE & UNDERSTANDING OF THE TOWN	10	<u>10</u>
TOTAL	100	<u>100</u>

PREPARED BY: Dara Onofrio

Printed Name of Panel Member

SIGNATURE OF PANEL MEMBER:  Date: 6/7/19

LETTER OF INTEREST RATING FORM

TOWN BID NO. RFP-1-2019

FEDERAL FUNDING: FEMA

PROJECT DESCRIPTION: MORGAN BRIDGE STUDY

NAME OF FIRM: BL COMPANIES

CRITERIA	MAXIMUM POINTS	POINT RATING
QUALIFICATIONS & EXPERIENCE	35	35
QUALIFICATIONS & EXPERIENCE OF THE CORE TEAM	35	35
LOCATION & EFFECTIVE COMMUNICATIONS	20	15
KNOWLEDGE & UNDERSTANDING OF THE TOWN	10	5
TOTAL	100	90

PREPARED BY: 
Printed Name of Panel Member

SIGNATURE OF PANEL MEMBER:  Date: 6/7/19