

Brownfield Steering Committee
August 11, 2011

Members Present:

Terrance Smith
Richard Magwood
Ron Couture
Bruce Clarke
Herb Chaffee

Members on vacation and not present:

Michael Dean
Doug Cameron

Representing the Highway Department:

Lucinda Thompson

Donna Neylon

Representing the EPA:

Jerry Minor-Gordon
James Byrne

At 1:00 pm, Chairman Bruce Clarke called the meeting to order and each person introduced himself/herself.

The purpose of this meeting was to hold an interview with each of the companies that submitted a non-price proposal to the Town. Those companies were interviewed in the order that their proposals were received and opened. Below are a few of their comments.

1:00 - 1:30 pm - Lightship Engineering, LLC, 39 Industrial Park Road, Unit C, Plymouth, MA 02360

- Could close now with more data and a restriction on future use;
- Gave other alternatives to the 3 foot cap;
- Suggested a 6" cap instead of 3 foot;
- Doesn't know public bidding timelines or ACRES;
- Estimated hours: 800 (seemed excessive)

1:30 – 2:00 pm - Fuss & O'Neill, 50 Redfield Street, Ste 100, Boston, MA 02122

- Will check records of AECOM so don't have problem 5 years down the line;
- Combine some meetings to save costs;
- 3 foot design doesn't help with use and storm water drainage;
- Remedial costs change with design;
- Willing to negotiate cuts to their costs;
- Very familiar with public bidding process and has experience with ACRES;
- Estimated hours: 277

2:30 – 2:30 pm - AECOMM, 701 Edgewater Drive, Wakefield, MA 01880

- Scope proposal based on RFP; no exceptions given;
- Will take over the management of the project, track in-kind match hours & materials for us;
- NOI permitting costs are included but could be reduced;
- Propose a 3 foot cap with geotextile scenario; fencing by railroad and street;
- Has experience with ACRES;
- Estimated hours: 484

2:30 – 3:00 pm - ESS Group, Inc., 888 Worcester Street, Ste 240, Wellesley, MA 02482

- Experience mostly with small municipalities and non-profit groups;
- Engaged with clients on project level;
- Committed to schedule – have contractors to offer they have worked with before;
- Could pave in lieu of the 3 foot cap (1 foot cap then asphalt);
- Would go out to bid before plans are finalized;
- Not that familiar with ACRES;
- Estimated hours: 336.

Following each presentation, Bruce asked questions from a prepared list. Then other members of the group were given the opportunity to follow up on a particular point that may have come up in the presentation.

After the last presenter left, the Comparative Evaluation Criteria (Attachment D from the RFP) was passed out to each member who then scored based upon their reading of the proposals and their opinion of the presentations. A verbal polling of the Evaluation results was taken. The first choice of each voting was Fuss & O'Neill. One more poll was taken and AECOM was unanimous second chose. After the vote was taken, Jerry Minor-Gordon, Jim Byrne and Rudy Heller all indicated that, if they could have voted, their votes would have been the same.

At that time Donna opened the price proposal for Fuss & O'Neill. The results were \$32,900 which could be negotiated down to \$29,900. Richard moved to that the Committee recommend to the Board of Selectmen that they enter into a contract with Fuss & O'Neill for the Mill Street Brownfield Project; Ron seconded; so voted with no votes against.

At about 3:45 pm, Donna moved to adjourn the meeting; Herb seconded; so voted.

Respectfully submitted,

Donna L. Neylon

Approved: December 15, 2011

Questions asked by Chairman Bruce Clarke:

1. Do you see any issues that will impact the site from being level or slightly graded with the existing roadway?
2. Would the site parking be able to be paved? What would you recommend?
3. Would the area be able to be disturbed in the future by the addition of lighting poles or fencing?
4. Do your Brownfield projects usually come in within budget?
5. Have you ever had to ask for more time to meet a Brownfield deadline? Why?
6. Who will prepare contractor bid documents and contractor reviews?
7. Will alternative site closures be evaluated with cost estimate?
8. Will the LSP be in charge of the contractor?
9. Is the time table for completion at the end of 2011 a realistic time frame?