

Richmond Phase 2 Building Committee

Tuesday January 4, 2022 at 6:30 pm on Zoom

Attendees: Pat Callahan, Kathryn Wilson, Gloria Morse, Mark Gross, Chris May, Dick Stover, Melissa Roller, Roger Manzolini, Nate Steele, Stephanie Beling, Kristin Smith , (Missing: Peter Cohen, Bob Gniadek)

Guests: Curtis Edgin, Dan Pallotta, Neal Pilson, Danielle Fillio, Katherine Keenum, Nanci McConnell

Approval of Dec. 7, 2021 minutes: approved with corrections

Status of costing and bidding -- Dan Pallotta (OPM) presented the information on the bidding process:

- Thursday 1/6 – ad will go into Central Registry (placed by P3) for bids
- Danielle will also advertise for bidding in Com Buys (required by MA law) and in the Berkshire Eagle
- Wed 1/12 – bidding goes “live” – all specs will be listed on www.ProjectDog.com
- Bidding is done in 2 phases – subcontractors and General Contractors (deadline 2/16)
- Subcontractor bids are due on 2/2/2022 – bids will be submitted by paper to town hall and will be opened (public/subcontract bidders allowed to attend) at the town hall by P3 and at least one town representative. (We may need to make this a Zoom meeting if Covid restrictions require, but will need about 4 days advance notice to set up electronic submissions.) The bids will be matched (as sub-bids by trade) against our estimates:
 - Masonry
 - Miscellaneous metals (clips, angles, etc)
 - Roofing and flashing
 - Waterproofing
 - Acoustic tiling
 - Painting
 - HV/AC
 - Fire suppression
 - Electrical
- General Contractor bids are due by 2/16 by paper (not electronically). GC must choose subcontractors from the list of submitted bids. GC with their own site work ability will have a price advantage. The GCs will probably choose the lowest subcontractor bid, but may choose another if they want to. The GC bids will be opened at public forum by P3 with town official in attendance. P3 will review the bids (probably a few days) to vet the GCs and then make a recommendation to Richmond Selectboard. If GC has bad references, we have the right to reject them, even if they are the lowest bidder.
- If the bids come in too high, our options are to find more money (ex: fundraising or moving money from stabilization fund) or cancel the project or start over with a re-bid. We can't change the scope of a project once it's been bid. The two main expense worries are the septic and fire suppression systems – both are going to be more expensive than originally thought.
- 2 “alternates” were cut from the project before the bid – stone veneer on the exposed lower level and millwork for cabinetry. These 2 items will be listed as “adds” in the bids so that they could be added if there is enough money in budget now or with future fundraising.

Next meeting to be held after the subcontractor bids come in so that we can have an idea if we are getting good prices on the bids compared to our estimates.

Next meeting: Tuesday 2/8/22 at 6:00 pm on Zoom