



<b>Merrimac Police Station – Merrimac, MA</b>	<b>Meeting Minutes</b>
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PSBC Meeting	Date: March 7, 2019
Location:	Merrimac Town Hall – Sargent’s Hall

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
			<i>NV5 (OPM)</i>		
Chief Eric Shears – Merrimac Police	Police	Y	Bill Cunniff	NV5	Y
Chris Gaudet – PSBC Member	Res	Y	Ken Grizzell	NV5	Y
Carol McLeod – PSBC/ Merrimac Finance	Merr	Y			
Yvonne Bednarz - PSBC Member	Res	N	<i>Designer</i>		
Mark Tocci - PSBC Member	Res	N	Greg Carell – Carell Group	CG	N
Chief Larry Fisher – Merrimac Fire Dept.	Merr	Y			
Rick Pinciario – PSBC Member	Res	N			
Laura Mailman - PSBC Member	Merr	Y			
Robert Sinibaldi – PSBC /Merrimac DPW/ISD	Merr	Y			

Chief Eric Shears called the meeting to order @ 9:00 a.m.

1) **Field Sub-Bid Review & Approval**

- Filed Sub-Bids were received electronically at 2 p.m. on March 5, 2019 @ Projectdog. The website generated a list of bidders by trade, and also sorted the bids by bid value, low to high. Chief Shears spoke with Sarah Shelley @ Projectdog, who instructed the PSBC on how to proceed with website review and approval of filed sub-bids for use by the General Contractors. The PSBC proceeded to review the low bidders on the Projectdog website, including review of required documentation such as DCAMM certification and the DCAMM Update Statement.
- A motion was made by Ms. McLeod, seconded by Mr. Gaudet and approved unanimously to accept all field sub bidders that submitted bids, for further use by the General Contractors that will submit general bids next week.

- NV5 noted that a filed sub bid plumber had called questioning an omission by other plumbing bidders in “Paragraph E” about sub-sub bidding for insulation. Mr. Cunniff had a conversation with Deb Anderson at the Massachusetts AG office, Bid Protest Unit. She noted that because the category was less than the \$ 25k threshold, plumbing bidders were not required to list in “Paragraph E”. The PSBC agreed that Mr. Cunniff could follow up with Glionna Plumbing to let him know of the AG office comments.
- It was also agreed by the PSBC that, with several addenda being issued and one or more additional addenda in the pipeline, the GC Bid date would be moved from March 12<sup>th</sup> to March 14<sup>th</sup> @ 2 p.m.

## 2) Meeting Minutes Approval

- A motion was made by Ms. McLeod, seconded by Mr. Gaudet and approved unanimously to approve the following PSBC meeting minutes:
  - 01/25/19; 02/05/19; 02/14/19 & 02/19/19

## 3) Invoice Approval

- A motion was made by Ms. McLeod, seconded by Mr. Gaudet and approved unanimously to approve the following invoices:
  - Conservation Commission application/advertising fees: \$ 126.25
  - Bid Posting/Advertising: \$ 229.50
  - Zoning Board Application Fee: \$ 151.50

## 4) Other Business

- NV5 will follow up with TCG to get the construction documents submitted to Merrimac ISD as soon as possible.
- Formal Merrimac Site Plan Review approval documentation is imminent, but the Town agreed to institute a fee only for storm-water inspection.

The next meeting of the PSBC will take place on 03.14.19 @ 4 p.m. in Merrimac Town Hall, Sargent Auditorium



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