

Bridport Basin Harbor Road Culvert Committee

Minutes of January 31, 2018 Meeting

The Basin Harbor Road Culvert Committee members of Joan Huestis, Dusty "Clifford" Huestis and David Bronson held a meeting beginning at 3:00 PM noon on January 31, 2018, at the Bridport Garage Meeting Room.

All agreed for Joan Huestis to be the Town's project representative on this culvert replacement project.

All agreed for the Town to use the State's so-called At-The-Ready Consultant Services Process to select a Municipal Project Manager (the "MPM") for this project.

Emails asking for interest in becoming a MPM for this Project had been sent to: DuBois & King, vhb, Staff Sterling Management, LLC, and RSG. Of them, the first three expressed an interest in doing so.

Each firm's Statement of Qualifications was reviewed. For reasons that include apparent higher experience and qualifications and closer more local office in comparison to any lower choice, all members selected DuBois & King, Inc. (for example, most potential managers and understood to have an office in Brandon) as the Committee's first choice, vhb as its second choice (for example, second most potential managers and understood to have an office in South Burlington), and Staff Sterling Management, LLC as its third choice (for example, least number of potential managers with most distant office and five year period of MPM services of only Sidewalk/Path projects except for a pedestrian bridge).

The Town's estimate of consultant fees is \$95,760.00, based on information in its Grant Application for this project.

The Town's estimate of contract duration is for up to May 15, 2021, which is the award end date in the Grant Agreement.

Respectfully submitted by   
David Bronson