

February 5, 2021
Culvert Committee Meeting
West Branch Dead Creek Culvert
STP MM 18(6)
Bridport Highway Garage Meeting Room

Attendees: Dusty Huestis, David Bronson, Joan Huestis, Jonathan Ashley

The meeting began at 09:00.

1. The purpose of the meeting was to advance the process of selecting a construction inspection consultant.
2. Six firms are currently listed on the VTrans At-the-Ready (ATR) consultant list for Construction Inspection. DuBois & King is ineligible for selection because they are already serving as the Municipal Project Manager (MPM).
3. The other five firms' qualifications were discussed (Donald L Hamlin, GPI, John Turner Consulting, Stantec, and VHB). Two firms were eliminated based on minimal evidence of culvert replacement projects in their qualification packages (Donald L Hamlin and Stantec [although culvert lining was highlighted in Stantec's package]).
4. The Committee members each individually scored the remaining firms and the scoring results are attached. GPI scored the highest.
5. David made a motion to request a proposal from GPI based on the score rankings. Dusty seconded. All in favor 3-0.
6. The draft Request for Proposals was reviewed with the following comments:
 - DuBois & King should be listed as the contact and can route questions to the Town/Committee as needed).
 - DuBois & King should verify the required inspection and testing levels with VTrans.
 - The committee consisted of four members.
 - Submission of proposals should be to DuBois & King.
 - The Town-provided location for storing testing equipment will be at the Bridport Highway Garage on Short Street.

7. The MPM (DuBois & King) and Designer (Otter Creek Engineering) agreements had expiration dates of December 31, 2020. If amendments are submitted to extend the agreements (to December 31, 2021) by Monday, the Bridport Selectboard is meeting Monday night and could approved those amendments at the meeting.

The meeting adjourned at approximately 10:00.