

**School Building Committee
December 21, 2020**

Mrs. Bolan called the meeting to order at 5:06 PM.

Members Present: Candace Andrade, Louisa Boatwright, Rebecca Bolan, Jamie Bova, Lynn Ceglie, JoEva Gaines, Raymond Gomes, Thomas Harrop, Dan Herchenroether, Colleen Jermain, Ed.D., Patrick Kelley, William Kimes, Kendra Muentner, Jim Nolan, Joseph Nicholson, William Riccio, Brian Rochelle, Jessica Rosa, Brian Russell, Jared Vance, Traci Westman (arr. 5:17), Robert Young.

Co-Chairs Mrs. Bolan and Ms. Boatwright explained the process for OPM (Owner's Project/Program Manager). An RFP was posted through the City of Newport Purchasing Department. All vendors on State of Rhode Island Master Price Agreement (MPA) #430 were provided with the RFP.

Six vendor responses were received. A scoring/evaluation metric was determined and agreed upon by the OPM work group. The OPM work group independently reviewed each proposal and provided feedback.

The work group determined, after review and reflection on the evaluations, that three firms should be interviewed and developed five questions that would be asked of each firm.

- Downes Construction Company
- Farrar & Associates
- Peregrine Group, LLC

Interviews were conducted on December 17. Each firm gave a 10 minute presentation, followed by the five questions developed by the work group. Time was allowed for follow-up questions. Each firm was allotted 45 minutes.

At the conclusion of interviews, each team member shared their comments/evaluation based on the presentation. All agreed that all three vendors brought unique skills and resources to the table. The group agreed that two vendors were very close. The pricing sheets were then opened and based on the quotes submitted, the group further discussed.

After further discussion the consensus of the group is that Downes Construction Company be moved forward to the School Building Committee for consideration.

The School Building Committee voted 20-0-2 to recommend Downes Construction Company to the Newport School Committee for award of RFP NPS21-015. Mr. Harrop and Mr. Riccio abstained.

Meeting adjourned at 6:38 PM.

