

**Town of Millbury  
Shaw Design Selection Sub Committee  
Workshop Minutes June 6, 2018 - 1**

**Date:** June 6, 2018

**Present:** Mrs. Nietupski, Vice Chairperson, Mr. Bedard, Business Manager, Mr. Billings, Hill International, Mr. Naughton, Hill International, Mr. Decatur, and Mr. Tuccio

**Absent:** Mr. Greg Myers, Superintendent, Mrs. Decatur, Mr. Pine and Mr. Halacy

**Time:** 6:00 pm

**Location:** High School Media Center

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**1. Call to Order**

Mrs. Nietupski began the workshop at 6:30pm.

**2. Old Business**

Nothing to report.

**3. New Business**

**a. Review Designer Proposal for R.E. Shaw Project**

Mr. Billings stated that four firms' submitted proposals; Caolo & Bienick, Miller Dyer Spears, saam Architecture and Turowski2 Architecture. He stated that each firm had very good references. He stated that Miller Dyer Spears had excellent references along with Turowski2. Mr. Billings stated that the Designer Proposal/Application Review Matrix identifies the Required Categories of Work consultants which will be part of the project team for each firm. He reviewed each consultant per required category for each firm. Mr. Decatur confirmed that the consultants were well known with good reputations.

Mr. Billings stated that in the first section of the RFS the objectives were concerning the community concerns and the impact on the town. He stated that all firms responded to this objective and will conduct public forums, presentations, etc. He also stated that all of the firms were aware of the proposed timeline and all understood the time frame.

Mr. Billings stated that the second section is the MSBA criteria. He stated that Miller Dyer Spears had the most school experience. He stated that saam Architecture is only 4 years old and that could cause some concern. He stated that Turowski2 has experience and recently opened a new school in New Bedford. Mr. Billings stated that Caolo & Bienick does not show a lot of work, but shows some studies.

Mr. Billings stated that the third section was what the opinions of the Committee were regarding the proposals. How well each firm understood the timeline, the requirements of the MSBA, and community concerns.

**b. Designer Shortlist**

Mr. Billings asked the Committee to decide which firms they would like to put on the shortlist to be interviewed by the MSBA with four being the highest ranking and one being the lowest ranking. A discussion took place regarding the experience that each firm had with school projects.

Name	4	3	2	1
Mr. Decatur	Miller Dwyer Spears	Turowski2	saam Architecture	CBA
Mrs. Nietupski	Turowski2	Miller Dwyer Spears	saam Architecture	CBA
Mr. Tuccio	Miller Dwyer Spears	Turowski2	saam Architecture	CBA
Mr. Bedard	Turowski2	Miller Dwyer Spears	saam Architecture	CBA

4. **Public Comment** – There was no public comment at this meeting.

5. **Next Meeting – Feasibility Committee** July 18, 2018 at MHS Media Center at 7:00pm

6. **Adjournment** – Mrs. Nietupski closed the workshop at 7:00pm


Respectfully submitted,

*Donna Freitas*

Donna Freitas

Executive Assistant to the Superintendent

Approved:

Kristen B. Ogle  


Jennifer B. H. Lypson

Ag. 10/15/18

AG

R. DeBord