

MASSACHUSETTS ASSOCIATION OF PUBLIC PURCHASING OFFICIALS (MAPPO)

MEETING MINUTES

Wednesday, 15, 2015
Hyannis Golf Course
1840 Iyanough Road, Hyannis, MA
Hosted by: David Anthony, Town of Barnstable

Officers Present

Mary Delaney, President
Tom Watkins, Vice President
Sandra Marquis, Co-Secretary

New Members Attending

None

Guests Attending

None

Lunch

A buffet lunch was served from 11:15 a.m. to 12:15 p.m.

Welcome

Mary Delaney called the meeting to order at 11:20 a.m. and thanked David Anthony for hosting the meeting.

Co-Secretaries Report

Mary asked for approval of the March meeting minutes. A motion was made, seconded and motion was approved.

Co-Treasurers Report

Tom Watkins reported that the month's beginning balance was \$37,692.92 and after additional dues and expenses the ending balance is \$36,948.17. There were no questions or comments on the treasurer's report. A motion was made to accept the report and duly seconded. Motion passed.

Legislative Affairs Committee Report

Nothing to report

Web-site Committee Report

Nothing to report

Speaker Committee Report

Nothing to report.

MUNIS Working Group

Nothing to report

Good & Welfare Committee

Nothing to report.

Seminar Committee

Tom Watkins reminded the membership that the Spring Conference is scheduled for May 14th and 15th in Devens. Sean Cronin, Brookline Senior Deputy of Local Services will be the keynote speaker. Some of the seminar topics will be: energy procurement, snowplowing insurance, SDO, and DCAM. Mary Delaney will also be one of the speakers. Bill and Sarah will hold a seminar for the members new to the field entitled: Introduction to Procurement. This seminar will provide networking opportunities for the new members.

On Thursday night there will be a social event.

The hotel rooms will be discounted on Wednesday night and Thursday night. The cost for the room will be \$119. The first night the committee will host a wine and cheese event.

CommBuys Enablement Team for Municipalities

No report

MAPPO Outreach Committee

No report

MHEC

Ellen Bickelman discussed the new library contracts and distributed an informational brochure. She also announced the MHEC Golf Event to be held on Friday, May 29th. There are six slots available. The supplier side of the event is sold out. The MHEC Expo will be held on September 18th.

Announcements

- On April 30th MAPPO will have a hospitality room at the MassBuys Conference, and the website will be up and running.
- The May meeting will be the annual Spring Conference scheduled for May 14th and 15th. The Conference will be held at the Devens Common Center and accommodations will be available at the two adjoining hotels.
- The last meeting of the year will be held on June 17th and will be a lunch cruise out of Beauport Princess Cruise Lines in Gloucester, MA.

Recognitions

None

Old Business

None

New Business and Member's Agenda Items

In continuing our collaboration with OSD Whitney will send out an e-mail directing members to complete a survey regarding the types of contracts needed.

New venues are being sought for MAPPO meetings in 2015-2017, please contact Tom Watkins if you have a venue that might be suitable. The venue must be able to accommodate at least 70 people.

Speaker Presentation

David Anthony and Roland Breault, Hyannis Airport Manager gave a presentation on CM at Risk.

The following are some highlights from the presentation.

- A short history of the airport
 - Third busiest commercial airport in Massachusetts
 - Jet Blue flies out of Hyannis to JFK seasonally with some flights as low at \$47 one way
 - The Airport provides services to the Islands
 - The Airport impacts the regional economy directly and indirectly
 - Provides 2,000+ jobs
 - \$88 million in salaries
 - \$200 million economic benefit to local businesses
 - The Airport has a solar system that provides 7 megawatts of electricity
 - The solar system will provide \$7-9 million in revenue over the next 20 years
 - The Airport must raise its own revenue to support operations, it is not funded by the town
- Project Background
 - When the airport was built there was very little commercial or residential real estate abutting the property
 - By the time it was decided that the airport needed to be renovated or moved to continue operating it was in the middle of a thriving community and there was no land available to relocate
 - The airport was able to purchase some abutting land for expansion and safety
 - In 2004 they began designing
 - October 2004 an RFQ went out for designer selection
 - February 2006 an RFQ went out for Tower Design
 - The Town drew up a document that required the Airport to meet 19 points of concern – this made the process very complex
 - It took 10 years to complete the renovations of the Terminal and the Tower with many starts and stops due to changes in funding and regulations
- Lessons learned
 - The Construction Manager at Risk should have been involved in the process from the design phase.
 - Hiring a Clerk of the Work is very important. The Clerk works for the owner and is their eyes and ears. The Clerk has no authority but provides needed information.
 - Best performers as Construction Managers are often those that perform design build projects
 - Allow time for review and approval of GMP
 - Allow time for subcontractor selection by CMR
 - Agree on the subcontractor selection criteria and process early
 - The project design must be sufficiently advanced to have accurate general conditions proposal in the RFP
- Construction Manager at Risk Pro's
 - Flexible in selecting builder
 - Provides preconstruction services and works with the architects and engineers early in the project program
 - Constructability is reviewed at each stage
 - Opportunity to phase and fast track
 - Opportunity for bid strategies on inflationary materials
 - Reduces the risk of proprietary specifications and allows for alternate materials
 - Provides change flexibility
- Construction Manager at Risk Con's

- Price not guaranteed at time of selection
- Owner must have more involvement in the process
- Difficult to evaluate actual cost between CMR candidate and other construction firms
- Does not eliminate change orders

Meeting Adjourned

The meeting closed at 1:40 p.m.

Respectfully submitted,
Sandra L. Marquis, MAPPO Co-Secretary