


From: **Steve Bucuzzo** SBucuzzo@cityofhaverhill.com 
 Subject: Update on Consentino School OPM Selection Process
 Date: August 21, 2020 at 11:13 AM
 To: Undisclosed recipients::



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Hello CSBC Members,

Just a quick update on the Consentino School OPM Selection Process. The City received 12 RFS responses by Wednesday's deadline (see the attached receipt record to see the names of the firms). 36 firms had requested the RFS document, and 15 attended the voluntary walk-through on August 5th. Copies of the responses have been distributed to the OPM Selection Committee members so they can start the review and scoring process. If the Selection Committee can meet the relatively tight timeframe, it should have a recommended firm to present for the full Committee's approval at its next scheduled meeting on September 21st. Thank you.

Steven S. Bucuzzo
 Purchasing Director/CPO
 City of Haverhill
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City of Haverhill, MA
 OPM Services for the Consentino Middle School Project (RFS001.21)
 Responses Due and Received by 11:00AM, Wednesday, August 19, 2020

Firm Name & Location	Seven (7) Copies and USB Drive	Attachment C Application Form	Attachment D Signed Certifications	Meets All Other Sec. 6 Response Requirements	Meets Sec. 4 "Minimum Requirements"
Anser Advisory, LLC Boston, MA	✓	✓	✓	✓	✓
Arcadis U.S., Inc. Chelmsford, MA	✓	✓	✓	✓	✓
Atlantic Construction & Mgmt., Inc. Concord, MA	✓	✓	✓	✓	✓
CBRE Heery, Inc. Burlington, MA	✓	✓	✓	✓	✓
Colliers Project Leaders Boston, MA	✓	✓	✓	✓	✓
Dore & Whittier Mgmt. Partners, LLC Newburyport, MA	✓	✓	✓	✓	✓
Hill International, Inc. Needham, MA	✓	✓	✓	✓	✓
Leftfield, LLC Boston, MA	✓	✓	✓	✓	✓
NV5 Consultants, Inc. Boston, MA	✓	✓	✓	✓	✓
PMA Consultants, LLC Braintree, MA	✓	✓	✓	✓	✓
Skanska USA Building, Inc. Boston, MA	✓	✓	✓	✓	✓
Trident Terva (Joint Venture), LLC Whitinsville, MA	✓	✓	✓	✓	✓

Responses Received, Opened, and Reviewed by
Steven Bucuzzo, Purchasing Director/CPO
Witnessed by:







Haverhill

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August 20, 2020

To: Consentino OPM Selection Committee

From: Steven Bucuzzo, Purchasing Director/CPO



Re: **Consentino School OPM RFS Responses**

The City received twelve (12) RFS submission responses by Wednesday's deadline from firms interested in serving as the Owner's Project Manager for the Consentino Middle School Project. A total of 36 firms requested the RFS document, and 15 attended the walk-through on August 5th.

The Selection Committee must now follow the OPM selection process outlined on pages 5 and 6 of the RFS document. The first step is for the Committee members to individually review, evaluate and score each submission based on the eleven (11) Evaluation Criteria listed on pages 3 and 4.

Please use the attached ratings sheet to record your evaluation and scoring of each response/firm. The maximum number of points that can be assigned to each firm during this stage is 90, with the final 10 points reserved for the interviews of the short-listed firms. You will see that most if not all of the firms are well qualified to act as OPM for the project, likely warranting high scores. Therefore, it is suggested that you use pencil for an initial pass at scoring, jot down some notes on each of the firms as you work through the responses, and then review/revise your scoring after you have read, considered, and compared all of them.

Based on the process schedule that has been established by the CSBC, and approved by the MSBA, the OPM Selection Committee must complete its evaluation and scoring work, including interviewing at least three short-listed firms, and convey its recommendations back to the full CSBC in approximately one month's time (i.e., no later than Friday, 9/18). Needless to say, there is a lot that needs to be accomplished, and we will need everyone's commitment and cooperation in order to meet this relatively tight schedule.

Please complete your individual evaluations and scoring of the twelve responses/firms over the course of the next ten days or so, and send a copy of your ratings sheet back to me by email (The CSBC will be required to provide the MSBA with a compilation showing each OPM Selection Committee member's total score for each of the responses/firms). Please also be prepared to meet remotely in the afternoon of either 9/1, 9/2, or 9/3 to discuss the scoring results and determine the short list of 3-5 firms to invite for remote interviews during the 2nd and 3rd week of September (we will be contacting you soon to confirm your availability). Please let me know if you have any questions at this point in the process. Thank you.

Enclosures (Copies of the 12 Response Submissions)

Cc: Consentino School Building Committee

