



Daedalus Projects
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MEETING MINUTES

Project: Leominster Police Station Leominster, MA	Meeting Date: February 18, 2021
Time: 10:00 AM	Meeting Location: Remote (Virtual)
Meeting: Police Station Building Committee #17	Report By: Mike McNulty
Attending: Mayor Dean Mazzarella, City of Leominster Claire Freda, Councillor Patrick McCarty, Volunteer Lt. Mark Amico, Police Sgt. Dan Proietti, Police Jim Whitney, Volunteer Kelley Gammell, Police Carlos Cintron, Police Sgt. James Marois, Police Brett Thompson, Police Michelle Richards, Neighborhood Kelly Vallee, Police Greg Chapdelaine, City of Leominster	Chief Aaron Kennedy, Police Wendy Wiiks, Mayor’s Office Mike McNulty, DPI Christina Opper, DPI Lance Green, KBA Amy Moro, KBA Kevin Witzell, KBA Todd Costa, KBA Seunghwan Lee, KBA Katrina Hay, KBA David McKinley, KBA

Absent:

Item	Action
14-1 The Meeting was called to order.	
14-2 OPM Update: <ul style="list-style-type: none"> DPI/CHA presented the OPM report and reviewed the overall schedule. DPI/CHA introduced the Cx responses to the team. Five firms responded to the Request for Services, SMMA, WSP, F&T CHA, and Colliers Int. MOTION TO APPROVE AWARD TO SMMA by Greg Chapdelaine SECONDED BY Patrick McCarty, all in favor. Approval of the 12/10/2020 Meeting Minutes <ul style="list-style-type: none"> MOTION TO APPROVE MEETING MINUTES AS WRITTEN 12/10/2020 by Claire Freda SECONDED BY Michelle Richards, all in favor. 	
14-3 Design Update: <ul style="list-style-type: none"> KBA gave an overview of the DD set and the associated reconciled estimate. MOTION TO AUTHORIZE KBA TO PROCEED TO CONSTRUCTION DOCUMENTS PHASE by Greg Chapdelaine SECONDED BY Claire Freda, all in favor. KBA presented the draft traffic plan. KBA went through the site plan. Moved into front design elements and planting concepts. Design Working Group meetings have been scheduled for 3/4 – Proposed Lobby Modifications (virtual only), and 3/11 for Interior Finishes Selection- to be held in person at KBA’s office with a virtual option. 	
14-4 New Business:	

- Prequalification Sub-Committee formation was discussed. The make-up of the subcommittee shall be one member from DPI/CHA, one member from KBA, and three members from the committee. Greg Chapdelaine, Patrick McCarty, and Jim Whitney volunteered.
- Motion to approve KBA invoices 20002.00-8 and 20002.00-9 - by Patrick McCarty, Seconded -Chief Kennedy, a roll call vote was taken and all were in favor.
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14-5 A MOTION to adjourn was made by Claire Freda, SECONDED by Patrick McCarty, all were in favor.

14-6 Next Meeting: TBD