

***Town of Weymouth
Massachusetts***

Robert L. Hedlund
Mayor

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MEMORANDUM

TO: Robert L. Hedlund, Mayor
FROM: Nicholas Bulens, Library Construction Committee Chair
CC: Library Construction Committee
Robert Luongo, Director of Planning and Community Development
Hill International
Tappé Architects
RE: Prequalification Committee
DATE: July 11, 2018

Dear Mayor Hedlund,

In accordance with M.G.L. c. 149, §§ 44A-44J, the Library Construction Committee has established a Prequalification Committee to prequalify general contractors and subcontractors to submit bids for the New Tufts Library Project.

By statute, the Prequalification Committee must consist of one representative of the Project Designer (Tappé Architects) and three representatives of the Project Owner (Town of Weymouth), one of whom must be the Owner's Project Manager (Hill International). At its initial meeting, the Prequalification Committee is also required to designate one of the three persons representing the Project Owner to serve as Chair.

At the LCC's meeting of June 25, 2018, a motion was made to appoint committee members John MacLeod and Dennis Corcoran to the project's Prequalification Committee. The motion was voted and unanimously approved.

I am pleased to report that the project's Prequalification Committee consists of the following individuals:

Member	Organization	Representative of:
Christopher Blessen	Tappé Architects	Project Designer
Dennis Corcoran (Chair)	Town of Weymouth	Project Owner
John MacLeod	Town of Weymouth	Project Owner
Mary Mahoney	Hill International	Project Owner (OPM)

The Prequalification Committee unanimously chose Dennis Corcoran to serve as Chair. The Chair will be responsible for coordinating committee meetings and managing the Prequalification evaluation process for general contractors and subcontractors.

While only members of the Prequalification Committee may perform evaluations, the committee may choose to delegate the checking of references to outside individuals, provided that a written form with uniform questions is used for all reference checks. In addition, the Chair of the Prequalification Committee may delegate any administrative tasks that are necessary to facilitate the evaluation process.

On behalf the Library Construction Committee, I thank you for your continued support and for this opportunity to advise the Office of the Mayor on this once-in-a-lifetime building project for our community.

Sincerely,



Nicholas Bulens
Administrative Services Coordinator
Chair, Library Construction Committee