

NRHS OPM SUB COMMITTEE MEETING MINUTES
TUESDAY, MARCH 6, 2018
CENTRAL OFFICE ADMIN BUILDING 430 PM

I CALL TO ORDER /AGENDA CHANGES:

Jim Nowack called meeting to order at 430pm

In attendance: Ron Collins, Chris Easley, Jim Nowack, John O'Reilly, Harry Terkanian

II CITIZENS SPEAK

None

III PRIORITY BUSINESS

Elect Chair

Harry Terkanian nominated for chair by Ron Collins. John O'Reilly seconds the motion. Board voted unanimously to elect Harry Terkanian.

A. Call to Order

Harry Terkanian shared his initial thoughts on the OPM selection subcommittee

B. Citizens Speak

None

C. OPM Process

1. Review Panel Meeting Schedule and Guideline Dates

Committee members reviewed the MSBA schedule and Guideline Dates. Members agreed to extend the time between when the ad should be placed in the newspapers and the due date for applicants. Committee will run our selected dates by Allison Jones at MSBA.

2.OPM Advertisement Template

Jim Nowack shared the MSBA's OPM Advertisement Template and members agreed it was straightforward

3.OPM Request for Services (RFS) Template

Committee reviewed the RFS Template

4. OPM Narrative Template

Committee members reviewed template and wording. We are looking at all options; from renovation to tear down and rebuilding. A concern raised was what happens with our student's placement during construction. It will depend on the type of building project. Temporary space (rented portables, trailers) are not reimbursable

5. OPM Procurement Certification

This certification does not need to be addressed at this time.

6. OPM Reference Check Matrix

Don't have to worry about right away. Need to be prepared after responses come in and we short list the candidate pool.

D. Timeline

- T 3/27 OPM Sub Committee reviews RFS draft
- T 4/10 RFS Draft received by MSBA for approval
- TH 4/12 John O'Reilly ^{Greg + Harry} introduces process of OPM selection to school committee
- TH 4/26 Ad placed in Central Register (and newspapers)
- TH 5/3 Ad appears in Central Register (and newspapers)
- TH 5/10 Onsite voluntary walk through for potential applicants.
- TH 5/17 Last date for potential applicants to submit questions to OPM Committee
- M 5/21 Post addendum and answer questions submitted from potential applicants
- TH 5/24 Applications due from candidates
- T 5/29 OPM Committee reviews applications. Ranks candidates and creates short list for
- T 6/5 OPM Committee interviews short list, votes and ranks
- TBD Negotiate with selected respondents the contract amount
- T 6/12 Building Committee votes on ranked candidates
- W 6/13 Present ranked candidates to school committee
- W 6/20 Applications received at the MSBA
- M 7/16 MSBA OPM Panel Meeting Date

E. Request for Services (RFS)

Jim Nowack agreed to draft the RFS. Jim will send draft to our Legal Dept. OPM Sub Committee will review after Legal reviews. Committee agreed on 50-150 million dollar range. A wide range and low numbers at one end can help us talk to taxpayers

G. Future Meeting Date

Tuesday March 27th, 430pm Central Office, Orleans

IV APPROVAL OF MINUTES

None

V ADJOURNMENT

Harry Terkanian thanked everyone for coming. Meeting adjourned at 5:55pm

Minutes submitted by Wendy Spampinato

