

**Memorandum**  
**Belmont Public Schools**

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To: George Entwistle  
Denis Fitzpatrick  
Julie Silverman

From: Gerry Missal *GM*

Re: Wellington modular proposals and bids

Date: September 3, 2009

Last night, a sub-committee of the Wellington Building Committee met to review the two modular classroom proposals that had been received by 2:00 PM on Monday, August 31, in response to our Request for Proposals (RFP). The sub-committee consisted of Wellington Building Committee members Mark Haley, Pat Brusch, Bill Lovallo and Joe Barrell. Also in attendance and offering comments on the proposals were Amy Wagner and me.

In accordance with the procedure required by State law, the non-price proposals were reviewed and rated as per the criteria specified in the RFP. Attached is a sample evaluation worksheet showing the six criteria and the four categories of ratings. Based upon these ratings, the two proposals were then ranked as follows:

1. Vanguard Modular Building Systems
2. Williams Scotsman, Inc.

All four of the sub-committee members were consistent in ranking Vanguard as the preferred proposal. It needs to be noted that Vanguard chose to propose an alternate location at the High School, rather than the location in front of the field house and pool specified in the RFP. Vanguard's alternate location was to locate one large 31,250 square foot unit on the parking lot next to the tennis courts. Attached are a site plan and a floor plan showing the Vanguard proposal.

The sub-committee ranked Vanguard as the preferred proposal despite their alternate location being different than what was requested in the RFP. However, committee members expressed a desire to have a sense of the School Committee with regard to this change in location. Laurie Graham attended last night's meeting, as did Building Committee member and Wellington parent Heidi Sawyer. Either or both can speak to the pro's and con's of the Vanguard proposal.

Once the non-price ranking was completed, the price proposals, which had been submitted in separate sealed envelopes, were opened. The base bid prices were consistent with the non-price rankings:

Vanguard Base Bid for alternate site	\$2,271,110
Williams Scotsman Base Bid	\$2,758,765

Unfortunately, the budget for relocation within the Building Committee budget is \$2,100,000, of which \$300,673 is for indirect costs leaving \$1,799,327 to cover the actual construction bid. Thus, the Vanguard bid is approximately \$500,000 over budget. Building Committee members will enter into discussions with Vanguard to see if there are agreeable changes in their construction proposal which can help to close this gap.

I will keep you and the School Committee apprised as this issue works itself out.

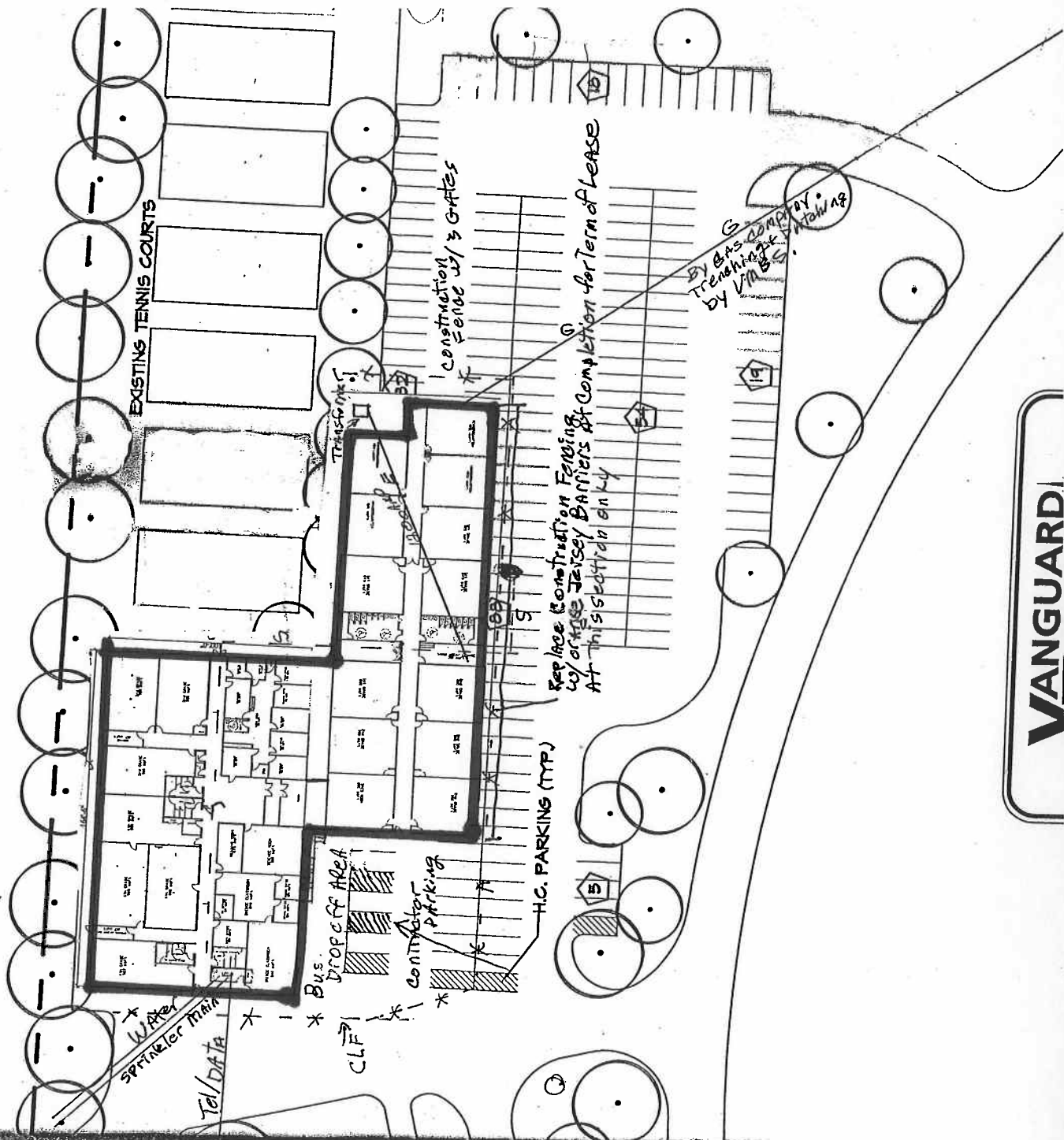
cc: Wellington Building Committee  
Warrant Committee Education Sub-Committee

## Evaluation of Modular Classroom Proposals

Proposal Received from: Vanguard Modular Building Systems  
 Address: 152 Sylvan Street  
Danvers, MA 01923

Criteria	Highly Advantageous	Advantageous	Acceptable	Unacceptable
Overall quality of proposal				
Age of units				
Prior similar experience				
Schedule				
Deviation or variation from RFP				
References				
Overall Rating				

Reviewed by: \_\_\_\_\_  
 Date: \_\_\_\_\_



EXISTING TENNIS COURTS

Construction Fence w/ 3 GATES

Replace Construction Fencing w/ orange Jersey Barriers at completion for term of lease At this section only

BY BAS COMPANY TRENCHING BY V.P.S.

BUS PROPERTY AREA

CONTRACTOR PARKING

H.C. PARKING (TYP)

WATER SPRINKLER MAIN  
Tel/DATA

CLF

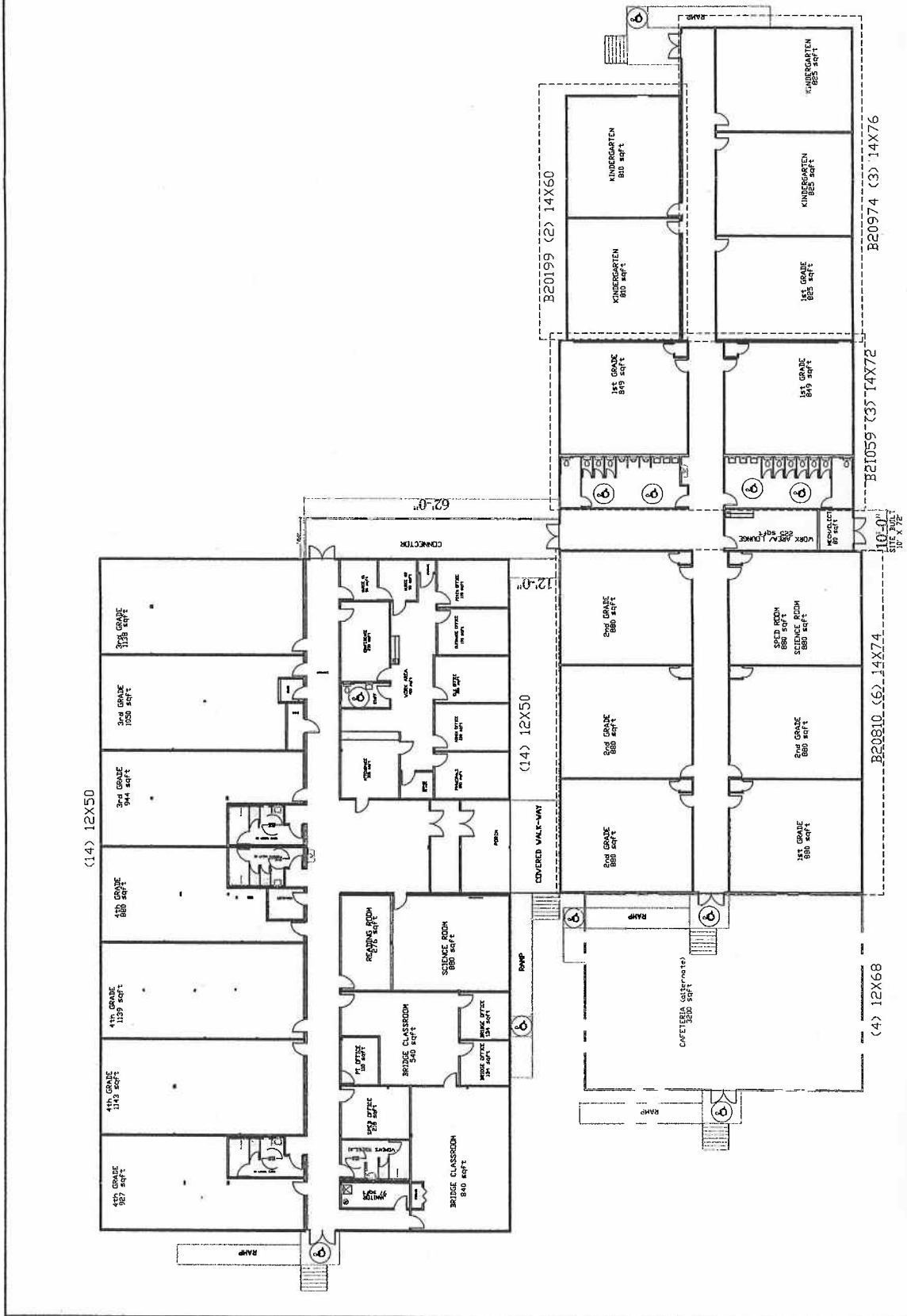
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 Vanguard Building Systems, Inc.  
 100 Lawrence St.  
 Suite 200  
 Weymouth, MA 01978  
 888-550-8742  
 781-929-1000



**BELMONT PUBLIC SCHOOLS  
 MODULAR CLASSROOMS  
 BELMONT, MA  
 PRELIMINARY FLOOR PLAN**

Scale	1/8" = 1'-0"
North Arrow	As Shown
Revision	1
Author	...
Checker	...
Operator	...
Date	...



**PRELIMINARY FLOOR PLAN**  
 31,250 sqft