



MIDDLETOWN
Rhode Island

TOWN ADMINISTRATOR

TOWN OF MIDDLETOWN

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To: The Middletown Town Council
From: Town Administrator Shawn J. Brown
Subject: School Building - CMAR Process and Upcoming RTA Approvals for School Project
Date: May 5, 2025

Dear Paul et al.

As you know, the new middle-high school is being delivered under a Construction Manager at Risk (CMAR) contract. This is a different approach than the Town has used on past capital projects, and I want to provide context ahead of Monday's meeting so you understand what we're being asked to approve and why.

In the CMAR model, the Construction Manager (CM) is brought on during the design phase and works closely with the architect and project team to provide cost estimates, schedule input, and construction planning. The CM will ultimately take responsibility for managing construction and delivering the project under a Guaranteed Maximum Price (GMP)—a cap on the total construction cost that protects the Town from cost overruns, except in defined situations.

As part of this process, the CM breaks the project into multiple trade packages (e.g., site work, structural steel, mechanical systems) and conducts competitive bidding for each. The results are submitted to the Town as Request to Award (RTA) packages. Each RTA includes a recommended subcontractor based on the bids received, along with cost summaries and scope details.

On Monday, the Council will be asked to approve four RTAs, which are the first of approximately 38 packages we expect to receive throughout the course of the project. Approving these RTAs allows the CM to execute subcontracts and begin the corresponding work. This step-by-step approach allows work to proceed as design documents are finalized and ensures oversight of each major decision.

Once all RTAs are approved and costs are confirmed, the CM and the Town will finalize the GMP amendment to the construction contract, incorporating all approved subcontract awards. That GMP will come before the Council for final approval later in the process.

This method provides important benefits: early coordination between design and construction teams, better cost control, flexibility in scheduling, and full transparency for

the Council and public. The team will provide additional updates as we continue receiving RTAs and move closer to the GMP.

Ed Collins will review this with you again at the meeting. is scheduled to review this with you at the meeting. Please don't hesitate to reach out if you'd like to review any of the RTA documents or have questions before then

Kind regards,
Shawn J. Brown, CPA, CFE
Town Administrator, Town of Middletown