



# Commonwealth of Massachusetts

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## Designer Selection in Massachusetts

March 24, 2021 8:15 a.m.

Bill Perkins, P.E., Executive Director

[willard.perkins@mass.gov](mailto:willard.perkins@mass.gov) | 857.204.1422

Designer Selection Board | One Ashburton Place, Room 1018A, Boston, MA 02108





# Agenda

## ***Kate Murphy, Co-Chair & Sandy Kane, Co-Chair, BSA Marketing/PR Network***

*Simone Early, Architect, Asst. Director AESU, DHCD*

*Elise Woodward, AIA, Vice Chair, DSB*

*Bill Perkins, PE, Executive Director DSB*

### **DSB Designer Selection Portal - Bill Perkins**

#### **Firm Profile Discussion - Bill Perkins**

*Registration and Disclosure*

*Evaluations and References*

*Autocene Report*

#### **Public Records**

#### **Application Discussion - Elise Woodward**

*Walkthrough of Application Steps*

*Application Suggestions*

*Application Review*

#### **DHCD Participation - Simone Early**

*Pipeline of Projects*

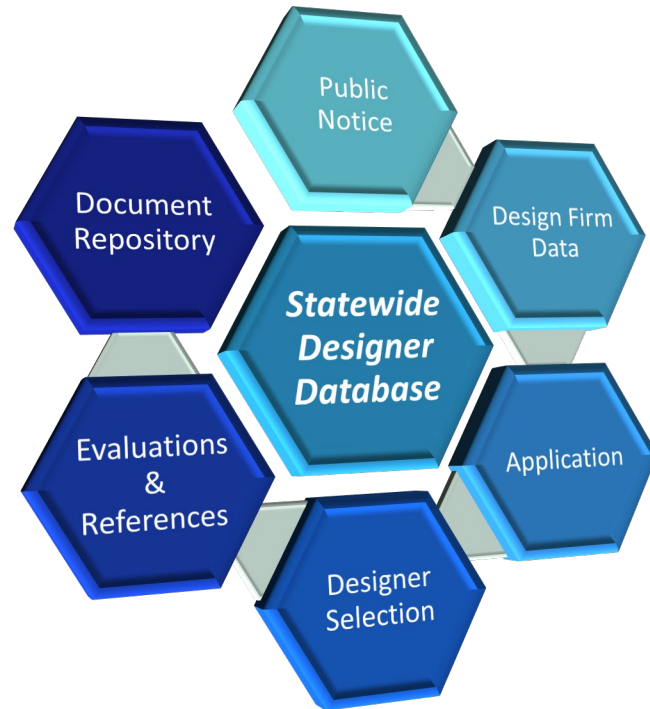
*Capital Funding*

*Use of Autocene for Designer Selection*





# Massachusetts Designer Portal



## Key System Features

### **Common Content Across All Agencies**

- ✓ Listing of Public Notices of Design Projects
- ✓ Designer and Subconsultant Database
- ✓ Design Firm Reports
- ✓ Affirmative Marketing and other Project Reports
- ✓ Evaluations and References
- ✓ Content Management System
- ✓ Document Repository: Paperwork Reduction

### **Customized Content**

- ✓ Online Application Process
- ✓ Online Selection and Voting
- ✓ Specialized Forms and Approvals
- ✓ Specialized Evaluations





# Applications by Role

## Available to All

- Add New User
- Public Notice Search (Database of Projects)
- Firm & Project Reports (Database of Firm Information)
  - Firm Disclosures
  - Applications Submitted
  - Firm Evaluations

## Designer Community Specific

- Registration & Disclosure (Firm Information, Projects, Ownership)

## DCAMM/DSB Specific

- Submit a New Public Notice
- Submit References (DSB Only)

## Public Agencies Specific

- Submit Evaluations  
(Ability to enter evaluations for projects whether they are Public Notices chosen by the DSB or not)

**Designer Selection Board**  
1 Ashburton Place, Room 1018A, 10th Floor, Boston, MA 02108  
www.mass.gov/dsb Telephone: (617) 727-4046  
Please complete the required fields (\*) before submitting.

**Registration and Disclosure View**

Edit

Welcome, here you will be able to Register/Update your Firm information below.

**IF YOUR FIRM WILL ACT AS A SUB-CONSULTANT ONLY, PLEASE CHECK.**

**Firm Type (Check all that apply)**

☒ Designer: ☒ Architect ☒ Landscape Architect ☒ Engineer ☒ Interior Designer ☒ Construction Manager ☒ Programmer  
☒ Diversity: ☒ Woman Owned (WBE) ☒ Minority Owned (MBE) ☒ Veteran Owned (VBE) ☒ Service Disabled Veteran Owned (SDVBE)

**Business Name (if any):**  
AECOLUS

**Firm Contact Information**  
Firm Logo

Name of Business	Website	FEIN
AECOLUS ARCHITECTURE AND DESIGN	http://aeadesign.com	202020
Contact Person	Contact Email Address	Phone
Soren Javella	hazel@formverse.com	(403) 456-3035
Main Office Address	City	State
112 Derry Street SW	New York	New York
Secondary Office Address	City	State
123 Street Ave.	Houston	Texas
# of Employees, Total	# of Employees, Mass.	# Mass. Reg. Architects
250	100	50
		# Mass. Reg. Engineers
		100

**Firm Experience**  
List all current projects of any type and all projects for all MA public agencies in the last 5 years.

Role	Project Name & Location	Project Description	Principal-In-Charge (PIC)	Estimated Construction Cost (ECC) \$	Completion Date (est.)	Owner's Contact Info	Status	Type
Prime Firm	New Administration Complex, Administration campus interior design that included new office layouts and lobby/main seating areas. New landscape organization created connections to the greater campus landscape.	Kora University, TX	Cassandra Urlick	\$100,000	1990	Kora University, Admin 458 Huntsman Place New York, NY 10001 (212) 630-4572	Active	Commonwealth of MA

Designer Firm Screenshot of Registration & Disclosure





# Firm Profile Discussion – *Bill Perkins*

- *Registration and Disclosure*
- *Autocene Report*
- *Evaluations and References*



# Registration & Disclosure



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Telephone: (617) 727-4046

Please complete the required fields (\*) before submitting.

Edit

Welcome, here you will be able to Register/Update your Firm information below.

If your firm will act as a Sub-Consultant only, then please check below.

☐ I Confirm.

### Firm Type (Check all that apply)

- |                   |                                                                  |                                                                  |                                                                      |
|-------------------|------------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------------------|
| <b>Designer:</b>  | <input checked="" type="checkbox"/> Architect                    | <input type="checkbox"/> Landscape Architect                     | <input checked="" type="checkbox"/> Engineer                         |
|                   | <input type="checkbox"/> Interior Designer                       | <input type="checkbox"/> Construction Manager                    | <input type="checkbox"/> Programmer                                  |
| <b>Diversity:</b> | <input checked="" type="checkbox"/> Woman Owned (WBE)            | <input checked="" type="checkbox"/> Minority Owned (MBE)         | <input type="checkbox"/> Veteran Owned (VBE)                         |
|                   | <input type="checkbox"/> Service Disabled Veteran Owned (SDVOBE) | <input type="checkbox"/> Disadvantaged Business Enterprise (DBE) | <input type="checkbox"/> Disability Owned Business Enterprise (DOBE) |
|                   | <input type="checkbox"/> LGBT Business Enterprise (LGBTBE)       | <input type="checkbox"/> Portuguese Business Enterprise (PBE)    | <input type="checkbox"/> Small Business Purchasing Program (SBPP)    |

### Former Name (if any) :

AA&Design

### Firm Contact Information

Firm Logo



Name of Business		Website	FEIN
AEOLUS ARCHITECTURE AND DESIGN		<a href="http://aeolusdesign.com">http://aeolusdesign.com</a>	212020
Contact Person	Contact Email Address	Phone	Ext.
Penny Foussekis	pfoussekis@autocene.com	(403) 456-3035	220
Main Office Address	City	State	Zip
112 Derry Street SW	Boston	Massachusetts	10001
Secondary Office Address	City	State	Zip
123 Street Ave.	Houston	Texas	76453
# of Employees, Total	# of Employees, Mass.	# Mass. Reg. Architects	# Mass. Reg. Engineers
250	100	50	100





# Affirmative Marketing

Current diversity categories (more can be added):

- Minority-Owned Business (MBE)
- Women Owned Business (WBE)
- Disadvantaged Business Enterprise (DBE)(federal designation)
- Veteran Owned Business (VBE)
- Disability Owned Business Enterprise (DOBE)
- LGBT Business Enterprise (LGBTBE)
- Portuguese Business Enterprise (PBE)

*CERTAK Auto-Certification link provides regular updates*





# Autocene Report

## AUTOCENE REPORT

## AEOLUS ARCHITECTURE AND DESIGN

### Firm Contact Information



Name of Business	Website		
AEOLUS ARCHITECTURE AND DESIGN	http://aeolusadesign.com		
Former Name	Contact Person	Contact Email Address	
AA&Design	Penny Foussekis	pfoussekis@autocene.com	
# of Employees, Total	# of Employees, Mass.	# Mass. Reg. Architects	# Mass. Reg. Engineers
250	100	50	100
Local Office Address	City	State	
112 Cherry Street SW	Boston	Massachusetts	
Secondary Office Address	City	State	
123 Street Ave.	Houston	Texas	

### Firm Type

**Designer:** Architect, Engineer,  
**Discipline:** WB, MB,

### Firm Highlights

The award-winning AEOLUS Architecture & Design prides itself on a great history of design excellence in all of their work from residential to commercial and institutional projects throughout New England. We have either led or been a team member on some of the more prominent public projects in Massachusetts and would be pleased to discuss this great track record with interested firms, agencies and private parties. Currently we are working on a new CBO testing facility for the Massachusetts Department of Public Health and campus-wide improvements to Massachusetts Community College. The award-winning AEOLUS Architecture & Design prides itself on a great history of design excellence in all of their work from residential to commercial and institutional projects throughout New England. We have either led or been a team member on some of the more prominent public projects in Massachusetts and would be pleased to discuss this great track record with interested firms, agencies and private parties. Currently we are working on a new CBO testing facility for the Massachusetts Department of Public Health and campus-wide improvements to Massachusetts Community College.

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### Include top 3 project pictures below (Size - Height: 250 px Width: 250 px)

Town Building	K9 Class Room	University Building

### Client References

#### Agency: Agency

On behalf of the staff at Kumar Library I would like to express appreciation to Aeolus Architecture And Design for their work with the new Library additions. The construction and design project you completed for us which involved a monumental campus walk, landscape, and central quad space, is one the entire public can take pride in. The project was handled with grace and efficiency.

#### Agency: Agency

Aeolus Architecture And Design completed the (UCCM) University of Kincora Masson project for: electrical engineering for the renovation and new addition of the 49,000, Nursing building project, including clinical teaching labs, mock emergency rooms, mock clinical exam rooms and mock emergency department. The project was completed in 2015. Laura Ingelwood was our main principle in charge who managed the project in a professional and timely manner.

#### Agency: Agency

We confirm that Aeolus Architecture And Design has completed the project designed for The Western Orisole Hospital, managed through their contact Paul Brown. We wish to offer the following comments regarding their performance: Careful and perceptive in constructing the building additions according to the instructions of the contract document and design consultations that Mr. Brown offered.


## Purpose:

- “Elevator Pitch” information about a particular firm
- This is what will appear first when a firm is searched
- Firm selects a few references, photos, and provides a narrative
- Can be shared as \*.pdf



# Evaluations for Prime Firm



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## Evaluation Report

### NAVIGATION BAR

Instructions	Public Notice Search	Project Summary	Registration & Disclosure	Sub Consultant(s) Setup	Application	Evaluations	References	Submission
i	1	2	3	4	5	6 *	7	8
FILTER BY								Refresh Filters

FROM:  TO: 6/22/2020

### STUDY EVALUATIONS

DSB NUMBER	PROJECT NUMBER	TASK PROJECT NO.	DATE SUBMITTED	DESIGNER FIRM	STUDY EVALUATOR	
19-39	CCCC2020-1019	test		AEOLUS ARCHITECTURE AND DESIGN	Penelope Foussekis	<a href="#">View Study</a>
19-99	2019-ABC		1/23/2020	AEOLUS ARCHITECTURE AND DESIGN	Penelope Foussekis	<a href="#">View Study</a>
19-99	2019-ABC		1/14/2020	AEOLUS ARCHITECTURE AND DESIGN	manager 1	<a href="#">View Study</a>
	Test-Project-001			AEOLUS ARCHITECTURE AND DESIGN	Hazel Lobos	<a href="#">View Study</a>

### DESIGN EVALUATIONS

DSB NUMBER	PROJECT NUMBER	TASK PROJECT NO.	DATE SUBMITTED	DESIGNER FIRM	STUDY EVALUATOR	
	Test-Project-001			AEOLUS ARCHITECTURE AND DESIGN	Hazel Lobos	<a href="#">View Design</a>

### CONSTRUCTION EVALUATIONS

DSB NUMBER	PROJECT NUMBER	TASK PROJECT NO.	DATE SUBMITTED	DESIGNER FIRM	STUDY EVALUATOR	
	Test-Project-001			AEOLUS ARCHITECTURE AND DESIGN	Hazel Lobos	<a href="#">View Construction</a>

### PREVIEW OF SELECTED STUDY EVALUATION

Firm Name		Project Name	
AEOLUS ARCHITECTURE AND DESIGN		CBD Testing Facility	
Project Number	DSB List Number	Facility Type	Evaluator
2019-ABC	19-99	State	Penelope Foussekis
Project Location	Project Completion Date	User Agency Name	
		Department of Public Health	83A93E47-4BE8-4EDE-9A26-6CA818B31C67

#### Project Type

- ☐ Master Plan
- ☒ Feasibility Study
- ☐ Facility Conditions Assessment
- ☐ New Construction
- ☐ Alteration/Renovation
- ☐ Repair/Maintenance
- ☐ Restoration/Preservation
- ☐ Addition

#### Management Score Total

4 re evaluated - done.

#### Quality Score Total

4 re evaluated - done.

#### Schedule Score Total

4 re evaluated - done.

#### Budget Score Total

4 re evaluated - done.

#### Overall Score

4  
Overall Comments  
Firm's performance was excellent per different agencies. When over budget, they took the lead in suggesting strategies for reducing cost – finding creative ways to bring the costs back in line – from incorporating a hybrid of materials to reconfiguring the layout. The entire team was great to work with – they were professional and responsive. I highly recommend them for any future projects.


[Include this Evaluation](#)

[Don't Include Evaluation](#)



# References for Prime & Subconsultant Firms





## Designer Selection Board

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## Reference(s) Selection

### NAVIGATION BAR


Instructions	Public Notice Search	Project Summary	Registration & Disclosure	Sub Consultant(s) Setup	Application	Evaluations	References	Submission
i	1	2	3	4	5	6	7 *	8

FILTER BY

FROM:  TO:

Refresh Filters

REFERENCE NAME	REFERENCE EMAIL	DATE	FACILITY TYPE	AGENCY	SCORE	
Edward Rollington	erollington@kumarylbrary.com	10/1/2019	Public Library	Agency	4	<a href="#">View</a>
Cassie Vanderburg	cvanderburg@uckm.com	10/1/2019	Private School	Agency	3.2	<a href="#">View</a>
Mark Werther	mwerther@woriolehospital.com	10/1/2019	Hospital	Agency	3.5	<a href="#">View</a>



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### Reference Report

PROJECT NAME	Kumar Library New Additions		
LOCATION	Boston		
DSB LIST # (if appl.)	845162		
PROJECT TYPE (all that apply)	<input type="checkbox"/> Master Plan <input checked="" type="checkbox"/> Feasibility Study <input checked="" type="checkbox"/> Facility Conditions Assessment <input type="checkbox"/> New Construction <input type="checkbox"/> Alteration/Renovation <input checked="" type="checkbox"/> Repair/Maintenance <input checked="" type="checkbox"/> Restoration/Preservation <input checked="" type="checkbox"/> Addition		
FACILITY TYPE	Public Library		
REFERENCE CONTACT NAME	Edward Rollington		
REFERENCE CONTACT EMAIL	erollington@kumarylbrary.com		
REFERENCE CONTACT PHONE	(123) 456-7890		
REFERENCE AGENCY NAME	Agency		
PERFORMANCE SCORES (0-4.0)	<b>4.0 Exceeded Expectations:</b> outstanding performance <b>3.0 Satisfactory:</b> at standard, satisfactory performance <b>2.0 Improvement Required:</b> below satisfactory performance <b>1.0 Unsatisfactory:</b> Unacceptable performance		
	<b>Designer Performance Related To:</b>		
MANAGEMENT	Communication with stakeholders, responsiveness, contribution to decision-making, project leadership ○ 1 ○ 2 ○ 3 ● 4		
QUALITY	Articulation of scope, coordination, provision of expertise, quality control, plans and presentations ○ 1 ○ 2 ○ 3 ● 4		
SCHEDULE	Scheduling and timely completion of tasks, timeliness of revisions, schedule responsibility and accountability ○ 1 ○ 2 ○ 3 ● 4		
BUDGET	Cost control, accuracy and completeness of estimates, adherence to design fee, invoicing timeliness ○ 1 ○ 2 ○ 3 ● 4		
OVERALL RATING	4		
OVERALL COMMENTS	On behalf of the staff at Kumar Library I would like to express appreciation to Aeolus Architecture And Design for their work with the new Library additions. The construction and design project you completed for us which involved a monumental campus walk, landscape, and central quad space, is one the entire public can take pride in. The project was handled with grace and efficiency.		



# New Evaluation and Reference Request Tool

## Planned features

- Prime Firms enter projects where evaluations are due
- Basic agency and project information submitted
- DSB notified and upon approval, email is sent to agency contact
- If no response, agency contacted until evaluation is submitted

[Back to Application Review](#)
[Accept and Save Score](#)

☐ Show Only Completed and/or Required Evaluations

ALARM SYSTEMS 85%

Accepted

The system excludes the classification and skips validation rules until you select the Accepted checkbox. When the checkbox is checked, based on the classification average score, the Prequalifiable, Admin Accepted and Approved fields will be updated automatically by the system.

1	<b>New Lebanon Elementary School</b> 1/25/2018 - 10/15/2020	<b>Evaluator</b> Daniel Phillips <a href="mailto:dphillips@rubaneco.com">dphillips@rubaneco.com</a> 912-246-4162 Project Manager	<b>Evaluation Sent</b> 11/13/2020	<b>Evaluation Received</b> 11/16/2020	<b>Scores</b> 95%
2	<b>Gallup Hill Elementary School</b> 11/7/2017 - 4/30/2019	<b>Evaluator</b> Matt Belcher <a href="mailto:mattbelcher@opind.com">mattbelcher@opind.com</a> 860-625-9532 Construction Manager	<b>Evaluation Sent</b> 8/19/2019	<b>Evaluation Received</b>	<b>Scores</b> 92%
3	<b>Ledyard Middle School - Security</b> 11/7/2017 - 4/30/2019	<b>Evaluator</b> Dan Hetzler <a href="mailto:dahetzler@opind.com">dahetzler@opind.com</a> 860-626-6447 Construction Manager	<b>Evaluation Sent</b> 8/19/2019	<b>Evaluation Received</b>	<b>Scores</b> 92%
4	<b>Joseph A. DiPaolo Middle School</b> 6/13/2013 - 11/16/2015	<b>Evaluator</b> Tom DiMauro <a href="mailto:tomdimauro@newfieldconstruction.com">tomdimauro@newfieldconstruction.com</a> 8609531477 Construction Manager	<b>Evaluation Sent</b> 8/15/2016	<b>Evaluation Received</b>	<b>Scores</b> 92%
5	<b>J.M. Wright Technical High School</b> 3/14/2013 - 9/30/2015	<b>Evaluator</b> Christopher Enders <a href="mailto:cenders@khebuilding.com">cenders@khebuilding.com</a> 8607847110	<b>Evaluation Sent</b> 8/15/2016	<b>Evaluation Received</b>	<b>Scores</b> 92%







# Public Records – *Bill Perkins*

- *Searches of Viewable Files*
- *Records Request Form*



# Public Records

	MASSACHUSETTS STATE REQUEST FOR PUBLIC RECORDS
<p>The Massachusetts Public Records Act allows anyone to request public records with no statement of purpose. There are no restrictions on the use of records. Below is the information needed for requesting public records in Massachusetts in compliance with the Public Records Act.</p>	
<b>Requestor Information:</b>	
Request Date	<input type="text" value="11/20/2020"/>
Name	<input type="text" value="Vikram Kumar"/>
Email	<input type="text" value="jvikramk@gmail.com"/>
Name of Business	<input type="text" value="AEOLUS ARCHITECTURE AND DESIGN"/>
Street Address	<input type="text" value="112 Derry Street SW"/>
City	<input type="text" value="Boston"/>
State	<input type="text" value="Massachusetts"/>
Zip	<input type="text" value="10001"/>
<b>Information Requested:</b>	
<p>Describe in detail the information you are requesting. Be as specific as possible. (max 400 characters)</p> <div><p>Hi, Our firm is interested in reviewing the proposals of the designer firms that got awarded for the DSB list #19-09. Thank you.</p></div>	

## Searches:

- Most documents saved 1-6 years will be available by simple search
- Some documents do not need to be saved like rejected applications

## Request Form:

- Hidden firm information linked to form
- Broader searches
- Public requests





# Document Storage



## Designer Selection Board

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[www.mass.gov/dsb](http://www.mass.gov/dsb)

## Online Repository

Telephone: (617) 727-4046

TYPE OF DOCUMENT	FIRM NAME	DATE RECEIVED	DESCRIPTION	COMMENTS	OLD PROJECT LINK
FIRM DISCLOSURES ▼	▼				<a href="#">Click here to attach a file</a>

TYPE OF DOCUMENT	FIRM NAME	DSB LIST#	DESCRIPTION	COMMENTS	DISCLOSURE LINK
OLD PROJECT FILES ▼	▼	▼			<a href="#">Click here to attach a file</a>

▼ TYPE OF DOCUMENT	DSB LIST#	FIRM NAME	DESCRIPTION	COMMENTS	MINUTES LINK
OLD BOARD MEETING MI ▼	▼	▼			<a href="#">Click here to attach a file</a>

Insert Document



# Document Search & Retrieval



## Designer Selection Board

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[www.mass.gov/dsb](http://www.mass.gov/dsb)

Telephone: (617) 727-4046

### Search Repository

	TYPE OF DOCUMENT	FIRM NAME	DSB LIST NUMBER	
Show All	Select... ▼	▼	▼	Clear Filters

FIRM NAME	DSB LIST NUMBER	TYPE OF DOCUMENT	DOCUMENT
AEOLUS ARCHITECTURE AND DESIGN		FIRM DISCLOSURES	<a href="#">Download Link</a>
AEOLUS ARCHITECTURE AND DESIGN	19-99	OLD PROJECT FILES	<a href="#">Download Link</a>
AEOLUS ARCHITECTURE AND DESIGN	19-99	OLD BOARD MEETING MINUTES	<a href="#">Download Link</a>
ARCHITECTURAL ENGINEERS, INC.		Firm Disclosures	<a href="#">Download Link</a>
ALLIED CONSULTING ENGINEERING SERVICES	20-03	Old Project Files	<a href="#">Download Link</a>
ANN BEHA ARCHITECTS	20-05	Old Board Meeting Minutes	<a href="#">Download Link</a>
PCA / PRELLWITZ CHILINSKI ASSOCIATES	20-01	OLD BOARD MEETING MINUTES	<a href="#">Download Link</a>
AM FOGARTY AND ASSOC	19-39	OLD PROJECT FILES	<a href="#">Download Link</a>
ZEROENERGY DESIGN		FIRM DISCLOSURES	<a href="#">Download Link</a>





# Application Discussion - *Elise Woodward*

- *Walkthrough of Application Steps*
- *Application Suggestions*
- *Application Review Form*



# Public Notice Search: Process



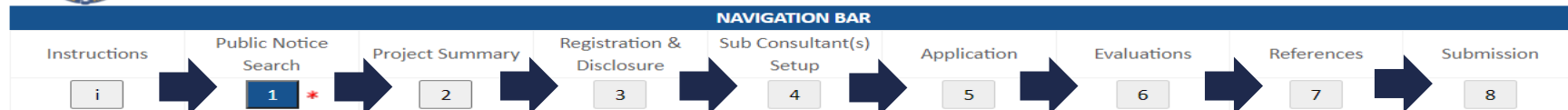
## Designer Selection Board

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[www.mass.gov/dsb](http://www.mass.gov/dsb)

## Public Notice Search

Telephone: (617) 727-4046



Welcome, here you will be able to view all available project postings.

For more information, please click on the Instructions button above, in the navigation bar.

Show Filters

PROJECT TITLE	DSB LIST #	PROJECT NO.	NOTICE DATE	DEADLINE DATE	PRIME SERVICE	AWARDING AGENCY	
Study, Planning, Design, Management & Construction for MEP/F, Building and Site Renovations, Repairs & Upgrades	20-21	2021-05	11/11/2020	12/2/2020	Engineer	Westfield State University	VIEW
Study, Design, Management & Construction for General Building Renovations, Repairs & Upgrades	20-20	2021-006	11/11/2020	12/2/2020	Architect	Westfield State University	VIEW
GLCPS Convent Renovation Project	20-18	CP-DS-2020-001	11/4/2020	12/2/2020	Architect	Global Learning Charter Public School (GLCPS)	VIEW
Study and Design for General Building Renovations, Repairs and Upgrades	20-17	DCR20A/E07	10/7/2020	11/18/2020	Architect	Department of Conservation and Recreation (DCR)	VIEW
Study and Design for Mechanical, Electrical, and Plumbing Renovations, Repairs and Upgrades	20-16	DCPSPT-MEP20	10/7/2020	11/4/2020	Engineer	Division of Capital Asset Management & Maintenance (DCAMM)	VIEW



# Public Notice Search: Project Summary



## Designer Selection Board

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## Public Notice Project Summary

[www.mass.gov/dsb](http://www.mass.gov/dsb)

Telephone: (617) 727-4046

NAVIGATION BAR								
Instructions	Public Notice Search	Project Summary	Registration & Disclosure	Sub Consultant(s) Setup	Application	Evaluations	References	Submission
<a href="#">i</a>	<a href="#">1</a>	<a href="#">2</a> *	<a href="#">3</a>	<a href="#">4</a>	<a href="#">5</a>	<a href="#">6</a>	<a href="#">7</a>	<a href="#">8</a>

Please [Click Here](#) to Download and View the **Full Project Listing**

DSB LIST #	20-21
DSB PUBLIC NOTICE DATE:	2020-11-11
LAST DATE FOR FILING APPLICATION IS:	12/2/2020 02:00 PM
PROJECT NUMBER:	2021-05
PROJECT TITLE:	Study, Planning, Design, Management & Construction for MEP/F, Building and Site Renovations, Repairs & Upgrades
PROJECT LOCATION:	Westfield
CONTRACT TYPE:	House Doctor
PRIME FIRM REQUIRED:	Engineer
USER AGENCY:	Westfield State University
AWARDING AGENCY:	Westfield State University
PROJECT SUMMARY:	Westfield State University is seeking the services of House Doctor Engineers to provide a Facility Condition Assessment of its current MEP/F systems and to develop an MEP/F Master Plan that provides a strategic framework for the University's future use. Services desired include evaluation of the existing conditions, determinations & solutions on how they may be repaired, upgraded or modernized, estimation of associated costs, and prioritization of deferred maintenance and capital repair needs. The University additionally seeks House Doctor Engineers for building and site renovations, repairs and upgrades. Services desired may include, but not be limited to: high priority MEP/F repairs & upgrades (determined by the future Master Plan), electrical system testing & upgrades, fire alarm & security systems upgrades, technology system upgrades, elevator upgrades, existing roadway, sidewalk & parking area upgrades, water & sewer upgrades, regulatory & environmental site work, accessibility compliance improvements, retro-commissioning and energy efficiency improvements, and on-call services for emergencies. The University is also looking for project management services on other projects.

[Continue](#)





# Select and Notify Subconsultants



## Designer Selection Board

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## Project Setup Page for Sub Consultants

[www.mass.gov/dsb](http://www.mass.gov/dsb)

Telephone: (617) 727-4046

### NAVIGATION BAR

Instructions	Public Notice Search	Project Summary	Registration & Disclosure	Sub Consultant(s) Setup	Application	Evaluations	References	Submission
<a href="#">i</a>	<a href="#">1</a>	<a href="#">2</a>	<a href="#">3</a>	<a href="#">4 *</a>	<a href="#">5</a>	<a href="#">6</a>	<a href="#">7</a>	<a href="#">8</a>

Please fill up the required fields (\*) as the below information will be sent out to your sub consultant(s) for participation request.

PRIME APPLICANT	PROJECT TITLE	DSB LIST#	
AEOLUS ARCHITECTURE AND DESIGN	CBD Testing Facility	19-99	
AWARDING AGENCY	PROJECT APPLICATION NUMBER	USER AGENCY	
Department of Mental Health	19-99-AEOLUS ARCHITECTURE AND DESIGN	Department of Public Health	
CONTACT PERSON	CONTACT EMAIL ADDRESS	CONTACT PHONE	DUE DATE FOR SUB CONSULTANT
Penny Foussekis	pfoussekis@autocene.com	(403) 456-3035	6/29/2020

Please enter the information below and click on send request. Firms will receive a request for participation:

REQUIRED DISCIPLINES	FIRM NAME	CONTACT EMAIL ADDRESS
Mechanical Engineer	<input type="text" value="C"/> AUTOCENE, INC.	<input type="text" value="vjajalpuram@autocene.com"/> <input type="button" value="Sent"/>
Electrical Engineer	<input type="text" value="Prime Firm?"/> <input type="text" value="Sub-Consultant?"/>	<input type="button" value="Send request"/>
Structural Engineer	<input type="text" value="Prime Firm?"/> <input type="text" value="Sub-Consultant?"/>	<input type="button" value="Send request"/>
Specifications	<input type="text" value="Prime Firm?"/> <input type="text" value="Sub-Consultant?"/>	<input type="button" value="Send request"/>
Cost Estimator	<input type="text" value="Prime Firm?"/> <input type="text" value="Sub-Consultant?"/>	<input type="button" value="Send request"/>
<input type="button" value="Add Row"/>	<input type="button" value="Delete Row"/>	



## Designer Selection Board

1 Ashburton Place, Room 1018A, 10th Floor, Boston, MA 02108

[www.mass.gov/dsb](http://www.mass.gov/dsb)

## Notice to Participate

Dear AUTOCENE, INC.,

AEOLUS ARCHITECTURE AND DESIGN intends to submit an application to provide design services to the Massachusetts Designer Selection Board for the following project:

Project Title: CBD Testing Facility

Awarding Agency: Department of Mental Health

User Agency: Department of Public Health

DSB List #: 19-99

We would like to include your firm in the role of: Mechanical Engineer

Please indicate acceptance or rejection of this invitation using the **Click here to take action** button above.

For additional questions or to discuss further, please contact me at [pfoussekis@autocene.com](mailto:pfoussekis@autocene.com).

Thank you in advance for your consideration.

Penny Foussekis

(403) 456-3035

# Application View



## Designer Selection Board

1 Ashburton Place, Room 1018A, 10th Floor, Boston, MA 02108

[www.mass.gov/dsb](http://www.mass.gov/dsb)

Telephone: (617) 727-4046

### NAVIGATION BAR

Instructions	Public Notice Search	Project Summary	Registration & Disclosure	Sub Consultant(s) Setup	Application	Evaluations	References	Submission
<a href="#">i</a>	<a href="#">1</a>	<a href="#">2</a>	<a href="#">3</a>	<a href="#">4</a>	<a href="#">5</a> *	<a href="#">6</a>	<a href="#">7</a>	<a href="#">8</a>

Please complete the required fields (\*) and submit under Submission view.

Welcome, here you will be able to Apply/Update your firm information below.

### Project Information

Project Title			Project Application Number		
Study, Planning, Design, Management & Construction for MEP/F, Building and Site Renovations, Repairs & Upgrades			20-21-AEOLUS ARCHITECTURE AND DESIGN		
DSB List Number	Project Number		Project Location	Awarding Agency	
20-21	2021-05		Westfield	Westfield State University	

### Prime Firm Contact Information

Name of Business			Contact Email Address		
AEOLUS ARCHITECTURE AND DESIGN			pfoussekis@autocene.com		
Office Performing Work	City	State	Project Manager, Study	Project Manager, Design	
112 Derry Street SW	Boston	Massachusetts		*	
Principal-in-Charge	# of Employees, Total		# of Employees, Mass	# Mass. Reg. Architects	# Mass. Reg. Engineers
	* 250		100	50	100

NOTE: AFFIRMATIVE MARKETING IS SELECTED. ELIGIBLE FIRMS MUST SELECT AT LEAST ONE WBE AND ONE MBE, WITHIN THE REQUIRED DISCIPLINES.

### Team Composition

[Load Subs Response](#)

Discipline	Team Lead	Firm Name	DBE Status	Mass. Registration #
Mechanical Engineer	Penny Foussekis	AEOLUS ARCHITECTURE AND DESIGN	WBE, MBE	*
Plumbing Engineer		*	*	*
Fire Protection Engineer		*	*	*
Electrical Engineer		*	*	*





# Design Team Application



## 1. Cover Page

### Prime Applicant Name



Project Title		Awarding Agency: XYZ Agency	
---------------	--	-----------------------------	--

DSB List#	DSB Project #	Project Location:	User Agency Name:
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### Prime Firm Information

<b>Headquarter Address</b> Address Line 1 Address Line 2 City, ST ZIP	# MA licensed architects: <b>XX</b> # MA licensed engineers: <b>XX</b>  # Total employees: <b>XX</b> # MA based employees: <b>XX</b>	<b>Principal-in-Charge</b> <b>First Last</b>  <b>Project Manager(s)</b> <b>First Last</b> <b>First Last</b>
<b>Office Performing the Work</b> Address Line 1 Address Line 2 City, ST ZIP		

### Disciplines Provided By Prime

<input type="checkbox"/> Architect <input type="checkbox"/> Landscape Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Interior Designer <input type="checkbox"/> Construction Manager <input type="checkbox"/> Programming <input type="checkbox"/> Masterplanning	<input type="checkbox"/> Mechanical Engineer <input type="checkbox"/> Electrical Engineer <input type="checkbox"/> Plumbing Engineer <input type="checkbox"/> Fire Protection <input type="checkbox"/> Civil Engineer <input type="checkbox"/> Specifications <input type="checkbox"/> Security	<input type="checkbox"/> Code Consultant <input type="checkbox"/> Historic Preservation <input type="checkbox"/> Other: <input type="checkbox"/> Other: <input type="checkbox"/> Other:	<b>Prime DBE Status</b> <input type="checkbox"/> Minority Owned Business (MBE) <input type="checkbox"/> Women Owned Business (WBE) <input type="checkbox"/> Veteran Owned Business (VBE)
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### Project Activity

Project Activity	Team Composition	Firm Name	Registration	MBE	WBE	VBE
# of Active Projects: <b>XX</b>	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total ECC of Active projects: <b>\$XXX,XXX</b>	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
# of Active MA State Projects: <b>XX</b>	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Total ECC of Active MA Projects: <b>\$XXX,XXX</b>	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Discipline	Firm Name	Registration Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





Commonwealth of Massachusetts  
DSB Application Form

Prime Applicant Name  
Pg. #



# Design Team Application




## 3. Resumes

Firm Name	Discipline Provided (e.g. Architecture)
<b>First Name Last Name</b>  Project Role: XYZ  MA Registration Type and # Architect, 12346575  Years w/ Firm: XYZ Total Years Experience: ZYZ  Additional registrations / certifications: XYZ, XYZ, XYZ  Availability: X%  <u>Applicant Office Address:</u> Address Line 1 Address Line 2 City, ST ZIP	<p>Experience and Qualifications Relevant To The Proposed Project</p>  <p>Omnihibus nulp voluptat atectis eum, ommoles temporeperum ide et magnis soliant inciet liquodi gnet fugitae lio torrovid maiostiore, quiani occustrum se illacullit, seque cum et mosam et ut est, officio quas et ent dipis eatutenaia aut poresto eatiosam voles ma verendis dolupta epreicidis delluptae mi, et, utas soluptatenet et pratqui atibus mi, verro blacepu danduntusiam ape et, unt volores estibus</p>  <p>RUTGERS UNIVERSITY: SCHOOL OF NURSING AND SCIENCE BUILDING Camden, New Jersey Programming and design for 100,000 sf building for the Nursing School in downtown Camden. Facility includes simulation center, teaching labs, and research space as well as active learning classrooms and faculty offices for the Nursing and Science departments.</p>  <p>STOCKTON UNIVERSITY: NEW SCIENCE GATEWAY COMPLEX Galloway, New Jersey 94,000 sf new state-of-the-art Gateway Science Complex for research and instruction in biomedical and health sciences. The building features teaching and research laboratories, faculty offices and multi-use space. The program includes a gross anatomy lab, teaching and research vivarium and roof-top research greenhouse.</p>  <p>GEORGE MASON UNIVERSITY: PETERSON FAMILY HEALTH SCIENCES HALL Fairfax, Virginia New 160,000 sf building includes general university classrooms, medical simulation suites, department offices, research labs and student services. The University intends it to be a campus flagship in terms of sustainability, student accommodation, progressive office planning, and visual design.</p> <p>KUWAIT UNIVERSITY: HEALTH SCIENCES CAMPUS Kuwait City, Kuwait The 10,000,000 sf Health Sciences Campus is an essential component of the Sabah Al Salem University City-Kuwait University campus. The project is divided into three components: Part 1 addresses the infrastructure and the overall master plan; Part 2 focuses on the educational components of HSC; and Part 3 includes the research building, the hospital, staff housing and mosques.</p>



Commonwealth of Massachusetts  
DSB Application Form

## 4. Experience

Firm Name
<p>Principal In Charge, Project Manager, other key team members:</p> <p><b>First Last</b> <b>First Last</b> <b>First Last</b></p> <p>Date Completed: XX/XX/XXXX</p> <p>Location: <b>City, State</b></p> <p>Construction Cost: \$X,XXX,XXX</p> <p><u>Client Contact Info:</u> Name Phone  Address Line 1 Address Line 2 City, ST ZIP</p> <p>This 290,000 sf facility provides a range of 21st Century science teaching spaces while upgrading the existing 1970s academic center and adding a greenhouse. With a fully carbon neutral campus, Mount Wachusett is a leader in applied sustainability in higher education. The campus is heated with renewable biomass and two 1.65 MW wind turbines supplying 97% of the annual electric demand. The design matches the campus' dedication to energy performance standards and due to the energy savings earned from the Haley Center renovation, the design does not add to the campus energy load, exceeding the demands of the new science center.</p> <p>The project includes significant renovation of the outdated building including the science laboratories, multi-purpose rooms, and campus entrance.</p> <p><b>PROJECT RELEVANCE:</b></p> <ul style="list-style-type: none"><li>• High performance building</li><li>• Anatomy laboratory</li><li>• Health Science program</li><li>• Industry-leading research labs</li><li>• Flexible, multi-use classrooms</li></ul>   



Commonwealth of Massachusetts  
DSB Application Form

Prime Applicant Name  
Pg. #





# Application Suggestions

## Question 1: Self Generated Cover Sheet

- Office: Change from Headquarters to Local Office
- Project Activity: numbers are sourced from Disclosure so make sure it is accurate
- Team Lead: right now does not have to be licensed but could change
- Subconsultant Acknowledgement: Email provides evidence of participation

## Question 2: References and Evaluations

- Add up to five (5) of each that are most appropriate – very important to DSB
- Refer to memo online under Q & A for ways to get into system



# Application Suggestions

## Question 3: Résumé's

- Versions: Single and Three-up versions at your option
- Layout: Overall appearance meant to be standardized except for boxed area

## Question 4: Experience

- Versions: Single and Three-up versions at your option
- Layout: Overall appearance meant to be standardized except for boxed area
- Project Relevance: Make sure they show relevance with evaluation factors



# Application Suggestions

## Question 5: Supplemental Response

- Purpose: Use six (6) pages wisely to bring it all together!
- Team: Explain why you put *this* team together
- Evaluation Factors: Must answer Evaluation Factor questions in public notice
- Diversity Statement: Really important new factor to show diversity approach
- Brochure: This is NOT a place to put boiler plate information about your firm
- Optional: Chart of how team experience fits with project? Unique skills and experience? Table of similar projects?





# Application Review

- Applications received are reviewed by staff & agency
- They are then discussed at a public meeting
- Finalists are selected for interviews
- Final ranking and voting are in the portal



## APPLICATION REPORT

Back

DSB LIST #: 19-99  
LOCATION:

PROJECT #: 2019-ABC  
AWARDING AGENCY: Department of Mental Health

PROJECT TITLE: CBD Testing Facility  
USER AGENCY: Department of Public Health

DESIGN TEAM	AGENCY COMMENTS
<p><b>Mechanical Engineer</b> EMERSON CONSTRUCTIONS WBE</p> <p><b>Architect</b> ELYSIUM ARCHITECTS WBE</p> <p><b>Electrical Engineer</b> TRUSK ELECTRICAL MBE</p> <p><b>Structural Engineer</b> DOMINIC STRUCTURAL MBE</p> <p><b>Specifications</b> VAPOR SPECS WBE</p>	<p>1. This is the initial test for EMERSON by agency 2. This is the initial test for EMERSON by agency</p>
	<div><div>DSB STAFF COMMENTS</div><p>1. This is the initial test for EMERSON by dsb 2. This is the initial test for EMERSON by dsb</p></div>





# DHCD Participation – *Simone Early*

- *Pipeline of DHCD Projects*
- *Capital Funding*
- *Use of Autocene in DHCD Selection*

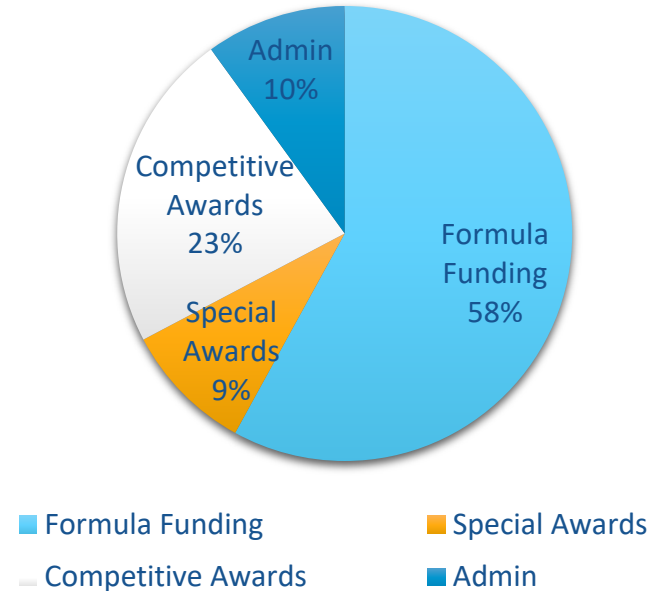


# DHCD Participation – Project Pipeline

## Pipeline

- We have a large pipeline of about 1,800 active projects statewide at any given time.
- Estimated construction costs from \$50k-over \$10M
- 63 House Doctor Firms
- Approx. 24 RFS solicited Firms/year

CAPITAL FUNDING: ~\$110M Annually





# DHCD Participation – Coordination in Autocene

## Use of Autocene for the DHCD Designer Selection Committee (DSC)

- Applications for RFSs submitted through Autocene
- Review of Applications by our staff and LHAs for submittal to DSC
- Review by the DSC with Reporting in Autocene, and
- Archive of entire process in Autocene
- Metrics and Outreach



# Contact Information and Future Events

## DSB Staff Contacts

Bill Perkins, PE, Executive Director DSB	<a href="mailto:willard.perkins@mass.gov">willard.perkins@mass.gov</a>	(857) 360-3658
Claire Hester, Administrator, DSB	<a href="mailto:claire.hester@mass.gov">claire.hester@mass.gov</a>	(617) 680-3306
Roberto Melendez, Program Coordinator, DSB	<a href="mailto:roberto.melendez@mass.gov">roberto.melendez@mass.gov</a>	(617) 680-2931

## DHCD Contact

Simone Early Assistant Director AESU	<a href="mailto:simone.early@mass.gov">simone.early@mass.gov</a>
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## Autocene Contacts

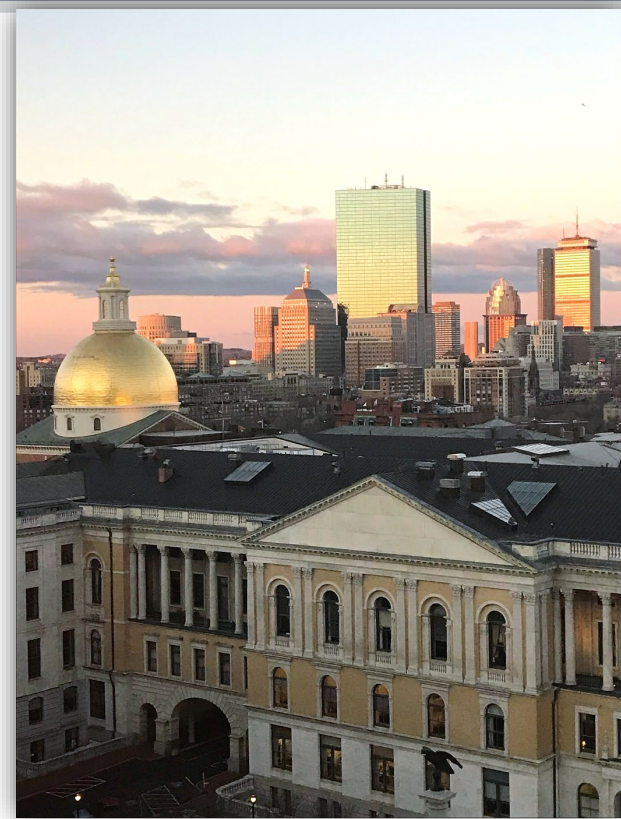
Kirk Deininger, Autocene	<a href="mailto:KDeininger@autocene.com">KDeininger@autocene.com</a>
Vikram Jalalpuram	<a href="mailto:VJalalpuram@autocene.com">VJalalpuram@autocene.com</a>

## Upcoming Events

- MFAA Spring Virtual Conference April 1, 2021 9:00 a.m. - presenting evaluation process to municipalities
- DSB Autocene Subcommittee Meeting – April 7, 2021 9:00 a.m. - presenting evaluation process to municipalities
- DCAMM/DSB Virtual Designer Partnership Sept. 9, 2021 - continuing series to develop partnerships
- Small Group Autocene Discussions – upon request generally 2-10 firms take part



# Questions & Answers



## Autocene Virtual Office

- ✓ Users assigned specific roles
- ✓ Searchable designer database
  - ✓ Designer evaluations
  - ✓ Designer references
- ✓ Detailed firm demographics
- ✓ Secure Public notice procedures
- ✓ Online application submittal
- ✓ Online review of applications
  - ✓ Live voting and ranking
- ✓ Docs searchable and viewable
  - ✓ System user notifications

