

DHCD's Bureau of Housing Development and Construction

Designer Selection Committee

CRITERIA FOR SELECTION OF APPLICANTS

IN CONFORMANCE WITH CHAPTER 7C, SECTION 49

1. Prior similar experience best illustrating current qualifications for this project.
2. Identity and qualifications of the key persons and consultants who will work on this project.
3. Depth of the firm with respect to size and complexity of the project.
4. Past performance on public and private projects.
 - a. Quality, clarity, completeness and accuracy of contract documents and design contract.
 - b. Effectiveness of meeting established program requirements and function within allotted budget.
 - c. Accuracy of cost estimates including assessment of contractors' requisitions for payment and change order proposals.
 - d. Management ability to meet schedules including submission of design and contract documents and processing of shop drawings, contractors' requisitions, and change orders.
 - e. Coordination and management of consultants.
 - f. Working relationship with contractors, subcontractors, Local Housing Authorities (LHAs), Department of Housing and Community Development (DHCD) -- Bureau of Housing Development and Construction (BHDC) staff, and agency representatives.
5. Financial stability - including prompt payment of consultant fees.
6. Current workload with BHDC.
7. Geographical location of the firm with respect to the proposed project.
8. Participation of MBEs and WBEs as prime consultants or sub-consultants in a role consistent with the participation goals set forth for the project.
 - a. The DHCD Designer Selection Committee adheres to M.G.L. C.7C, § 6, Executive Orders 526, 559 and 565 as implemented by the Division of Capital Asset Management and Maintenance establishing goals for Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) participation on all design contracts unless otherwise noted.
 - b. The Minority Business Enterprise and Woman Business Enterprise participation goals established for each contract are set forth on in the solicitation for that contract.