

DESIGNER SELECTION BOARD

MINUTES OF THE 998TH MEETING, WEDNESDAY AUGUST 19, 2020 AT 8:40 A.M, VIA ZOOM.

1. ROLL CALL:

The Designer Selection Board Meeting was called to order at 8:40 a.m.

MEMBERS PRESENT:

Rebecca Sherer, P.E., Chairwoman	Registered Engineer
Alan Ricks, AIA, Vice Chairman	Registered Architect
Jessica Tsymbal, AIA, LEED AP	Registered Architect
Martha Blakey Smith, AIA	Registered Architect
Elise F. Woodward, AIA	Registered Architect
Gregory E. Brown, P.E.	Registered Engineer
Daniel M. Carson, P.E.	Registered Engineer
David A. Chappell, P.E.	Registered Engineer
Kenneth Wexler	General Contractor
Janice M. Bergeron	Public Member
Virginia Greiman	Public Member

MEMBERS ABSENT:

None

Present for the DSB staff, Bill Perkins, Executive Director, Claire G. Hester, Program Coordinator III and Roberto Melendez, Program Coordinator I.

2. MINUTES OF THE PREVIOUS MEETING:

A motion to approve the minutes of the 997th, August 5, 2020 meeting by Gregory Brown, seconded by David Chappell. Motion was approved.

3. VISITORS:

Joseph McGowan	Essex County Sheriff's Department
Kevin Webb	STV, Inc.
Christyn Binder	Arora Engineers
Marion Roosa	Habeeb Architects
Renee LaPlante	SMRT, Inc.
Jen Shelby	ARC Engineers
Dan Mee	Klopfer Martin
Abbie Goodman	Engineering Center
P Merrill	RFS Engineering
Pamela Perini	
Caitlin Daniels	CBI Consulting LLC
Ann Keane	Civitects
Harold Levkowicz	HDR, Inc.
Jim Falvey	Arora Engineers
Tamara Macuch	Habeeb Architects
Jepsen Price	STV, Inc.
Liz Minnis	DCAMM
Robin Greenleaf	ARC Engineers
Chad Reilly	HDR, Inc.
Emma Rocha	CBI Consulting
Chris Nordberg	STV, Inc.
Karen Reichenbacher	STV, Inc.
Marisa Sullivan	Studio G Architects
Scott Ennis	Worcester County Sheriff's Office

4. NEW BUSINESS:

A. DSB List #20-10, WCS02020HD, Study & Design of General Building Renovations, Repairs and Upgrades, Worcester County Sheriff's Office (WCSO), West Boylston, House Doctor, Fee: \$500,000, 10 Applicants

Scott Ennis from Worcester County Sheriff's Office was present to explain the project and answer questions from the Board. The immediate services authorized are certifiable building study, schematic plans and outline specifications, design development plans and specifications, construction plans and specifications and administration of construction contract.

The ten applications were reviewed by the Board and were responsive to the criteria in the advertisement for this project. The following are general comments made by the Board:

Caolo & Bieniek Associates, Inc. did not show much correctional experience. The client agency commented a lack of correctional experience. The Section #10 had good information but did not address or show any experience in the correctional field.

CBI Consulting, LLC didn't address correctional work. The nominated mechanical and electrical engineers did show correctional experience. They were responsive to the criteria evaluation.

Civitects Architecture is a small firm that has increased interest in good client relations and delivery. They do have experience with Worcester County. A couple of the members thought that Section #10 was "boiler plate" and light in correctional facilities experience.

CSS Architects, Inc. listed projects that seem to be less current. The mechanical firm had the most experience for this type of project.

DHK Architects nominated a security consultant, which was not requested in the advertisement, but is a plus with this type of project. They do have experience with various types of detention facilities. It would have been helpful if some of this work showed up in their resumes. Section #10 was difficult to read.

Edward Rowse Architects, Inc. does specialize in correctional work, but mechanical and electrical did not show much experience in this field. Section #10 did seem "boiler plate" and some of the work was out of date and overall could have showed a better representation of projects.

Habeeb & Associates Architects did show projects that were occupied or not. They did receive a positive evaluation which mentioned the structural engineer nominated for this correctional project. The mechanical and electrical were light on their experience with more public safety work noted. Section #10 covered most of their completed work even though they were not correctional facilities, but public safety work dealing with some of the same issues. They showed collaboration with their consultant team. They did not show relevant correctional experience.

HDR Architecture, PC did show a good representation of correctional experience along with their sub-consultants. In Section #10 they showed who is going to work on the project, tied in nicely with the resumes experience.

SMRT Architects & Engineers had extensive correctional facility experience. The client has worked with this firm and never had an issue with them getting to projects and noted they have always been responsive. Section #10 was very strong and was very specific with their availability and expertise.

STV, Inc. received an excellent performance evaluation. Their sub-consultants have relevant experience with correctional work. This proposal was very well presented. Section #10 was well done and one of the strongest ones the Board has seen.

In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Section 49, the Board voted to select the unranked firms in the following order:

Civitects Architecture
66 Troy Street
4th Floor
Fall River, MA 02720

HDR Architecture, P.C.
99 High Street
Suite 2300
Boston, MA 02110

SMRT Architects and Engineers
200 Brickstone Square, Suite 303
Andover MA 01810

STV, Inc.
One Financial Center, 3rd Floor
Boston, MA 02111

A motion was made by Virginia Greiman to send the above unranked firms to the Worcester County Sheriff's Department for this House Doctor project, seconded by Gregory Brown. Motion was approved.

B. DSB List #20-11, ECSD2020HD, Study & Design of General Building Renovations, Repairs and Upgrades, Essex County Sheriff's Office (ECSO), Middleton & Lawrence, House Doctor, Fee: \$500,000, 8 Applicants

Joseph McGowan from the Essex County Sheriff's Office was present to explain the project and answer questions from the Board. The immediate services authorized are certifiable building study, schematic plans and outline specifications, design development plans and specifications, construction plans and specifications and administration of construction contract.

The eight applicants were reviewed by the Board and were all responsive to the criteria in the advertisement for this project. Most of these firms mimic the previous project deliberated for the Worcester County Sheriff's Department. The following are general comments by the Board:

CBI Consulting, LLC did not have quite the level of qualifications as the rest of applicants.

CSS Architects, Inc. noted less current correctional experience.

DHK Architects did nominated an independent security consultant, not requested in the advertisement. They have a strong application.

Edward Rowse Architects, Inc. has correctional experience and a good body of work. As noted previously the mechanical and electrical do not have the experience in correctional facilities.

Habeeb & Associates Architects have an excellent evaluation. They have shown good correctional experience. This is a good application.

HDR Architecture, PC has two good evaluations from MCI Framingham. They provided good qualifications and expertise including that of their sub-consultants. In general, they have a good solid Section #10.

SMRT Architects & Engineers has a good body of correctional experience as noted in the Worcester County Sheriff's Department. They also nominated a security consultant.

STV, Inc. has a good evaluation. This is a good application. In Section #10, they submitted a matrix of relevant experience, some in Massachusetts and the other half from across the country. It would have been helpful if another column had been added to show the team and relate how that expertise could be transferred directly to the group working on Essex County Sheriff's Office. They need to focus on the listed team and how they will work together on this project.

In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Section 49, the Board voted to select the following unranked firms for the Essex County Sheriff's Office House Doctor project:

DHK Architects
54 Canal Street
Suite 200
Boston, MA 02114

HDR Architecture, P.C.
99 High Street
Suite 2300
Boston, MA 02110

SMRT Architects and Engineers
200 Brickstone Square, Suite 303
Andover MA 01810

STV, Inc.
One Financial Center, 3rd Floor
Boston, MA 02111

Motion was approved by Virginia Greiman to send the above unranked firms to the Essex County Sheriff's Office for this House Doctor project, seconded by Martha Blakey Smith. Motion was approved.

C. BOARD BUSINESS:

Autocene: – The sub-committee met on August 12, 2020. Discussion included online search repository and how the DSB Staff will access certain documents and interface with state archivist.

Bill will send out screen shots if anyone requests them. Another sub-committee meeting will be scheduled the first week of September to discuss all the categories.

Evaluations that are seen with applications were entered under the old system and imported into Autocene. Autocene will have information sessions on how DCAMM and other agencies will import into Autocene.

“How should the firms display their local office vs. headquarters office into Autocene for search purposes?” was discussed. This should be decided by the full board as to use of local office or Massachusetts office. This will be tabled for one of the next meetings

There is an application deadline on September 2, 2020 and it will be a busy next couple of weeks for the application component. There is an outstanding issue with the application program vs. In-design or Word but Autocene has done a great job with this. Also some firms can also use Adobe Acrobat. There will be feedback to the functionality of this and changes can be updated as firms start to apply.

Criteria and Analytic Sub-committee: There is no meeting set at this time for the Criteria and Analytic Sub-committee – Bill will set up a time when DCAMM can attend this meeting and will keep the Board updated.

Miscellaneous – Helpful Hints to Sub-Consultants

Janice requested that the meeting minutes capture comments from the Board regarding how subconsultants can improve their sections of the application for the next project deliberation.

5. **MOTION TO ADJOURN:** The Board adjourned at 11:07 a.m.

On a motion to adjourn the meeting of August 19, 2020 by Gregory Brown, seconded by Daniel Carson. Motion was approved.

6. **NEXT MEETING:**

WEDNESDAY, September 2, 2020, at 8:30 a.m. via ZOOM

Submitted by: Claire G. Hester

Approved by: Rebecca Shivers