

**DESIGNER SELECTION BOARD**  
**MINUTES OF THE 1087<sup>th</sup> MEETING, WEDNESDAY AUGUST 28, 2024, VIA ZOOM.**

**1. ROLL CALL:**

The Designer Selection Board Meeting was called to order at 8:32 a.m.

**MEMBERS PRESENT:**

Maureen Sakakeeny, P.E., Chair	Registered Engineer
Mark Boyle, V-Chair	Public Member
David Carlson, AIA	Registered Architect
Arthur Choo, AIA	Registered Architect
Khalil Mogassabi, AIA	Registered Architect
Sam Liao, P.E.	Registered Engineer
Severino Luna, P.E.	Registered Engineer
David Capaldo	General Contractor

**MEMBERS ABSENT:**

Martha Blakey Smith, AIA	Registered Architect
Vacant	Registered Engineer
Vacant	Public Member

Present for the DSB staff, Simone A. Early, Executive Director, Claire G. Hester, Program Coordinator III and Roberto Melendez, Program Coordinator II.

**2. MINUTES OF THE PREVIOUS MEETING:**

A motion to approve the minutes of the 1086<sup>th</sup> meeting of the Board on August 14, 2024, was made by Severino Luna, seconded by David Carlson. Motion was approved.

**3. VISITORS:**

Annalisa Motti	Barnstable County – CHA Companies
Sandra Saccone	Barnstable County – CHA Companies
Amanda Sawyer	Barnstable County – CHA Companies
Kait Kingman	Habeeb Architects
Allison Goodwin	Habeeb Architects
Tamara Macuch	Habeeb Architects
Lyris Liautaud	Lyris Liautaud
Brenna Sapienza	DCAMM
Doreen Bennett	RGB
Veronica Wood	RGB
Keith Campbell	Next Phase Studios
Lameece Kanan	Meta
Susan Wisler	IMEG
Diana Cioffari-MacPhee	Matz
Haley Chang	DCAMM
Jennifer Hunt	Matz
Saleema Adel	Matz
Patrick Grime	JMBA Architects
M. Conner	JMBA Architects

**4. NEW BUSINESS:**

- A. DSB List #24-12, DSBA-22, Study & Design for General Building Renovations, Repairs & Upgrades, Barnstable County, ECC: Varies Per Project: Not to exceed authority delegated pursuant to M.G.L. c.7C, for an individual project. Maximum Fee Per Contract (based on the scope of work and services authorized, shall not exceed) \$1,000,000, (House Doctor) 11 Applicants**

Annalisa Motti and Amanda Sawyer both from CHA Companies representing Barnstable County were present to explain the architectural house doctor project and answer questions from the Board.

The following eleven (11) firms met the project requirements in the advertisement:

D21 Architects, LLC  
Flow Design Architects  
Habeeb & Associates, Inc.  
HKT Architects, Inc.  
JM Booth & Associates, Inc.  
Marquis Architecture, LLC  
Matz Collaborative Architects, Inc.  
Meta Moderna Architecture  
Next Phase Studios, Inc.  
RGB Architects  
Rowse Architects, Inc.

**B. Public Comments**

None

**C. Project Voting and Ranking**

The following firms displayed considerable skills and similar experiences with school projects. In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Section 49 the Board voted to select the following six (6) unranked finalists for the Barnstable County Architectural House Doctor project:

Habeeb & Associates Architects  
HKT Architects, Inc.  
JM Booth & Associates, Inc.  
Marquis Architecture, LLC  
Next Phase Studios, Inc.  
Rowse Architects, Inc.

Motion was made by David Carlson to select the six (6) unranked finalists listed above for the Barnstable County Architectural House Doctor project, seconded by Severino Luna. Motion was approved.

The immediate service authorized are draft study, certifiable building study, schematic plans and outline specifications, design development plans and specifications, construction plans and specifications, and administration of the construction contract.

**D. DSB List #24-13, DSBA-23, Study & Design for Mechanical, Electrical, Plumbing, Fire Protection Renovations & Upgrades, Barnstable County, ECC: Varies Per Project: Not to exceed authority delegated pursuant to M.G.L. c.7C, for an individual project. Maximum Fee Per Contract (based on the scope of work and services authorized, shall not exceed) \$1,000,000, (House Doctor) 7 Applicants**

Annalisa Motti and Amanda Sawyer both from CHA Companies representing Barnstable County were present to explain the mechanical house doctor project and answer questions from the Board.

The following seven (7) firms met the project requirements in the advertisement:

BLW Engineers, Inc.  
Fitzmeyer & Tocci Associates, Inc.  
Fuss & O'Neill, Inc.  
GGD Consulting Engineers, Inc.  
IMEG  
NV5 Planning & Design, Inc.  
Tighe & Bond Designer Services, Inc.

**E. Public Comments**

None

**F. Project Voting and Ranking**

The following firms displayed considerable skills and similar experiences with school projects. In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Section 49 the Board voted to select the following six (6) unranked finalists for the Barnstable County Mechanical House Doctor project:

BLW Engineers, Inc.  
Fitzmeyer & Tocci Associates, Inc.  
Fuss & O'Neill, Inc.  
IMEG  
NV5 Planning & Design, Inc.  
Tighe & Bond Designer Services, Inc.

Motion was made by David Carlson to select the six (6) unranked finalists listed above for the Barnstable County Architectural House Doctor project, seconded by Severino Luna. Motion was approved.

The immediate service authorized are draft study, certifiable building study, schematic plans and outline specifications, design development plans and specifications, construction plans and specifications, and administration of the construction contract.

**G. Board Business**

Board Updates – Simone discussed Board membership. There will be a new engineer member starting on September 23, 2024. We are currently looking for an architect to replace Martha Smith Blakey and an engineer to replace Maureen Sakakeeny. Severino Luna was reappointed.

DCAMM will be scheduled at one of the next meetings to discuss their goals and FY25 Capital plan.

The board will put together a presentation of best practices for applying for projects to present to the design community.

**5. MOTION TO ADJOURN: The Board adjourned at 10:10 a.m.**

A motion to adjourn the meeting of August 28, 2024, by David Carlson, seconded by Severino Luna. Motion was approved.

**6. NEXT MEETING:**

**WEDNESDAY, September 11, 2024, at 8:30 a.m. via ZOOM**

Submitted by:



Designer Selection Board Coordinator