

DESIGNER SELECTION BOARD

MINUTES OF THE 1030TH MEETING, WEDNESDAY JANUARY 5, 2022 AT 8:35 a.m., VIA ZOOM.

1. ROLL CALL:

The Designer Selection Board Meeting was called to order at 8:35 a.m.

MEMBERS PRESENT:

Elise F. Woodward, AIA, Chair	Registered Architect
David A. Chappell, P.E., V-Chair	Registered Engineer
Khalil Mogassabi, AIA	Registered Architect (joined at 10:00am)
Martha Blakey Smith, AIA	Registered Architect
Ilyas Bhatti, P.E.	Registered Engineer
Daniel M. Carson, P.E.	Registered Engineer
Maureen Sakakeeny, P.E.	Registered Engineer
Janice Bergeron	Public Member (left at 11:00am)
David Capaldo	General Contractor

MEMBERS ABSENT:

Alan Ricks, AIA,	Registered Architect
Kathleen B. Colwell	Public Member

Present for the DSB staff, 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 1029th December 15, 2021 meeting was made by Maureen Sakakeeny, seconded Daniel Carson. Motion was approved.

3. VISITORS:

Ellen Whittemore	DCAMM
Jamieson Wicks	North Shore Community College
Rick Reney	North Shore Community College
Steven Hubbard	North Shore Community College
Janice Forsstrom	North Shore Community College
Jim Cartwright	Jacobs
Peter Patsouris	Jacobs
Tom Grimble	MDS/Miller Dyer Spears
Jacob Knowles	BR+A
Semoon Oh	VAV
Kate Wonkka	MDS/Miller Dyer Spears
Shirine Boulous Anderson	Ellenzweig
Nereyda Rodriguez	MDS/Miller Dyer Spears
Michele Pollio	Ellenzweig
Gary Strickland	Jacobs
Anthony Petone	BR+A
Milena Haskovec	Jacobs
Meghan Burke	MDS/Miller Dyer Spears
Debi McDonald	Jacobs
Peter Herman	Ellenzweig
Jeanne Roberts	Ellenzweig
Anna Carrara	Anna Carrara
Clive Tysoe	Ellana
Betsy Lawson	CDW Consultants
Ashley Horan	TSKP
John Garcia	Linea 5
Caroline Fitzgerald	RMF
Marisa Sullivan	Studio G Architects
Elayne Campos	DCAMM
Karen Kim	DCAMM
Emmanuel Andrade	DCAMM
Abigael Vogt	DCAMM
Melissa Kuronen	Ellenzweig
Molly Moore	MDS/Miller Dyer Spears
Monica Carroll	Perry Dean Rogers Partners
Jennifer Shelby	ARC Engineers
Irene Kang	DCAMM
Catherine Hunt	Ellenzweig

4. **NEW BUSINESS:**

A. INTERVIEW: DSB List #21-30, NSC2201, North Shore Community College (NSCC), Science Labs Upgrades, Danvers (DCAMM), ECC: \$10,000,000 (Study), Fee for Certifiable Study is \$230,000, Fee for Schematic Design/Final Design is to be determined

Ellen Whittemore from DCAMM along with the following representatives from North Shore Community College: Steven Hubbard, Jamieson Wicks, Rick Reney and Janice Forsstrom were present to explain the project and answer questions from the Board.

The Board interviewed the following selected interviewees for the NSCC Science Labs Upgrades project:

Jacobs Consultant, Inc.
Ellenzweig
MDS/Miller Dyer Spears

B. Public Comments

No public comment

C. Project Voting and Ranking

The following firms displayed considerable skills and similar experiences for this project. In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Section 49 the Board voted for the following three (3) finalists in ranking order for the North Shore Community College project:

Ellenzweig (22 points)
MDS/Miller Dyer Spears (15 points)
Jacobs Consultants, Inc. (11 points)

Motion was made by Ilyas Bhatti to select the ranked finalists mentioned above for the NSCC project, seconded by David Chappell. Motion was approved. Khalil Mogassabi recused from voting.

The immediate services authorized are schematic plans & outline specifications and certifiable building study. It is intended that the continued services (design development plans & specifications, construction plans & specifications and administration of construction contract) will be required of the selected Designer's team following completion of the certified study & notification of the Board in accordance with M.G.L. c.7C.

D. Board Business – Diversity Discussion

Elise Woodward would like the Board to think about diversity and consider a self-evaluation on how the Board is doing on selection, the application process and considerations in order to do a better job in selecting diverse firms. The Board discussed the current diversity focus statement in the RFP's. The Board included MDS/Miller Dyer Spears as an example of a good diversity focus statement. There are other firms that have also submitted good statements and the Board is in no way promoting MDS/Miller Dyer Spears.

The following discussion and recommendations will be sent to DCAMM:

- Who is tracking the progress toward MBE/WBE goals? Does the RFP clearly state what the agency is looking for in diversity in the evaluation criteria? Should this be listed in the RFP's?
- Items that members look for in the diversity statement are internal firm diversity and the firm's stated goals, substance, performance and track record of the firm.
- The Board tries to determine if a firm will meet the goals with the listed team. Does the firm meet these requirements stated in the RFP?
- Do firms utilize the MBE/WBE/VBE firms listed in their application?
- The diversity of the firm is an on-going process. The architectural and engineering industry could investigate the diversity of people that are entering the architectural and engineering field.
- DCAMM does perform a report on their diversity marketing program. How do agencies report MBE/WBE/VBE participation?
- It was discussed that smaller firms trying to become certified by SDO is a complicated process and a lot of firms do not want to bother with it.
- A suggestion was made that DCAMM edit the diversity focus statement and include internal diversity and what firm is doing to diversify itself as well as historical performance in meeting or exceeding the goals set forth in the contracts.

The Board will develop recommendations and discuss with DCAMM for improving the diversity focus statement in the Evaluation Criteria.

5. MOTION TO ADJOURN: The Board adjourned at 11:35 a.m.

On a motion to adjourn the meeting of January 5, 2022 by Ilyas Bhatti, seconded by Daniel Carson. Motion was approved.

6. NEXT MEETING:

WEDNESDAY, JANUARY 19, 2022 at 8:30 a.m. via ZOOM

Submitted by: Claire G. Hester

Approved by: Glise F. Arruda