

DESIGNER SELECTION BOARD

MINUTES OF THE 1005TH MEETING, WEDNESDAY DECEMBER 16, 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 Chair	Registered Architect
Martha Blakey Smith, AIA	Registered Architect
Jessica Tsymbal, AIA, LEED AP	Registered Architect (left at 9:45 a.m.)
Elise F. Woodward, AIA	Registered Architect
Ilyas Bhatti, P.E.	Registered Engineer
Daniel M. Carson, P.E.	Registered Engineer
David A. Chappell, P.E.	Registered Engineer
Janice M. Bergeron	Public Member
Virginia Greiman	Public Member

MEMBERS ABSENT:

Kenneth Wexler	General Contractor
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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 1004th December 2, 2020 meeting Virginia Greiman, seconded by Daniel Carson. Motion was approved.

3. VISITORS:

Allen Wiggin	DCAMM
Paul Ford	DCAMM
Robin Greenleaf	Architectural Engineers
Susan Wisler	Architectural Engineers
Sharmila Bail	Shekar
Cheryl Buttler	Fitzemeyer & Tocci
Miles McDonald	BVH
Stephanie Beals	TSKP
Michael Coppola	SmithGroup
Marisa Sullivan	Studio G Architects
Jacquie Hughes	BER Engineering
Jay Toutant	CannonDesign
Jennifer Shelby	Architectural Engineers
Todd Chase	Liro
Kim Sousa	BVH
Stephanie Livolsi	Dore & Whittier
Betsy Lawson	CDW Consultants
Christina Silvestro	Liro
Kristina Kashanek	Kristina Kashanek
Joel Goodmonson	Architectural Engineers
Tori Ellis	Tori Ellis
Abdullah Khaliqi	Fitzemeyer & Tocci
Tom Iskra	BVH
Kevin Webb	STV, Inc.
Fasha Onorato	RW Sullivan
Tom Tsaros	Fitzemeyer & Tocci
Lindsay Accardi	Lindsay Accardi
Steven Karan	BER Engineering
Ron Willey	Liro
Nancy Banks	B2Q Associates
Carley Oliveto	CES Engineering
Jessica Bell	FM Architecture
Beth Baldwin	DCAMM
Aarathi Nirmalan	CannonDesign
Brian Novelline	Liro

A. DSB List #20-16, DCPSPT-MEP20, Study and Design for Mechanical, Electrical and Plumbing Renovations, Repairs and Upgrades, DCAMM House Doctor, Statewide, Fee: \$2,500,000, 22 Applicants

Allen Wiggin and John Ford both representing DCAMM were present to explain the project and answer questions from the Board.

The following twenty-two (22) applications reviewed by the Board were responsive to the criteria in the advertisement for this project.

Below is a brief summary from the members:

Architectural Engineers, Inc. – They have a very strong diversity team. Their specialty is within small projects and looks like what DCAMM is looking for. This is a well put together proposal and they have focused on bringing in new firms.

B2Q Associates, Inc. – This application showed excellent references and all the resumes and matrix showing the participation of DCAMM projects were very helpful.

BLW Engineering, Inc. – The PIC and PM do not seem to have much experience listed in resumes. They did perform work with their sub-consultants on prior projects. They might have a hard time meeting the MBE and WBE goals since they have listed themselves to perform some of the MEP work.

Building Engineering Resources, Inc. – They have a good diversity representation but are doing most of the MEP work in-house and might have difficulty meeting the MBE and WBE goals. They have a lot of experience like what DCAMM is looking for and highlighted their internal diversity as well as their team diversity.

BVH Integrated Services, P.C. – Their in-house civil engineer resume focuses on project manager experience and not civil engineering. They had a good diversity statement and section #5 was strong and comprehensive. The references submitted were solid.

CannonDesign – The Board liked how they presented their resumes with the matrix, but there was no other explanation what the participants do. They have done work for DCAMM in the past and are a good firm.

CDM Massachusetts, Inc. – They showed extensive prior work and work with their sub-consultants. The resumes showed detail on a few projects articulating the relevance of their work. Section #5 was mostly boiler plate information.

Consulting Engineering Services, LLC – The project listing could have showed more detail. Section #5 seemed to be boiler plate and not very responsive to the evaluation criteria.

Cosentini Associates, Inc. – They provided strong evaluations and references. The resumes showed little detail but did mention relevant DCAMM projects in Section #4. This was a difficult proposal to review because of its organization.

DiGiorgio Associates, Inc – The resumes were informative and described what each one of the team members did in their projects. It might be difficult to meet the MBE and WBE goals.

EDM Services, Inc. – They provided very good references. They clearly described their teaming strategy in Section #5.

Fitzmeyer & Tocci Associates, Inc. – This showed excellent experience on DCAMM projects and plumbing and electrical in-house. This was a good proposal but missed an opportunity in Section #5 and did not specifically answer evaluation criteria questions.

Hesnor Engineering Associates, PLLC – The resumes were good. Their Section #5 was solid in providing good information and good examples. The diversity statement was good.

Norian/Siani Engineering, Inc. – They seem to be light on the diversity participation. The resumes lacked examples of projects that DCAMM is looking for.

Pristine Engineers, Inc. – This was a good application and the resumes were well written. They provided a good response to Section #5. This is a very diverse team.

R.W. Sullivan Engineering – The resumes lacked a little detail, but personnel are qualified for this project. They have solid experience with DCAMM projects. Their Section #5 was not one of the strongest and did not answer some of the evaluation criteria.

Richard D. Kimball Co/NV5 – They still have money left over to use with DCAMM for a prior contract. Section #5 was not that comprehensive.

Rist-Frost-Shumway Engineering, P.C. – They have done a lot of work in Massachusetts but show their office in Laconia, NH. They provided a good Section #5.

Shekar & Associates, Inc. – This was a good proposal with solid experience. Section #5 provided good detail and a strong concluding statement.

SmithGroup – This was a strong proposal but seem to be large healthcare projects with no direct alignment to DCAMM's criteria. Their diversity statement was well considered and quite genuine.

STV, Inc. – They had good evaluations. This was a strong application and good diversity statement including an internal diversity statement. They did a good job with illustrating their relationship with their sub-consultants.

VAV International, Inc. – They are a small MBE firm. Section #5 response was strong.

The Board had a brief discussion and voted to select the following five (5) unranked finalists for the DCAMM Architectural House Doctor project after a tiebreaker between Pristine Engineers, Inc. and STV, Inc.:

Architectural Engineers, Inc.
Fitzmeyer & Tocci Associates, Inc.
Hesnor Engineering Associates PLLC
Pristine Engineers, Inc.
VAV International, Inc.

A motion was made by Janice Bergeron to approve the above DCAMM MEP House Doctor list to be sent to DCAMM, seconded by Virginia Greiman. Jessica Tsymbal abstained. Motion was approved.

B. Autocene and Board Business

An Autocene Sub-Committee will be scheduled sometime in January/February 2021.

Bill spoke to some of the new functions for Autocene including using it as a diversity tool. Autocene had to add additional functionalities and went above and beyond what was initially anticipated. Autocene is willing to write off over 600 hours to help implement these functionalities. The DSB must justify these costs to DCAMM in order to get licenses paid. We hope to have 40 hrs. a month approved for ongoing Autocene help with these functionalities, for instance voting and categories, etc. There are some enhancements that the Board will get for free such as the Boardbook for members in Autocene, once DHCD is on board. Bill talked to DCAMM last week which responded that the licensing will not be a problem (70% of what is asked for) and is waiting to hear back hopefully in a couple of weeks for the other implementations. Autocene is still working on this. The DSB does have a budget but Autocene is supported by DCAMM. The entire DSB Budget is controlled by DCAMM. The Board functions transparently and would like to see the budgetary report for Autocene. An executive summary of the budget will be put together for the Board (bi-annually). Bill would like the members to meet with DCAMM or draft a letter to let them know the importance of Autocene to support an increase in the Autocene budget.

An Annual Report has been prepared every year by Claire and sent to DCAMM. A question was raised as to who evaluates the Executive Director and staff. The Board would like a process in place for a Board self-evaluation, review of Executive Director and staff.

Rebecca would like to have an Autocene Training setup for the members. Bill had stated that he is having an Autocene training for the design community January 7, 2021 with breakout sessions taking place. After a discussion, Claire will set up a formal training for Autocene on March 17, 2021 (Autocene only for this meeting).

The Board had further discussion regarding the firms changing the order of the application and ease of reviewing sections. The Board prefers that firms not change the order of sections in the applications and there should be clear instructions.

The next meeting is on January 6, 2021 with 14 applications for the Mass Military Division House Doctor. On January 20, 2021, two projects with 18 applications for DCR and 10 applications for a charter school project with a total of 28 applications to be reviewed.

Once the Autocene Sub-Committee minutes are approved we can come back to the Board if a vote is needed.

The Board thanked Rebecca for serving as Chair of the Board. She did a great job and will continue to serve as a member of the Board until her term expires.

4. **MOTION TO ADJOURN:** The Board adjourned at 11:33 a.m.

On a motion to adjourn the meeting of December 16, 2020 by Virginia Greiman, seconded by Ilyas Bhatti. Motion was approved.

5. **NEXT MEETING:**

WEDNESDAY, JANUARY 6, 2021 at 8:30 a.m. via ZOOM

Submitted by: Claire G. Hester

Approved by: A. Richman