

## DESIGNER SELECTION BOARD - FINAL

### MINUTES OF THE 1006<sup>TH</sup> MEETING, WEDNESDAY JANUARY 6, 2021 AT 8:30 A.M, VIA ZOOM.

#### 1. ROLL CALL:

The Designer Selection Board Meeting was called to order at 8:30 a.m.

##### MEMBERS PRESENT:

|                                    |                      |
|------------------------------------|----------------------|
| Alan Ricks, AIA, Vice              | Registered Architect |
| Elise F. Woodward, AIA, Vice-Chair | Registered Architect |
| Martha Blakey Smith, AIA           | Registered Architect |
| Jessica Tsymbal, AIA, LEED AP      | Registered Architect |
| Ilyas Bhatti, P.E.                 | Registered Engineer  |
| Daniel M. Carson, P.E.             | Registered Engineer  |
| Rebecca Sherer, P.E.,              | Registered Engineer  |
| Kenneth Wexler                     | General Contractor   |
| Virginia Greiman                   | Public Member        |

##### MEMBERS ABSENT:

|                         |                     |
|-------------------------|---------------------|
| David A. Chappell, P.E. | Registered Engineer |
| Janice M. Bergeron      | Public Member       |

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 1005<sup>th</sup> December 16, 2020 meeting Jessica Tsymbal, seconded by Virginia Greiman. Motion was approved.

#### 3. VISITORS:

|                   |                                 |
|-------------------|---------------------------------|
| Benjamin Salzberg | Massachusetts Military Division |
| Jennifer Shelby   | Architectural Engineers         |
| Marisa Sullivan   | Studio G Architects             |
| Nancy Banks       | B2Q Associates                  |
| Kathy Dionne      | SMRT, Inc.                      |
| Betsy Lawson      | CDW Consultants                 |
| Stephanie Livolsi | Dore and Whittier               |
| Mark Galvin       | CDM Smith                       |
| Pawel Honc        | Amenta Emma                     |
| Brooke Wilson     | CHA Companies                   |
| Diana Nicklaus    | SAAM Architects                 |
| Tom Iskra         | BVH                             |
| Jeffrey DeVeau    | STV, Inc.                       |
| Miles McDonald    | BVH                             |
| Arleen Guyan      | Crowley Engineering             |

- A. Notes of gratitude** – Alan wanted to the start the New Year with a shout out to Bill, Claire and Roberto for all their work implementing the Autocene platform and bringing the DSB into the digital era. Elise gave a shout out of gratitude to the architectural, engineering, DCAMM communities and other agencies that have worked with the Autocene team; their participation will make Autocene successful. Jessica gave a shout out to Ginny for going into the office during quarantine while others were able to safely stay home. Ilyas wanted to thank Roberto and Claire for all their help to him as a newcomer to the Board.
- B. Public Comments** - Alan would like to test drive public comments after the Board reviews the applications at this meeting. Jessica wants this item discussed by the full Board before public comment is allowed at meetings. Rebecca stated that the transparency of this Board is extremely important and making any decisions outside of public meetings that does not engage the full Board is not transparent. This item will be discussed by the full Board at the next meeting on January 20, 2021.
- C. DSB List #20-14, #33, Study & Design of General Building Renovations, Repairs & Upgrades, Massachusetts Military Division, Statewide, Fee: \$500,000 (House Doctor)**

Review of the fourteen (14) applications resulted in determination that two (2) of the applicants had failed to meet the following requirements and could not be considered for this project:

Michael Baker International, Inc. did not meet the Massachusetts Ownership Requirement – Brian Lutes, CEO is not registered in Massachusetts. On a motion to disqualify Michael Baker International, Inc. by Rebecca Sherer, seconded by Virginia Greiman. Motion was approved to disqualify Michael Baker International, Inc.

Leon Pernice & Associates did not submit resumes from Robert W. Hall Consulting Engineers, Inc. for Robert Griffiths (mechanical), James Sullivan (electrical) and from Safety Environmental Consultant, Inc. for Johnnie Lituma (hazmat). On a motion to disqualify Leon Pernice & Associates by Jessica Tsymbal, seconded by Virginia Greiman. Motion was approved to disqualify Leon Pernice & Associates.

Benjamin Salzberg from the Massachusetts Military Division was present to explain the project and answer questions from the Board.

There were some general comments to help firms improve their applications. When submitting resumes, please use a more detailed list of relevant experience describing the scope, scale and the role an individual played in working on a project; this would help the Board better understand the relationship. In the experience section, it would help to give a little more depth to the projects listed and keep the interest with examples not just a list. Section #5 is the opportunity for a firm to stand out and show why a firm should rise to the top; this is a chance to show why your firm would be a good candidate for the project. DCAMM has added a diversity statement as a standard evaluation criteria and it should show how this enables your firm to provide better services and how you develop your team to diversify the field working on state projects and bring new perspectives, insights and values. When a firm is the Prime providing sub-consultant roles, please put it in the resume, experience and Section #5. Do not reorder the sections of the applications; this makes it very confusing to review. For out-of-state firms, you should give more clarity on who will be the team members and be able to service a project in Massachusetts when they are in another state. These are all areas of opportunities of improvement and will help a firm stand out with a robust application.

The following twelve applications reviewed by the Board were responsive to the criteria in the advertisement for this project. Jessica requested that the user agency notify the Board if they are currently working with a firm and how much is left on their contract.

Below is a brief summary from the members:

Amenta Emma Architects – Their military experience in Massachusetts is not clear. In Section #5 it would have been an opportunity for them to bring forth items: limited experience, out of state firm, relationship between prime and sub-consultants and how they would fulfill these goals. They provided a good diversity statement and overall client relationship. They did miss the opportunity to add clarity on how they would bring the CT Guard experience to Massachusetts and blend that across several offices.

Caolo & Bieniek Associates, Inc. – Overall this is a good presentation, but diversity statement was weak and did not address climate resiliency. Section #5 did not directly address the criteria. This firm is in Chicopee.

CHA Architecture – This firm has a Portland and Boston office. They did not offer any direct discussion on how the MBE and WBE disciplines would be shared for this project. They showed no Massachusetts military experience and being based in Portland, ME they did not explain how they would provide for this project in Massachusetts. They did provide well documented out-of-state experience. The purchasing adviser has experience with MCPPO and it would have been a perfect opportunity to bridge this role in the experience. They did provide good consultants. The matrix in Section #5 identifying the sub-consultants and showed working with CHA was very clear and helpful.

CSS Architects, Inc. – The resumes of the Prime team clearly showed the relevant Massachusetts Military experience and was well done. Their experience was relevant, solid and well described.

Dore + Whittier Architects, Inc. – They provided excellent references. The PIC and PM demonstrated house doctor experience but not a lot of military projects; their MEP did provide relevant National Guard experience. They showed other relevant experience that would give them an opportunity to be selected. This firm would be a good fit for this project.

Edgewood Design + Architecture, Inc. – This firm has good WBE/MBE and VBE participation. This is a small firm with excellent references. They lack the precise military experience required but did a good job in covering it with their listed sub-consultants.

Edward Rowse Architects – This is one of the applications that was not collated so the segments of the application were out of sync and complicated to review. The sustainability and resiliency comments were light. They did provide relevant experience for this project. Their diversity statement could have been more detailed.

Helene Karl Architects, Inc. – They are a WBE firm and included a VBE firm. They have relevant Massachusetts military experience. They are a small firm and are performing sub-consultant work in-house and should have provided a little more experience in the resumes. In Section #5 they did provide a net zero energy project which was an interesting example with a good story behind and could have elaborated on it more.

RGB Architects – This firm is in Rhode Island with no employees in Massachusetts. They provided relevant experience and provided a good range of MBE/WBE sub-consultants. They have a strong Section #4 and #5 in response to the project criteria.

Saam Architecture – This is a very impressive team. They have a strong diversity team with a VBE firm as well. Their Section #5 was well done, and their working relationships were strong. This is a strong presentation and a good fit for this project.

SMRT Architects & Engineers – They are a larger A/E firm and this proposal explains how they will pair with the MBE and WBE firms they are working with. This was a strong proposal. It was very helpful when they listed the key team members in the prime experience.

STV, Inc. – They have a substantiable amount of experience for this project.

The Board had a brief discussion and voted to select the following six (6) unranked finalists for the Massachusetts Military Division House Doctor project:

Amenta Emma Architects  
CSS Architects, Inc.  
Edgewood Design + Architecture, Inc.  
Helene Karl Architects, Inc.  
Saam Architecture  
SMRT Architects & Engineers

A motion was made by Ken Wexler to approve the above Massachusetts Military Division House Doctor list to be sent to the Military Division, seconded by Virginia Greiman. Motion was approved.

- D. **Reverse Order of Application** – The Board agrees to reverse the order of reviewing the applications at the next meeting. The Board will review applications in reverse order at every other meeting.

4. **MOTION TO ADJOURN:** The Board adjourned at 10:11 a.m.

On a motion to adjourn the meeting of January 6, 2021 by Kenneth Wexler, seconded by Ilyas Bhatti. Motion was approved.

5. **NEXT MEETING:**

**WEDNESDAY, JANUARY 20, 2021 at 8:30 a.m. via ZOOM**

Submitted by: Claire G. Hester

Approved by: A. Richer