

DESIGNER SELECTION BOARD

MINUTES OF THE 1017TH MEETING, WEDNESDAY JUNE 9, 2021 AT 8:30 a.m., VIA ZOOM.

1. ROLL CALL:

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

MEMBERS PRESENT:

Alan Ricks, AIA, Chair	Registered Architect
Elise F. Woodward, AIA, Vice-Chair	Registered Architect
Martha Blakey Smith, AIA	Registered Architect
Daniel M. Carson, P.E.	Registered Engineer
David A. Chappell, P.E.	Registered Engineer
Ilyas Bhatti, P.E.	Registered Engineer
Rebecca Sherer, P.E.	Registered Engineer
Janice Bergeron	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 Robero Melendez, Program Coordinator I.

2. MINUTES OF THE PREVIOUS MEETING:

A motion to approve the minutes of the 1016th May 26, 2021 meeting was made by Ilyas Bhatti, seconded by Janice Bergeron. Motion was approved.

3. VISITORS:

Susan Goldfischer	DCAMM
Charles Kelsey	DCAMM
James Latini	DCAMM
Brian Hunter	DiNisco
Ashley Horan	TSKP
John Garcia	Linea 5
Catherine Hunt	Ellenzweig
Brooke Wilson	CHA Companies
Kathleen Colwell	CI Methuen
Mitch DeWein	CHA Companies
Tori Ellis	Tori Ellis
Khalil Mogassabi	New DSB Architect Member
Marisa Sullivan	Studio G Architects
Mark Galvin	CDM Smith
Allison Puzycki	CES Engineers
Rebecca Maloney	RFS Engineering
Aarathi Nirmalan	Cannon Design
Pamela Merrill	RFS Engineering
Melissa Kuronen	Ellenzweig
Carley Oliveto	CES Engineering

4. NEW BUSINESS:

A. Board Business

Ellenzweig sent a letter to the Board regarding the inconsistencies of firms being disqualified for missing certain information in the application process.

The Board will review M.G.L. c7C Section 48 and discuss firms being disqualified at one of the scheduled board meetings. The Board will also discuss Autocene and how firms may miss information in the application process.

B. Informational Interview with Arcadis

Arcadis experienced technical difficulties and could not conduct their interview. They will be rescheduled for another meeting.

C. DSB List #21-08, MEP New and Existing Building Commissioning Services, DCAMM, Statewide, Fee: \$500,000 (House Doctor) – 2 contracts

James Latini from DCAMM was present to explain the project and answer questions from the Board. James Latini and Susan Goldfischer encouraged the Board to consider all 7 applications to have met the criteria despite questions received during the application submissions process.

The following seven (7) applications reviewed by the Board were responsive to the criteria in the advertisement for this project.

Below is a brief summary of discussion:

Cannon Design – They provided good resumes and project descriptions. Although they provided a large team for a relevant small project, their process is well explained in Section #5. They are a competent firm providing experience with building commissioning. This was a strong application.

Clough Harbour & Associates, LLP – They are a well-qualified firm and has relevant project experience with DCAMM. This was a strong application.

Consulting Engineering Services, LC – They showed the diversity of building types that were specifically addressed in the RFP. They provided a good diversity statement and discussed their plan for engagement with their MBE/WBE firms. The PIC and PM had solid “house doctor” experience. This was another strong application.

Fitzmeyer & Tocci Associates, Inc. – They currently have experience with a “house doctor” project with DCAMM. There was not much detail in Section #5.

Richard D. Kimball Co./NV5 – They are currently working on a “house doctor” project with DCAMM. They have addressed all requirements requested in the RFP.

Rist-Frost-Shumway Engineering, P.C. – They provided good commissioning references. They have good resumes and relevant project examples. This was a very strong application.

WSP USA – They provided excellent references. Section #5 was strong with relevant project experience. This was a good application.

D. Public Comments

No public comment

E. Project Voting and Ranking

The following firms displayed considerable skills and similar experiences for this “House Doctor” project. In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Section 49 the Board voted to select the following two (2) unranked firms:

Rist-Frost-Shumway Engineering, P.C.
WSP USA

Motion was made by Janice Bergeron to select the two (2) unranked finalists mentioned above for the MEP New and Existing Building Commissioning Services “House Doctor” project, seconded by Ilyas Bhatti. Daniel Carson abstained. Motion was approved.

The immediate services authorized is an independent third-party oversight.

The Maximum Fee per Contract, based on the scope of work and services authorized, shall not exceed \$500,000.

5. MOTION TO ADJOURN: The Board adjourned at 9:52 a.m.

On a motion to adjourn the meeting of June 9, 2021 by Rebecca Sherer, seconded by David Chappell. Motion was approved.

6. NEXT MEETING:

WEDNESDAY, JUNE 23, 2021 at 8:30 a.m. via ZOOM

Submitted by: Claire G. Hester

Approved by: A. Richman