

DESIGNER SELECTION BOARD

MINUTES OF THE 995TH MEETING, WEDNESDAY JULY 8, 2020 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:

Rebecca Sherer, P.E., Chairwoman	Registered Engineer
Alan Ricks, AIA, Vice Chairman	Registered Architect
Jessica Tsymbal, AIA, LEED AP	Registered Architect
Martha Blakey Smith, AIA	Registered Architect
Elise F. Woodward, AIA	Registered Architect (left at 11am)
Gregory E. Brown, P.E.	Registered Engineer
Daniel M. Carson, P.E.	Registered Engineer
David A. Chappell, P.E.	Registered Engineer
Virginia Greiman	Public Member (left at 11am)

MEMBERS ABSENT:

Kenneth Wexler	General Contractor
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:

The minutes of the 994th, June 24, 2020 meeting were tabled to the next meeting on July 8, 2020. Elise volunteered to review and modify the minutes; Claire will send here a word document. Rebecca recommended meeting with Claire and Elise via Zoom to go over the minutes and finalize any changes. A motion to table the June 24, 2020 minutes by Gregory Brown, seconded by David Chappell. Motion was approved.

3. VISITORS:

Nancy Banks	B2Q
Justine Kubo	ICON Architecture
Irene Hosey	Johnson Roberts
Stephanie Livolsi	Dore and Whittier
Elayne Campos	DCAMM
Thomas Iskra	BVH
Ned Collier	ICON Architecture
Katie Ferrier	Arrowstreet
Scott Campbell	DCR
Will Ragano	Johnson Roberts
Dan Clark	DCR
Rita Mercado	MWRA
Sheila Remondi	DFS
Jeffrey Gagner	Mass.gov
Christina Silvestro	Liro
Liz Minnis	DCAMM
Jen Shelby	Architectural Engineers
Donald Walter	Dore & Whittier
Robert Rink	STV, Inc.
Bruce Dillon	Dore & Whittier
Maureen McAvoy	MWRA
Karen Reichenbacher	STV, Inc.
Marisa Sullivan	Studio G Architects
Maribel Fournier	DFS
Amanda Lowitz	Galante Architecture
Jessica Brown	EDM
Scott Schilt	DCAMM
Houssam Sleiman	Massport
Susan Brace	Massport
Luciana Burdi	Massport
John Colbert	MWRA
Andrew Romero	RGB
Daniel Tenney	WSE, Inc.
Brian McCusker	WSE, Inc.
Betsy Lawson	CDW Consultants, Inc.
Robert Hicks	Stantec
Jeffrey DeVeau	STV, Inc.
Brian Novelline	Liro

4. NEW BUSINESS:**A. EXEMPTION: Massachusetts Port Authority (Massport)**

Massport submitted a two-year exemption to the Designer Selection Board. Houssam Sleiman, Dr. Luciana Burdi and Susan Brace, from Massport were in attendance to present in PPT Massport procedures and answer questions from the Board. The Board reviewed the application for the renewal of the current exemption of Massport from the jurisdiction of the Designer Selection Board. In accordance with the Massachusetts General Laws Chapter 7C, Provision 46, the Board voted to grant to Massport a two-year exemption expiring on July 8, 2022. Massport will keep the Board advised of any changes in the panel membership and any modifications to the procedures. A motion to approve the two-year exemption for Massport by Daniel Carson, seconded by Gregory Brown. Motion was approved unanimously to approve Massport's two-year exemption to the Designer Selection Board.

B. DSB List #20-05, #7677, Quabbin Maintenance Building, MWRA, on behalf of Department of Conservation and Recreation, Belchertown, Fee: To Be Negotiated; Ecc: \$3,288,468, 7 Applicants

David Chappell recused himself from voting on this project.

Elise Woodward motioned that when a person recuses themselves, they should leave the room and not listen in on the conversation, seconded by Gregory Brown. Motion was unanimously approved. This policy has been approved for when any member recuses themselves from a discussion.

Rita Mercado and Maureen McAvoy from MWRA along with Dan Clark and Scott Campbell from DCR were present to explain the project and answer questions from the Board.

Review of the seven (7) 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:

Clark & Green had no Massachusetts registered electrical engineer nominated. On a motion to disqualify Clark & Green by Gregory Brown, seconded by Daniel Carson. Motion was unanimously approved to disqualify Clark & Green.

Hill-Engineers had no LSP (Engineer) nominated; person nominated does not have LSP license. On a motion to disqualify Hill-Engineers by Gregory Brown, seconded by Martha Blakey Smith. Motion was unanimously approved to disqualify Hill-Engineers.

Below is a summary of some of the members comments for each applicant:

DiGiorgio & Associates – A member commented that they had pertinent information in Section #8 but none of the in-house subs showed additional experience. Another member thought they did a good job in Section #10 and had similar projects listed as shown for this project.

Edm Services – A few members noted that they did not have relevant experience in their resumes and Section #10, that was being asked for in this advertisement.

STV, Inc. – Their overall experience in 8a was good and section #10 was complete. One of the members liked that they submitted a diversity focus statement and arguments for why they should be selected.

Robinson Green Beretta – Their section 8a showed a lot of maintenance facilities but would have liked it if it had been reflected in the resumes. Section #10 had excellent information. One member liked how they talked about keeping change orders driven by design low. They also showed GZA's experience with the MWRA.

Weston & Sampson – They are a strong firm and their personnel have great experience. There is no diversity with this firm because they are doing everything. So many people are being assigned to this project that it is confusing as who is doing what. In the past they have done horizontal work for MWRA.

After a discussion the Board voted to select the following three (3) ranked finalists for this project:

Robinson Green Beretta (18 points)
Weston & Sampson (13 points)
DiGiorgio & Associates (8 points)

On a motion by Elise Woodward to select the above ranked firms for the Quabbin Maintenance Building project, seconded by Martha Blakey Smith. Motion was approved. David Chappell recused from himself from voting on this project.

- C. DSB List #20-08, #DFS2002, Southeast Fire Academy Master Plan and Certified Study, Bridgewater, Fee: \$250,000 (Master Plan and Study); Ecc: \$7,708,000 (Phase I project), 6 Applicants**

Liz Minnis and Scott Schilt, from DCAMM along with Maribel Fournier and Sheila Remondi, from Department of Fire Services were present to explain the project and answer questions from the Board.

Review of the six (6) applications resulted in determination that one (1) of the applicants had failed to meet the following requirements and could not be considered for this project:

The Galante Architecture had no MBE firm nominated and no 8b or sub-consultant acknowledgement form for Building Code Consultants, LLC. On a motion to disqualify The Galante Architecture by Daniel Carson, seconded by Martha Blakey Smith. Motion was unanimously approved to disqualify The Galante Architecture.

Below is a summary of some of the members comments for each applicant:

Dore & Whittier – They are using in-house specification and code consultant and their resumes did not reflect this experience, but they redeemed themselves by submitting an 8b for both. The individual who is assigned to be the architect project manager is in the Burlington VT office however he does have relevant experience and presume they have figured out how to deal with the distance. They also showed relevant ongoing experience in section #9. This was a strong application overall.

ICON Architecture – This firm is taking on four disciplines and the resumes of the principal and project manager were boiler plate. One member noted that there was no relevant experience in section #8a. They didn't seem to reflect the information requested by the client agency. They did highlight their campus planning experience which is relevant.

Johnson Roberts – They are doing specifications in-house and although that person listed projects it was not indicated they actually did the project listed in resume. A member noted that it would have been nice if they showed the experience in section #10, in the resumes also to make a stronger application. A couple of members noted that section #9 showed some fire department experience and section #10 highlighted master planning and fire rescue facility experience.

Kaestle Boos – A couple of members thought the diversity statement was weak and questioned the M/WBE percentages; can they be met with civil, specs and cost. They did talk about adaptive reuse and master planning.

The Robinson Green Beretta – They did have a fire training consultant included in their application, but it was boiler plate information. The resumes for the PIC and Project Manager showed a lot of projects and some that could be considered close but did not see master planning experience for them.

After a discussion the Board voted to select the following three (3) unranked finalists be interviewed for this project on August 5, 2020:

Dore & Whittier
Kaestle Boos
The Robinson Green Beretta

On a motion by Virginia Greiman to select the above unranked firms to be interviewed for the DFS project on August 5, 2020, seconded by Elise Woodward. Motion was approved unanimously.

D. Board Business

- Criteria and Analytics Sub-Committee Update – Martha Blakey Smith

The sub-committee has not met since the last meeting and there has been no change.

- Autocene Sub-Committee – Elise Woodward

The sub-committee has not met and there has been no change since last meeting.

Jessica noted that the forms on our website need to be updated. Bill is going to review the website so all forms and language will reflect what it is in Autocene.

Bill will set up the two sub-committee meetings sometime next month.

- Reviewing #20-09 for Diversity Statement

Rebecca reminded the members to pay close attention to the Diversity Statement and how well applicants are responding to it and give your opinion on how it is being responded to and if it needs any tweaks to it.

- Special Employees

Bill will contact legal and it will be tabled for the next meeting

5. **MOTION TO ADJOURN:** The Board adjourned at 11:30 a.m.

On a motion to adjourn the meeting of July 8, 2020 by Gregory Brown, seconded by David Chappell. Motion was approved unanimously.

6. **NEXT MEETING:**

WEDNESDAY, July 22, 2020, at 8:30 a.m. via ZOOM

Submitted by: Claire G. Hester

Approved by: Rebecca Shivers