

## DESIGNER SELECTION BOARD

MINUTES OF THE 943<sup>rd</sup> MEETING, WEDNESDAY March 7, 2018 AT 8:30 a.m., 21<sup>st</sup> Floor Conference Room, MCCORMACK BUILDING, ONE ASHBURTON PLACE, BOSTON, MA 02108.

### 1. ROLL CALL:

The Designer Selection Board Meeting was called to order at 8:40 a.m.

#### MEMBERS PRESENT:

Charles Redmon, AIA, Chairman	Registered Architect
Beth McDougal, AIA, Vice-Chairwoman	Registered Architect
Jessica Tsymbal, AIA, LEED AP	Registered Architect
Gregory E. Brown, P.E.	Registered Engineer
Francis P. Harrigan II, P.E.	Registered Engineer
Virginia Greiman	Public Member

#### MEMBERS ABSENT:

Mitch Keamy, P.E.	Registered Engineer
Rebecca Sherer, P.E.	Registered Engineer
Jacquelin Yessian, RA, LEED AP	Registered Architect
Kenneth Wexler	General Contractor
Jesse Jeter	Public Member

Present for the DSB staff, Bill Perkins, P.E., Executive Director, Claire G. Hester, Program Coordinator III and Roberto Melendez, Program Coordinator I.

### 2. MINUTES OF THE PREVIOUS MEETING:

The minutes of the 942<sup>nd</sup> February 21, 2018 meeting were approved.

On a motion by Francis Harrigan, seconded by Beth McDougal. Motion was approved unanimously.

### 3. VISITORS:

Leigh Snow	TRO/Smith Group
Stephen Palumbo	TRO/Smith Group
Michael Coppola	TRO/Smith Group
Chris Purdy	TRO/Smith Group
Daniel Pallotta	Plymouth County
Frank Basler	Plymouth County
Sharmila Bail	Shekar & Associates
Tori Ellis	RDK Engineers/an NV5 Company
Eric Poreda	Clough Harbour Associates

### 4. NEW BUSINESS:

#### A. DSB Updates:

The Executive Director briefly discussed the following with the Board:

- IPAD Pros have been ordered and should be arriving soon
- Software for IPADS follows, with training in April
- Form Update: Please review over the next 30 days and send me any questions or comments that will be included in current table.(Draft Master File Brochure; Draft Application; Form Instructions, Certification language; Interim step need to set up dedicated email and server location).
- Draft Guidelines sent out to everyone. Please review over the next 30 days and send me any questions or comments.
- MBE/WBE Input Handout: self-explanatory

#### B. Informational Interviews:

The following firm met with the Board to discuss their qualifications:

- TRO/Smith Group JJR

#### C. DSB List #18-01, Item #2, County2018, Study & Design for Mechanical, Electrical, Plumbing & Fire Protection Renovations, Repairs & Upgrades, County of Plymouth, (House Doctor) \$250,000, 10 Applicants

Review of the ten (10) 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:

CSI did not meet MA Ownership Requirements and no Out-of-State Certification attached. A motion was made by Gregory Brown, seconded by Francis Harrigan. Motion was approved unanimously.

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Allen Lieb Architects & Associates, P.C. are architects – advertisement requested a mechanical engineer as Prime. A motion was made by Beth McDougal, seconded by Francis Harrigan. Motion was approved unanimously.

Daniel Pallotta and Frank Basler, both from County of Plymouth were present to explain the project and answer questions from the Board. After a discussion, the Board voted to select the following unranked firms for the above House Doctor project:

BVH Integrated Services, P.C.  
One Gateway Center, Suite 701  
Newton, MA 02458

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RDK An NV5 Company  
200 Brickstone Square  
Andover, MA 01810

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Shekar & Associates, Inc.  
775 Pleasant Street, #14  
East Weymouth, MA 02189

On a motion by Gregory Brown, seconded by Jesse Jeter. Motion was approved unanimously.

5. **MOTION TO ADJOURN:** The Board adjourned at 10:45 a.m.

On a motion by Francis Harrigan, seconded by Jesse Jeter. Motion was approved unanimously.

6. **NEXT MEETING:**

**WEDNESDAY, March 21, 2018, at 8:30 a.m.**

SUBMITTED BY

Claire Hester

APPROVED BY

[Signature]