

DESIGNER SELECTION BOARD

MINUTES OF THE 925TH MEETING, WEDNESDAY January 11, 2017 AT 8:30 a.m., 21ST Floor Conference Room One, 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:

Frederick G. Aufero, P.E., Chairman	Registered Engineer
Charles Redmon, AIA, Vice-Chairman	Registered Architect
Beth McDougal, AIA	Registered Architect
Gregory Minott, AIA	Registered Architect
Francis P. Harrigan II, P.E.	Registered Engineer
Mitch Keamy, P.E.	Registered Engineer
Virginia Greiman	Public Member

MEMBERS ABSENT:

Gregory E. Brown, P.E.	Registered Engineer
Kenneth Wexler	General Contractor
Jesse Jeter	Public Member

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

2. **MINUTES OF THE PREVIOUS MEETING:**

The minutes of the 924th December 20, 2016 meeting were approved. Motioned by Francis Harrigan, seconded by Virginia Greiman.

3. **VISITORS:**

Diana Ostberg	Saam Architecture
Linda Smiley	Saam Architecture
Paul Tsang	Jacobs
Diana Nicklaus	Saam Architecture
Travis Gray	Jacobs
Koos Louw	Saam Architecture
Lisa Statkiewicz	Saam Architecture
Mark Schow	Jacobs
Scott Calisti	DCAMM
Grace Easton	Saam Architecture
Jane Wange	DCAMM
Ann Storer	DCAMM
Elayne Campos	DCAMM
Shirin Karanfiloglu	DCAMM
John Ferrara	DCAMM
Paul Kondrat	Cannon Design
Lois Palguta	Cannon Design
Harry Shanley	Cannon Design
Jeremy Mason	Howe Engineering
John Jennings	Cannon Design
Carlos Fernandez	Cannon Design
Mark Walsh-Cooke	Arup
Ken Fisher	Gensler
Pam Delphenich	Gensler
Ethel MacLeod	Gensler
Todd Dundon	Gensler
Julian Astbury	Arup
Joseph Buckley	MSBA

4. **NEW BUSINESS:**

- A. DSB List #16-15, Item #1, DCP1641 ST1, John W. McCormack Building: Comprehensive Facilities Plan and Infrastructure Upgrades, One Ashburton Place, Boston, Fee: \$600,000 (St); \$460,000 (SD); 8% (FD); ECC: \$38,450,000 (TBD by Study),

The Board interviewed the following firms:

Cannon Boston, Inc.
Gensler Architecture/Design, Inc.
Saam Architecture, LLC

After a brief discussion the Board voted to select the following ranked interviewees:

- Saam Architecture, LLC (16 votes)
- Cannon Boston, Inc. (13 votes)
- Gensler Architecture/Design, Inc. (13 votes)

On a motion by Charles Redmon, seconded by Mitch Keamy. Motion was approved unanimously.

B. EXEMPTION: Massachusetts School Building Authority (MSBA)

The Board reviewed the exemption application for the MSBA and voted to approve the 2 year exemption from January 21, 2017 – January 21, 2019.

On a motion by Charles Redmon, seconded by Virginia Greiman. Motion was approved unanimously.

C. ELECTION: DSB Chair/Vice Chair

A motion was made by Charles Redmon to nominate Fred Aufiero as Chairman, seconded by Virginia Greiman. Motion was approved unanimously.

A motion was made by Fred Aufiero to nominate Charles Redmon as Vice Chairman, seconded by Beth McDougal. Motion was approved unanimously.

D. Executive Director Goals for 2017

Bill Perkins, Executive Director met with the Board to discuss the goals for 2017

The Board approved the attached Executive Director Goals for 2017. Bill will meet with the Board once a month for a progress report update.

On a motion by Beth McDougal, seconded by Virginia Greiman. Motion was approved unanimously.

5. MOTION TO ADJOURN: The Board adjourned at 12:55 p.m.

On a motion by Virginia Greiman, seconded by Francis Harrigan. Motion was approved unanimously.

6. NEXT MEETING:

WEDNESDAY, January 25, 2017, at 8:30 a.m.

SUBMITTED BY Claire M. Hester

APPROVED BY F. G. Aufiero

Designer Selection Board

Executive Director Goals For 2017

- I. **GOAL: Improve Application Process to increase efficiency where possible**
 - A. Evaluate the best method for maintaining and updating Master File Brochures
 - B. Evaluate and implement changes to DSB advertisement format
 - C. Evaluate changes to the DSB application forms to enhance ease of use and quality of information for both the DSB and firms submitting applications
 - D. Work towards new online submission and information portal
- II. **GOAL: Expand participation and outreach to A/E/C Community**
 - A. DSB Executive Director Outreach
 - Trade Association Meetings
 - Direct Contact Introduction Via Email and Phone Calls
 - Increase Public Awareness of the DSB particularly in the design professional community
 - B. Create a program to encourage new applicants to submit on DSB selected projects
 - Public Relations Effort
 - Write Articles in Industry Publications
 - C. Create a program to increase the potential for smaller, newer firms to win contracts
 - Work with Board to set Measurable Goals for monitoring progress In this area
 - Identify benefits to Commonwealth of using smaller firms
 - D. DSB Presence & Branding
 - E. Research available data to determine methods of increasing participation of MBE/WBE firms
- III. **GOAL: Create more comprehensive Feedback processes**
 - A. Unsuccessful Applicants should have more information as to why they were not chosen.
 - B. The performance of Successful Applicants should be understood by DSB through a report from DCAMM. Work with DCAMM to improve frequency and quality of feedback to DSB regarding selected firms' performance
- IV. **GOAL: Investigate other opportunities for Executive Director to assist the Commonwealth in other areas**
 - A. Research designer selection processes used by other State Agencies
 - B. Research selection processes in other states
 - C. Develop a technical advice sharing relationship with other State agencies