DESIGNER SELECTION BOARD

MINUTES OF THE 943rd MEETING, WEDNESDAY March 7, 2018 AT 8:30 a.m., 21st 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 Kearny, P.E.
Rebecca Sherer, P.E.
Jacquelin Yessian, RA, LEED AP
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 942nd 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.
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

RDK An NV5 Company
200 Brickstone Square
Andover, MA 01810

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.