

## DESIGNER SELECTION BOARD

MINUTES OF THE 927<sup>TH</sup> MEETING, WEDNESDAY February 22, 2017 AT 8:30 a.m., 21<sup>ST</sup> 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. Aufiero, P.E., Chairman	Registered Engineer
Charles Redmon, AIA, Vice-Chairman	Registered Architect
Beth McDougal, AIA	Registered Architect
Francis P. Harrigan II, P.E.	Registered Engineer
Gregory E. Brown, P.E.	Registered Engineer
Mitch Keamy, P.E.	Registered Engineer
Jesse Jeter	Public Member
Virginia Greiman	Public Member

#### MEMBERS ABSENT:

Gregory Minott, AIA	Registered Architect
Kenneth Wexler	General Contractor

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 926<sup>th</sup> January 25, 2017 meeting were approved.  
Motioned by Virginia Greiman, seconded by Charles Redmon.

### 3. VISITORS:

Joe Oelisle	Mass Bay Community College
Trinh Chu	Austin Architects, LLC
Jennifer Shelby	Architectural Engineers
John Jennings	Cannon Design
Jillian Lodur	Taylor + Burns Architects
Sarah Tarbet	Jones Architecture
Steven Medeiros	BKA Architects, Inc.
Andrew Romez	RGB Architects
Ron Griffin	Edm
Jennifer Steffek	Studio J2 Architects
Doreen Bennett	Baker Wohl Architects
Tracy Marquis	Marquis Architecture
Samantha Johanson	Gienapp Design
J. Austin	Austin Architects, LLC
Kim DiGiovanni	RDK Engineers
Matthew Rice	SMMA
Michael Solomon	ICON Architecture
Keith Campbell	Next Phase Studios
Todd Sumner	Francis Parker Charter School
Michelle McKenna	Francis Parker Charter School
Mike Habeeb	Habeeb & Associates
Natalia Gilio	Dyer Brown
Mr. Griswald	Steffian Bradley Architects
Larry Spang	Arrowstreet
Meryl Nistler	Arrowstreet
Megan Britt	Roxbury Prep Charter School
Lindsay Snow	Roxbury Prep Charter School
Richard Marks	Daedalus
Alex Shawe	
Jake Upton	

### 4. NEW BUSINESS:

A. **DSB List #17-01, Item #1**, MBC17-05, Study & Design for General Building Renovations, Repairs and Upgrades, Mass Bay Community College, 50 Oakland St., Wellesley Hills, (House Doctor) Fee: \$500,000, 29 Applicants

Review of the twenty-nine (29) applications resulted in determination that six (6) of the applicants had failed to meet the following requirements and could not be considered for this project:

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- Gensler Architecture/Design, Inc. had no resume for Richard Curtiss, Project Manager for Study/Design. On a motion by Gregory Brown, seconded by Francis Harrigan. Motion was approved unanimously.
- Helene-Karl Architects, Inc. had no 8b for CLEAResult, Inc. (commissioning consultant). On a motion by Francis Harrigan, seconded by Charles Redmon. Motion was approved unanimously.
- HKT Architects, Inc. had no MBE, no WBE, no specification consultant, no sustainability consultant, and no commissioning consultant. On a motion by Virginia Greiman, seconded by Charles Redmon. Motion was approved unanimously.
- ICON Architecture, Inc. had no resume for Gregory Lombardi (landscape architect). On a motion by Virginia Greiman, seconded by Francis Harrigan. Motion was approved unanimously.
- Next Phase Studios had no sections #11, #12, #13, #14, #15 and #16. On a motion by Virginia Greiman, seconded by Charles Redmon. Motion was approved unanimously.
- William Sloan Associates had no 8b for R.W. Sullivan Engineering. On a motion by Virginia Greiman, seconded by Francis Harrigan. Motion was approved unanimously.

Joe Oelisle from Mass Bay Community College was present to explain the project and to answer questions from the Board. After a brief discussion the Board voted to select the following three (3) unranked finalists for the above "House Doctor" project:

CSS Architects, Inc.  
Studio Enee, Inc.  
Taylor & Burns, Inc.

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

- B. DSB List #17-01, Item #2, FWPCES2017-49 Antietam, Francis Parker Charter Essential School, Devens, Fee: \$10,000 (Study); 7.2% (Final Design); ECC: \$750,000, 8 Applicants**

Todd Sumner and Michelle McKenna both from Francis Parker Charter Essential School were present to explain the project and to answer questions from the Board. After a brief discussion the Board voted to select the following three (3) ranked finalists in the order shown below for this project:

CSS Architects, Inc. (12 votes)  
CGKV Architects, Inc. (11 votes)  
Johnson Roberts Associates, Inc. (10 votes)

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

- C. DSB List #17-01, Item #3, RPCHS 2017, New Uncommon Roxbury Prep Charter High School Facility, 361 Belgrade Avenue, Roslindale, Fee: 6% for Final Design Phase; ECC: \$28.5 Million, 5 Applicants**

Review of the five (5) 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:

- ICON Architecture, Inc. had no resume for Gregory Lombardi (landscape architect). On a motion by Gregory Brown, seconded by Charles Redmon. Motion was approved unanimously.

Lindsay Snow, from QROE and Megan Britt from Roxbury Prep Charter School were present to explain the project and to answer questions from the Board. After a brief discussion the Board voted to select the following two (2) unranked finalists to be interviewed on March 8, 2017:

Arrowstreet, Inc.  
Symmes Maini & McKee Associates

On a motion by Charles Redmon, seconded by Gregory Brown. Motion was approved unanimously.

**D. Executive Director Goals Update**

Bill met with the Board for a progress report update below:

**I. GOAL: Improve Application Process to increase efficiency where possible**

- A. Evaluate the best method for maintaining and updating Master File Brochures
  - 1. Would like to minimize required information to follow law requirements.
  - 2. Goal is to have the master file be updated directly online by design teams. Effort is part of application streamlining below.
  
- B. Evaluate and implement changes to DSB advertisement format
  - 1. Engaged pertinent staff members in DCAMM to go over process: more than a dozen department heads, follow-up ongoing
  - 2. We are developing procedures for each type of agency
  - 3. Taking steps to understand legal requirements while making recommendations that will benefit user agency/owner in their application
  - 4. Applicant outreach for feedback ongoing: some DCAMM project managers are better than others in providing feedback
  - 5. Checking with owner/agency and visiting sites to make sure we agree on content before finalizing: agency has last word as it is their advertisement
  - 6. Adding language on commissioning so that solutions are in concert with owner expectations and staffing levels
  
- 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
  - 1. Met with Finbar Crean, IT Manager and staff. Moving slowly but we should have an outline very soon to present to DSB.
  - 2. Follow-up IT meetings ongoing. Expect board discussion on March 8 or 22nd
  - 3. It is going to be an outside contract as they do not have the expertise
  - 4. A & F and DCAMM are both interested and willing to help us with funding

**5. MOTION TO ADJOURN: The Board adjourned at 12:30 p.m.**

On a motion by Francis Harrigan, seconded by Gregory Brown. Motion was approved unanimously.

**6. NEXT MEETING:**

**WEDNESDAY, MARCH 8, 2017, at 8:30 a.m.**

SUBMITTED BY Claire G. Hester

APPROVED BY FGA Super