

## MEMORANDUM

To: MSBA Board of Directors  
From: John K. McCarthy, Executive Director  
RE: Accelerated Repair Program – Consultant Procurement  
Date: July 24, 2013

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In connection with its Accelerated Repair Program (the “Program”), the MSBA issued separate Requests for Project Management and Designer Services on May 15, 2013. The objective of the procurement was to select a pool of qualified Owner’s Project Managers (“OPMs”) and Designers that the MSBA will assign to districts that have been invited to participate in the Program.

On May 30, 2013, the MSBA, in conjunction with the Supplier Diversity Office (“SDO”), hosted a pre-proposal briefing to share information about the Program and the associated procurements for designer and project management services.

Prior to the meeting, the SDO conducted outreach to hundreds of certified Minority- and Woman-Owned Business Enterprises (“MBE,” “WBE,” or “MBE/WBE”) that provide design, project management, or related services to notify these businesses about the briefing. The MSBA posted notice of the meeting on its website and on Comm-PASS. Representatives of 66 firms, including 28 SDO-certified firms, attended the briefing.

The MSBA received 38 applications in response to the Request for Designer Services and 22 responses to the Request for Project Management Services. Of the 28 MBE, WBE, and MBE/WBE firms that attended the pre-proposal briefing, 16 submitted applications to provide project management or designer services and five were included as subconsultants to a prime applicant.

The deadline for submission of a response to both Requests for Services was June 12, 2013.

### Request for Designer Services

The MSBA received 38 applications in response to the Request for Designer Services. Each firm was asked to indicate in its application the scope of work for which it wished to be considered. Applicants responded as follows:

#### **Roofs, Windows, and Boilers**

Baker/Wohl Architects  
Boston Bay Architects, Inc.  
CGKV Architects, Inc.  
CSS Architects, Inc.  
Dietz & Co. Architects, Inc.  
DiMarinisi & Wolfe Architects  
edm  
Garafalo Design Associates, Inc.

#### **Roofs and Windows Only**

CBI Consulting, Inc.  
Civitects  
Gale Associates  
Kaestle Boos Associates, Inc.  
Nault Architects, Inc.  
Next Phase Studios  
Raymond Design Associates, Inc.  
Russo Barr Associates, Inc.

Habeeb & Associates, Inc.	Timothy Murphy Architects
HKT Architects, Inc.	
ICON Architecture	
McKinnell, McKinnell & Taylor	<b>Boilers Only</b>
Mount Vernon Group Architects	BLW Engineers
Pristine Engineers, Inc.	C.A. Crowley
Reinhardt Associates, Inc.	Consulting Engineering Services, LLC
S/L/A/M Collaborative	Hesnor Engineering Associates, PLLC
Taylor & Burns	MacRitchie Engineering, Inc.
Tetra Tech Architects & Engineers	RDK Engineers
Tighe & Bond	SED Associates Corporation
Turowski 2 Architecture	Shekar & Associates
William Starck Architects, Inc.	

Based on a preliminary review, MSBA staff recommended that MacRitchie Engineering, Inc., Nault Architects, Inc., SED Associates Corporation, and Timothy Murphy Architects be disqualified from further consideration for failure to meet the minimum qualifications and/or noncompliance with submission requirements.

MSBA staff evaluated the remaining applications based on the criteria as set forth in the RFS:

1. Demonstrated Experience and Performance on Public or Private Projects Entailing Energy Efficient Renovations and Repairs
2. Demonstrated Experience and Performance of Respondent's Key Personnel
3. Knowledge of and Experience with Energy Efficient Incentive and Rebate Programs
4. Demonstrated Experience with Multi-Phase Renovations in Occupied Buildings
5. Capacity and Organizational Structure
6. Past Performance of the Respondent's Key Personnel (including Subconsultants, if any) with Previous MSBA-Funded Projects

Following a review of MSBA staff recommendations, the Designer Selection Panel, on July 23, 2013, determined that the following design firms submitted the strongest applications and best meet the requirements for providing services in the Accelerated Repair Program.

**Roof, Windows, and Boilers**

Baker/Wohl Architects  
 CGKV Architects, Inc.  
 CSS Architects, Inc.  
 Dietz & Co. Architects, Inc.  
 Habeeb & Associates Architects, Inc.  
 ICON Architecture, Inc.  
 S/L/A/M Collaborative  
 Taylor & Burns  
 Tighe & Bond

**Boilers Only**

Consulting Engineering Services, LLC  
Hesnor Engineering Associates, PLLC  
RDK Engineers  
Shekar & Associates

**Roofs and Windows Only**

CBI Consulting, Inc.  
Civitects  
Gale Associates, Inc.  
Raymond Design Associates, Inc.  
Russo Barr Associates, Inc.

**Request for Project Management Services**

The MSBA received 22 responses to the Request for Project Management Services from the following firms:

- Arcadis US, Inc.
- Architectural Consulting Group, LLC
- Atlantic Construction and Management, Inc.
- Coast & Harbor Associates, Inc.
- Collaborative Partners, Inc.
- Daedalus Projects, Inc.
- Diversified Project Management, Inc.
- Dore & Whittier Management Partners, LLC
- exPERTcon, Inc.
- Leftfield, LLC
- Municipal Building Consultants, Inc.
- NETCO Construction Project Managers, Inc.
- P3
- Paramount Project Management, LLC
- Pinck & Co., Inc.
- PMA Consultants, LLC
- Potomac Capital Advisors
- Skanska USA Building, Inc.
- Strategic Building Solutions
- STV, Inc. with Janey Construction Management & Consulting, Inc.
- Vertex Construction Services, Inc.
- Watermark Environmental, Inc. with Cofield Properties, Inc.

Based on a preliminary review, MSBA staff recommended that Vertex Construction Services, Inc. be disqualified without further consideration for failure to submit a complete response.

MSBA staff evaluated the remaining applications based on the criteria as set forth in the RFS:

1. Demonstrated Experience and Performance on Public or Private Projects Entailing Energy Efficient Renovations and Repairs
2. Demonstrated Experience and Performance of Respondent's Key Personnel
3. Prior Experience as a Team
4. Capacity and Organizational Structure
5. Past Performance of the Respondent's Key Personnel (including Subconsultants, if any) with Previous MSBA-Funded Projects
6. Proposed Management Plan
7. Supplier Diversity Program

MSBA staff determined that the following project management firms submitted the strongest responses and best meet the requirements for providing services in the Accelerated Repair Program.

- Arcadis US, Inc.
- Architectural Consulting Group, LLC
- Atlantic Construction and Management, Inc.
- Collaborative Partners, Inc.
- exPERTcon, Inc.
- Municipal Building Consultants, Inc.
- NETCO Construction Project Managers, Inc.
- Pinck & Co., Inc.
- PMA Consultants, LLC
- Skanska USA Building, Inc.
- Strategic Building Solutions
- STV, Inc. with Janey Construction Management & Consulting, Inc.