

# Consultant Assignment Procedure MSBA Accelerated Repair Program



The following consultant assignment procedures apply to districts invited into the Accelerated Repair Program (“ARP”) by the Massachusetts School Building Authority (“MSBA”) Board of Directors during the fiscal years of 2018, 2019, and 2020.

The inclusion of an Owner’s Project Manager (“OPM”) or Designer in the following lists does not guarantee that an OPM or Designer will be assigned to any particular number of ARP districts or any districts at all. The MSBA reserves the right, within its sole discretion, to remove any OPM or Designer from consideration for any future assignments. The MSBA also reserves the right, within its sole discretion, to modify these assignment procedures as it deems advisable to best meet the objectives of the ARP and its districts.

## **OPM Assignment Procedure**

MSBA staff selected the following OPM firms for participation in the ARP:

|  |   |
|--|---|
| Arcadis U.S., Inc.                       | Municipal Building Consultants, Inc.      |
| Architectural Consulting Group, LLC      | NETCO Construction Project Managers, Inc. |
| Atlantic Construction & Management, Inc. | NV5                                       |
| Colliers International                   | P-Three, Inc.                             |
| D.A. Sullivan & Sons Inc.                | PCA 360                                   |
| exPERTcon, Inc.                          | Pinck & Co., Inc.                         |
| Hill International, Inc.                 | PMA Consultants, LLC                      |
| Jacobs                                   | The Vertex Companies, Inc.                |
| Left Field, LLC                          |   |

MSBA staff anticipates assigning OPMs to each district invited into the ARP based upon the following procedure:

All 2018 ARP districts will be listed alphabetically and receive OPM assignments in this order. The names of the OPMs will be randomly drawn and assigned to the first alphabetical districts. The firms will then be regrouped and randomly drawn for assignment to the next alphabetically listed districts. The procedure will continue until each district is assigned an OPM.

Following district invitations in 2019, the assignment procedure will start new with the districts listed alphabetically. The names of the OPMs will be randomly drawn and assigned to the first alphabetical districts. Once each OPM has been drawn, regardless of geographical availability, the firms will be regrouped and drawn for the next districts. The procedure will continue until all 2019 districts are assigned an OPM. The same procedure will be used for all 2020 districts.

If, in the procedure, an OPM cannot be assigned to a district because of a stated geographical limitation, that OPM will be removed from consideration for that round of



assignments and a new OPM will be drawn. Once each OPM has been drawn, regardless of geographical availability, the firms will be regrouped and drawn for the next alphabetically listed districts. This procedure will continue until all districts are assigned an OPM.

If an OPM declines an assignment to a particular district, fails to reach agreement with a district, or ceases to perform contractual services for a district for any reason, the district will be moved to the end of the alphabetical list and the assignment procedure will continue with an OPM drawn and assigned to the district.

### **Designer Assignment Procedure**

The Designer Selection Panel has selected the following design firms for participation in the ARP based upon the following scope categories:

#### **Boiler**

Architectural Engineers, Inc.  
RDK Engineers

Shekar & Associates, Inc.

#### **Roof and Window/Door**

Civitects PC  
Dietz & Co. Architects, Inc.  
Gale Associates, Inc.  
ATANE Engineers, P.C. (fdbA HAKS  
Engineers, P.C.)  
ICON Architecture, Inc.  
Kaestle Boos Associates, Inc.

Mount Vernon Group  
Next Phase Studios  
Russo Barr Associates, Inc.  
RGB Architects  
Simpson Gumpertz & Heger  
Tai Soo Kim Partners, LLC

#### **Boiler, Roof, and Window/Door**

Baker/Wohl Architects, Inc.  
CGKV Architects, Inc.  
CSS Architects, Inc.  
EDM  
Habeeb & Associates Architects, Inc.

Johnson Roberts Associates, Inc.  
Raymond Design Associates, Inc.  
The S/L/A/M Collaborative  
Tighe & Bond, Inc.  
Turowski2 Architecture, Inc.

Designers are assigned based on the scope categories; therefore, districts will be separated into the three corresponding categories: Boiler, Roof and/or External Window/Door, or Boiler and Roof and/or Exterior Window/Door. Based on the corresponding scope categories, the assignments will be made as follows:

All 2018 ARP districts will be separated into the three corresponding scope categories and listed alphabetically. Beginning with the Boiler, Roof, and Exterior Window/Door category, the names of the Designers will be randomly drawn and assigned to the first alphabetical districts. The firms will then be regrouped within the scope category and



randomly drawn to the next alphabetically listed districts. The procedure will continue until each district in the category is assigned a Designer.

Next, districts in the Roof and Window/Door category will be randomly assigned Designers. Designers from the Boiler, Roof, and Window/Door category will be added to the Roof and Window/Door category when appropriate so as to provide Designers from both categories an equal opportunity to the same number of district assignments.

Finally, districts in the Boiler category will be randomly assigned designers. Designers from the Boiler, Roof, and Window/Door category will be added to the Boiler category when appropriate so as to provide Designers from both categories an equal opportunity to the same number of district assignments.

Following district invitations in 2019, the assignment procedure will start new with the districts listed alphabetically in their scope categories. The names of the Designers will be randomly drawn and assigned to the first alphabetical districts. Once each Designer has been drawn, regardless of geographical availability, the firms will be regrouped within their scope categories and drawn for the next districts. The procedure will continue until all 2019 districts are assigned a Designer. The same procedure will be used for all 2020 districts.

If, in the procedure of assigning Designers in a scope category, a Designer cannot be assigned to a district because of a stated geographical limitation, that Designer will be removed from consideration for that round of assignments and a new Designer will be drawn. Once each Designer has been drawn, regardless of geographical availability, firms will be regrouped in the scope category and drawn for the next alphabetically listed districts. The procedure will continue until all districts are assigned a Designer.

If a Designer declines an assignment to a particular district, fails to reach agreement with a district, or ceases to perform contractual services for a district for any reason, the district will be moved to the end of the alphabetical list in its scope category and the assignment procedure will continue with a Designer drawn and assigned to the district.