

ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES

SELECTION COMMITTEE

Wednesday, May 25, 2005

MINUTES

Members Present:

Acting Chairman: William J. Anderson

Public Member: Gerry Bedrick

Agency Representative: David Uliss, Ph.D., Chief, Forensic Sciences
>Department of Health (DOH):

A quorum being present, the meeting was called to order by the Chairman. Minutes of the A/E/CS Selection Committee meeting of May 11, 2005 were approved by G. Bedrick and W. Anderson. The following agenda items were addressed and voted upon by the Committee:

1. Department of Health (DOH): (9:07 a.m.)

- A. LOI #B03490 – Forensic Casework DNA Analysis
Voting Members: W.Anderson, G. Bedrick, D. Uliss

D. Uliss noted that CODIS (Combined DNA Index System) is an FBI-created system using DNA in place of fingerprints to solve crimes. Each state has its own law creating a database in which it collects samples of DNA from individuals. In Rhode Island, that includes all convicted felons, except juveniles. The federal government is financing expansion of this database because it has been so successful in solving cases where there are no suspects. This program would allow the Agency to send samples to a private laboratory for analysis. The agency would be responsible to collect the samples and ensure that the work done by the laboratory is correct before it is entered into the database.

Five firms responded to the LOI. The three-member Technical Review Subcommittee, that included two experts in the field, reviewed the technical proposals and eliminated two firms. The remaining three firms are well known to the Agency and extremely close in their capability to perform this work. The final decision will be based upon review of the cost proposals submitted by The Bode Technology Group, Reliagene Technologies, Inc., and Orchid BioSciences, Inc.

Recommendation: Upon a motion made by Mr. Bedrick, seconded by Mr. Anderson and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Health's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration the recommendation that the cost proposals submitted by The Bode Technology Group, Reliagene Technologies, Inc., and Orchid BioSciences, Inc.Corp., be reviewed and a final recommendation be made. (9:13 a.m.)

- B. RFP #B04835 – Health Communications Campaigns (9:16 a.m.)
Voting Members: W.Anderson, G. Bedrick, A. Bagnall Degos
Cost: \$4.5 Million Through December 31, 2009

Shannon Sansonetti and Dawn Baxter of Policy Studies, Inc., the firm being recommended to perform the work under this contract, were present at this meeting. Andrea Bagnall Degos and Deborah Reavey of the Department of Health were also present. This item was tabled from the April 27, 2005 pending clarification of the fee structure submitted by Policy Studies, Inc.

Mr. Anderson expressed the concern of the Committee regarding a 34% fee for consulting division overhead and 16% for general administrative costs, and a lengthy discussion followed. Ms. Baxter stated that a good percentage of the contract is direct cost (media buys, printing, distribution, stipends to participants of focus groups, etc.), not staff billing time.

Mr. Bedrick stated that, in terms of deliverables, the Agency should then be able to monitor the contracts, establish benchmarks and evaluate this project.

Ms. Bagnall Degos stated, and Ms. Reavey reiterated, that most projects are well defined in advance, some projects are on-going, however, some placeholder funds are included in the contract for marketing, outreach, and research and evaluation.

It was suggested that a report of projects spanning the last six months be furnished prior to the next meeting of the A/E/CS/SC. This report will include a cost breakdown for each project.

Recommendation: Upon a motion made by Mr. Bedrick, seconded by Mr. Anderson, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) recommends tabling this item again until the June 8, 2005 meeting of the A/E/CS/SC pending further discussion and clarification of the fee structure submitted by Policy Studies, Inc, and it was requested that a staff member from Policy Studies, Inc. be present at that time. (9:56 a.m.)

Upon a motion made by Mr. Bedrick, seconded by Mr. Anderson and unanimously carried, the meeting was adjourned at 9:57 a.m.

Gail M. Walsh
Recording Secretary

Supporting documentation is on file at the Division of Purchases.