

**ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES**

**SELECTION COMMITTEE**

*Tuesday, September 19, 2006*

**MINUTES**

Members Present:

Acting Chairman: Louis A. DeQuattro, Jr. Esq.

Public Member: Gerry Bedrick

Agency Representative: Amy Zimmerman  
>Department of Health:

A quorum being present, the meeting was called to order by the Chairman.

Minutes of the A/E/CS Selection Committee meetings of August 16, 2006 and August 23, 2006 were approved by L. DeQuattro and G. Bedrick.

The following agenda item was addressed and voted upon by the Committee:

1. Department of Health (DOH): (9:32 a.m.)

RFP #B05941 – RI Statewide Health Information Exchange and Related Services  
Voting Members: L. DeQuattro, G. Bedrick, A. Zimmerman  
**Cost: \$1,710,000 (3 yr. Contract w/option to renew up to 4 additional years)**  
**(Federal Funding)**

Tracey Williams, Chief Information Officer, Department of Administration, and Howard Boksenbaum, Assistant Director, Division of Information Technology were present. D. Reavey and A. Zimmerman represented the Agency. A. Zimmerman noted that, at the national level, there is a great effort to improve safety, quality of care and costs of healthcare. Some reasons for this are medical errors and duplication of services, primarily because of fragmentation in the healthcare system. Reducing fragmentation in healthcare information about clients will reduce these problems.

The Department of Health has been working with Tracey Williams and the Division of Information Technology in partnership with the Rhode Island Quality Institute (RIQI), a non-profit organization comprised of the major senior healthcare leaders in the state. The RIQI, a collaborative organization, has been working across the state to improve the quality of healthcare in Rhode Island and views health information technology as a tool for this purpose.

Two years ago, the department was awarded a \$5M 5-year contract from the Agency for Healthcare Research and Quality (AHRQ) to do a demonstration project for a Health Information Exchange (HIE) in this area. At that time the Rhode Island Quality Institute and other healthcare entities asked the Department of Health to serve as the applicant to facilitate this program. It is

the intent that this Health Information Exchange ultimately be governed at the community level, and it is the national trend for government not to manage this data for reasons of public trust and confidentiality. This project is unique in that it is presently being operated as a public/private partnership. The Rhode Island Quality Institute is responsible for governance of the program while the Department of Health is responsible to the federal government to produce and deliver on the contract. T. Williams stated that RIQI has a large participation of state government officials and Ms. Zimmerman added that one-quarter of their Board is made up of state officials. Ms. Zimmerman stated that, because of the public/private nature of this project, the fact that the program will ultimately be operated and maintained by a community organization, and the fact that affiliated health care providers, hospitals and private physicians must be able to make their data available to the Health Information Exchange, the Technical Review Subcommittee membership was expanded in this case to include community reviewers of this RFP. These community reviewers acted in an advisory capacity and did not score the proposals.

Because the cost was capped in the RFP, because there were different technical models, and the Agency felt it was important to look at immediate cost to initially build a pilot as well as to understand the technology and infrastructure over the long term, the Agency did not feel that a formula based approach to scoring (strictly on a formula) was the correct method for the cost proposal portion of this RFP. A discussion followed concerning the scoring of the cost proposal submitted by the recommended firm.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick 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 for her approval the single name of EDS, the most responsive and responsible of the 13 firms that responded to the RFP. (9:48 a.m.)

2. Department of Administration/Division of Information Technology (DOA): (9:52 a.m.)

RFP #B06298 – Design/Implement Self-Supporting Web Portal  
Voting Members: L. DeQuattro, G. Bedrick, H. Boksenbaum

Tracey Williams, Chief Information Officer, Department of Administration, and Howard Boksenbaum, Assistant Director, Division of Information Technology represented the Agency.

Mr. DeQuattro stated that, based upon the committee's review of the submission, there was a legal question as to whether or not this contract must be approved by the A/E/CS Selection Committee. This item will be tabled pending legal clarification of this question.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) tabled this item pending legal clarification as to whether or not this RFP must be presented and approved at the A/E/CS Selection Committee. (9:53 a.m.)

3. Department of Administration/Division of Facilities Management (DOA): (9:56 a.m.)

- A. LOI #B05852 – Roof Renovations to State Buildings/MPA #373  
Voting Members: L. DeQuattro, G. Bedrick, T. Wright

T. Wright and B. Anderson represented the Agency. T. Wright noted that this solicitation was for the renewal of a master price agreement and five responses were received. The scoring consisted of 70 points for the technical portion of the proposal and 30 points for the cost proposal. The technical score was made up of four criteria: experience of the firm, ability to perform services, suitability of approach and references. A minimum score of 55 points was required for the technical proposal and three of the five proposals qualified: Castellucci Galli, Robinson Green Beretta and Edward Rowse Architects. The Division of Purchases will now solicit cost proposals from these three firms.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Administration/Division of Facilities Management's Technical Review Subcommittee, as approved by the Associate Director, and sends forward to the Director of Administration for her approval the names of Castellucci/Galli, Robinson Green Beretta and Edward Rowse Architects, the most responsive and responsible of the 5 firms that responded to the LOI. (9:59 a.m.)

- B. LOI #B05853 – Heating, Ventilation, and Air Conditioning Systems in State Owned Buildings/MPA #374 (10:00 a.m.)  
Voting Members: L. DeQuattro, G. Bedrick, B. Anderson

T. Wright and B. Anderson represented the Agency. B. Anderson noted that there were four respondents to this LOI and none of the responses matched all of the requirements. The choice was to re-solicit this LOI or to proceed with scoring the proposals. The subcommittee elected to score the proposals as presented. DMC Engineering scored highest at 205 points, and this firm is presently performing this type of work in the Commonwealth of Massachusetts. DMC Engineering is also the only MBE firm to respond. Arden Engineering submitted a proposal for design/build, which was not requested in the LOI. Although their score was relatively low, Cataudella Associates is also being recommended for award because it is a small local firm thereby offering an opportunity for cost control, and the department has worked with this firm successfully in the past.

A discussion followed concerning the scoring of the proposal submitted by Cataudella Associates and the A/E/CS Selection Committee felt that the score was too low to be considered for award.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick, and unanimously carried, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Administration/Division of Facilities Management's Technical Review Subcommittee, as approved by the Associate Director, and sends forward to the Director of Administration for her approval the single name of DMC Engineering, Inc., the most responsive and responsible of the 4 firms that responded to the LOI. (10:09 a.m.)

4. Department of Education (RIDE): (10:19 a.m.)

Single Source Request – Progressive Support and Intervention Technical Assistance

Voting Members: L. DeQuattro, G. Bedrick, D. Abbott

**Cost: \$420,000 (3 yr. Contract)**

D. Abbott and C. Bilotti represented the Agency. D. Abbott, Deputy Commissioner, noted that progressive support and intervention is the state accountability system used to intervene in schools and districts that are failing to meet their performance targets. The department has identified the need for a high-end specialist with urban education experience, who knows Providence, is local, and who can spend the entire week working in the Providence school district as the liaison between central office, RIDE, and the schools in need of assistance.

The Agency sought to have this specialist in place at the beginning of the school year but, due to RIFANS complications, the LOI could not be posted in time and the Agency began to search for a supplier to do this work. For the past ten years, The Education Alliance at Brown University has had a contract with the federal government to run the Northeast Regional Educational Laboratory. The federal government changed the nature of the work that The Education Alliance performed under their contract from support oriented to research oriented and The Education Alliance was not awarded the contract when it was re-bid. This freed up some of the staff at the Education Laboratory at The Education Alliance, including the Executive Director, Dr. Mary Beth Fafard.

Dr. Fafard was the Director of Curriculum for the New York City public schools, Associate Commissioner in Massachusetts, and has overseen the entire effort in the Providence school system for the last ten years from the Brown University side.

A lengthy discussion followed.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Education's Technical Review Subcommittee, as approved by the Commissioner, and sends forward to the Director of Administration for her approval the single name of The Education Alliance at Brown University (Dr. Mary Beth Fafard), on a single source basis. (10:38 a.m.)

5. Department of Corrections (DOC): 10:42 a.m.)

- A. LOI #B05870 – Building Envelope Repairs/Minimum Security
  - B. LOI #B05871 – Building Envelope Repairs/Donald Price Facility
- Voting Members: L. DeQuattro, G. Bedrick, R. Lee

R. Lee noted that this is a capital project to repair slate roofs and brick exteriors at these facilities. A lengthy discussion followed concerning the scoring of the proposals but, in particular, cost proposals.

Recommendation: Upon a motion made by Mr. DeQuattro and seconded by Mr. Bedrick, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) tabled this item pending the submittal of satisfactory cost information. (10:58 a.m.)

6. Department of Environmental Management (DEM): (11:08 a.m.)

- A. RFP #B06479 – Boating Safety Education Program
- Voting Members: L. DeQuattro, G. Bedrick, M. Scanlon  
**Cost: \$40,000 annually (3 yr. Contract)**

M. Scanlon noted that for the past five years Kalkomey Enterprises, Inc. d/b/a BoatEd has performed this work and they have been an outstanding partner in this program. The purpose of the RFP was to extend this contract for another three years. The program consists of printed material updated as needed and an on-line boating safety education program updated as the legislature changes rules and regulations. Only one response was received. A discussion followed concerning the cost of the project.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Environmental Management’s Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her approval the single name of Kalkomey Enterprises, Inc., the only respondent to the RFP. (11:13 a.m.)

- B. RFP #B06428 – NEIEN Node and Water Quality Information System (11:13 a.m.)
- Voting Members: L. DeQuattro, G. Bedrick, P. Galli  
**Cost: \$250,000 (federal grant)**

P. Galli noted that twenty-three people visited the site, the department answered seven pages of on-line questions, but only one response was received. The department is aware of three consultants who have done a lot of work in this area with two who could probably qualify to do this project; one of these firms was the only respondent. The Agency felt that the tight timeframe and the fact that these firms are very busy were two reasons for the lack of response.

While this is a DEM project, there is a cooperative nature with the Department of Health and Division of Information Technology (DoIT). The department is required by law to support their environmental programs and to supply data to the Environmental Protection Agency's (EPA) environmental data systems. The Node is a technical component, a registry that will allow the department to do this. It will also make data available for states to share. The water quality database is another component of this project. The current data system at DEM must be rebuilt and that data must be flowed through the Node to EPA and other entities. It will tie in with the work being done on the Governor's Bay Project as well as the Department of Health.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Environmental Management's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her approval the single name of enfoTech, the only respondent to the RFP. (11:22 a.m.)

- C. LOI #B06435 – Inundation Maps for Selected High & Significant Hazard Dams (11:23 a.m.)  
Voting Members: L. DeQuattro, G. Bedrick, P. Guglielmino  
**Cost: \$85,050 (federal grant)**

P. Guglielmino noted that, under the department's Dam Safety Program, the hazard classifications of dams in Rhode Island have been being updated since June 2003. GZA GeoEnvironmental, Inc. was awarded the contract for this work. The purpose of this LOI is to hire a firm to now provide inundation maps to show dams designated as high and significant hazard dams throughout the state.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Environmental Management's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her approval the single name of GZA GeoEnvironmental, Inc., the most responsive and responsible of the 3 firms that responded to the LOI. (11:29 a.m.)

6. Department of Labor and Training (DLT): (11:30 a.m.)

RFP #B06433 – Electronic Access Card  
Voting Members: L. DeQuattro, G. Bedrick, R. Filippone  
**Cost: No Cost to State**

R. Filippone and F. Casimiro represented the Agency. R. Filippone noted that currently there are two methods of payment for unemployment insurance and temporary disability checks: checks and direct deposit. The Agency would like to eliminate mailing checks and go to a debit card system. Postage for mailing unemployment checks is paid by the federal government in addition to the Agency's base allocations. In 2007, the federal government will be awarding to the department as part of their base allocations, a certain amount of money for postage. If the department exceeds the amount for postage, it will be necessary to deduct it from other base

allocations. There are also concerns with regard to the security of checks being mailed. Checks have been misdirected. Other states have implemented the use of debit cards and the Agency has researched this method in Utah, North Carolina and Oregon, which were the first states to use this method. Texas, New York and Ohio have since implemented this system.

Two responses were received from JP Morgan Chase Bank and Bank of America. Both proposals met the criteria of the RFP, but particularly JP Morgan in their ability to provide quality service to our customers at very little cost to the individual and no cost at all to the Agency. Savings to the Unemployment Insurance program is estimated to be \$500,000. The Agency also estimates similar savings to the Temporary Disability program. The vendor would be responsible for the issuance of the debit cards.

The potential downside of this program might be the initial reaction from customers; however, the Agency will put together a program to demonstrate how to use the debit card system and to explain the actual problems associated with receiving checks. The customer will have access to their money 24 hours after the transfer of funds. Also, the vendors have given assurances with regard to disaster recovery and confidentiality.

Recommendation: Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the Architectural/ Engineering/ Consultant Services Selection Committee (A/E/CS/SC) accepts the recommendation of the Department of Labor and Training's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her approval the single name of JP Morgan Chase Bank, the more responsive and responsible of the 2 firms that responded to the RFP. (11:43 a.m.)

Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the meeting was adjourned at 11:43 a.m.

Supporting documentation is on file at the Division of Purchases.