

**ARCHITECTURAL/ENGINEERING/CONSULTANT SERVICES**

**SELECTION COMMITTEE**

**Wednesday, October 11, 2006**

**MINUTES**

Members Present:

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

Public Member: Gerry Bedrick

Agency Representative: David R. Sheldon, Principal Engineer  
>Department of Administration/Division of Facilities Management

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

Minutes of the A/E/CS Selection Committee meeting of September 19, 2006 were approved by L. DeQuattro and G. Bedrick.

The following agenda items were addressed and voted upon by the Committee:

1. Department of Administration/Division of Facilities Management (DOA): (9:02 a.m.)

- A. LOI #B05956 – Architectural and Engineering Services for Malfunctioning Individual Sewage Disposal Systems  
Voting Members: L. DeQuattro, G. Bedrick, D. Sheldon  
**Cost: \$60,000 FY07, \$60,000 FY08, \$50,000 FY09**

D. Sheldon presented the review of the pricing submitted by the two firms under consideration. He stated that both firms submitted comparable pricing and the Technical Review Subcommittee found them both to be acceptable. Mr. DeQuattro asked a question concerning the hourly rates as noted in the proposals versus a fixed fee for individual projects, and a discussion followed. Also discussed was whether or not any part of this work could be done in-house.

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 consideration the names of Frisella Engineering and GZA Geoenvironmental, Inc., the most responsive and responsible of the 3 firms that responded to the LOI. (9:16 a.m.)

- B. Department of Administration/Office of Energy Resources (DOA): (9:20 a.m.)  
LOI #B06426 – Consulting Services for Renewable Fund (New MPA)  
Voting Members: L. DeQuattro, G. Bedrick, J. McClanaghan  
**Cost: \$300,000**

J. McClanaghan noted that the renewable fund is a System Benefit Charge; it is taxpayer money that we receive from kilowatt sales that generates about \$2M per year. The state also received about \$6M from Narragansett Electric carried over from when they operated this program. In 2003, the state took over the program, its contractual obligations and consultants.

The purpose of the LOI was to develop a list of consulting firms for various projects in connection with the renewable fund. For example, legislation recently passed requires that the state submit a report to the legislature on distributed generation. Distributed generation is the use of two different energy sources, the more predominant of which being a renewable source.

A lengthy discussion followed about the criteria specified in the LOI and the conditions under which the Agency must seek approval from the A/E/CS/SC. It was specified in the discussion that for each project under this LOI determined to cost over \$20,000, the Agency must return to the A/E/CS/SC for approval.

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/Office of Energy Resources' Technical Review Subcommittee, as approved by the Associate Director, and sends forward to the Director of Administration for her consideration the names of Entech Engineering, Alternate Resources Management and Peregrine Energy Group, Inc., the most responsive and responsible of the 7 firms that responded to the LOI. Approval is being made with the understanding that all individual projects that are estimated to exceed \$20,000 will be brought back to the Committee for approval. The Agency will return to the next meeting of the A/E/CS/SC with additional cost information. (9:38 a.m.)

2. Department of Transportation (DOT): (9:49 a.m.)  
LOI/TECH #B06385 – 5-Year Strategic Highway Safety Plan (SHSP)  
Voting Members: L. DeQuattro, G. Bedrick, C. Xenophontos  
**Cost: \$1.5 Million (5 yr. contract)**

C. Xenophontos, P. Annarummo, J. Bucci, L. Murray and A. Gill represented the Agency. C. Xenophontos noted that the purpose of the LOI was to hire a firm to provide the department with technical expertise and professional services for the preparation, continuous monitoring and evaluation of a Strategic Highway Safety Plan. The department is required by federal legislation (SAFETEA-LU) to reduce the number and severity of crashes in our transportation system. This is a new requirement that all states must abide by. The successful firm will create a plan that targets twenty-two emphasis areas on safety. These areas must be selected by analyzing the existing accident and related data through a process that includes engineering, enforcement, education and emergency respondents to select and adopt mitigation measures. Also included is the establishment of performance measures to identify the effectiveness of the mitigation measures. The scope of work was developed with the Federal Highway Administration and approved by that office.

Four responses were received. The responses were evaluated based on project approach, relative experience, staff qualifications and existing workload. Based on the strength of the proposal and their remarkable experience on the preparation of strategic highway safety plans, the evaluation committee recommends Cambridge Systematics, Inc. This was the only respondent who had completed or was currently doing similar strategic highway safety plans for other states. A requirement of the LOI was that the selected firm must have a Certificate of Authorization and must be in possession of a RI Professional Engineer's License; neither of the top two firms, because they are out of state firms, have these documents but are in the process of obtaining them. A 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 Transportation's Technical Review Subcommittee, as approved by the Director, and sends forward to the Director of Administration for her consideration the single name of Cambridge Systematics, Inc., the most responsive and responsible of the 4 firms that responded to the LOI. The Agency will return to the A/E/CS/SC when the cost proposal submitted by Cambridge Systematics, Inc. has been reviewed. (10:07 a.m.)

3. Department of Education (RIDE): (10.12 a.m.)  
LOI #B06400 – Adult Education Professional Development Center  
Voting Members: L. DeQuattro, G. Bedrick, E. Jardine  
**Cost: \$2,075,000 (5 yr. contract)**

C. Bilotti and E. Jardine represented the Agency. E. Jardine noted that the Governor's Taskforce in Adult Literacy recommended instituting the Office of Adult Education and a statewide comprehensive Professional Development Center to address needs for teachers and program directors to increase their knowledge and professionalism to deliver better literacy and English as a Second Language services to adults.

One response was received. The Agency felt this proposal was strong. It capitalizes on not only the history of professional development in the state (some of the people involved have been working on professional development), it also uses a couple of the centers in the state (Community College of RI and Rhode Island College). It also capitalizes on professional development history and experience of Massachusetts (one of the consultants will be the group that created the Massachusetts statewide professional development system). The Rhode Island Foundation is contributing about \$250,000 per year for this project. Because of the collaborative nature of the response, it is more broadly based than a single response might suggest. A 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 consideration the single name of Rhode Island College (in partnership with World

Education from Boston and the Community College of Rhode Island), the only respondent to the LOI. (10:24 a.m.)

Upon a motion made by Mr. DeQuattro, seconded by Mr. Bedrick and unanimously approved by the Committee, the meeting was adjourned at 10:24 a.m.

Supporting documentation is on file at the Division of Purchases.