

Wyman – Hurld School Project , Woburn Ma.
Architectural Firm Selection process

- Proposals received on 1/22/14 - 9 firms submitted proposals
- MBC assisted the City in filling in MSBA's initial rating form and reference checks
- MBC reviewed all sub consultants information and filled in MSBA's sub consultant matrix noting completeness of the proposals and identifying the M/WBE firms in each proposal
- MBC attended the MSBA DSB meeting on 2/11 and provided a brief overview of the project. The DSB is comprised of 3 local members (Mayor Galvin, Superintendent Donovan and Mike Mulrenan, School Committee member) and 12 MSBA members that vote in open session based on the information provided by the firms. MSBA provided a status of each firms current work load with MSBA for consideration. Voting resulted in "short listing" 4 firms: Perkins and Will, Knight, Bagge & Anderson, OMR Architects and DiNisco Design Partnership (DiNisco). The committee then voted to interview all 4 firms.
- MBC attended the interviews of the 4 selected firms conducted at MSBA's offices on 2/25/14. At the conclusion of the interviews, the DSB after considering the additional interview information, voted 1) DiNisco Design - 22pts, 2) Knight Bagge & Anderson – 21pts, 3) Perkins & Will – 20pts.
- MSBA furnished the formal notice of the selection of DiNisco to the City on 2/28/14 and authorized fee negotiations to be conducted. DiNisco was requested to submit a fee proposal for review.
- DiNisco submitted their proposal on 3/3/14 in the Basic fee amount of \$495,000 plus a budget of \$154,000 for site related reimbursable costs.
- Comparison information was compiled by the City and MBC and communicated to DiNisco for consideration that resulted in DiNisco revising their proposal on 3/11/14 that reduced the Basic Fee total to \$468,000 and the reimbursable budget down to \$139,000. In addition to reducing their fee , the proposal clarified various categories contained in each phase and provided a breakdown of the fee computation.
- On 3/14/14, a meeting was conducted with Mayor Galvin, Superintendent Donovan, Auditor Surette, representatives of DiNisco and Mr. Saitta and the revised proposal was determined to be acceptable for presentation to the full Building Committee for contract award.

