

***Town of Weymouth
Massachusetts***

Robert L. Hedlund
Mayor

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MEMORANDUM

TO: Robert L. Hedlund, Mayor
FROM: Nicholas Bulens, Library Construction Committee Chair
CC: Library Construction Committee
Robert Luongo, Director of Planning and Community Development
RE: Recommendation of a Contract Award for Designer Services
DATE: March 8, 2018

Dear Mayor Hedlund,

I am pleased to report that the Library Construction Committee has completed its review of qualified firms seeking to provide designer services for the New Tufts Library Project.

The Town released its Request for Designer Qualifications (RFQ) on January 31, 2018. Ten responses were received, and were subsequently evaluated by all members of the Library Construction Committee using weighted evaluation criteria identified in the RFQ documents.

The five highest scoring firms were short listed for interviews. These included:

- Finegold Alexander Architects of Boston, MA
- LLB Architects of Pawtucket, RI, joint with Raymond Design Associates of Rockland, MA
- Oudens Ello Architecture of Boston, MA
- Tappé Architects of Boston, MA
- William Rawn Associates of Boston, MA

Interviews were held by the committee on the evenings of March 6th and 7th, 2018. Each firm was instructed to provide a presentation in response to four interview questions pre-selected by the committee. Five additional questions were verbally asked of all firms.

Members were asked to score firms based on their responsiveness to these questions, as well as comparatively rank each firm based on the member's preference for the best qualified candidate. Interviews were timed, and were not permitted to exceed 40 minutes.

Upon completion of the interviews, members shared and discussed their overall thoughts and preferences of the finalists. The cumulative and average scores of the five firms were then tallied, and read aloud. Members were also provided with the complete scoring results for each firm.

While the cumulative and average scores of the committee showed a virtual dead heat among three of the finalists, our collective discussion taken in conjunction with members' individual rankings of the firms resulted in a motion to recommend Tappé Architects of Boston for a contract award for designer services. The motion was voted and approved with 10 members in favor, two members abstaining, and one member absent due to a previously scheduled work engagement.

On behalf the Library Construction Committee, I am pleased to recommend Tappé Architects for a contract award for designer services for the New Tufts Library Project.

Thank you for this opportunity to review and recommend the project's future designer.

Sincerely,



Nicholas Bulens
Administrative Services Coordinator
Chair, Library Construction Committee