

**DESIGNER SELECTION COMMITTEE
EXECUTIVE OFFICE OF HOUSING AND LIVABLE COMMUNITIES (EOHLC)
COMMONWEALTH OF MASSACHUSETTS**

- 1. What is the mission of the public body? To whom is it responsible? Enabling legislation?**
Executive Office of Housing and Livable Communities (EOHLC)'s mission of this appointment is to assist in the provision of state-assisted affordable housing to low-income residents through local housing authorities. MGL c. 7C establishes the requirements for designer selection for the commonwealth. Said legislation establishes a Designer Selection Board (DSB) within the Department of Administration and Finance. The legislation also provides for the ability of EOHLC to be exempt from DSB jurisdiction by establishing a Designer Selection Committee (DSC) of its own.
- 2. What is the size of the commission, agency, etc.?**
The Bureau of Housing Development and Construction within EOHLC is comprised of approximately 50 professionals with varying backgrounds in design, construction and administration. The DSC is made up of nine members including three architects, three engineers, two housing advocates and a contractor.
- 3. Professional experience and background expected of the nominee.**
Under the provisions of the exemption, the nominee must be a Massachusetts registered Architect. Interest in affordable housing is also desirable.
- 4. Duration of the appointment.**
The appointment carries a term of two years with the ability of a second successive two-year term.
- 5. Frequency of meetings.**
One meeting per month, typically on the third Wednesday of the month @ 1:00 PM. The meetings are virtual.
- 6. Average duration of meetings.**
One to three hours.
- 7. Actions typically undertaken at meetings.**
Review and discussion of the projects to be undertaken, review and discussion of the applicant design firms, selection of ranked lists of applicants for each project.
- 8. Average preparation time needed above and beyond meeting time.**
Three to four hours per month.
- 9. Stipend, if any.**

Committee members are designated as “special state employees” although no compensation is given, lunch is provided and parking reimbursement.

10. Number of nominees requested.

Two.

11. Appropriateness of alternate appointee.

An alternate appointment is appropriate.

12. Identification of any person(s) the public body has in mind for this appointment.

13. Non-professional considerations (define each as mandatory, highly desirable, or not important):

	<u>Mandatory</u>	<u>Highly Desirable</u>	<u>Desirable</u>	<u>Not Important</u>
Place of residency:				X
Place of business:				X
Affirmative action:		X		
Political affiliation:				X
Massachusetts registration:	X			

14. Special commitments such as pro-neighborhoods commitment, commitment to historical preservation, to adaptive reuse, to mass transit, to linkage, etc.

MGL c.7C was enacted to “ensure that the commonwealth receives the highest quality design services for all its public building projects; provide for increased confidence in the procedures followed in the procurement of design and design related services; promote consistency in the methods of the procurement of design and design related services for all public building projects in the commonwealth; foster effective broad-based participation in public work within the design professions; provide safeguards for the maintenance of the integrity of the system for procurement of designers’ services within the commonwealth;” The appointee should be committed to the above as it relates to designer selection for state-assisted public housing as well as being committed to promoting safe, decent and affordable housing opportunities.

15. Any constraints imposed on appointee’s professional practice.

The appointee and appointee’s firm is prohibited from providing services on any EOHLC funded public housing construction projects.

16. Any potential conflict of interest such as appointee can’t be a city employee, can’t be contracted consultant to the city, can’t be the architect of record for any project in the neighborhood, etc.

See item 15 above. The appointee cannot have any financial interest, direct or indirect, in any contract made by EOHLC.