

Massachusetts Convention Center Authority
Designer Selection Panel Meeting
Thomas M. Menino Convention & Exhibition Center
415 Summer Street, Boston, MA 02210
November 20, 2025
12:30 pm

MINUTES & REPORT OF THE DESIGNER SELECTION PANEL

The Authority's Designer Selection Panel convened a meeting at 12:31 p.m. at the Thomas M. Menino Convention & Exhibition Center, 415 Summer Street, Boston, MA 02210, Conference Room B.

Members present were: William Christopher, Fayssal Hussein, David Lee and Erin Anderson (as MCCA CEO's designee)

Staff members in attendance were: John Donahue, Brendan Flynn and Jeannemarie Joyce.

I. Roll Call

The meeting was called to order at 12:31 p.m. and a quorum was established by a call of the roll.

Roll Call

David Lee	Present
Fayssal Hussein	Present
William Christopher	Present
Erin Anderson	Present

II. Distribution of Design Service Proposals and Discussion of Selection Criteria

Erin Anderson, MCCA Manager of Capital Projects, welcomed the panel and provided an overview of the background of the Designer Selection Panel. Ms. Anderson and Brendan Flynn, MCCA Director of Procurement, explained the procurement process and outlined the selection criteria. The following firms submitted proposals in response to the Design Services: Consulting Engineering & Architectural Services RFP: NV5 Planning & Design, BWA Architecture, STV Incorporated, Fennick McCredie Architecture, HDR Architecture, Kennedy & Violich Architecture (KVA), Simpson Gumphertz & Heger (SGH), Gannet Fleming Engineers & Architects, Touloukian Touloukian, Kleinfelder Northeast, Tetra Tech, CSS Architects and Matz Collaborative Architects.

III. Designer Selection Panel Membership Terms

Membership terms were distributed to the panel for signature. These terms include notification pertaining to the Conflict-of-Interest Law, confidentiality, non-disclosure and an acknowledgment that bid documents are public record.

IV. Old Business

There was no old business.

V. New Business

There was no new business.

VI. Adjournment

Upon a motion duly made and seconded the panel voted to adjourn the meeting by a roll call vote.

Roll Call

David Lee	Yes
Fayssal Hussein	Yes
William Christopher	Yes
Erin Anderson	Yes

The meeting concluded at 12:54 p.m.

