MEMBERS PRESENT – Chair Raynor Smith, Thomas Headlee, Katherine Lynn, Blair Bordreau, Zena Howard, Ginger Dosier, Kirby Robinson

OTHERS PRESENT – Latif Kaid, Farouk Zaman, Ryan Scruggs, Joanne Kurtz, (SCO), James Bernier, Jr. (DOJ), Elizabeth Lyon (DPS Central Engineering), Rebecca Cunningham (DPS Central Engineering), Scott Smart (DPS Central Engineering), David Varel (DOT), Jim Rains, (NCCCS), Tim Hiltbrunner (Advanced Construction Concepts, Inc.), Lauren Guy (HH Architecture), Erin Lawrence (DNCR), Jerry Howerton (Parks & Rec), Ross Cook, (Conner Gwyn Schenck)

1. CALL TO ORDER AND ETHICS STATEMENT
   - Chair Raynor Smith called the meeting to order at 9:32 am and read the ethics statement

2. APPROVAL OF MINUTES (October 29, 2019)
   - Kathrine Lynn made a motion to approve October 29 minutes, Thomas Headlee seconded the motion.

3. EMERGENCY DECLARATION LETTERS
   - Latif Kaid, Director of the State Construction office, provided details about the Emergency Declaration letters submitted
   - Department of Health and Human Services – Murdoch Developmental Center – Vocational Enterprises Roof

4. SELECTION OF DESIGN FIRM
   - Department of Natural and Cultural Resources
     Parks and Recreation
     Falls Lake State Recreation Area - RV Campsite Electrical Improvements
     Durham County and Wake County, NC
   - Ryan Scruggs presented the project. The following firms were recommended in priority order:
     1. Stanford White, Inc. (Raleigh, NC)
     2. RDK Engineers N.C., Inc. (Morrisville, NC)
     3. Spring Stoops McCullen Engineering, PA (Durham, NC)
   - Motion by Blair Bordeaux to approve the Committee’s recommendations, Kathrine Lynn seconded the motion.

5. SELECTION OF DESIGN FIRM
   - Department of Natural and Cultural Resources
     NC Zoological Park
     Children’s Zoo
     Randolph County, NC
   - Ryan Scruggs presented the project. The following firms were recommended in priority order:
     1. Vines Architecture, Inc. (Raleigh, NC)
     2. Caidus Design (Raleigh, NC)
     3. Szostak Design, Inc. (Chapel Hill, NC)
   - Motion by Thomas Headlee to approve the Committee’s recommendations, Kathrine Lynn seconded the motion.

6. SELECTION OF DESIGN FIRM
   - Department of Public Safety
     Raleigh Correctional Center for Women - Roof Replacements
     Wake County, NC
   - Ryan Scruggs presented the project. The following firms were recommended in priority order:
     1. Atlas Engineering, Inc (Raleigh, NC)
     2. Raymond Engineering-Georgia, Inc. (Raleigh, NC)
3. Fleming & Associates, PA (Fayetteville, NC)
Motion by Kathrine Lynn to approve the Committee’s recommendations, Thomas Headlee seconded the motion.

7. SELECTION OF DESIGN FIRM
   Department of Public Safety
   Caledonia Correctional Institution - Wastewater Wetlands Improvements
   Halifax County, NC
   Ryan Scruggs presented the project. The following firms were recommended in priority order:
   1. Duncklee & Dunham (Cary, NC)
   2. John W. Harris, P.E. Consulting Engineer, Inc. (Raleigh, NC)
   3. Tetra Tech Engineering, P.C. (Research Triangle Park, NC)
Motion by Blair Bordeaux to approve the Committee’s recommendations, Thomas Headlee seconded the motion.

8. SELECTION OF DESIGN FIRM
   Department of Transportation
   Jones County Maintenance Yard Relocation
   Jones County, NC
   Ryan Scruggs presented the project. The following firms were recommended in priority order:
   1. MHAworks, P.A. (Greenville, NC)
   2. MBF Architects, P.A. (New Bern, NC)
   3. JKF Architecture, P.C. (Greenville, NC)
Motion by Thomas Headlee to approve the Committee’s recommendations, Kirby Robinson seconded the motion.

9. OLD BUSINESS
   ➢ Update on P3 RFQ and Questionnaire
     Latif Kaid will provide an update at the January meeting

10. STATE CONSTRUCTION OFFICE REPORT
   Latif provided updates for SCO

11. SCHEDULE NEXT MEETINGS
   ➢ January 28, 2020
   ➢ February 25, 2020
   ➢ March 24, 2020 (State Construction Conference March 26, 2020)

12. ADJOURNMENT
   Thomas Headlee made a motion to adjourn Kathrine Lynn seconded. Chair Raynor Smith adjourned the meeting at 9:54 am.