1. CALL TO ORDER AND ETHICS STATEMENT
   Chair Raynor Smith was present in the State Construction Office Conference Room. There were Four members present via MS Teams: Vice Chair Zena Howard, Katherine Lynn, Ginger Dosier, and Kirby Robinson.
   Chair Raynor Smith called the meeting to order at 9:38 AM and read the ethics statement.

2. APPROVAL OF MINUTES (February 23, 2021)
   Vice Chair Zena Howard made a motion to approve the February 23, 2020 minutes. Katherine Lynn seconded the motion.
   5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier)
   0 = NAY Votes
   0 = Abstain

3. EMERGENCY DECLARATION LETTERS
   Latif Kaid presented two emergency declarations.
   Department of Public Safety: ABC Commission Office Building - Roof Structural Decking Failures
   Department of Administration: DHHS Public Health Laboratory & Chief Medical Examiner’s Office - Sewer Line Failure

4. SELECTION OF DESIGN FIRM
   Department of Public Instruction
   Eastern NC School for the Deaf
   Massey Building - Window Replacement
   Wilson, NC
   Ryan Scruggs presented the project. The following firms were recommended in priority order:
   1. Skinner Farlow Kirwan Architecture, PA (Raleigh, NC)
   2. JFK Architecture, P.C. (Greenville, NC)
   3. Oakley Collier Architects, PA (Rocky Mount, NC)
   Kirby Robinson made a motion to approve, and Vice Chair Zena Howard seconded the motion.
   5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier)
   0 = NAY Votes
   0 = Abstain

5. SELECTION OF DESIGN FIRM
   Department of Public Safety
   National Guard
   Camp Butner Training Center - Army Combat Fitness Testing (ACFT) Fitness Area
   Granville County, NC
Ryan Scruggs presented the project. The following firms were recommended in priority order:
1. Smith Sinnett Architecture, P.A. (Raleigh, NC)
2. Davis Kane Architects, P.A. (Raleigh, NC)
3. RND Architects, P.A. (Durham, NC)

Katherine Lynn made a motion to approve and Ginger Dosier seconded the motion.
5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier.)
0 = NAY Votes
0 = Abstain

6. SELECTION OF DESIGN FIRM
Department of Public Safety
National Guard
Winston-Salem FMS Storage Building & Concrete Apron
Forsyth County, NC

Ryan Scruggs presented the project. The following firms were recommended in priority order:
1. LS3P Associates LTD. (Raleigh, NC)
2. Smith Sinnett Architecture, P.A. (Raleigh, NC)
3. Moore Architecture, PC (Charlotte, NC)

Katherine Lynn made a motion to approve, and Kirby Robinson seconded the motion.
5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier)
0 = NAY Votes
0 = Abstain

7. SELECTION OF DESIGN FIRM
Department of Health and Human Services
Black Mountain Neuro-Medical Treatment Center
Gravely Building Upgrades
Black Mountain, NC

Ryan Scruggs presented the project. The following firms were recommended in priority order:
1. MHAworks, P.A. (Asheville, NC)
2. Sigma Engineered Solutions, P.C. (Morrisville, NC)
3. Clark Nexsen, Inc. (Asheville, NC)

Katherine Lynn made a motion to approve and Ginger Dosier seconded the motion.
5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier)
0 = NAY Votes
0 = Abstain

8. SELECTION OF DESIGN FIRM
Department of Natural and Cultural Resources
Parks and Recreation
Hanging Rock State Park - Vade Mecum Area Facility Improvements
Stokes County, NC

Ryan Scruggs presented the project. The following firms were recommended in priority order:
1. HH Architecture, P.A. (Raleigh, NC)
2. Skinner Farlow Kirwan Architecture, PA (Raleigh, NC)
3. Huffman Architects, PA (Raleigh, NC)

Vice Chair Zena Howard made a motion to approve, and Kirby Robinson seconded the motion.
5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier)
0 = NAY Votes
0 = Abstain
9. **OLD BUSINESS**
   The Innovations Subcommittee work continues.
   The 2021 State Construction Conference will be held on Thursday June 24, 2021 and will be a virtual event.

10. **NEW BUSINESS**
    Electronic Bidding Evaluation:
    The Innovations Subcommittee has begun evaluating electronic bidding software products. One system has been evaluated and they are searching for additional systems that can provide this kind of service.

11. **STATE CONSTRUCTION OFFICE REPORT**
    Latif Kaid provided updates for SCO.
    Design Review: Workload has increased over the last two months mostly due to smaller sized projects funded by the 2020-2021 Repair & Renovation Reserve.
    Facility Conditions Assessment Program: Workload remains steady. FCAP is on schedule with three active teams.
    Construction Management: Workload remains steady.

12. **NEXT SCHEDULED MEETINGS**
    ➢ April 27, 2021

13. **ADJOURNMENT**
    Kirby Robinson made a motion to adjourn, and Vice Chair Zena Howard seconded the motion.
    Chair Raynor Smith adjourned the meeting at 10:11 AM.

    5 = AYE Votes (Chair Raynor Smith, Vice Chair Zena Howard, Katherine Lynn, Kirby Robinson, and Ginger Dosier)
    0 = NAY Votes
    0 = Abstain