I. CALL TO ORDER AND ETHICS STATEMENT
Chairman Aaron Thomas called the meeting to order at 9:33 am and read the ethics statement.

- Kent Jackson, Director of the State Construction office, requested that the Commission amend bylaws; Conference Call. William Johnson made a motion to approve, Matt Messick seconded the motion.

II. APPROVAL OF MINUTES
- Michael Benson made a motion to approve JANUARY 24, 2017 minutes, Roger Woods seconded the motion. Minutes were approved as written.

III. EMERGENCY DECLARATION
Kent Jackson, Director of the State Construction office, shared details about the Emergency Declaration Letters (request) submitted.

- NORTH CAROLINA WILDLIFE RESOURCES COMMISSION- Hurricane Matthew damage to Rhodes Pond Dam and Jessup’s Mill Pond Dam
- UNC PEMBROKE- Replace Natural Gas Distribution System
- NC DEPARTMENT OF AGRICULTURE- Repair to the DERA Lake Dam

IV. SELECTION OF DESIGN FIRM
Department of Health and Human Services
Central Regional Hospital
Fire Alarm Improvements
Butner, NC

Ryan Scruggs presented the project. The following firms were recommended in priority order:
1) Sigma Engineered Solutions, P.C. (Morrisville, NC)
2) Dewberry Engineers, Inc. (Raleigh, NC)
3) McKim & Creed (Raleigh, NC)

Motion by Roger Woods to approve the Committee's recommendations, Kirby Robinson seconded. The selections were approved as recommended.

V. SELECTION OF DESIGN FIRM
Department of Public Safety
National Guard
Joint Forces Headquarters – Helicopter Landing Pad
Raleigh, NC

Ryan Scruggs presented the project. The following firms were recommended in priority order:
1) Timmons Group (Raleigh, NC)
2) Pond & Company (Columbia, SC)
3) Parrish Partners (Charlotte, NC)

Motion by Michael Benson to approve the Committee's recommendations, Matt Messick seconded. The selections were approved as recommended.

VI. SELECTION OF DESIGN FIRM
Department of Natural and Cultural Resources
Fort Fisher State Historic Site
New Visitor Center
Kure Beach, NC

Ryan Scruggs presented the project. The following firms were recommended in priority order:
1) Clark Nexsen, Inc. (Raleigh, NC)
2) Williard Stewart Caliendo Architects, PA (Raleigh, NC)
3) LS3P Associates LTD. (Wilmington, NC)

Motion by Roger Woods to approve the Committee's recommendations, Michael Benson seconded. The selections were approved as recommended.
VII. OLD BUSINESS- NONE
VIII. NEW BUSINESS- NONE
IX. STATE CONSTRUCTION OFFICE REPORT
   Latif Kaid shared Connect NC Bond updates/ information:
    Department has seen an increase in workload and are at maximum capacity with the current staff
    Excited that recommendations have been made for 2 of the BOND Positions and others have been posted
    Looking forward to the implementation of Bluebeam software and anticipating it will assist with time and efficiency

X. COMMITTEE REPORTS
   No reports were shared. Members inquired on the following items and requested a work session be scheduled to review further:
    State Construction Projected timeline
    Construction Claims Proposals- Need to amend process
    Designer Agreements/ CM at Risk
    Stored Materials

XI. SCHEDULE NEXT MEETING
    Next meeting scheduled for April 25, 2017

XII. ADJOURNMENT
   Roger Woods made a motion to adjourn; Michael Benson second.
   Chairman Aaron Thomas adjourned the meeting at 10:13 am.

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Kent Jackson, PE, Secretary