

**Town of Wayland
Economic Development Committee
June 5, 2012
Meeting Minutes**

Attendance:

Economic Development Committee

Rebecca Stanizzi	Chair
George Uveges	Member
Nick Willard	Member
Sam Potter	Member
David Watkins	Member

Minutes:

1. The Chair called the meeting of the Economic Development Committee (EDC) to order at 5:10 pm on Tuesday June 5, 2012
2. Conducted interviews with Tighe & Bond and Tetra Tech. VHB was not available to participate in interview process.
3. A motion to award the Environmental Phase I Study to Tighe & Bond was made by Mr. Uveges and seconded by Mr. Potter based on their presentation, quality of lead project manager, firm grasp of the issues for the site, and significant experience in the Wayland area and in particular Wayland Center area. The motion passed unanimously. Ms. Stanizzi to check with John Moynihan to confirm that efforts at the Route 20 site will not adversely affect any other efforts Tighe & Bond may currently be performing for the Town.
4. Reviewed Proposals submitted for Market Study Phase 1
 - a. Mr. Sarkisian opened up the qualifications
 - b. Evaluated Approach, Experience, Qualifications and References for the following Vendors:
 - i. LDS Consulting Group, LLC
 - ii. Byrne, McKinney & Associates
 - iii. CB Richard Ellis
 - c. Proposals submitted for Market Study Phase 1 and Costs for the following Vendors
 - i. LDS Consulting Group, LLC
 - ii. Byrne, McKinney & Associates
 - iii. CB Richard Ellis
5. Discussion of Proposals

While all three firms were generally qualified to complete the work, Byrne McKinney showed the greatest depth of understanding of the proposed scope of work, providing the most comprehensive list of efforts, elemental to understanding the depth of the multi-family housing

market at Wayland's site, and understanding the land value and range of potential developers for the site. Byrne McKinney has local familiarity with Wayland and its senior population since they performed the market study for Traditions; they also recently reviewed the market for the B'nai B'rith 40B senior affordable housing project nearby on Rt 20 in Sudbury. Their expertise spans both market and affordable housing, and senior and non-age restricted multi-family housing, providing a well-balanced platform to help inform and shape the project from a proposed future private development perspective.

- a. Byrne McKinney was the highest bidder, so it was discussed to negotiate the price downward if possible (without changing the scope), prior to award.
 - b. A motion to award the Marketing Phase I Study to Byrne, McKinney was made by Mr. Uveges and seconded by Mr. Potter. The motion passed unanimously.
6. A motion to adjourn the meeting was made by Mr. Uveges and seconded by Mr. Potter. The motion passed unanimously and the meeting adjourned at 6:15 pm.

Minutes respectfully submitted by Dave Watkins