



DESIGNER SELECTION COMMITTEE FOR LIBRARY
RENOVATION AND EXPANSION PROJECT
VIRTUAL MEETING AGENDA
Monday, May 22, 2023, 7PM

All members of the public are invited to a ZOOM meeting; options available to access the Board of Library Trustees Meeting virtually:

- Register in advance or at any time prior to the conclusion of this meeting by accessing the following link your computer, smartphone or tablet:
- https://westfordma.gov.zoom.us/webinar/register/WN_CiNNaFQdSQC4jvGQwNskkQ
- Registration requires only that you provide a name and E-mail address. After registering, you will receive a confirmation email containing information about joining the meeting; you will be provided with immediate access if the meeting is already in progress.

- I. Call to Order:
- II. New Business:
 - A. Elect Chair
 - B. Review Town of Westford Designer Selection Procedure & RFQ Evaluation Criteria
 - 1. Review firms attending walk through
 - 2. Architects' questions due OPM by 2pm May 19
 - 3. RFQ's due OPM by 2pm May 25
 - C. Review Templates, Review Forms and Questions (updated from 2014-2016 *Library Planning and Design Grant*) for architectural firms' presentations
 - D. Correspondence from MBLC re: additional \$829,263 in grant funding
 - E. Space Calendar REVISED
- III. Approval of Minutes: NONE
- IV. Action Items:
 - A. Report on past Action Items:
 - B. Summary of new Action Items:
- V. Next Meeting Date:
- VI. Adjournment

/edr

Please be advised this open meeting may be broadcast live via WCAT and recorded for playback online, video-on-demand viewing at <https://cloud.castus.tv/vod/westfordcat/?page=HOME>. Attendees are reminded that by attending this meeting, you consent to your likeness and audio being used and rebroadcast by WCAT. If any member of the public wishing to attend this meeting seeks special accommodations in accordance with the Americans with Disabilities Act, please contact the Library administration at 978-399-2312 or email to erainville@westfordma.gov.

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