



## Town of Bedford Building Committee Minutes (Draft)

Wednesday, March 8, 2023 – 5:00PM

Meeting location – Bedford Town Hall Reed Room, 10 Mudge Way, Bedford, MA 01730.

Attendance	
<b>Participating Members</b>	Sarah Stanton, David Grunes, Taissir Alani, Charles Ticotsky, Jamie Emerson, Nina Tate, Jeff Cohen, Jeffrey Dearing, Mark Sullivan, Mark Daly, Suzanne Koller
<b>PMA Consultants</b>	Brian DeFilippis, Karina Pena
<b>Members of the Public</b>	Dan Carroll

## Meeting Minutes

Item	Description
1	The Fire Station Building Committee Chair, Sarah Stanton, opened the meeting at 5:01PM. Minutes for the meeting held on February 22, 2023 were approved unanimously.
2	<p>PMA reported on the process for the designer selection. Four designers were interviewed over the course of a full day, Thursday, March 2, 2023.</p> <p>PMA and Ms. Stanton described the procurement process as legal and typical, and that Town Counsel has reviewed and approved of the documents used during the design selection process. There were seven questions provided to each firm to answer during the presentations. Committee member Jamie Emerson submitted additional questions; those questions were used as follow-up questions for each firm.</p> <p>The designer interview subcommittee ranked the submitted applications and the interviews. All five members independently ranked the four firms in the same order. The first-ranked firm is Kaestle Boos Associates (KBA). Kaestle Boos Associates plans to bring in an Historic Consultant with an array of experience in historic districts. KBA Also included Mission Critical (Bob Mitchell) who has extensive experience with fire stations. KBA senior management was knowledgeable and experienced. Community engagement is a key component for Bedford’s project, and KBA was able to thoroughly give details for their engagement process. During their presentation, KBA discussed sustainable design including NetZero. Additionally, KBA talked about the team’s workload, which subcommittee members felt would enable the Bedford project to be incorporated. KBA seemed to have done extensive research on the background of our project.</p> <p>The other members of the subcommittee (Chief Grunes, Taissir Alani, Jeffrey Cohen) added their perspectives.</p>



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Members of the Committee asked several questions of the subcommittee, and several members expressed positive reactions to the presentation of KBA that was shared in meeting materials.

The designer budget has been preestablished and the firms were all aware. State funding for construction costs were discussed but is unlikely. The MSBA is in the early talks of a program like the that of the schools for public safety but will not likely be helpful for this project.

Mr. Cohen moved to recommend that the Select Board enter into negotiations with KBA as the designer. Mr. Dearing second that motion. The motion passed unanimously.

The committee discussed upcoming meeting dates, and voted to meeting every third Monday of the month at 6:00 p.m. in order to include as many committee members' schedules as possible. Due to Patriots Day, the first meeting will be on April 24 at 5:30PM. Once the project ramps up, meetings will likely happen twice a month.

Mr. Sullivan moved that the committee adjourns. Mr. Cohen second the motion. The motion was approved unanimously. The meeting was adjourned at 5:45PM.

**Prepared by:** Karina Pena  
PMA Consultants