



MERRIMACK VALLEY WORKFORCE BOARD

MMVWB Lease Site Procurement Bidder's Conference

Remote Meeting via ZOOM

Meeting ID: 810 8489 4539

Passcode: 684169

Wednesday, June 1, 2022

10:00 pm

Meeting Minutes

STAFF IN PARTICIPATION:

Pedro Beato, Corina Ruiz, Varsha Gandhi, Tracy Myszkowski, Joe Eid, Lynda Buote

GUESTS IN PARTICIPATION:

Ellen Keller, Ozzy Properties

Varsha Gandhi thanked guests for attending today's bidder's conference meeting for the MMVWB Lease Site Procurement. She said that we are looking for 6,500 square feet of lease space for 5 years and an extension for up to another 5 years.

Question: In comparison to the last RFP for space sent out a few months ago, are there any substantial differences to the last RFP?

Response: It's the same. We asked for staff restrooms apart from public restrooms.

Question: We did submit a bid for the original proposal, and we weren't selected and for whatever reason it didn't work out.

Response: It didn't work out and we are going out again and we will follow the same process including review with Board members, etc.

Comment: We went through this process before and if nothing is substantially changed...

Response: Nothing is substantially changed but we are giving a little more time for the buildout.

Comment: I'm certain you are aware of the procurement issues people are having. I'm not as concerned about construction as much as I am about telecommunication requirements that you will need. It's taking months to get components. That's the only piece about the procurement that concerns me. I don't see it happening in the 6 to 8 weeks you afforded us.

Response: We have tried to give more time.

Comment: I won't promise you something I can't deliver.

Varsha said that we will post questions from today's meeting, questions and answers that are submitted and today's meeting recording to our website. The deadline for questions is Monday, June 6, 2022, at

11:00 a.m. Answers for Bidder's Questions will be posted Thursday, June 9, 2022, at 4:00 p.m. and Proposals are due Friday, June 24, 2022, at 10:00 a.m.

Varsha asked if there were any further no further questions.

Respectfully submitted,

Lynda Buote

Recorder