



# Massachusetts School Building Authority

Steven Grossman  
*Chairman, State Treasurer*

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*Executive Director*

January 28, 2014

Honorable Scott Galvin, Mayor  
City of Woburn  
10 Common Street  
Woburn, MA 01801

**RE: Designer Selection**  
**Wyman-Hurld Elementary School**  
**MSBA ID: 201203470060**

Dear Mayor Galvin:

I am writing to confirm that the selection of a feasibility study designer for Wyman project ("Project") is scheduled for the Tuesday, February 11, 2014 MSBA Designer Selection Panel (the "DSP") meeting. At that meeting, the DSP will be reviewing the designer applications for the Project and selecting finalists. The DSP's meetings are held at the MSBA offices in Boston and begin at 8:30AM. A copy of the meeting agenda will follow.

The DSP consists of 13 appointed members and three representatives of the local city, town or regional school district selected by the District on a project-by-project basis. The City of Woburn (the "District") has indicated that the three local representatives for the Project will be as follows:

- Mark Donovan, Superintendent
- Michael Mulrenan, School Committee Member
- Scott Galvin, Mayor

Attached herewith is a copy of the MSBA Designer Selection Procedures. We ask that you review the enclosed Procedures and consult our website ([www.massschoolbuildings.org](http://www.massschoolbuildings.org)) for further information. I also would like to remind you and the other District representatives to the DSP about the following:

- The DSP's meetings are open to the public, and the DSP does not anticipate going in to executive session. Designers who have responded to the RFS for this Project as well as other members of the public are welcome to attend the meetings and listen to the DSP's discussion.