

**MINUTES OF THE INNOVATION DISTRICT
DESIGN AND DEVELOPMENT TASK FORCE MEETING #3**

Thursday, April 8, 2010 at 2:30 p.m.

**Holyoke Heritage State Park, Visitors Center Exhibit Hall
221 Appleton Street, Holyoke, Massachusetts**

Task Force Members Present:

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| <input checked="" type="checkbox"/> Tim Brennan, Pioneer Valley Planning Commission | <input checked="" type="checkbox"/> William Ward, Regional Employment Board |
| <input checked="" type="checkbox"/> Kathy Anderson, City of Holyoke | <input checked="" type="checkbox"/> John Judge, Springfield Office of Planning and Development |
| <input checked="" type="checkbox"/> Robert Gilbert, James Dowd and Sons/Holyoke Chamber of Commerce | <input checked="" type="checkbox"/> Felix Morales, Premier Accounting |
| <input checked="" type="checkbox"/> William Messner, Holyoke Community College | <input checked="" type="checkbox"/> Gladys Lebron-Martinez, CareerPoint |
| <input checked="" type="checkbox"/> Kip Foley, Cover Technologies, Inc. | <input checked="" type="checkbox"/> Elaine Pluta, City of Holyoke |
| <input type="checkbox"/> Larry Bay, Holyoke Works | <input checked="" type="checkbox"/> Eric Nakajima, Executive Office of Housing and Economic Development |
| <input checked="" type="checkbox"/> Michael Malone, University of Massachusetts | <input checked="" type="checkbox"/> Patrick Larkin, John Adams Innovation Institute – Massachusetts Technology Collaborative |
| <input checked="" type="checkbox"/> John Doyle, CPA Consultant | <input checked="" type="checkbox"/> Michael Vedovelli, Massachusetts Office of Business Development |
| <input checked="" type="checkbox"/> James Lavelle, Holyoke Gas & Electric | <input type="checkbox"/> Richard Henderson, MassDevelopment |
| <input type="checkbox"/> Douglas Bowen, Peoples Bank (Holyoke) | <input checked="" type="checkbox"/> James Kurose, UMass/Dept. Computer Science |
| <input checked="" type="checkbox"/> Allan Blair, Western Mass. Economic Development Council | <input checked="" type="checkbox"/> Helene Florio, Office of State Senator Michael Knapik |
| <input type="checkbox"/> Linda Dunlavy, Franklin Regional Council of Governments/Pioneer Valley Connect | <input checked="" type="checkbox"/> Natalie Blais, Office of U.S. Congressman John Olver |
| <input checked="" type="checkbox"/> John Mullin, UMass Amherst | <input checked="" type="checkbox"/> Brenna E. Murphy, Office of State Representative Michael Kane |
| <input type="checkbox"/> Dianne Fuller Doherty, Western Mass. Regional Office – Small Business Development Center | <input checked="" type="checkbox"/> Kevin Kennedy, Office of U.S. Congressman Richard Neal |
| <input checked="" type="checkbox"/> Ira Rubenzahl, Springfield Technical Community College | <input checked="" type="checkbox"/> Donald R. Welch, Holyoke City Council |
| <input checked="" type="checkbox"/> Carlos Gonzalez, Western Mass. Latino Chamber of Commerce (Holyoke & Springfield) | |

Guests Present:

Jason Bachand, Doucet and Associates

Esther Bergenon, Carousel Studios

Tabitha Boschetti, Hampshire College

Jeff Brancato, University of Massachusetts Amherst

Ann Burke, Western Mass. Economic Development Council

Jeff Burkott, City of Holyoke

Mary Curtin, Community Enterprises

Jay Doyle, AECOM

Bill Ennen, Massachusetts Technology Collaborative

Jef Fasser, VHB

Chris Haley, Whiting-Turner Contracting Co.

Dan Hodge, HDR Decision Economics

Marianne Iarossi, Holyoke Planning Department

Jack Jemsek, Sovereign Consulting

John Kane, Holyoke Cultural Council

Robert Kispert, Massachusetts Technology Collaborative

Paul Kneedler, Skanska

Wayne Lehman, Laborers' Union Local 596

Glendene Lemard, University of Massachusetts Amherst

Andy Liwen, Cisco Systems

Tom Lobasso, Sovereign/RE Investment

Carlos Martinez-Vela, Massachusetts Technology Collaborative

William Maxwell, Whiting-Turner Contracting Co.

Mary Monahan-Burges, AECOM

Greg Newman, Newman Environmental Engineering

Ian Rose, BitSmith

Nancy Sachs, PCS 80

Lori Tanner, Pioneer Valley Planning Commission

Don Upton, Fairfield Index, Inc.

Linda Vacon, Holyoke City Councilor

Mark Whitte, MMW3

1. Call to Order, Welcome New Task Force Members/Liaisons With Brief Opening Remarks/Announcements by Co-Chairs

The third meeting of the Innovation District Design and Development Task Force was called to order at 2:38 p.m. by the Task Force's Co-Chair, Tim Brennan who welcomed all those present. Mr. Brennan then stated that as a result of Dr. John Mullin's suggestion at the second Task Force meeting, a representative from labor has been added to the Task Force membership. He then introduced and welcomed Dan D'Alma, President of the Pioneer Valley Business Trades, who has agreed to join the group. Mr. Brennan welcomed Mr. D'Alma to his first Task Force meeting and thanked him for agreeing to participate. Mr. Brennan then moved to the next agenda item.

2. Minutes of the Previous Task Force Meeting Which Was Held on February, 18, 2010

Mr. Brennan called for a motion to approve the minutes of the second Task Force meeting which was held on Thursday, February 18, 2010.

MOVED BY ROBERT GILBERT, SECONDED BY ERIC NAKAJIMA, TO APPROVE THE MINUTES OF THE INNOVATION DISTRICT DESIGN AND DEVELOPMENT TASK FORCE MEETING HELD ON FEBRUARY 18, 2010 AS PRESENTED.

Mr. Brennan asked if there were any questions, comments or corrections regarding the subject minutes but none were forthcoming.

THERE BEING NO QUESTIONS, COMMENTS OR CORRECTIONS, THE MINUTES OF THE INNOVATION DISTRICT DESIGN AND DEVELOPMENT TASK FORCE MEETING HELD ON FEBRUARY 18, 2010 WERE UNANIMOUSLY APPROVED.

3. Informational Briefings/Dialogues With Two Key Innovation District Task Force Partners

Mr. Brennan noted that the February 18th Task Force meeting had been video taped and was posted on the Innovate Holyoke website. Mr. Brennan encouraged Task Force members to visit this website to view previous meetings and noted that this is a good way for Task Force members who have been unable to attend a meeting to catch up on Task Force business.

Mr. Brennan explained that two liaisons have been added to the Task Force, and he noted that these individuals will give the project updates at this meeting and will present at future Task Force gatherings. Mr. Brennan then introduced the liaison from the Higher Education Consortium which is a key proponent of Holyoke's Green High-Performance Computing Center, namely Jeffrey Brancato, Associate Vice President for Economic Development at the University of Massachusetts. Mr. Brennan then asked Task Force Co-Chair Kathy Anderson to introduce Andy Liwen, Consulting Solutions Director of Cisco Systems. Ms. Anderson stated that Mr. Liwen is the project leader for Cisco's Smart and Connected Community Pilot Project in Holyoke. Ms. Anderson explained Mayor Pluta and Cisco's Chief Globalization Officer had signed a Memorandum of Understanding (MOU) to enter into a pilot to explore building a Smart and Connected Community within the City. Ms. Anderson commented Mr. Liwen will give a presentation at this meeting on the status of Holyoke's pilot project. Mr. Brennan then asked Mayor Elaine Pluta if she would like to say a few words before the presentations by Mr. Brancato and Mr. Liwen began. Mayor Pluta thanked the Task Force members for their participation and she stated that she looked forward to continuing this dialog and making progress with this important project for the City of Holyoke.

At this point, Mr. Brennan moved to take up the report by Mr. Brancato.

- A) The Holyoke HPCC University Consortium (i.e., MIT, University of Massachusetts, Boston University and Northeastern University)

Mr. Brennan invited Mr. Brancato to begin his presentation. Mr. Brancato stated that he has been involved in planning process of the Holyoke High Performance Computing Center (HPCC) Project since its inception and noted that he was recently asked to serve as the representative of the University Consortium to the Innovation District Task Force. He further explained that he will be attending future Task Force meetings on a regular basis to provide ongoing project updates.

Mr. Brancato noted that Holyoke's Green HPCC is envisioned to be a world-class research data facility that will provide opportunities for groundbreaking research fields in such subject areas as life sciences, clean energy and climate change among others. Mr. Brancato further commented that this HPCC facility is being pursued in partnership with the State of Massachusetts and this will help make certain that the Commonwealth can play a leadership role in information technology. Mr. Brancato observed that the HPCC facility is unique in the region and he noted that the hope is that the Holyoke HPCC will serve as a catalyst for local and regional economic development. He noted that the Holyoke HPCC represents a unique partnership comprised of a consortium of the research universities including MIT, the University of Massachusetts, Boston University and Northeastern University. He observed that these four higher education institutions have never done this type of collaborative work together before. Mr. Brancato also explained that this project represents a broader partnership with state government and several private sector industry members, particularly EMC and Cisco.

Mr. Brancato stated that the reason why Holyoke was selected for this venture is because this City is at the crossroads of a robust information network that runs up and down the east coast. Additionally there are the cooling options that are available with the presence of Holyoke's canal district. Mr. Brancato also emphasized that the Holyoke HPCC represents a historic collaboration between universities, government and industry and that the goal is to create a world-class facility that is mutually beneficial and can serve many different functions.

Mr. Brancato next briefly reviewed the history of the Holyoke HPCC project and he noted that in 2007 MIT had launched an initial statewide search for a Massachusetts HPCC facility site. This analysis determined that Holyoke would be an ideal location for this type of HPCC facility due to its low-cost power and extensive networking options. Mr. Brancato further explained that in late 2008, MIT extended its discussions to state officials and other academic institutions and this yielded a much richer vision of the possibilities for this HPCC facility.

Mr. Brancato explained that after signing a Letter of Intent (LOI) with Governor Patrick and the Presidents of MIT, UMass and Boston University, the University Consortium was established and a basic framework on how to work together was developed amongst the Consortium's university partners. Mr. Brancato said that the Consortium is now close to the end of its site selection process noting that two sites are now being carefully evaluated before a final selection is made. Additionally, Mr. Brancato commented that the hope is that a final decision on site selection can be achieved by this summer. Mr. Brancato added that \$40 million in capital

commitments have been secured from the four current university partners plus there is a \$25 million funding commitment that's been made by the state. Mr. Brancato further commented that over the next few months the University Consortium will establish the nonprofit legal entity which will eventually manage the Holyoke HPCC facility. Additionally, Mr. Brancato noted that the Consortium will be selecting an engineering and design team as well as rolling out a research and education program and finalizing the information technology architecture and services plan.

Mr. Brancato announced that a workshop on educational opportunities associated with the Holyoke HPCC facility will be held on April 15th at the Kittredge Center at Holyoke Community College. Mr. Brancato then called on James Kurose to ask if he had anything to add regarding this April 15th workshop. Professor Kurose noted that the intent of this workshop is to bring together a variety of partners to focus on brainstorming on what to do with this facility. He further stated that the featured will be speaker Dr. Francine Berman, Vice President for Research and Professor of Computer Sciences at Rensselaer Polytechnic Institute who previously served as the Director at the San Diego High-Performance Computing Center.

Mr. Brancato stated that one of the important concepts that the Innovation District Task Force needs to understand is how a facility like this can be used to support economic development. Mr. Brancato observed that academic facilities like the Holyoke HPCC are not the sole solution for creating economic growth but can serve as part of a larger strategy. Mr. Brancato explained that the Holyoke HPCC can serve as an anchor for the Innovation District. He noted that the University Consortium is eager to create a facility that serves research needs, and he further commented that an anticipated positive outcome would be to demonstrate that Holyoke is a good place to conduct this type of activity. Mr. Brancato further noted that a broader part of the Consortium's strategy is to market the City of Holyoke to a broader community of businesses. Mr. Brancato also noted that not only is this a concrete project in terms of building a facility but it is also a virtual one due to the activity taking place between institutions, and he noted that this type of communication could be leveraged locally in ways that can be mutually beneficial. In conclusion, Mr. Brancato posed the following questions to the Task Force to consider: How do all the activities surrounding the development of the Innovation District tie together? What kinds of conversations should take place between the Consortium and the individuals involved with the Smart and Connected Communities Initiative? What does this mean for business recruitment and how can the Consortium participate in this process? What does this mean for companies in the region? How do we work together to make these ideas a reality?

Mr. Brancato then asked if there were any questions or comments from Task Force members. Mr. Brennan asked Mr. Brancato to provide more details on what he meant by a research and education agenda. Mr. Brancato stated that this effort works on a number of levels and that Professor Kurose is leading this project. Mr. Brancato stated that on one level this effort focuses specifically on the scientific research programs conducted at the participating academic institutions. Mr. Brancato added that having an HPCC such as the one that will be established in Holyoke helps universities to move into fields that they would have difficulty getting into otherwise. The second component is the opportunity to use the facility as a focal point for collaboration between researchers from different institutions. Mr. Brancato added that the third component is the role that this facility can play with respect to the information technology workforce throughout the region and the state and he further noted that partnerships are being established with STCC and HCC in order to have the opportunity to have an impact in the local area.

Carlos Gonzalez wondered how the Holyoke HPCC can connect to the average business owner or average person. Mr. Brancato stated that this is the type of agenda item that has to be addressed by the Task Force in these kinds of forums. However, he noted that there will be construction jobs associated with the development of the facility as well as various support jobs. The rest of it is a function of what the broader plan is for the HPCC in terms of how it can be leveraged. Ms. Anderson added that this is indeed one of the missions of this group. She further stated that in the past there have been downtown revitalization meetings with local businesses and she explained that Mayor Pluta would like to revive these types of gatherings.

B) Cisco Systems' Smart and Connected Community Initiative Being Pursued in Concert with the City of Holyoke

There being no more questions for Mr. Brancato, Ms. Anderson asked Andy Liwen of Cisco Systems to begin his presentation and noted that Mr. Liwen will talk about the 120-day planning process for Cisco's Smart and Connected Community pilot in Holyoke. Mr. Liwen stated that he wanted to discuss what the Smart and Connected Community Project is as well as what it aspires to be. He explained that he will also talk about Cisco's partnership with Holyoke and Cisco's future plans regarding this project. Mr. Liwen stated that Holyoke is the number one networked community that Cisco has selected for the Smart and Connected Community project. He said that his reason for saying this is that Cisco is interested in making this venture a success in Holyoke so that it can be used as an example for other similar projects and its success can be replicated outside of Holyoke's boundaries.

Mr. Liwen noted that Smart and Connected Communities is an initiative that Cisco started a couple of years ago. He explained that for this project Cisco utilizes the concept that there are a number of "solution towers" that apply to the typical services and needs of the community, any one of which would be useful. However, if two or more solution towers are connected there is a greater positive impact. Mr. Liwen then reviewed a slide outlining the following eight solution towers that Cisco has identified around the Smart and Connected Communities initiative: connected real estate; connected utilities; connected transportation; connected safety and security; connected health care; connected learning; connected government; and connected sports. Mr. Liwen also underscored that this slide identifies the following four groupings of key community stakeholders: citizens; service providers; businesses; and city/state/federal government.

Mr. Liwen then talked about the transformational strategy that is to be used with Holyoke's Smart and Connected Community Project. Specifically he explained that Cisco was taking the various solution towers, looking at them from the citizen services perspective and pulling together the business issues that come to bear in the City of Holyoke. Mr. Liwen further explained that these solution towers will be brought together with a change management strategy that can lead to a recommended solution for the community.

Mr. Liwen noted Cisco has determined that the next task is to build a neighborhood of the future. Mr. Liwen further explained that the concept is to focus on one neighborhood rather than attempt to conquer every problem throughout the city. He stated that once this neighborhood has been created the next step for Cisco is to document a blueprint which can be implemented in other Holyoke neighborhoods and eventually in other cities in the U.S. and elsewhere around the world.

Mr. Liwen then reviewed a slide that listed the following goals and objectives of Cisco's Smart and Connected Community Initiative which include: collaboration; joint vision; pilots; neighborhood; sustainable; results; taskforce; basis; and innovation. In discussing this slide, he emphasized that this is a collaborative effort between Cisco and the City of Holyoke and Cisco is very interested in making sure this initiative is sustainable and will continue to grow over time. He also stated that Cisco is looking at a three-pronged approach to business, innovation and the financial aspects as well. Mr. Liwen further explained that it is important for Cisco to be able to produce a number of credible deliverables. Mr. Liwen noted that the next task is to complete the First Neighborhood vision and to deliver the pilot plan to execute that vision.

Mr. Liwen asked if there were any questions or comments regarding his presentation. John Doyle asked if Cisco has any systems engineers to develop this plan since it takes development, design of the system and implementing it or does Cisco plan to outsource this part of the project. Mr. Liwen responded by noting that Cisco is attempting to create the fabric to attract jobs and further explained that Cisco's focus is around its business and visioning work for this project. However, the real pay off will be to demonstrate how to use these efforts to create job opportunities.

Allan Blair praised Cisco's plan and inquired about the implementation schedule. Mr. Liwen stated that the goal is that in mid-June the work on the MOU will be completed and the vision will be in place with sufficient detail to start up the initial pilot. John Mullin asked Mr. Liwen how he came up with his definition of a neighborhood. Mr. Liwen noted that the term neighborhood was his way of reducing the whole city into measurable and definable units. He also noted that he had a number of discussions with Ms. Anderson and her staff as to what made sense regarding the definition of the pilot area. Tim Brennan then noted that this project

has a 50-year time horizon which will be chopped into useable bites of short, mid, and long-range time frames. Mr. Brennan further emphasized that a neighborhood is a place that is manageable and a place to work out any bugs in the project's pilot phase. There being no further questions or comments, Mr. Brennan moved to take up the next agenda item.

4. Facilitated Review, Discussion, Feedback and Anticipated Task Force Authorization Action on a Final Draft Version of a Proposed Request for Proposals (RFP) Needed to Engage an Innovation District Strategy Consultant or Consultant Team Which is Being Developed by Staff of the Massachusetts Technology Collaborative (MTC) in Concert With the Innovation District's RFP Subcommittee

Mr. Brennan noted that the Task Force's next job is to determine how to solicit high level expertise to engage an Innovation District Strategy consultant or consultant team to leverage the potential benefits of an Innovation District. Mr. Brennan also commented that several Task Force members have already been interviewed by staff members of the Massachusetts Technology Collaborative (MTC). Mr. Brennan then added that Pat Larkin will facilitate today's discussion regarding feedback on the draft Request for Proposals (RFP) which had been previously distributed to Task Force Members. Finally, Mr. Brennan noted that following this discussion he and Ms. Anderson will ask Task Force members to empower them to take this discussion and material from interviews to shape the final RFP. Mr. Brennan then asked Mr. Larkin to begin the discussion on the RFP. Before leading the discussion on the draft RFP, however, Mr. Larkin asked that any Task Force members who have not yet participated in the interview process and would like to do so should contact him or one of the Task Force Co-Chairs as soon as possible.

Mr. Larkin explained that MTC is an economic development agency and is involved in the Holyoke HPCC project at the request of Governor Deval Patrick. Mr. Larkin further commented that MTC's role is to provide project support to the Task Force. Mr. Larkin then stated that the RFP that is being reviewed is a first draft and will be kept open through April 16th, and then MTC will begin to finalize the RFP's content. Mr. Larkin stated that the point of this agenda item is to spend some time getting reactions from Task Force members to this draft RFP document. Mr. Larkin further stated that the purpose of the RFP is to recruit professional support to inform the thinking and direction to build out strategies for the Innovation District and to help implement action plans. Mr. Larkin then asked for specific comments on the draft RFP from Task Force members.

Mr. Blair praised MTC's work on the current RFP draft and stated that he a few comments on it. Firstly, Mr. Blair said that he fully endorsed the emphasis in the draft RFP on the City of Holyoke. However, he stated that there are specific places in the RFP that should reference the Pioneer Valley region. Secondly, under "Task 2 - Analysis of Baseline Conditions and Opportunities" under "item i. Baseline physical infrastructure" Mr. Blair suggested that text should be added regarding real estate assets currently in place as part of the analysis under "2. Competitive analysis of real estate costs and their effects on the location decisions of new businesses." Mr. Blair also noted that regarding the energy strategy analysis component, it would be helpful if the consultants would assess capacity in the region. Lastly, in referring to the eligibility page, Mr. Blair noted that under the list of prerequisites for the respondents he would like to see something more specific in the RFP language regarding industry expertise.

Michael Malone of the University of Massachusetts observed that the Holyoke HPCC is a great catalyst but this is beyond information although it has a central role in it. Mr. Malone further stated that the role of transportation needs greater emphasis in the RFP and specifically mentioned that he would like the consultant or consultant team to have some expertise in dealing with intermodal transportation issues. James Lavelle stated that the RFP did a good job articulating what the Task Force is trying to achieve. However, he wondered if there was any consideration to ask the RFP respondents to work on the issue of creating other data centers as part of the Innovation District. Mr. Larkin stated that MTC did seriously consider this but ruled it out because it was agreed that this was not a question that a consultant needs to wrestle with. Mr. Larkin further noted that there are not going to be a lot of industries demanding data centers. Mr. Larkin further commented that the community is well advised to think about other applications or installations to use up additional power. Mr. Larkin then noted that when you think about the constraints of precision machining, one of the primary limitations is the cost of energy. Mr. Larkin then stated that the objective of the RFP is to get talent, make choices and prioritize so that the Task Force can target and focus in those areas that will bring business formation, companies and jobs.

William Messner stated that the scope of work outlined in the RFP is interesting but it raises some questions. Specifically, regarding the first, second and third objectives, Mr. Messner observed that these goals suggest that what is being looked for is developing a parallel Plan for Progress document which focuses on innovation. Mr. Messner then wondered if this is feasible and if so whether such a broad scope will be adequately focused on what initially needs to happen now in Holyoke within the Innovation District to maximize the current opportunities that are there. Mr. Larkin acknowledged that Mr. Messner had made a good point and he asked Ms. Anderson to talk about the efforts to integrate the work of the Task Force and the City of Holyoke's urban renewal planning process. Ms. Anderson stated that the first step in the City of Holyoke's process for its urban renewal plan for the next few months is to have a consultant do some research to determine that the four census tracts in Holyoke are decadent and blighted. Then the consultant's plan goes to the Department of Housing and Community Development (DHCD) and the DHCD approves a specific area. She then explained that Holyoke's Planning Department determines what specifically needs to be changed within these four tracts. She further noted that these determinations are centered around the City of Holyoke's initiatives regarding economic development, quality of life and education. Ms. Anderson further emphasized that the City of Holyoke wants to make sure that what comes out of Task Force's effort will integrate into the City's urban renewal plan.

William Ward raised a question regarding the alignment of certain activities and stated that the bigger question for the potential consultant or consultant team is, what is their own framework for innovation? How do they view innovation? Mr. Ward further stated that he thought that it would be important for the Task Force come up with specific questions to pose to the prospective consultant candidates. Mr. Larkin responded by noting that MTC would be able to include these types of questions in the RFP. However, he stated that these questions should solicit from the consultant candidates their views regarding innovation as it relates to growing economies at the local and regional scales.

Mr. Doyle stated that the RFP should specifically state that the consultant candidates should be familiar with Cisco's and EMC's plans. Mr. Larkin said that it is fully intended that the consultant should become intimate with the project partners' plans regarding their location decisions and it was his intention to make this very clear in the RFP. Mayor Elaine Pluta expressed her concern regarding Task 6 - Public Input. Specifically, she said that she would like the RFP to articulate how and when to inform the general public regarding the work on the Innovation District to help them understand what it is because they are starved for information. Mayor Pluta also stated that small businesses here would like to know more information and would like to know how they can benefit from the Innovation District.

Mr. Gilbert wondered, given the scope of the RFP, is there a firm out there that can handle this type of project. He wondered if the RFP content should be reviewed by a consultant who can then create a Phase I task to get it going. Then once this is launched, Phase II can begin. Mr. Larkin then proposed that it should be noted in the RFP that the respondents should articulate what the project goals should be and the order of priority as part of their response. Eric Nakajima also noted that there are some tasks that should go into the current RFP. However, there should be other opportunities for the Task Force to create another RFP that focuses on community, workforce development and digital divide issues.

Natalie Blais observed that the draft RFP does not focus on educating the community. Ms. Blais further observed that Holyoke residents as well as the region do not know what Holyoke's green advantage is so there is a need to launch an education effort in this area. She further noted that there needs to be local and regional buy-in to this idea if we are going to move forward in future green technology investments. She also stated that Holyoke also has a diverse community so one critical qualification for the future consultant is the ability and willingness to reach out to the Holyoke community so that the Task Force will hear from everyone regarding this project.

Mr. Brennan then called for a motion to authorize Task Force Co-Chairs Kathy Anderson and Tim Brennan to use the Task Force's input in order to work with the Massachusetts Technology Collaborative to develop the final version of the subject RFP.

MOVED BY JOHN DOYLE, SECONDED BY CARLOS GONZALEZ, TO AUTHORIZE TASK FORCE CO-CHAIRS KATHY ANDERSON AND TIM BRENNAN TO USE THE TASK FORCE'S INPUT IN ORDER TO FINALIZE THE RFP THAT IS NEEDED TO ENGAGE AN INNOVATION DISTRICT STRATEGY CONSULTANT OR CONSULTANT TEAM IN CONCERT WITH THE MASSACHUSETTS TECHNOLOGY COLLABORATIVE.

Mr. Brennan asked if there were any questions or comments regarding the subject motion.

THERE BEING NO FURTHER COMMENTS THE MOTION WAS UNANIMOUSLY APPROVED.

Mr. Brennan announced that the next meeting of the Innovation District Design and Development Task Force would be held on Thursday, May 13th at 2:30 p.m. There being no further business to conduct, the Task Force Co-Chairs adjourned the meeting at 4:42 p.m. without objection.