

PUBLIC FACILITIES DEPARTMENT

Minutes

Public Facilities Commission
Public Facilities Department
Virtually via Zoom
Boston, MA 02201

October 18, 2023

ATTENDING:

Katherine P. Craven, Chair
Lawrence D. Mammoli, Commissioner
Donald E. Wright, Commissioner
ThyThy Le, Legal Advisor PFC/PFD, Law Department
Colleen M. Daley, PFC Secretary, Law Department
Catherine P. Pendleton, Articled Clerk PFC/PFD, Law Department
Elizabeth Feltner, Paralegal PFC/PFD, Law Department
Dion Irish, Chief of Operations, Mayor's Office (Not Present)
Kerrie Griffin, Director, PFD
Marquis Meca, Assistant Director for Construction, PFD
Stephen Saracco, Assistant Director for Construction, PFD
Tom Kazmouski, Senior Project Manager, PFD
Gui de Azevedo, Project Manager, PFD

Chair Craven called the meeting to order.

The minutes from the meetings of September 20, 2023, for the Public Facilities Department and Mayor's Office of Housing, were presented to and approved by the Commission.

NOTE: ThyThy Le noted for the record the meeting is being recorded and broadcast live. She then noted that Colleen Daley, the Public Facilities Commission Secretary, would take a roll call of the meeting participants.

NOTE: Colleen Daley performed the roll call and confirmed the individuals in attendance.

NOTE: ThyThy Le noted for the record draft meeting minutes from the meetings of September 20, 2023, for the Public Facilities Department and Mayor's Office of Housing. She then asked for a motion to approve.

NOTE: On a motion duly made and seconded, the September 20, 2023 meeting minutes for the Public Facilities Department and Mayor's Office of Housing were unanimously approved.

VOTE 1: Tom Kazmowski, Senior Project Manager

Contract to PMA Consultants, L.L.C.: To provide owner project manager (OPM) services associated with the North End Community Center project, including the design and construction of a new community center facility located at 471 Commercial Street, North End, with an option to retain for continued services for multiple concurrent phases

Contract Price: \$2,730,000

That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, pursuant to a publicly advertised request for the qualifications under M.G.L. c. 149, § 44½(c) with advertisements appearing in the Boston Globe, City Record and COMMBUYS on June 5, 2023 and in the Central Register on June 7, 2023, to PMA Consultants, L.L.C., a Michigan limited liability company with an office at 35 Braintree Hill Park, Suite 300, Braintree, MA 02184. Under the terms of this contract, PMA Consultants, L.L.C. will provide owner project manager (OPM) services associated with North End Community Center project including the design and construction of a new community center facility located at 471 Commercial Street in the North End District of the City of Boston with an option to retain for continued services associated for multiple concurrent phases as further described in the request for qualifications. The term of this contract shall be 182 weeks from the date of execution at a cost not to exceed \$2,730,000, including \$559,750 for additional services, which is a fixed fee of 4.7% based on an estimated construction cost of \$70,000,000.

The Director is, also, authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.

NOTE: The October 18, 2023 Public Facilities Department agenda, concerning vote one, was publicly posted with the dollar amount transposed in the “cost not to exceed” amount in the agenda language instead showing design services base fee. Accordingly, the meeting minutes acknowledge the scrivener’s error and the vote certificate reflects the correct dollar amount as shown in the backup documentation and presented in the public meeting.

NOTE: Tom Kazmowski addressed the Commission and provided an overview of the project.

NOTE: Commissioner Mammoli inquired as to any potential permitting problems facing this project due to its waterfront location. Tom Kazmowski responded that PMA Consultants engages a sub-consultant with significant permitting experience. Commissioner Mammoli replied that a sub-consultant who can handle Chapter 91 permitting sufficiently satisfied his concerns.

NOTE: On a motion duly made and seconded, the vote was unanimously approved.

Exhibits: October 2, 2023 project background memorandum (revised October 13, 2023) with enclosures and PowerPoint presentation.

VOTE 2: Gui de Azevedo, Project Manager

Contract to Cannon Boston, Inc., dba CannonDesign: To conduct a comprehensive, in-depth Facilities Condition Assessment of City of Boston-owned buildings to develop robust recommendations and datasets to support short-term and long-term capital planning associated with the Citywide Facilities Condition Assessment project.

Contract Price: \$3,176,077

That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, pursuant to a publicly advertised request for qualifications under M.G.L. c.7C, sections 44-57 with advertisements appearing in the Boston Globe, City Record and COMMBUYS on May 29, 2023 and the Central Register on May 31, 2023, to Cannon Boston, Inc., dba CannonDesign, a Massachusetts corporation with an office at 99 Summer Street, Suite 600, Boston, MA 02110. Under the terms of this contract, Cannon Boston, Inc., dba CannonDesign will conduct a comprehensive, in-depth Facilities Condition Assessment of City of Boston-owned buildings to develop robust recommendations and datasets to support short-term and long-term capital planning associated with the Citywide Facilities Condition Assessment project. The term of this contract shall be 78 weeks from the date of execution at a cost not to exceed \$3,176,077, including \$271,809 for additional services.

The Director is, also, authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.

NOTE: The October 18, 2023 Public Facilities Department agenda, concerning vote two, was publicly posted with the dollar amount transposed in the “cost not to exceed” amount in the agenda language instead showing design services base fee. Accordingly, the meeting minutes acknowledge the scrivener’s error and the vote certificate reflects the correct dollar amount as shown in the backup documentation and presented in the public meeting.

NOTE: Gui de Azevedo addressed the Commission and provided an overview of the project.

NOTE: Commissioner Mammoli noted that the City usually conducts a citywide assessment every 15-20 years and inquired as to if the results of this study would be incorporated into City software tools for practical use. Gui de Azevedo responded that this project’s results will be integrated into the Property Management Department’s existing asset management system, allowing each Department access to the study’s findings to shape to its specific needs.

NOTE: On a motion duly made and seconded, the vote was unanimously approved.

Exhibits: September 25, 2023 project background memorandum (revised October 13, 2023) with enclosures and PowerPoint presentation.

NOTE: On a motion duly made and seconded, the meeting was adjourned.

NOTE: A recording of this October 18, 2023 Public Facilities Commission Meeting is available at the web address of https://www.cityofboston.gov/cable/video_library.asp?id=57456.

A True Record.

The meeting commenced at 10:05 a.m. and adjourned at 10:22 a.m.



Colleen Daley, PFC Secretary