

PUBLIC FACILITIES DEPARTMENT

Minutes

Public Facilities Commission
Department of Neighborhood Development
26 Court Street, 11th Floor, Conference Room 11A
Boston, MA 02108

January 19, 2017

ATTENDING:

Katherine P. Craven, Chair
Lawrence D. Mammoli, Commissioner
Dion S. Irish, Commissioner
Patricia M. Lyons, Director
Angela D. Atchue, Senior Legal Officer
Colleen M. Daley, PFC Secretary
Henry C. Luthin, First Assistant Corporation Counsel, Law Department
David Zuares, Assistant Corporation Counsel, Law Department
Wayne MacKenzie, Project Manager
Brian McLaughlin, Chief of Staff
Tom Leahy, Director for Construction
Michael McCarthy, Intern, Boston Collegiate Charter School

Meeting minutes from December 15, 2016 were presented to the Commissioners for PFD and accepted.

Chair Craven called the meeting to order.

VOTE 1: Wayne MacKenzie, Project Manager

Correcting Additional Services Figure

AMENDMENT TO THE VOTE OF DECEMBER 15, 2016: Regarding a contract with Next Phase Studios, Inc. for architectural design and construction administration services associated with the Engine No. 5 Envelope Repairs and Slab Replacement project in East Boston.

That the vote of this Commission at its meeting of March 7, 2014, and, thereafter, amended by a no vote request for money on September 11, 2015, and further amended by a vote request for additional time and money on December 15, 2016 regarding a contract with Next Phase Studios, Inc., for architectural design and construction administration services associated with the Engine No. 5 Envelope Repairs and Slab Replacement project in East Boston;

be, and hereby is, amended as follows:

By deleting the following words and figures: "\$43,275.00 for additional services" and substituting in place thereof the following words and figures: "66,250.00 for basic design services fee and \$93,878.00 for additional services;"

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

NOTE: Angela Atchue stated, "This vote is to correct a figure provided by the Project Manager for the design contract amendment that was voted on December 15, 2016."

NOTE: Wayne MacKenzie provided the Commissioners with a copy of his project background memoranda and back-up documentation from the December 15, 2016 vote request, and explained his error therein for the record.

NOTE: Wayne MacKenzie informed the Commissioners that the amendment vote request (AVR) form that he signed, submitted and presented to the Commissioners at the December 15, 2016 PFC meeting had a mathematical error. The additional design services dollar amount was noted as \$43,275, which was the newly added amount for the additional services fee. This amount should, also, have included a previous amendment amount of \$50,000.00, which would have resulted in a cumulative total amendment amount of \$93,878.00 for additional design services.

NOTE: Chair Craven asked, "Is this information on the amendment page?"

NOTE: Wayne MacKenzie replied, "Yes. I'm not asking for additional funds, but rather explaining the mistake that I made on the AVR form."

NOTE: Chair Craven stated, "The amount of \$43,275 would be stricken and now you are asking to substitute in place thereof the amount of \$93,878.00."

NOTE: Wayne MacKenzie replied, "Yes."

NOTE: Chair Craven asked, "Does the basic design fee amount need to be stricken from the AVR?"

NOTE: Wayne MacKenzie replied, "No."

NOTE: Upon motion by Chair Craven, duly seconded by Commissioner Irish, the vote was unanimously approved.

EXHIBITS: Project Background Memoranda, Approval of Capital Commitments by the Office of Budget Management OBM/Capital Budgeting. These documents were provided with the AVR on December 15, 2016.

A True Record.

The meeting commenced at 1:04 p.m. and adjourned at 1:09 p.m.


Colleen Daley, PFC Secretary