

PUBLIC FACILITIES DEPARTMENT

Minutes

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

June 25, 2021

ATTENDING:

Katherine P. Craven, Chair
Lawrence D. Mammoli, Commissioner
JocCole Burton, President and CEO, Maven Construction, Inc.
ThyThy Le, Legal Advisor PFC/PFD, Law Department (Not Present)
Shamus J. Hyland, Assistant Corporation Counsel PFD, Law Department
Colleen M. Daley, PFC Secretary, Law Department
Catherine P. Pendleton, Articled Clerk PFC/PFD, Law Department
Henry C. Luthin, Corporation Counsel, Law Department
Kerrie Griffin, Director, PFD
Niall Murphy, Chief of Staff, PFD
Taylor Smith, Procurement/AP Manager, PFD
Carleton Jones, Assistant Director for Operations, PFD
Robert Miller, Project Manager II, PFD

Chair Craven called the meeting to order.

The minutes from the meetings of May 12, 2021, for the Public Facilities Department and the Department of Neighborhood Development, were presented to and approved by Chair Craven and Commissioner Mammoli.

NOTE: Chair Craven welcomed JocCole “JC” Burton, soon-to-be Commissioner, to the Public Facilities Commission. She then stated, “Welcome aboard, JC; we so look forward and will be delighted to meet you in person one of these days!”

NOTE: Commissioner Mammoli stated, “Good morning, everyone. To JC, congratulations coming on the Commission! I look forward, again, as Katherine said, to seeing you in person.”

NOTE: JC Burton stated, “Likewise, I’m excited to be here and serve the citizens of Boston and the community! I’m JC Burton, President and CEO of Maven Construction I look forward serving with all of you.”

NOTE: Shamus Hyland noted for the record, the meeting is being recorded and broadcast live. He then noted that the meeting is being held in accordance with the enactment, signed into law,

extending certain provisions of the Open Meeting Law, allowing the PFC to meet remotely. He 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: Shamus Hyland noted for the record, draft meeting minutes, for the Public Facilities Department and the Department of Neighborhood Development from the meetings, which took place on May 12, 2021. He then asked for a motion to approve.

NOTE: On a motion duly made and seconded, the May 12, 2021 meeting minutes for the Public Facilities Department and the Department of Neighborhood Development were unanimously approved.

VOTE 1: Robert Miller, Project Manager II

Contract to Expertcon, Inc.: To provide owner project manager (OPM) services associated with the 2021 Massachusetts School Building Authority's (MSBA) Accelerated Repair Program (ARP) project.

Contract Price: \$15,000

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 the Massachusetts School Building Authority's (MSBA) guidelines for its Accelerated Repairs Program (ARP) to Expertcon, Inc. a Massachusetts corporation, with an office located at 100 Cunningham Road, Dedham, MA 02026. Under the terms of this contract, Expertcon, Inc. will provide owner project manager (OPM) services associated with the 2021 MSBA ARP project for repairs at two (2) Boston Public Schools located at:

Samuel Adams Elementary School, 165 Webster Street, East Boston

Patrick J. Kennedy Elementary School, 343 Saratoga Street, East Boston

The OPM services and fees are limited to the schematic design phase of the project at a cost not to exceed \$15,000. The full term of the OPM contract is 52 weeks with 20 weeks dedicated to schematic design 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: Shamus Hyland noted for the record, "Vote numbers one (1) and two (2) are both requests to award consultant contracts for the 2021 Massachusetts School Building Authority's (MSBA) Accelerated Repairs Program (ARP) at two (2) Boston Public Schools projects located in East Boston managed by PFD. As a result, there is a request to the commission to allow the Project Manager to present votes one (1) and two (2) jointly, with a separate roll call for each vote thereafter. Would that be agreeable to the Commission?"

NOTE: Robert Miller addressed the Commission and provided an overview of the project.

NOTE: Chair Craven thanked Robert for his presentation. She then asked if there were any questions from Commissioner Mammoli. No questions were raised.

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

Exhibits: May 28, 2021, project background memorandum with enclosures and PowerPoint presentation.

VOTE 2: Robert Miller, Project Manager II

Contract to Raymond Design Associates, Inc.: To provide design and construction administration services associated with the 2021 Massachusetts School Building Authority's (MSBA) Accelerated Repair Program (ARP) project.

Contract Price: \$196,710

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 the Massachusetts School Building Authority's (MSBA) guidelines for its Accelerated Repairs Program (ARP) to Raymond Design Associates, Inc., a Massachusetts corporation, with an office located at 60 Ledgewood Place, 2nd Floor, Rockland, MA 02370. Under the terms of this contract, Raymond Design Associates, Inc. will provide design and construction administration services associated with the 2021 MSBA ARP project for repairs at two (2) Boston Public Schools located at:

Samuel Adams Elementary School, 165 Webster Street, East Boston

Patrick J. Kennedy Elementary School, 343 Saratoga Street, East Boston

The design services and fees are limited to the schematic design phase of the project at a cost not to exceed \$196,710. The full term of the design services contract is 52 weeks with 20 weeks dedicated to schematic design 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: Robert Miller addressed the Commission and provided an overview of the project.

NOTE: No questions were raised by Chair Craven or Commissioner Mammoli.

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

Exhibits: May 28, 2021, project background memorandum with enclosures and PowerPoint presentation.

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

NOTE: A recording of this June 25, 2021 Public Facilities Commission Meeting is available at the web address of https://www.cityofboston.gov/cable/video_library.asp?id=35812.

A True Record.

The meeting commenced at 11:39 a.m. and adjourned at 11:53 a.m.



Colleen Daley, PFC Secretary