

# **PUBLIC FACILITIES DEPARTMENT**

## **Minutes**

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

July 19, 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  
Carleton Jones, Deputy Director, PFD (Not Present)  
Stephen Saracco, Assistant Director for Operations/Construction, PFD  
Lisa Guscott, Assistant Director for Operations/Construction, PFD  
Evan Brinkman, Assistant Director for Operations/Design, PFD  
Brian McLaughlin, Senior Project Manager, PFD  
J. Rohn MacNulty, Senior Project Manager, PFD  
Alistair Lucks, Project Manager II, PFD

Chair Craven called the meeting to order.

The minutes from the meetings of May 17, 2023 and June 14, 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 May 17, 2023 and June 14, 2023, for the Public Facilities Department and Mayor's Office of Housing, which would be approved separately. She noted Chair Craven and Commissioner Mammoli were present at the May 17, 2023 meetings for the Public Facilities Department and Mayor's Office of

Housing, and asked for a motion to approve. She then noted Commissioner Mammoli and Commissioner Wright were present at the June 14, 2023 meetings for the Public Facilities Department and Mayor’s Office of Housing and asked for a motion to approve.

**NOTE:** On a motion duly made and seconded, the May 17, 2023 and June 14, 2023 meeting minutes for the Public Facilities Department and Mayor’s Office of Housing were unanimously approved.

**VOTE 1: Brian McLaughlin, Senior Project Manager**

**Amendment to the vote of August 18, 2021:** Regarding a contract with Perkins & Will Architects, Inc., to provide design services associated with the William E. Carter School project located at 396 Northampton Street, South End.

**Increase of \$315,260**

That the vote of this Commission at its meeting of February 12, 2020 and thereafter amended on August 18, 2021, regarding a contract with Perkins & Will Architects, Inc., to provide design services for the feasibility study and schematic design phase associated with the William E. Carter School project located at 396 Northampton Street, South End;

be, and hereby is, amended as follows:

By deleting the following words and figures: “at a cost not to exceed \$8,069,068, including \$6,857,068 for additional services” and substituting in place thereof the following words and figures: “at a cost not to exceed \$8,384,328, including \$315,260 for additional services.”

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

**NOTE:** Brian McLaughlin addressed the Commission and provided an overview of the project.

**NOTE:** Chair Craven thanked Brian for his presentation and asked the Commissioners if they had any questions.

**NOTE:** Commissioner Mammoli stated, “I actually commend you. Considering what you found you got off easy in terms of extra money.”

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

**Exhibits:** July 14, 2023 project background memoranda with enclosures and PowerPoint presentation.

**VOTE 2: J. Rohn MacNulty, Senior Project Manager**

**Contract to Utile, Inc.:** To provide architectural design and construction administration services associated with the South End Library project located at 685 Tremont Street, South End.

**Contract Price: \$679,129**

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. 7C, sections 44-57 with advertisements appearing in the Boston Globe, City Record and COMMBUYS on February 27, 2023 and in the Central Register on March 1, 2023, to Utile, Inc., a Massachusetts corporation with an office at 115 Kingston Street, Boston, MA 02111. Under the terms of this contract, Utile, Inc. will provide architectural design and construction administration services associated with the South End Library project located at 685 Tremont Street, South End. The term of this contract shall be 260 weeks from the date of execution at a cost not to exceed \$679,129, including \$497,636 for additional services, which is a fixed fee of 7.65% based on an estimated construction cost of \$20,000,000.

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:** J. Rohn MacNulty addressed the Commission and provided an overview of the project.

**NOTE:** Chair Craven thanked Rohn for his presentation and asked the Commissioners if they had any questions.

**NOTE:** No questions were raised by the Commissioner.

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

**Exhibits:** July 17, 2023 project background memoranda with enclosures and PowerPoint presentation.

**VOTE 3: Alistair Lucks, Project Manager II**

**Contracts to various designers:** To provide design review consulting services for projects involving various architectural and/or engineering disciplines. Design review services will be performed on an as-needed-basis for individual projects from July 1, 2023 through June 30, 2028.

**Contract Price:** \$1,000,000 not-to-exceed per contract for a five year period (i.e. elevator engineering and landscape architecture).

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 contracts, 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 March 27, 2023 and Central Register on March 29, 2023, for Fiscal Years 2024 through 2028, for design review consulting services for projects involving various architectural and/or engineering disciplines to be performed on an as-needed basis. Services include design review of projects in all phases of design, including planning, design, construction and operation.

The contracts are awarded to:

**Category 7: Elevator Engineering: Limit: \$1,000,000**

Syska & Hennessy – New England, Inc.  
10 Post Office Square, Suite 725  
Boston, MA 02109

**Category 13: Landscape Architecture: Limit: \$1,000,000**

Ray Dunetz Landscape Architecture, Inc.  
179 Green Street  
Jamaica Plain, MA 02130

Under the terms of these contracts, the aforementioned vendors will provide design review consulting services at a cost not to exceed the specific dollar amounts identified above for the individual categories, and per contract award, for the designated five-year period. The Director is, also, authorized to execute such contracts, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.

**NOTE:** Alistair Lucks addressed the Commission and provided an overview of the project.

**NOTE:** Chair Craven thanked Alistair for his presentation and asked the Commissioners if they had any questions.

**NOTE:** Commissioner Mammoli stated, “For category seven (7): correct me if I’m wrong, but basically Syska & Hennessy is the only company that does vertical transportation.” He then asked, “Is there any other company out there that is doing this?” He then stated, “They’re the only ones I’ve ever seen submit for elevator engineering.”

**NOTE:** Kerrie Griffin replied, “Yes there are more and we did do extensive outreach, we just didn’t get the response.”

**NOTE:** Commissioner Mammoli stated, “I suspect that, that’s why I’m just bringing this up, very limited on vertical transportation.”

**NOTE:** Commissioner Wright stated, “I appreciate the extensive outreach.”

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

**Exhibits:** July 14, 2023 project background memoranda with enclosures.

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

**NOTE:** A recording of this July 19, 2023 Public Facilities Commission Meeting is available at the web address of [https://www.cityofboston.gov/cable/video\\_library.asp?id=57360](https://www.cityofboston.gov/cable/video_library.asp?id=57360).

A True Record.

The meeting commenced at 10:19 a.m. and adjourned at 10:40 a.m.

  
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Colleen Daley, PFC Secretary