

93-99 BISHOP ALLEN DR OPM RFQ: ADDENDUM 1

Issued January 24, 2020

INTRODUCTION

The questions below have been submitted in writing to the CRA or transcribed from verbal questions and answers at the Site Visit at 93-99 Bishop Allen Drive on January 16, 2020. This document and attachments referenced may be found online at:

www.cambridgeredevelopment.org/93-99bishopallen

Will the Owner's Project Manager (OPM) be involved in the discussions with tenants?

The CRA has developed strong relationships with tenants. The CRA is convening a committee of tenant representatives to represent their agencies and participate in the design process. During construction, the CRA will continue to interact with tenants directly to provide updates and manage relationships.

We will also introduce the OPM to the tenants and ensure the OPM understands tenants' needs during construction. The OPM may participate in meetings with tenants as needed.

Tenants will need to feel that the OPM is a trusted representative of the CRA. The OPM will help the CRA to maintain our strong relationships with our tenants, and help minimize negative impacts of the construction project on the tenants' work.

Will the CRA create a tenant advisory committee?

The CRA has formed a tenant advisory committee, made up of one representative from each tenant, with alternates to fill in should the representative miss a meeting. Committee members will share information about the construction plans with the rest of their colleagues and will bring feedback from their organizations to the design process. The CRA will engage the tenant committee in meetings with the architect and with the OPM as needed.

Does the CRA have a construction budget? If so, what is it based on?

The CRA has an estimated initial budget of \$2 million, based on a rough cost estimate of the property's basic needs, including HVAC and electrical improvements; ADA compliance for bathrooms, entrance and elevator; and life/fire safety. We have also identified other goals including increasing efficiency of space, increasing privacy for nonprofit tenants whose spaces

aren't fully private, increasing energy efficiency, and creating a more welcoming main entry. We are aware that our original estimate may be inadequate to meet the building's core needs. We will seek to work with the OPM to develop a more realistic budget that balances cost with the site's needs.

Who is the contracted architect?

We have signed a contract for schematic design services with Silverman Trykowski Associates (STA), selected through an RFQ process. We anticipate entering into a full architectural services contract with STA once the project scope is fully defined.

Has a construction schedule been determined?

We are now initiating an assessment and design process with STA. We hope to start construction by fall 2020. However, we still have to consider how to phase the construction given that the building is now fully occupied, including developing plans to swing some tenants out of their current space as renovation progress. We will seek input from the selected OPM to ensure we create an effective construction schedule.

Does the architect have additional sub-consultants/contractors?

Yes. The architect will be engaging: code consultant; historic preservation consultant; structural, electrical, mechanical, fire protection and plumbing engineers; envelope consultant; cost estimator; and hazardous materials consultant.

Are all parts of the building interconnected?

The building was originally developed in 1855 as four townhomes. In some parts of the building, the demising walls between those homes have been altered to allow for horizontal pass through or to open up office spaces. Today you can walk horizontally through the floors, but doing so would require you to cut through different tenant's spaces. Depending on the floor, there is little or no common space connecting different sides of the building. We may adjust how different parts of the building are accessed via the design process.

Is the attic utilized for storage?

The attic space is unfinished and is not currently used for storage. It is now very difficult to reach, via a vertical fixed access ladder.

Will the CRA include air conditioning in the renovations?

The building currently does not have central air conditioning. Two tenants have installed mini split units in their spaces, and the remaining spaces are poorly served by loud window units that take up precious storage space during colder months. The CRA plans to bring air conditioning to the entire building, most likely via mini splits, as the duct work required for central air conditioning would be costly and would negatively impact ceiling space.

Who owns the alley between the CRA's building and the adjacent church?

The alley is owned by the adjacent church.

Does the area in front of the building flood?

We have interviewed all tenants regarding their experience in the building. None have mentioned flooding in front of the building, although there appears to be some minor damage caused by flooding in one of the lower entryways. Some flooding has been reported in the rear of the building.

Might you add square footage to the building? Would this space have the potential to serve as swing space during construction?

The CRA may consider the financial and permitting feasibility of adding some square footage to the rear of the building. In that case, the addition may provide swing space for current tenants during construction. Regardless of our decision on expanding the building's footprint, the CRA will be looking to identify suitable swing space in close proximity to the property to support some tenants' social programs during construction.

Is the building historically designated?

The building is not historically designated at the federal, state or local level.

If the building is not historically designated, why would we need feedback from the Cambridge Historical Commission?

The building is historically significant as an example of late 1800's brick masonry row housing and as the site of core nonprofit services since 1965. Design input from the Cambridge Historic Commission will help the CRA acknowledge and preserve this history. The CRA may also seek

some historic preservation funding for façade repair work, which would require approval from the local commission.

How will the project be funded?

The CRA has allocated approximately \$2 million for property renovations. We will also be considering submitting applications for additional funding sources, such as the Cambridge Community Preservation Act, Historic Tax Credits and other sources as relevant. Once we have a clearer plan for renovations and their associated costs we will revise our budget and develop a complete financing plan.

Will the former owner, Enroot, remain in the building? If so, are they a tenant with any special status?

Enroot plans to remain in the building, providing its youth program. Enroot has transitioned from owner to tenant, and has the same status as other tenants.

Do you want the property to be branded as a CRA building?

This property has been known as the site of social services for decades; many refer to it as Nonprofit Row. While the CRA will continue to publicize that we are the proud owner of the property, we do not currently seek to brand this as a CRA property. We seek primarily to sustain the community's understanding of the site as a location of many beloved and important social programs.