

## **Staff Report to the Board *January 16, 2019***

### **Administration**

The CRA staff has been reorganizing the office to prepare for the transition of the Eighth Floor into the Opportunity Space. The CRA's archiving consultant, King Information Systems Inc., has been working for the past two weeks to reorganize the CRA's onsite records. New filing cabinets have been installed within the office area. All records are being organized and labeled using a consistent project and subject file naming convention. The process of organizing the current files is estimated to take 3-4 weeks. Once onsite records are complete, King Information Systems Inc. will begin organizing offsite archival records.

### **Forward Calendar**

1. 2018 Annual Report
2. IDCP Phase 2 Schematic Designs 225 Main St & 135 Broadway
3. Foundry Building Management Contract
4. 255 Main Adaptor Design
5. Amended Personnel Policy

### **Projects and Programs**

#### ***IDCP***

The CRA staff is working to provide Boston Properties an Infill Development Concept Plan (IDCP) Amendment approval letter with detailed conditions consistent with the items contained in the staff memo presented at the December joint hearing. CRA staff is putting together a comprehensive tracking database to bring together all commitments and mitigations related to buildings and projects within the Kendall Square Urban Renewal Area over the past 5-7 years. This database will draw from all previous approval letters, commitment letters, EIRs and Special Permits. This will provide staff with a one-stop database to track status and monitor completion.

#### ***325 Main Street***

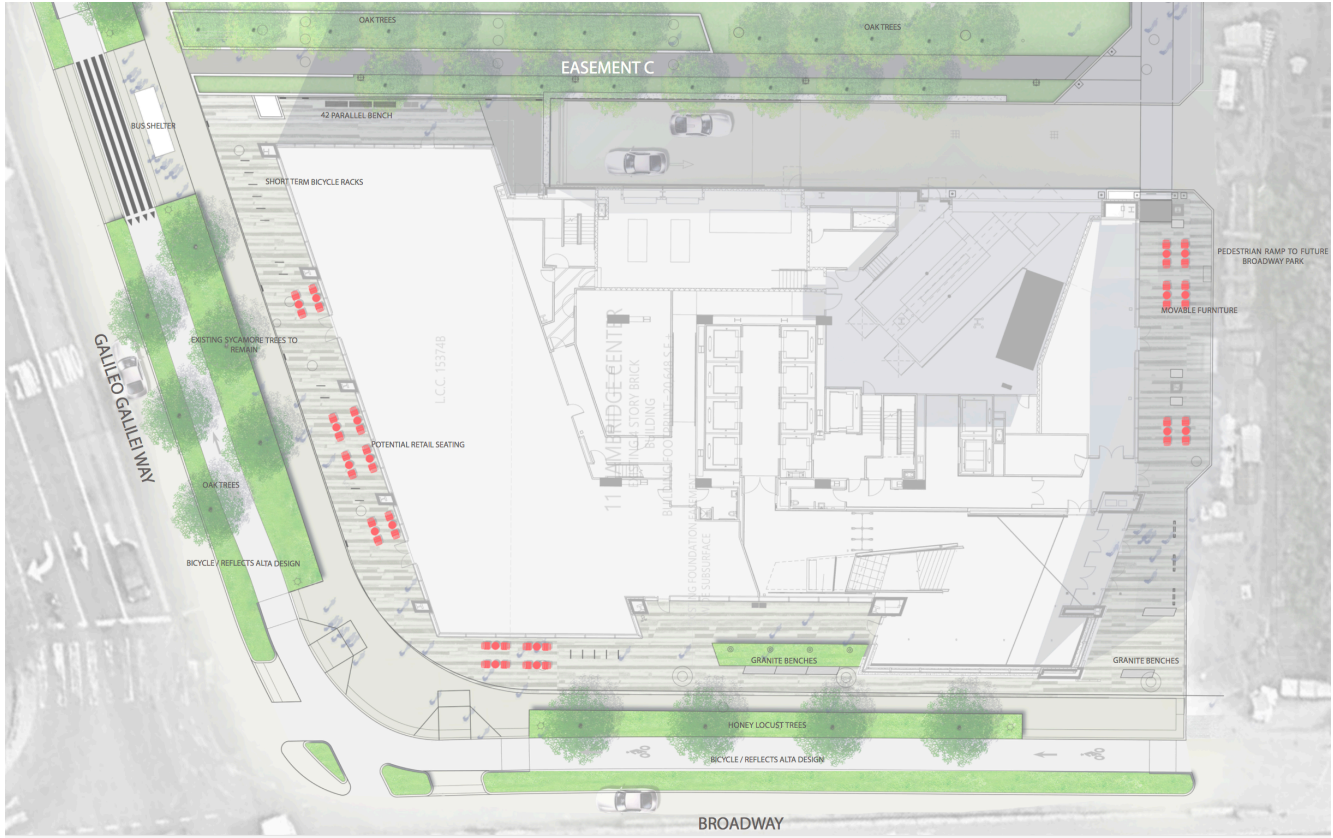
Boston Properties has submitted a new Schematic Design Review book for 325 Main Street reflecting the revisions made to the Infill Development Concept Plan approved in December. A joint Planning Board/CRA Board hearing to review that document will be scheduled for February. Boston Properties has prepared a preliminary Construction Management Plan (CMP), and has applied to begin preliminary subsurface utility investigations as well as staged removal of the glass shed of the Kendall Headhouse in February. The Coop is scheduled to move out of Three Cambridge Center in March, with full building demolition commencing in May.

#### ***135 Broadway Residential***

Boston Properties will present preliminary designs for the Phase Two residential building at 135 Broadway to the Design Review Committee in February. From feedback from the last meeting, the Design Review Committee meeting will allocate a two-hour session from 4:00pm-6:00pm before the regular CRA Board meeting. Boston Properties intends to submit the Schematic Design Review book in early spring.

### **145 Broadway Streetscape**

CRA and CDD staff have worked with Boston Properties about final adjustments to the landscaping plan for 145 Broadway in December. The design revisions are intended to accommodate retail use on Galileo Way and implement the CRA's streetscape redesign for Broadway and Galileo. An update is required by Special Permit to be presented to the Planning Board. This will likely be taken up in General Business at the end of January or February. Boston Properties will be completing construction drawings for the remainder of the street right-of-way around Parcel Two in 2019.



### **Opportunity Space**

Construction of classroom and meeting spaces has begun and is scheduled to be completed by late February. The Nonprofit Center is finalizing the licensing agreements for a few anchor nonprofits that provide training for underemployed, low-income adults seeking careers in IT. Boston Properties has engaged a graphic design firm who is working with the advisory team to finalize a name for the space and develop branding materials. We are likely to schedule a ribbon cutting event for March, along with the start of a training program.

### **Margaret Fuller House**

The CRA and the Margaret Fuller Neighborhood House (MFNH) have executed a letter agreement outlining terms of a line of credit for the MFNH and expectations for joint planning work to develop underutilized portions of the property. Last week CRA and MFNH staff began a series of strategic planning sessions to outline property development options.

### ***93-99 Bishop Allen Drive***

CRA staff has continued to work and meet with Cambridge Community Foundation (CCF) leadership and other building partners to pursue the possibility of acquiring 93/99 Bishop Allen Drive. Staff is working with our consultant team to create an operating pro forma, assess the building's capital needs, and explore possible financing / ownership structures. The CRA and CCF have also initiated discussions with the Nonprofit Center Network (NCN) to brainstorm governance and management ideas for a future non-profit center, should the building be acquired.

### ***Galaxy Park Retail Activation***

Flexetail, a mobile on-demand retail store, will run a Valentine's week pop-up store on Galaxy Park, which is co-owned by the CRA and Boston Properties. Staff has worked in concert with Boston Properties to license Flexetail to use a portion of land on the Park during the week of February 10<sup>th</sup>. Selected vendors will be given the opportunity to sell their products during the hours of 7am – 9pm.

