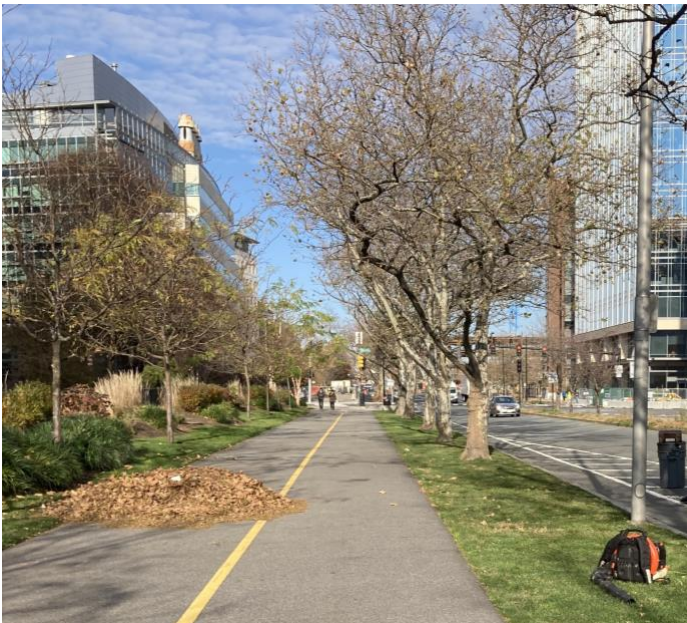


**Staff Report to the Board:** *January 19, 2022*

**Administration**

Due to the new COVID-19 variant, the CRA staff has paused its hybrid return to the office plan, and instead have been utilizing the office on an as needed basis. Staff have reorganized workspaces to provide as much distance between individuals as possible. The CRA will continue to track the state guidelines on public meeting requirements, which are currently set to return to pre-COVID quorum rules in April.

Carlos Peralta has announced that he is leaving the CRA as of January 21st. The CRA wishes him well in his new job. The CRA staff will strategize how best to cover Carlos' project management role in the near term. The CRA was about to release a job opening for an additional planner position and will work on a new position announcement in the coming weeks.



The firm KFDA Risk Advisors was selected to provide the CRA an assessment of risk and the insurance policy requirements. The Staff is working with Terry Curtin, CPCU, SVP. Staff held a walking tour last week to familiarize Terry with various projects and open spaces owned by the CRA.

Staff has extended the PDF deadline for park maintenance proposals, in order to undertake additional outreach methods to broaden competition. The new submission deadline will now be on Thursday, January 27th. All interested landscape and maintenance firms should visit the CRA jobs and contracting page for additional information and all RFP documents.

**Forward Calendar**

- *Annual Meeting - Election of Officers*
- *2022 Budget Adjustments*
- *Parcel Six Appraisal*
- *Foundry Consortium Sublease & Operator Agreement*
- *Kendall Center Phase Two Innovation Plan*

## ***Project Updates***

### ***Margaret Fuller Neighborhood House***

The CRA is finalizing contracts with both the project OPM – CBI, and the design architect - Studio G. Staff initiated a meeting with the City of Cambridge planning staff regarding the Affordable Housing Overlay and the architects are developing housing configuration alternatives for the site based on our discussions with City staff. A walk through of the site with the full design team is scheduled for next week.

### ***Parcel 6***

Staff has initiated discussions with Cushman and Wakefield in order to begin the process for the Parcel 6 appraisal scope. An initial report is expected to be provided in late January.

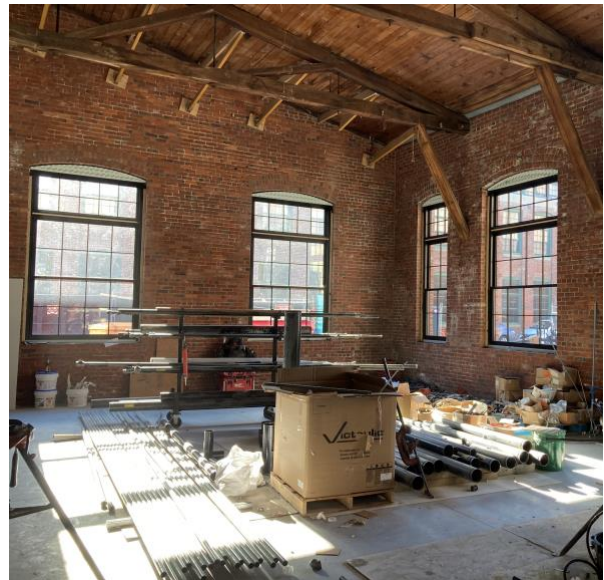
In preparation for the 2022 Food Vending program at 3rd & Binney, Staff has drafted an RFP which will be made available to interested food entrepreneurs who hope to participate in the vending program. The program will start in April and run through November.

### ***Kendall Streetscape***

The CRA is reviewing the draft final report for the Broadway, Main and Third streetscape design concepts. In furtherance of this work, the CRA is also putting together scopes for additional design work for the portion of Broadway along Galaxy Park and engineering for intersections that would be candidates for bus priority enhancements, potentially utilizing KSTEP funds for the design and construction of these improvements.

### ***Foundry***

The Foundry Advisory Committee (FAC) will hold its next meeting on Friday, January 28th from 9:00 - 10:30 am. This meeting will be the first for the four new FAC members, Sangeeta Prasad, Lauren O'Neal, Michael Shia and Katheleen Williams. They join incumbent members Jason Slavick, Carole Sousa and Richard Thal. The meeting agenda will include an acknowledgement of the contributions of outgoing members Jamie Sabino, Marrie Saccoccio, and Mark Tang, each of whom played an important role in helping to shape the Foundry project over the last several years.



The Foundry Consortium has put out an RFP for third-party Property Management services, with the goal to get a team onboard for the final month of the renovation project.