

Staff Report to the Board: *October 20, 2021*

Administration

The job opening for a real estate focused project manager has been advertised on a range of sites for several weeks. Staff is now lifting the deadline to make the process rolling until the position is filled. Interviews will start in coming weeks with applicants to date who appear qualified. This job requires more specific technical skills than some prior job openings. Staff are hopeful that we may have a new employee start by January, but the timeline will be dictated by finding the person with the right experience.

The first Request for Proposal (RFP) for the Insurance Advisor/Consultant issued in September yielded no response. With the advice of the Office of the Inspector General, the RFPs has been launched again with a deadline of November 19, 2021.

A draft version of the CRA Personnel Policy/Employee Handbook has been sent for review to the law firm Ruberto, Israel Weiner P.C. who were referred to staff by the Massachusetts Bar Association. Legal services are excluded from the 30B procurement process.

Forward Calendar

- IDCP Amendment
- Cambridge Center Development Agreement
- Danny Lewin Park MOU
- 2021 Budget Amendment
- 2022 Budget
- Personnel Policy / Handbook
- Forward Fund Updates

Project Updates

3rd & Binney Civic Space

Activation of the Third & Binney civic space by food and or beverage providers has yielded no results. Many of the vendors are experiencing a variety of issues, labor shortages being the most challenging. Recently, the CRA increased outreach to seasonal holiday vendors. In addition to vendors, CRA staff is in discussions with a local nonprofit to discuss the possibility of additional art installations for Spring 2022. Once a schedule of activities is finalized, CRA staff will do outreach and use our website and other content platforms to share updates.

CRA staff will be procuring a new landscape maintenance firm for the 2022-2024 maintenance seasons. The RFP will be available to all interested firms in November 2021 on the Jobs/Contracting Opportunities page of the CRA website.

Forward Fund

The final submission date for 2021 Forward Fund capital proposals is Friday, October 22nd.

On October 22nd, at 3:00 PM, there will be a ribbon cutting event for the O'Connell Library Pocket Park. This project, proposed by the East Cambridge Open Space Trust, was a 2018 Forward Fund recipient.

CRA staff was recently informed that Just-A-Start's (JAS) 2019 awarded project, 55 Norfolk Street Financial Opportunity Center, will require a hearing before the Board of Zoning Appeal. Assuming their permitting moves forward, JAS will commence construction next year and has an expected project completion date of summer 2022.



KSTEP Bus Shelter

Bond Construction completed the KSTEP Bus Shelter installation project on October 10th. Anecdotally, the bus shelter and seating were a welcome sight for a worker at MIT. She shared with CRA staff that "I always wanted to sit down and rest while waiting for the bus." She is thankful for the new installation.

Some of the original bricks used around the bus shelter were damaged during the initial excavation. Staff worked with City DPW to provide additional bricks available to complete the project.

Margaret Fuller Neighborhood House (MFNH)

CRA staff and MFNH staff are drafting updates to our Corporation Agreement in order to advance into the schematic design phase. In anticipation of an updated agreement, CRA staff have started to advertise for an Owner's Project Manager (OPM) for the project. Responses to the OPM Request for Qualifications (RFQ) are due October 29th. In coming days, staff of the CRA and MFNH will be sending out a new round of communication to the public to update them on where the project stands. Some residents seem to have heard that MFNH has already sold its land to the CRA; however, no commitment has been made yet for a land transfer.

Foundry

CRA staff are meeting biweekly with the Foundry Consortium Executive Director, who is advancing multiple tasks at once to ensure the Foundry is ready to open to the public in late summer 2022. This includes, among other tasks, defining the operating and financial model for maker and other spaces, identifying suitable software to support operations, identifying a cafe operator, defining the Artist in Residence program, and finalizing staffing, budget and fundraising plans. This is all done with an eye toward how to engage, train, and empower community residents to participate in, and, at times, play leadership roles, in the Foundry's operations and programs.

The RFP for the below-market space is about to be made public, with a deadline in December. TSNE MissionWorks, who is on contract to provide property management consulting services for the Foundry, will be managing the selection process, including running the lottery that will determine the below market tenant on behalf of the CRA. The lottery is now scheduled for December 17th with the lease expected to be signed with the selected tenant in January 2022.

Newmark, the brokers for the market-rate office space, have toured the building with three organizations to date, and have fielded inquiries from several others. Although this time is important for early contact with potential tenants, Newmark does not expect organizations seeking space to finalize their decisions until more interior finishes are completed in early 2022.

Construction remains on schedule to receive a certificate of occupancy by May 31, 2022 with the building being ready to open fully to the public by September 2022.

6th Street Kittie Knox Detours and Repairs

Recently, the Kittie Knox Bike Path along the 6th Street Walkway was temporarily closed requiring cyclists to be detoured to the walkway on October 7th and 8th. The majority of the repairs were completed along the southern portion of the bike path. The repairs to the flexi-pave bike path were due to the use of a snow thrower during a previous winter. Going forward, BXP will use a snow brush to clear the path. A second closure/detour will be required in October due to utility work underway on Broadway.

Summary of COVID-19 Small Business Loan Payments

The first amortization payment of the Zero-Interest five-year loan was due on September 30, 2021. The loans were issued in July 2020, and had a one-year grace period. Four borrowers repaid their loan in full and received the waiver of the last payment. Total principal retired was \$50,000. With the last payment forgiven, the total cash repaid was \$43,750. Total amortization payments collected was \$102,103.

325 Main Construction

Construction on 325 Main Street and the Green Garage Roof Garden continues. Work on Main Street is nearing completion, with sidewalk pours underway, and installation of the entry canopy ongoing. The public lobby's wood wall panels and interior glazing is under construction, and the Google brick wall art installation is underway. Interior core plumbing work continues. The second level terrace stair waterproofing and cladding is in progress, and landscaping is nearing completion on the Roof Garden. The connection between Pioneer Way Main Street, through Easement J, has been reopened. The building and the roof garden are on track to open in late spring of next year.

Kendall Square Streetscape Work and Transportation Data Collection

Construction work for the Alta Streetscape project along Galileo Galilei Way is expected to be complete by Friday, October 22nd. At this time, the roadway, sidewalks, and new cycle track will be opened. Construction for the Infiltration and Inflow (I&I) work on Broadway will continue. In order to accommodate construction work in the sidewalk area in front of 145 Broadway and the driveway apron of the West Service, the West Service drive entry from Broadway will be closed. A pedestrian detour will be implemented through Broadway Park and Easement C behind the 145 Broadway building.

Due to ongoing travel impacts in Kendall Square as a result of the pandemic and construction work, namely on Galileo Galilei Way that involved full street closures, data collection for the Annual Transportation Data report has been postponed from this fall until the spring of next year. Past annual Transportation Reports by the CRA have collected data in the spring season, and the CRA will look to synchronize data collection with those reports.