

## **Staff Report to the Board** *October 21, 2020*

### ***Board Meeting Forward Calendar***

1. 2021 Budget Outline
2. 325 Main Wayfinding Signage Plan
3. Margaret Fuller Neighborhood Housing Pre-Development Agreement
4. Rindge Avenue Open Space Connectivity Assessment
5. Internal Control Policy

### ***Information Security***

As more organizations joined the Link's space on the 8th floor of 255 Main Street, the equipment in the shared server room became somewhat cluttered. While this room is only accessible by authorized users, the open layout was of increasing concern to staff. A locked storage cabinet and other equipment was purchased to intentionally separate the CRA server for security reasons.

### ***Expanded Social Media Outreach***

Staff have been discussing ways to extend CRA's outreach to the public regarding its activities utilizing social media. Project managers and planners work to draft written and visual content related to project milestones and initiatives. Once the content is finalized, it is sent to the Executive Director for approval before posting on Instagram, Facebook, and Twitter. Staff are also expanding other community engagement channels to adapt to the ongoing restrictions to public events due to Covid.

### ***Inclusion Drives Innovation***

All staff members are participating in the Kendall Square Association's (KSA) 12-week professional development program called Inclusion Drives Innovation. This KSA member program focuses on building anti-racist organizations, understanding cultural and social identity, unpacking bias, microaggressions, and allyship, and leading across differences

### ***6th Street Walkway***

On Thursday, October 8, MITIMCO and Turner Construction completed the renovation of the Sixth Street Walkway. Underground utility work related to the Volpe project resulted in pedestrians having to be detoured off of a portion of the Walkway since mid-August.

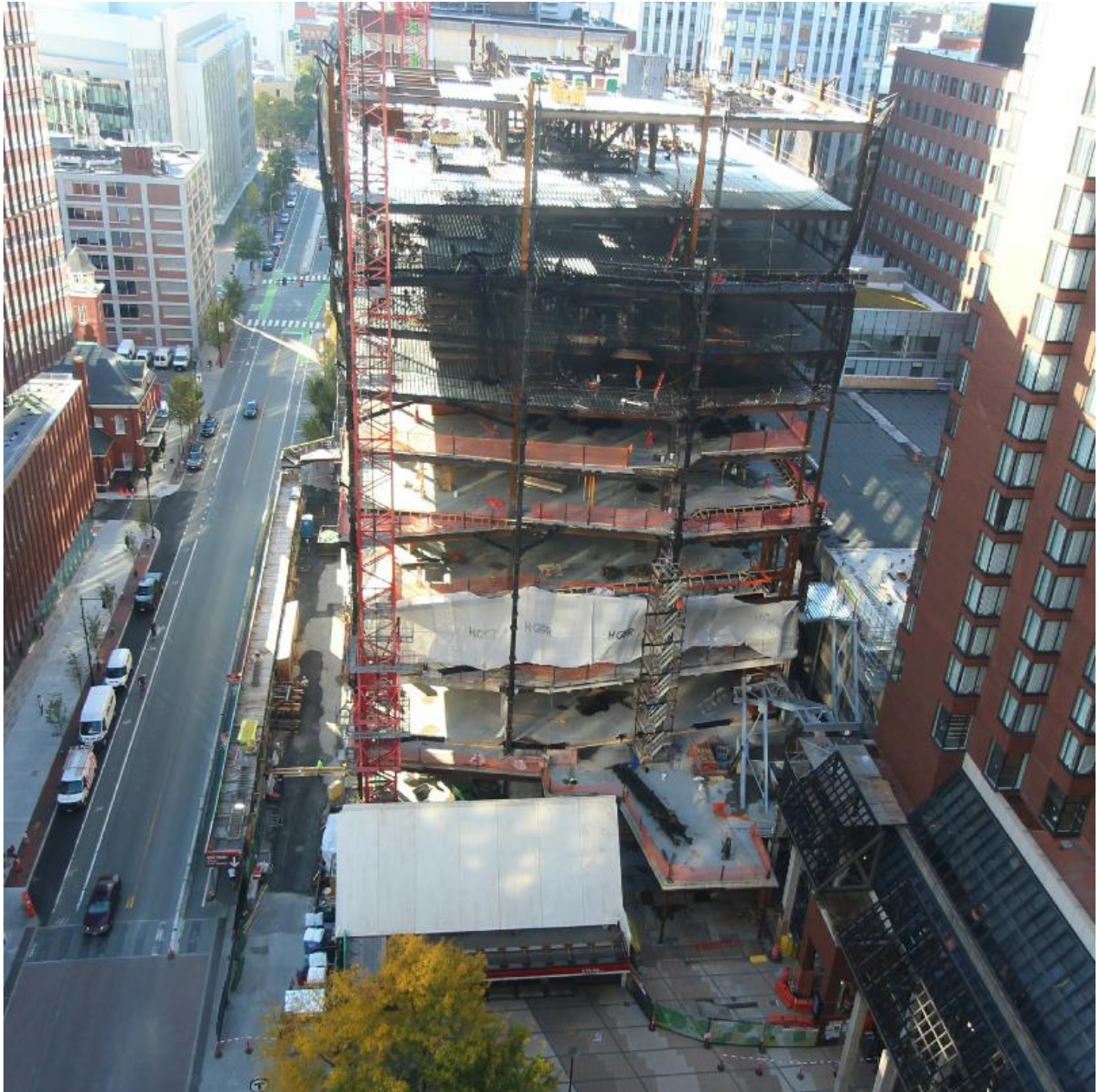
During a scheduled walkthrough with the Turner Construction team, it was discovered that the northern end of the Walkway had some slight separation of the granite curb and concrete path. Turner has repaired this area and has agreed to revisit this section of the Walkway in the spring to determine if additional work will be required.

### ***325 Main Street - Construction Status***

325 Main Street is rapidly taking shape. Crews have begun structural steel installation on the eleventh floor and concrete slab work has reached level six. Work has also begun to fireproof the building core. Crews will begin to install risers and piping on the building's lower levels.

Work continues on the installation of plaza support steel in the loading dock, as well as work in the basement pit for under-slab utilities.

Patching and waterproofing of the Green Garage roof along with installation of roof drains has begun. A material hoist has also been installed on the northern, Broadway side, of the Green Garage.



Boston Properties presented an update on their 325 Main Street Art and Wayfinding concepts on October 7th, and they seek to bring a Wayfinding Signage package for Board approval in November.

### ***MXD Petition and KSURP Amendment 11 - Hearing dates***

The MXD Petition and KSURP Amendment 11 Planning Board meeting has been tentatively set for November 17, 2020 at 6:30 pm, and the Ordinance Committee hearing has been confirmed for November 19, 2020 at 5:30 pm. Both meetings will be held virtually. The CRA will conduct community outreach regarding these meetings above and beyond the legislated noticing requirements.

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

This summer and fall, MFNH staff, MFNH board members, and CRA staff have been collecting community feedback on conceptual project plans via surveys of MFNH program participants, conversations with abutters, meetings with City Councilors, and a community meeting at Starlight Square. Community outreach efforts and feedback collection will continue into the winter.

The CRA is prepared to sign a new contract with real estate development consultant Maura Camosse Tsongas of Stone Soup Collaborative. This contract is slightly modified from the contract that was originally signed with Stone Soup Collaborative and Traggorth Companies. Traggorth Companies is no longer under contract since their lead on this project, Tanya Hahnel, left the company. Tanya may still provide a limited amount of strategic advice as needed under Maura's contract. The CRA also plans to sign an expanded contract with Studio G to cover the schematic design phase within the next two weeks. MFNH's internal strategic planning process is well underway, and has been informing the project plans to date.

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

Construction drawings are getting underway as the CRA simultaneously explores the best path for solar procurement and financing. The CRA received three bids from Commissioning Agents and expects to sign a contract with one by early November. Pre-qualification responses for general contractors are due November 4. Architects, STA, and Owner's Project Manager, STV, are now reconciling two third-party cost estimates in advance of creating bid documents.

The CRA also received three proposals from moving companies for tenant relocation and storage, and will enter into a contract by early November. Four tenants will be taking swing space for part of their ongoing operations, while the remainder will continue working remotely during the construction. TSNE is now assisting the CRA in finalizing contracts with tenants regarding their swing space expense, fit-out coordination, and long-term leases for after construction.

Communication with property abutters regarding stormwater management plans and site access during construction have been productive. Meetings were also held recently with tenants regarding their ability to select flooring for their space, the building name, and the packing and moving process.

### ***Parcel 6***

The CRA staff does not expect much, if any, demand from food trucks in 2021, and would prefer to focus retail activity in Kendall toward the restaurants that have been struggling through the pandemic. Therefore, we have begun discussions about other programmatic uses for the civic space through the next year. One concept under discussion is a temporary small dog park until the Rogers Street dog run is re-opened.