

Staff Report to the Board: December 13, 2023

Personnel and Hiring Updates

Sabrina Nunez-Diaz joined the CRA as our new Finance Manager on November 28. Sabrina holds a Bachelor of Arts in Community Economic Development from the University of Massachusetts Boston and brings significant experience in finance and administration. She has held positions at several non-profit organizations in the Boston area and currently serves as the CEO of Misfit Ventures of Boston, a business she founded to offer organizational development and financial management support to non-profits and entrepreneurs. At the CRA, Sabrina is supporting day-to-day financial operations, managing reconciliations and cash, and performing bookkeeping duties, amongst other responsibilities. We are excited to have Sabrina join our team!

The CRA is preparing to launch a hiring process for a new Senior Project Manager this month, with the goal of having the successful candidate join the organization by Spring 2024. The Senior Project Manager will focus on managing a selection of real estate and community development initiatives in our growing portfolio. CRA staff plan to advertise the position widely and will update the Board on the progress of our search.

Forward Calendar

- KSURP Innovation Space Report
- Green Cambridge Tree Planting Update
- CRA Employee Handbook and Personnel Policies Update

Project Updates

Forward Fund Capital Infrastructure Grants Update

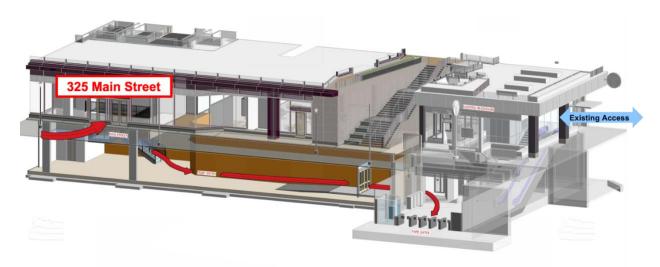
The CRA's Forward Fund Capital Infrastructure Grant application deadline closed on November 30. For this second round of review, the CRA received 12 new applications. These will be reviewed and evaluated by the Forward Fund Selection Committee on December 12. In total for 2023, the CRA received 18 Capital Infrastructure applications, requesting a total of over \$1.1 million in funding for capital projects.



Kendall/MIT Headhouse Construction Update

On December 7, the CRA and BXP provided an update on the progress of the Kendall-MIT Headhouse to the City of Cambridge's Transit Advisory Committee. The presentation covered the project's context, scheduling setbacks, and an overview of the construction schedule. As part of the construction schedule, BXP projects that the temporary tunnel construction and enabling process will continue until the end of May 2024. The temporary headhouse access is expected to open in May, with final headhouse construction projected to occur from May to March 2025. Tunnel decommissioning efforts will run parallel to headhouse construction from

December 2024 to May 2025. Testing and ongoing inspections will continue during the headhouse construction and tunnel decommissioning process. It is anticipated that the Certificate of Occupancy will be issued by June 2025. These milestones are subject to change as the project continues.



Temporary Kendall/MIT Station during construction of the headhouse

Path Between Potter Street and 6th Street Walkway Update

Enhancements to the 6th Street Walkway include the finalization of a sidewalk segment link between Potter Street and the Walkway. MITIMCo has indicated that the enhancements to the 6th Street Walkway cannot begin until the exchange agreement with the GSA is closed. MITIMCo has expressed their readiness to work with the CRA in the Spring after the property transaction is finalized in January and once the weather permits installation.

Foundry Update

The CRA installed accessible wave sensors at the main entrance of the Foundry to improve access into the building for all. These sensors not only allow for automatic door operation when needed, but provide more ease of passage to those that manually use the door, replacing the 'pull to operate' function that the building opened with. This previous door proved cumbersome to use by most and led to increased maintenance required for these doors. The CRA hopes that the introduction of these wave buttons will improve the experience for all who enter the building.



99 Bishop Allen Update

The CRA has been investigating moisture issues that are ongoing in three of the lower level office suites. The CRA has contracted with Socotec as the envelope consultant to provide insight and analysis of these areas of the building and recommend solutions to mitigate the intrusion of water and moisture. To date, Socotec has visited the site multiple times to look at the intrusion areas along with conducting a water test on December 5 to further analyze and pinpoint the location of water intrusion. The CRA and Socotec will work alongside STA Design,

the architect for the renovation project, to produce a mitigation plan which will be bid out in 2024.

Central Square City Lots Study Update

CRA staff have been participating in the City's Central Square City Lots Study since the project kicked off in the Spring. Through this process, the City is determining how to best use a portfolio of ten City-owned properties in Central Square to realize community goals and support City aspirations. The City shared preliminary recommendations for site uses at a City Council Roundtable last month, and plans to hold another Community Meeting on December 14. The CRA is engaging with City staff to begin to explore optimal ways the CRA can support implementation of the study's recommendations for key sites.