CAMBRIDGE
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Board Packet of Supporting Materials

Meeting of November 18, 2015

i. Agenda

1. Minutes of the Regular Meeting of the Board on October 21, 2015

2. Memorandum Transmitting Revisions to the KSURP and MXD Zoning Petition to the City Council and Planning Board

3. Monthly Staff Report to the Board

4. Forward Fund Program Update

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6. Grand Junction Multi-Use Path Project LSP Contract Scope

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8. Monthly Financial Report

9. Draft 2016 CRA Annual Budget

10. Proposed Calendar for 2016 Board Meetings

(Document numbering altered to reflect agenda item numbers)

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NOTICE OF MEETING

Pursuant to the Massachusetts Open Meeting Law, M.G.L. c. 30A, §§ 18-25, notice is hereby given of a meeting of the Cambridge Redevelopment Authority (CRA) to take place as follows:

Regular Board Meeting
Wednesday November 18, 2015 at 5:30 PM
Cambridge Police Department
First Floor Community Room
125 Sixth Street
Cambridge, Massachusetts 02142

MEETING AGENDA

The following is a proposed agenda containing the items the Chair of the CRA reasonably anticipates will be discussed at the meeting:

Call

Public Comment

Minutes

1. *Motion: To accept the minutes of the Regular Meeting of the Board on October 21, 2015* *

Communications

2. Memorandum Transmitting Revisions to the Kendall Square Urban Renewal Plan and MXD Zoning Petition to the City Council and Planning Board *

Reports, Motions and Discussion Items:

3. Report: Monthly Staff Report to the Board (Mr. Evans) *

4. Update: Forward Fund Program (Mr. Zogg) *

5. Update: Request for Proposals and Project Evaluation Criteria for the Foundry Building Redevelopment (Ms. Madden)

6. Update: Grand Junction Multi-Use Path Project (Mr. Zogg) *

   Motion: Authorizing the Chair to Enter into a Contract with Stantec for final soil clean up activity and documentation as the environmental Licensed Site Professional (LSP) for the Grand Junction Project.

7. Update: Kendall Square Urban Renewal Plan Amendment, MXD Petition, and KSURP Implementation Plan (Mr. Evans) *
8. Report: Monthly Financial Update (Mr. Evans) *
9. Discussion: Draft 2016 CRA Annual Budget (Mr. Evans) *
10. Discussion: Proposed Calendar for 2016 CRA Board Meetings (Ms. Shore) *

Adjournment

(*) Supporting material posted at: www.cambridgeredevelopment.org/next-meeting/

Upcoming Meetings:

- Cambridge City Council Ordinance Committee Meeting considering the KSURP Amendment and MXD Petition – November 19 – 5:30 PM
- Regular CRA Monthly Meeting – December 16, 2015 – 5:30 PM

The Cambridge Redevelopment Authority is a "local public body" for the purpose of the Open Meeting Law pursuant to M. G. L. c. 30A, § 18. M. G. L. c. 30A, § 20, provides, in relevant part:

(b) Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting.

(c) For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.

CAMBRIDGE
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255 Main Street | 4th Floor | Cambridge, MA 02142
cambridgeredevelopment.org

Regular Meeting
Cambridge Redevelopment Authority

Wednesday, October 21, 2015, 5:30pm
Robert Healy Safety Center, Cambridge Police Station
125 Sixth Street
Community Room

DRAFT MEETING MINUTES

Call

CRA Chair Kathleen Born called the meeting to order at 5:40 PM. The meeting is being recorded by the CRA Office Manager. Other Board members present were Vice Chair Ms. Margaret Drury and Governor's appointee Mr. Barry Zevin. Mr. Christopher Bator and Mr. Crawford were absent. Ms. Born also introduced the CRA staff members, Executive Director Tom Evans, Office Manager Ellen Shore, Program Manager Jason Zogg and Strategic Planner Kathryn Madden.

Public Comment

Mr. Evans noted that correspondence was received in the morning by Mr. Stephen Kaiser and should be filed as public testimony or under correspondence. Mr. Drury motioned to suspend the rules to accept an additional matter. The motion carried unanimously and the letter will be filed.

Minutes

1. **Motion:** ***To accept the minutes of the Regular Meeting of the CRA Board on September 16, 2015***

Mr. Zevin previously submitted a clarification to his comment on the third line of page 5. The two-directional bike path is a hazard because it falls between the car-loading zone and the entrance to the apartment tower and will require mechanisms to avoid accidents to both cyclists and pedestrians.

The minutes were unanimously accepted to be placed on file.

Communications

2. **Communications with City Manager Rossi regarding Council Order #27**

Mr. Evans noted that the communication included a letter from the City Manager and the CRA response to that letter. When presented to the City Council on Monday, they had further inquiries regarding the concept of first-come-first-serve of development rights. Although the broad zoning has overlays where development rights can move around, most of the property is owned by Boston

Properties so they are the presumptive developer of most of the square footage. Nothing in the zoning language makes that exclusive.

The letter will be placed on file.

Reports, Motions and Discussion Items

3. Report: Monthly Staff Report to the Board

Mr. Evans distributed Mr. Kaiser's letter since it was not part of packet.

Mr. Evans stated that our storage space needs to relocated again since Metropolitan Storage is closing. Facilities are being evaluated but a Cambridge site is unlikely due to availability. As part of next year's budget we are investigating archival services of our public records and have had discussions with the Cambridge Room librarian regarding a procedure to accomplish this. This will also help us gather information as a curator of Kendall Square history.

We are taking measures to advance our bookkeeping procedures as recommended in our audits. This will be discussed more in the Financial Report later in the agenda. Our 2014 audit is notably delayed since it is dependent on the completion of the audit of the Cambridge Retirement Board, which is undergoing a new audit requirement and has yet to be completed.

Looking ahead in the calendar, the MIT COOP food court signage is moving ahead but we won't have a presentation come to the Board until Boston Properties accepts their signage package. MXD and KSURP discussions will be continuing and we will come back to the Board with a plan for Parcel 6. Mr. Zogg led a texting campaign soliciting public feedback on a number of our sites and we are currently analyzing the comments.

With the Board's knowledge and approval, Mr. Evans noted that his week with City staff studying bicycle infrastructure and sustainable transportation in the Netherlands was informative. The Netherlands has a tremendous infrastructure serving bicycles, the applications of which will be evaluated with respect to the EIR and the recently released Cambridge Bike Plan.

The interior demolition of the Foundry building continues but should be completed soon. No major environmental issues have been uncovered.

Mr. Zogg updated the Board with a status on the Grand Junction Shared-use Path. He stated that the last four weeks have been the most intensive part of the process and the site is coming together. In early October, the site was graded and the porous pavement path was poured. Removal and reconfiguration of the concrete sidewalk and curbs has started and, given dry-weather, will be completed by the end of October. The furnishings and landscaping will occur in the spring. We will be keeping the fence along Galileo Galilei Way so the sidewalk will not be open during the winter although the corners at the site will remain open. Thus far, there have not been any change orders. We have had increases as well as decreases in quantity orders. The project is more than halfway completed.

Mr. Evans stated that the EcoDistrict continues to evolve. In two weeks there's a national Target City conference in Cambridge, hosted by Biogen, which will provide an opportunity to highlight what we have done. Discussions have occurred regarding a governance structure that can offer a localized focus, of the KSA, for example, versus a broader sustainable citywide collaborative focus.

The CRA has been mentioned as an interim host for the EcoDistrict effort. The long-term plan is to bid for another organization that would provide governance and financing mechanisms for such efforts.

There have been hearings on the MXD and the KSURP, which will be discussed later in the agenda. We are pleased to have the EIR.

There was unanimous agreement to place the report on file.

4. Report: Open Meeting Law Workshop

Ms. Born attended this workshop in September. All the information that was presented is available on the AG's website. She also brought a printout of the slides used in the presentation. She stated that the CRA is in compliance and our practices are current. As for the extent of meeting minutes, there is a high expectation and we will continue to comply. Ms. Born also mentioned an email she sent (using blind copy as suggested) to the other Board members with links to the presentation and highlights of the workshop. Ms. Born stated that CRA staff is fulfilling all obligations in this matter.

There was unanimous agreement to place the email and the PowerPoint presentation on file.

5. Update: Recommendation to Invite Five Development Entities to Respond to a Request for Proposals for the Foundry Redevelopment

Ms. Madden distributed two memos. The first memo lists the members of the Advisory Committee and provides a brief bio of each member. The members of the Foundry Advisory Committee are Folakemi Alalade, Miriam Bucheli, Deborah Ruhe, Jamie Sabino, Jason Slavick, Mark Tang, and Richard Thal. This group had its first meeting to review the RFQ submittals and the various perspectives enriched the review process. Later that same day, there was a meeting of the Selection Committee for the RFQ evaluation: Tom Evans, Kathryn Madden, Lisa Peterson (Deputy City Manager), Louis Depasquale (Assistant City Manager for Fiscal Affairs), Taha Jennings (Assistant to the City Manager), and Lisa Hemmerle (Economic Development Director). Using the Advisory Committee's input, five of six teams were recommended to precede to the RFP phase. The second memo lists those recommended teams: Boston Properties, CIC/Graffito/Hacin + Associates, IL@Foundry (Industry Lab + btcRE), Lincoln Property Company, and Pilot Development Partners, Inc.

The RFQ responses will help us write the RFP to be precise and clear on the evaluation criteria and on setting expectations about the building and financial arrangements. HR&A is helping us write the financial plan and Foley Hoag is helping us write the lease portion. Ms. Madden stated a goal of issuing the RFP in November and RFP submittals due by February, so there's a three-month response period. Getting five qualified responses from teams who are interested in pursuing this project reaffirms the fact that this is a feasible project. Mr. Zevin would like to get inside the building to get a new understanding of the building's potential. Each of the five applicants will get an allocated time to tour the building in November. Mr. Evans noted that there are interesting structural puzzles inside the building. Answering a question from Mr. Andrew Meyer, IL Foundry, Mr. Evans explained that the demolition contract allowed the contractor to recoup costs by taking or reselling anything valuable and disposing the rest. A request was made to set some fixtures aside for future use. The Freon removal from an old bio-tank required special disposal procedures.

The two memos will be placed on file.

6. Report: Monthly Financial Update

This monthly update includes our budget vs. actuals through September and a quarterly accounting of our investment holdings, per our Investment Policy. Most striking in the budget vs. actuals report is a new category in the income portion of the report, which represents unrealized gains and losses on investments. If we were to sell our marketable securities (equity and fixed income investments) that we own through Morgan Stanley today, the negative $49,401 represents our loss as of September 2015. However, we are not selling these securities in the short-term. We currently have 5% of our investments among the 21 state-approved stocks. The other 95% is held in corporate bonds and CDs, which are either FDIC insured or backed by the issuer, and each of which has fixed interest rates. A portion of the loss is due to the poor market in September but the majority of this loss reflects market value in the Fixes Income. Reporting this value is a bookkeeping requirement under the GASB accounting rules but it is not a clear reflection of our assets. We expect to average $76,000 of dividends and income on an annual basis.

We now have a number of closed CD accounts in local banks. Most of these were transferred into the Morgan Stanley investment account. Some were transferred into our operational expenses account at Cambridge Trust. We will continue to maintain our Boston Private account for our payroll. As the other bank CDs mature in the next year or two, the accounts will be closed and monies transferred into one of these three account.

A big outlay of money went towards paying the Grand Junction contractor. When we reach $500,000, we can invoice MIT for reimbursement, which could occur as early as November. Another amount to flag is our legal expenses, which are due to the Foundry, the EIR, the MXD Zoning and KSURP issues. We need to evaluate a reorganization of funds since we have exceeded the budget on this line item.

We have received the reimbursement from Boston Properties in October for our office renovation but this is not shown in this September report.

We will be discussing the unrealized gain/losses effect on the budget report with the Treasurer and possibly set up a conference call with Mr. Bator and our Morgan Stanley representative.

There was unanimous agreement to place the report file.

7. Update: Kendall Square Urban Renewal Project and MXD Petition

a. Environmental Impact Report

Mr. Zogg gave a summary of the 500+/- page document that was distributed at the meeting. In review, the Expanded Notice of Project Change was completed in April and the comment period was open through May. We received seven comment letters in addition to the secretary's certificate, which laid out the scope for our Single EIR. The comment letters were from one resident, Mr. Steven Kaiser, and several public agencies (MassDOT, MWRA, DEP, DOER, the City of Cambridge, the Charles River Watershed Association.)

This document is a redlined version of the document filed in April. Anything that was added or changed is noted with double-underlines. Mr. Evans added that if a complete section was added, only the heading of that section will be double-underlined. Mr. Zogg gave an overview of the changes.

In Chapter 1, Project Change Description, we inserted a table, which clearly shows the permits and approvals that will be necessary as this project goes from zoning through construction.

In the Transportation Section, we added language to be more consistent with City policies. We conducted a Bicycle Parking Evaluation using bicycle parking and occupancy rates over the course of two days in May and July to project bicycle-parking supply of the new project being proposed. A major change to this document was the decision to hold off on providing a Draft Transit MOU. After discussions with the City and MassDOT about our proposed Kendall Square Transit Enhancement Program (KSTEP), we agreed to work with the City, MassDOT and MEPA to develop a plan by July 1, 2016 that will be informed by the final report of the Kendall Square Mobility Task Force Report convened by MassDOT. We introduced a Multi-Model Level of Service Analysis (MMLOS), which provides a streets perspective on level of service analysis of the interactions and impacts of additional trips on all the modes - vehicle, pedestrian, bicycle and transit. We came to an agreement with MassDOT that we will wait to conduct Road Safety Audits for three intersections to be more current when a realistic construction schedule is determined. An extensive Future Parking Analysis was conducted which included parking monitoring and pricing strategies.

The Transit Operations Analysis was expanded to relate to the Red Line Service Analysis, which considers future ridership, on-time performance, platform capacity, and impacts on bus routes. This better reflects the MBTA Service Planning Methodology by comparing real on-time performance numbers against the published schedule. Mr. Zogg explained the findings. Assuming the Red Line operates under the posted schedule, future ridership, with and without the Project, can be accommodated for all but the morning peak-time segment. The Project would increase passenger demand on the Red Line at Kendall Square by only two percent during the highest demand period of the morning peak hour for the inbound train entering Kendall/MIT station so this segment would operate at capacity with and without the Project. Therefore, with a two percent increase, the Project would result in a de minimus impact (or no adverse effect) to public transit capacity.

In addition, the analysis determined that the MBTA Kendall/MIT station platform could accommodate future passenger demand with and without the Project under Level of Service D conditions, which is considered acceptable for existing, urban stations by the latest Transportation Research Board's report (Transit Capacity and Quality of Service Manual, 3rd Edition.) Overall, the expanded transit analysis indicated that there is a great need for Red Line improvements if future ridership increases but on-time performance stays the same since the demand will be higher than the available capacity. In response to Mr. Zevin, Mr. Evans explained that this includes a background growth number and the platform capacity includes the MIT project.

Mr. Zogg stated that bus operations were also analyzed and a section was added estimating the Project's effects on the EZ Ride Shuttle, especially during the AM peak-hour inbound route, as well as the inbound and outbound routes during the PM Peak. The CT2 Outbound route during the PM peak will also be affected. A majority of the bus routes will experience relatively minor increased delays between 8 and 13 seconds.

Because of time, Mr. Zogg did not go through all of the proposed mitigations. He stated that the CRA is committed to continue its annual traffic-monitoring program and he would like to update its format and scope.

There were no significant changes made to Chapter 3, Air Quality.

In Chapter 4, Sustainability and Greenhouse Gas Emissions, a further reduction was made to the lighting power density in the commercial and retail energy modeling as suggested by the DOER and to the window-to-wall ratios to reduce electric power consumption. A commitment to solar-ready rooftops was added to the document. The analysis of district energy was expanded to include cooling as well as heating. Updates were done to the chapter to incorporate information received from the City's Climate Vulnerability Assessment. Potential Site Design, Building Design Measures, and MBTA Station Resiliency Measures were further explored related to climate change vulnerability.

Mr. Zogg spoke about the changes to Chapter 5, Storm Water Management. He noted that in July, CRA staff met with Cambridge DPW to discuss a district-wide storm water strategy rather than the less efficient, very expensive building-by-building storm water strategy, which would theoretically centralize infiltration and/or rainwater harvesting. DPW is already working on a study to this end and we will be working with them as it moves forward.

In Chapter 6, Water and Wastewater, changes were limited to an update to the infiltration/inflow mitigation strategy and some addition information to water conservation measures and certain MWRA requirements.

In Chapter 7, Hazardous Materials, additions include more detail about how soil will be handled during excavation, more information on historical records of site contamination, and a description of how a vapor intrusion system will be integrated at the site.

There were no significant changes made to Chapter 8, Construction.

Chapter 9 is a newly added chapter to the document called Landlocked Tidelands. The Project is subject to the jurisdiction of the 2007 statute An Act Relative to Licensing Requirements for Certain Tidelands. A portion of the KSURP area is located on tidelands associated with the Broad Canal, which was constructed in the mid-19th century to provide ship access through the City. In the mid-20th century, this area of the canal was filled in and is, therefore, considered "filled tidelands" under M.G.L. Chapter 91. The Act requires the Secretary to make a Public Benefit Determination which considers the purpose and effect of the development; the impact on abutters and the surrounding community; enhancement of the property; benefits to the public trust rights in tidelands; community activities; environmental protection and preservation; public health and safety; and general welfare. This chapter describes how the Project provides appropriate public benefits, enhances the public use of landlocked filled tidelands and is adequately protective of the Public Trust rights inherent. Mr. Evans noted that because there is a public right-of-way between existing tidelands and these historic tidelands, findings are required rather than the need for a Chapter 91 tideland permit. A discussion occurred regarding the map in Figure 7.1, the existence of the waterways depicted, the Great Dam, and what constitutes a tideland.

In Chapter 10, Mitigation, updates were made to the transportation mitigations, especially the sections related to the KSTEP as well as the MBTA Bus and EZ Ride Shuttle. Per a request by the City, a more extensive analysis of options for the proposed Broadway Mid-Block Crossing was also outlined.

One additional thing not in the EIR document but relevant to the discussion is the idea of wrapping some of the mitigation accountability for the EIR commitments into the Infill Development Concept Plan process. We added a line that requires a status update on the implementation of required

mitigations found in the state level Environmental Impact Report. This will help prevent this document from becoming a shelf document; holding commitments transparent and accountable.

Mr. Zevin questioned the mitigating language in the EIR for resolving conflicts. In particular, he mentioned the traffic engineers' proposal to restripe and re-signal the intersection at Main and Galileo, which recently underwent this process and is working relatively well with regards to pedestrian safety. Mr. Evans stated that the language in the mitigation states that the City owns the intersection. The City prioritizes pedestrian movement and safety in their designs. MEPA wants to see mitigating impacts and traffic flow.

Mr. Sam Seidel asked if the CRA was involved with Value Capture concept as a way to direct money from the added value created on development parcels, like the Volpe, which could pay for MBTA infrastructure improvements. Mr. Evans explained that the CRA had this very concept, including an initial financial contribution, in the original MOU but removed it so that the City and State (MassDOT) could add to the plan, which would address their needs. As previously explained by Mr. Zogg, we have asked MEPA if this matter can be addressed in July 1, 2016.

b. Ordinance Committee and Planning Board Hearings

Mr. Evans explained that in the packet there is a document with highlights from the petition. Since that publication, some additional language was written.

Comments at the hearings for the Ordinance Committee and/or the Planning Board (PB) regarding the MXD petition and the Kendall Square Urban Renewal Plan (KSURP) amendment are highlighted for discussion. They involve the timing of residential development in relation to commercial, greater detail in the Infill Development Concept Plan, the quantity of innovation space, the middle income housing density bonus, issues of ground floor retail and banks, parking minimums for residential, and the PB discussions regarding the CRA/PB interagency review, and energy and sustainability. There were other requests for information from the PB and Council that need more detailed responses but these were areas that could be addressed with revised language. A document with only the petition changes was distributed.

With regards to timing, a requirement for a second residential project will be required to come online after a significant portion of the commercial is underway, which deals with the issue of pacing. This will not affect the Whitehead. The KSURP amendment and the MXD petition need to be modified to use the same term, either Infill Development GFA or Infill GFA, which defines new development as part of this petition. In response to Mr. Zevin, Mr. Evans explained that with this staggered development approach, 11 Cambridge Center tower would have to get started after an initial phase of the North Garage piece.

Added to the requirements of the Infill Development Concept Plan are the inclusion of a Kendall Square Transit Enhancement Program status update, a discussion of public programming of the open space/parks, an update on MEPA mitigations, and a retail plan. Although not a PUD, this is a robust application for a project. As requested by City Council, we matched MIT's and Twining's zoning requirement of ten percent for innovation space, which will not count against the commercial GFA. This change was made in both the GFA Exemptions section and the Innovation Space section. We also added another GFA exemption to encourage local retailers by requiring that a minimum of 25% of retail space, exclusive of grocery and/or pharmacies, consist of independent local retailers. Mr. Zevin questioned the ability of independents to compete with larger chains. A

large pharmacy or grocery store has other beneficial components to offer to the neighborhood which is why they are exempt from GFA calculations.

The Building Heights section was amended to reflect the changes to middle-income housing on the following page. As suggested by those involved with the petition at the legislature level, we added a mandate; increasing the height bonus and making a 5% middle-income housing requirement which is exempt from the GFA cap.

With respect to retail, the definition of active ground floor uses now excludes banks and financial institutions, although somewhat confusing is that these are considered offices in the MXD district. Mr. Zevin doesn't have an issue with banks that have transparent and active lobbies, and suggested that the requirement should state that there be an exchange between the interior and the sidewalk. Land use rules would need to change to allow banks as retail. A discussion occurred regarding covered window spaces, zoning violations and enforcement. Ms. Drury stated that with respect to the Council's interest in this requirement, she is okay without banks on the ground floor. Ms. Born noted that the changes being made are in direct response from concerns raised by the City Council. Making these changes will reduce issues arising at the Ordinance Hearing. She hopes that this approach has greater transparency and is more straightforward.

Mr. Evans spoke about a Planning Board comment and a Council concern regarding the .25 automobile parking space requirements. Mr. Evans said that his research found a lowest zoned residential requirement for the area is .4 in Boston. The added provision allows the minimum to be reconsidered if we can prove to the Planning Board or the CRA Board that shared-use space is marketable and not an impact to local neighborhoods. The second parking revision added a car-sharing service as an upfront requirement in the first project. Mr. Ben Lavery from Boston Properties, confirmed that shared parking is the model for the Green Garage when that gets built. A discussion about providing parking for workers and residents occurred. Mr. Evans noted that there hasn't been much research regarding shared parking in high density environments. The analysis that is required in the TIS for individualized special permits will examine shared parking on a case-by-case basis specific to Kendall Square. The sample size to collect data isn't large since we haven't had many residences. Ms. Born noted that we are going up with our parking requirement rather than down in this proposed change to meet concerns received. Mr. Lavery said that further studies will need to be done since the shared parking varies depending on location.

Mr. Evans stated that the design review change affects the CRA board. The Planning Board was very concerned about the concept of a working group. They don't want to empower subgroups as they work as a whole group. We removed the language regarding an interagency working group concept but maintained the joint review meeting with the two Boards. The CRA can continue to do design review and add another meeting with the Planning Board. A working group could be created but it wouldn't be added to the zoning language.

The last piece modification deals with sustainability and added a commitment to study district steam systems. There are a lot of State regulatory hurdles to district energy and no one project can deal with all the issues. Only regulated utilities can distribute electricity which followed with a discussion about the distribution of energy by 3rd parties. This issue is not exclusive to Kendall Square. This challenge exists in most states. The EcoDistrict energy study will hopefully shed some light on this subject.

Mr. Evans explained that most of the modified language to the MXD was transferred into the KSURP amendment. Some of it was slightly rewritten. The main difference is that the Infill Development Concept Plan was never in KSURP amendment.

The motion to adopt the amendments to the MXD Zoning petition that were reviewed this evening and instruct the Executive Director to submit them to the zoning petition to the City of Cambridge for changes to Article 14 of the Cambridge Zoning Ordinance – Cambridge Center Mixed Use District (MXD) unanimously passed with 3 ayes. Mr. Bator and Mr. Crawford were absent.

The second motion to adopt the revisions to the Tenth Plan Amendment to the Kendall Square Urban Renewal Plan that were reviewed this evening was unanimously passed with 3 ayes. Mr. Bator and Mr. Crawford were absent.

Ms. Madden requested another vote by the CRA Board for the Foundry.

The motion to approve the recommendation of the Foundry Selection Committee for five listed RFQ respondents to move to the RRP phase was unanimously passed with 3 ayes. Mr. Bator and Mr. Crawford were absent.

Other Business

A roll call was taken for the Board to go into Executive Session for the purpose of discussing real estate negotiations related to the Cambridge Center Development Agreement) given that an open session discussion would compromise the position of the CRA.

Ms. Drury -aye
Mr. Zevin - aye
Ms. Born - aye

Mr. Crawford and Mr. Bator were absent.

The Board finished all its business so did not reconvene in open session thereafter.

Adjournment

The meeting adjourned at 7:46 p.m.

CAMBRIDGE
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255 Main Street | 4th Floor | Cambridge, MA 02142
cambridgeredevelopment.org

Memo

Date: November 5, 2015

To: Members of the City Council and Planning Board

RE: Modifications to Proposed MXD Zoning Petition and Kendall Square Urban Renewal Plan Amendment

The Cambridge Redevelopment Authority (CRA) Board has voted to transmit to you the attached modifications to the proposed MXD Zoning Petition and Kendall Square Urban Renewal Plan Amendment 10. The CRA has revised the initial proposed text to further refine certain concepts and address concerns raised at the Ordinance Committee hearing of September 23, 2015 and the Planning Board hearing of October 13, 2015. These text changes were carefully considered through discussions with the Cambridge Community Development Department (CDD), and landowners within the MXD District. The changes outlined below address a range of topics reflecting evolving expectations for development across the City, and economic realities of that development.

Overview of Recommended Modifications

Since the preliminary hearings, the CRA published an Environmental Impact Report (EIR) in accordance with Massachusetts Environmental Policy Act on October 19, 2015. The EIR is required in order for the Massachusetts Department of Housing and Community Development to approve the amendment to the Kendall Square Urban Renewal Plan (KSURP). The EIR contains extensive analysis of project impacts related to a range of topics (including transportation, air quality, sustainability and greenhouse gas emissions, stormwater management, water and wastewater, hazardous materials and construction) and proposes mitigation measures to address these impacts.

The approval of the MXD District Zoning Petition and KSURP Amendment is only one step in the review process for the proposed project. In the future, the inter-agency design review process will be focused on both the Infill Development Concept Plan, and subsequent building design review, both of which the CRA Board and the Planning Board must approve. The scope of the Infill Development Concept Plan has been updated to reflect many of the topic areas addressed in the EIR, as well as an addition to the scope of building design review to include high quality architectural design and thoughtful adherence to the Infill Development Concept Plan.

The following list summarizes the changes that have been made in the newest version of the MXD District Zoning Petition and KSURP Amendment dated November 4, 2015:

- Housing (Inclusionary / Middle Market): The housing requirements have been revised to require each residential project using Infill GFA to include a minimum of 20% below market rate housing – 15% inclusionary and 5% middle income. The middle income housing will be mandatory, and the 350 foot height allowance for residential will be standard rather than achieved through a height bonus.

- Pacing of Residential and Commercial: Text has been added to require that in order to occupy more than 375,000 additional square footage of commercial space of Infill GFA, a second 200,000 sq. ft. residential project after 88 Ames Street must begin construction.

- Innovation Space: The Innovation Space requirement for commercial development has been increased from 5% to 10%, and all of that space is exempt from the aggregate GFA calculation.

- Retail:

    - *Retail Planning*: The Infill Development Concept Plan has been updated to require a Retail Plan component to further reinforce goals of creating active street level uses and encouraging local independent retailing.

    - *Independent and Local Retail Space*: A section was added to require a minimum of 25% of retail spaces (other than spaces used for grocery stores and pharmacies) to consist of independent and local retailers in order for the retail to be exempted from the aggregate GFA calculation.

    - *Active Ground Floors*: An update to the petition language was made to reflect ongoing conversations in the City regarding banks as ground floor retail. Banks and financial institutions will not be considered active ground floor uses. While not a total prohibition of bank branches, this provision does not allow those facilities to count toward the active frontage requirement.

- Open Space Programming: Language was added to the open space planning component of the Infill Development Concept Plan to require a strategy for programming of new and existing open space. Additionally, Section 108 of the KSURP will authorize the CRA to establish an open space management fund for the purpose of maintenance and programming of public open space within and around the MXD District. Further clarification of open space requirements are described on the following pages.

- Sustainability / Energy: The original zoning petition already included a requirement for LEED Gold, and for all new construction to be solar ready. The sustainability requirements were further improved to require Enhanced Commissioning, and language was added to require a feasibility study of district energy utilizing the existing district steam system or another similar on-site cogeneration facility.

- EIR Mitigation Commitments: Additional clarifying language was added requiring the Infill Concept Development Plan to include a status update on the implementation of mitigations found in the EIR.

- Parking Regulations: In response to concerns regarding impacts on neighborhood parking, the zoning petition was revised to increase the minimum parking ratio for residential development to 0.4 per unit. An addition was also made to require a minimum of ten car-share spaces with the first phase of development. Further discussion of current and future parking supply is featured below.

- Interagency Design Review Process: In response to Planning Board concerns, the reference to a new Joint Working Group was removed. The proposal retains a process that includes joint public meetings of the full CRA and Planning Boards to consider the Infill Development Concept Plan and subsequent building proposals.

Clarifications and Responses

The following discussion is a summary of other clarifications and explanations in response to comments from the Ordinance Committee Hearing and the Planning Board Hearing that are not reflected in the zoning petition text changes:

- Grocery Store and Pharmacy: Incentives for grocery stores and pharmacies are provided in the retail GFA exemptions in the MXD District Zoning Petition and KSURP Amendment. The CRA will work closely with Boston Properties to identify opportunities for retail sites to deliver these uses to the area. Already,

the two-floor retail component of the Ames Street Residential project approved by the Planning Board in March 2015, and currently under construction, was designed with the flexibility necessary to accommodate either one of these uses. Boston Properties is actively seeking prospective tenants for these operators to fulfill this need in Kendall Square.

- Home Ownership: The CRA will work with the Housing Division of CDD to assess the community needs for various housing types. The CRA will encourage developers to consider a mix of home tenancy to include ownership opportunities, however the decision to develop rental or ownership units cannot be regulated through zoning.

- Aging in Cambridge: The KSURP Amendment and MXD District Zoning Petition are consistent with the recommendations of the City's 2010 *Aging in the Cambridge Community* which include: inclusionary housing policies, allowing more density near transit, open space requirements, and neighborhood retail. Proposed development in the MXD District Zoning will improve the key design related recommendations of the report including: safer streets and sidewalks, better signage, lighting and crosswalks, active ground floors, and well-defined entries. The CRA will encourage future residential developers to design units for a broader range of demographics and living arrangements.

- Urban Farming: Green City Growers and Boston Properties launched an urban gardening program in two open spaces within the MXD District that includes free classes for the public. All food harvested from the gardens is donated to Food for Free, an organization that distributes the produce to 80+ food pantries, shelters, and meal delivery programs in the Boston region. The CRA and Boston Properties will seek opportunities to expand this program and/or other urban agriculture initiatives in the area.

- Food Trucks / Push Carts: Food trucks were a top request during the CRA's recent '*Kendall Questions'* poster campaign which allowed pedestrians to text ideas for certain vacant areas to our online Community Forum. The CRA is looking at opportunity sites to bring food trucks to the area in Summer 2016, and will be looking at these as part of the proposed programming of future parks in the area in consultation with CDD.

- Prevailing Wage Construction: Boston Properties has historically employed general contractors for base building construction that are signatory to either the laborers' or carpenters' union (and typically both). Boston Properties expects to continue this practice as future buildings are constructed, and will agree to make a good faith effort require its contractors to enroll young people in a union apprenticeship program.

- Active Ground Floors in Existing Buildings: The MXD District Zoning Petition allows some of the active ground floor requirement for 75% of the building façade to be fulfilled on the ground floor of existing buildings in the MXD District / KSURP area with a maximum limit of 50% of that requirement being fulfilled through modifications to existing buildings. With extensive frontage of existing buildings on Broadway being inactive, the ability to use existing buildings to meet the active ground floor requirement creates an incentive to spread new ground floor activity beyond the new building sites.

- CRA Implementation Plan: As a public agency, the CRA works in the public trust and will use the development revenues received in connection with the proposed project for purposes consistent with its mission, including strategic contributions toward publicly beneficial, community-oriented projects, programs and capital improvements to the public realm within the City of Cambridge.

  In its July 2014 Strategic Plan, the CRA identified a preliminary list of priority projects. These projects may cover a wide array of topic areas including open spaces, public transit improvements, bicycle and pedestrian infrastructure, housing, economic development, and sustainability. In 2016 through continued

public discussion, the CRA will assemble a more detailed work plan for the coming years as part of the CRA's Project Area Implementation Plan as required by Section 108 of the KSURP. This will outline the projected public improvements, private development, and redevelopment programs to be undertaken by the CRA in Kendall Square either directly or in partnership with the City and/or designated redevelopers. This Implementation Plan will provide a summary of future planned public benefits resulting from the execution of the KSURP and how the development revenues received by the CRA will be utilized to achieve these benefits.

Detailed overviews are provided below for the Development Timeline, Transportation Improvements and Open Space requirement, topics which elicited significant discussion at the Ordinance Committee and Planning Board hearings.

- Development Timeline: The conceptual development depicted in presentations to the Planning Board and included in the Environmental Impact Report (EIR), show development in the MXD District happening in phases. Phase 1 would include the office building on top of the North Garage as well as the 145 Broadway residential building. Due to the residential development pacing requirement described earlier, the commercial and residential would need to be constructed simultaneously in order to occupy the full proposed build-out of the office space (beyond the first 375,000 sq. ft.) on the North Garage or to begin the next phase of development on Main Street. Phase 1 is projected to be underway within the next five years. Phase 2 at 325 Main Street would be a mixed-use residential and commercial building with retail on the ground, and is not anticipated to be completed before 2025. Both the residential building in Phase 1 and the mixed-use building in Phase 2 require the demolition of existing smaller office buildings, and are considered very complex construction projects. A timeline has not been determined for the Whitehead Institute expansion and the Broad Institute office conversion; these project elements will move forward independently from the two major phases. The required Infill Development Concept Plan will provide a refined phasing schedule.

- Transportation Improvements: The recently published EIR includes an extensive transportation chapter with a comprehensive analysis of the proposed development's impact on all modes of transportation and proposed accommodations for each. The following is short selection of planned improvements by mode:

    - *Transit Enhancement Fund*: The KSURP establishes the Kendall Square Transit Enhancement Program, (KSTEP) which will provide funding for public transit improvements in a structured agreement with MassDOT/MBTA. Currently, the transit funding commitment is set at $6 million with additional funding anticipated. Following the completion of the Kendall Square Mobility Task Force's work in early 2016, the City, MassDOT and CRA will develop a final program format for the KSTEP. The CRA, CDD and Boston Properties are all active members of the Mobility Task Force.

    - *Traffic/Roadways:* The EIR identifies five intersections in or nearby the MXD District for specific improvements such as signal timing optimization, protected left turns, or additional turning lanes. The EIR also commits the CRA to conducting a Roadway Safety Audit (RSA) when the proposed project is more fully designed for three intersections in the area with crash rates above the district average.

    - *Annual Traffic Report*: The CRA will continue to conduct the annual traffic study and analysis of Kendall Square that began in 1994. The study will evolve to utilize the most up to date development square footage and traffic projections, as well as more holistically including additional data on bicycles, pedestrians, travel behavior and transit service, as it becomes available.

- *Bicycles:* The CRA and Boston Properties will work with the City to implement infrastructure improvements within the area in alignment with the CDD's new Bicycle Network Plan, including the cycle track along Galileo Galilei Way and the Grand Junction Shared Use Path. Additionally, the CRA and Boston Properties will explore with the City opportunities to create a full service bike station within the area as well as additional Hubway stations.

- *Pedestrians:* Pedestrian improvements to the MXD District may include additional pedestrian countdown timers with leading pedestrian indicator (LPI) programming; a new mid-block crossing on Broadway at one of the proposed building sites; improvements to the 6th Street crossing on Binney; improved pedestrian-level lighting and streetscape improvements along Galileo Galilei Way.

- *Parking Supply:* Approximately 2,660 off-street parking spaces exist in the MXD District today at the three Boston Properties parking garages. The proposed development may add approximately 740 new spaces. The EIR analysis indicates that with a robust parking management plan including TDM measures, such as a car sharing program and shared parking strategies, the future parking demand in the KSURP can be met with these new spaces. Under the K2 Plan guidelines, residential parking can share 40% of the designated spaces, while office parking can share up to 90% at night. A summer 2015 survey by the CRA of the major apartment buildings in Kendall Square found a per unit utilization ratio ranging from 0.42 to 0.61 parking spaces per unit, with one building at 0.19.

- Open Space Planning: Due to the original requirements for lot-by-lot open space, the MXD District has an abundance of underutilized green space, which currently functions as suburban style setbacks or landscaped screening on private land. This underutilized open space will be re-thought and re-designed to add much greater value to the district, contributing to a broad interconnected network of public spaces in Kendall Square that achieves the placemaking vision of the K2 Plan. In summary, the new open space requirements consist of the following distinct elements:

    - *100,000 sq. ft. as Protected Open Space*: The existing district-wide requirement of 100,000 sq. ft. of public open space guaranteed through ownership or covenant by the City or CRA will remain part of the zoning.

    - *15% Minimum Developable Land as Open Space*: The petition adds a new requirement to the district that the total open space in the district remains equal to 15% of developable land area.

    - *Open Space Plan*: The petition adds a new requirement for an open space plan as a requirement of the Infill Development Concept Plan. In addition to laying out physical enhancements of MXD District open spaces, the open space plan will clarify commitments to provide programming and space activation.

    - *Project Based Requirement:* The new project based requirement in the MXD District Zoning and KSURP simplifies the previous open space formula. It requires each development project to contribute to the open space network consistent with the approved open space plan at an equivalency of 8 sq. ft. per 100 sq. ft. of development. It also creates the opportunity for the CRA and Planning Board to allow some of that contribution to be within the nearby Kendall Square neighborhood, but outside the MXD District boundaries, within 0.5 miles, for example, the Grand Junction Shared Use Path north of Binney Street. Due to this requirement, the project based open space will go beyond the 15% minimum developable land area found in the MXD District Zoning.

- *Management and Programming*: Section 108 of the KSURP specifically authorizes the CRA to establish an open space management fund for the purpose of maintenance and programming of public open space within and around the MXD District.

- Interagency Design Review Process: The proposed amendments to the KSURP and MXD District Zoning provide for a coordinated role for the CRA in order to compliment the newly added jurisdiction of the Planning Board. The MXD District Zoning Petition and the KSURP Amendment require the preparation of a new Infill Development Concept Plan, which must be approved by the CRA and Planning Boards. The inter-agency design review process contemplated in these documents would authorize the CRA Board and Planning Board to hold joint design review meetings for the review of both the Infill Concept Development Plan and subsequent building design review, although the CRA Board and Planning Board would continue to make final decisions and vote separately. CDD and CRA staff will work collaboratively through the planning and design review process for the MXD District.

CAMBRIDGE REDEVELOPMENT AUTHORITY

Staff Report to the Board

November 18, 2015

Contracting, Personnel, and General Administration

We initiated a small contract with Sasaki to provide a basic GIS database platform of the Kendall Square area, and have received an initial preview of the product. We will use this to track the history of building development and build a precise KSURP open space inventory in the initial phase of the project.

The 2014 audit is still awaiting the results of the retirement system audit process. We continue to refine our bookkeeping effort as we reconcile ongoing CRA liabilities such as OPEB obligations and employee leave accruals.

Draft Forward Calendar

December 2015
Food Court Signage
Personnel Policy Revisions
Parcel 6 – Interim Use
2014 CRA Audit
2016 Budget

Projects and Initiatives

EcoDistrict

CRA staff participated in the Target Cities workshop held in Kendall Square involving leaders from eight other cities developing EcoDistricts within their community. Topics of discussion in the training included community outreach, sustainable landscape, district energy, and governance.

Foundry

The DPW interior demolition has been completed and staff will provide tours of the building for the qualified RFQ respondents during the first week of December. We will provide time for Board members and the Foundry advisory committee members to view the building's interior. The Board will be asked to provide feedback on the draft RFP evaluation criteria.

Grand Junction

Over the past month, most of the paving and concrete work has been completed. A modification to the installation of the reused granite curbing required some extensive field design and review. The close out activities of the contaminated soil are an item of discussion for the Board meeting.

Kendall Square Urban Renewal Plan and MXD Zoning

The MXD zoning petition and KSURP Amendment received unanimous recommendation from the Planning Board. Both documents, as amended by the CRA Board in October, will be heard by the Ordinance Committee on Thursday November 19th at 5:30. The 30-day public comment period for the Environmental Impact Report (EIR) closes on November 18th.

Volpe

The CRA has scoped its real estate consultants, HR&A Advisors, to provide a land value study of the Volpe property under the proposed PUD-KS zoning.

CAMBRIDGE REDEVELOPMENT AUTHORITY
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2015 Forward Fund Update Matrix: November 2015

CAPITAL GRANTS

Grantee	Project Name	Amount Disbursed	Amount Remaining	Status Update	Anticipated Completion
Community Art Center	Port Stories Public Art Project Mosaic Mural	$5,000	$5,000	December 3rd event planned to kickoff mosaic creation process including community workshops, which will extend into the winter.	June 2016
Margaret Fuller Neighborhood House	Revitalization and Care of National Historic Landmark	$5,000	$5,000	Major foundation work, new food pantry in the basement, heating and electricity, basketball hoop, fixed front steps, major window frame repairs.	December 2015
Area Four Neighborhood Group / Margaret Fuller House	6 Little Free Libraries	$0	$2,100	No information to report	
EMW Bookstore	EMW Bookstore Community Space and Frontage Improvements	$5,000	$5,000	The demolition of the storefront space has begun. According to the general contractor, projects related to central heating, insulation, et al. are on hold until after the demo is completed. Wall construction should finish within 2 months.	January 2016

PLANNING & DESIGN GRANTS

Grantee	Project Name	Amount Disbursed	Amount Remaining	Status Update	Anticipated Completion
Green Cambridge, Inc.	Social Umbrella	$2,500	$0	Designs are currently underway. 1:10 physical model that shows one of several concepts is now finished.	December 2015
Friends Of The Grand Junction Path // Livable Streets Alliance // Working With Toole Design	Closing 3 Gaps on the Grand Junction Path	$2,500	$0	Two design sessions occurred in summer and fall with Toole Design, Livable Streets, CRA, CDD, and MIT. Final draft designs underway now by Toole Design.	December 2015
Just-A-Start Corporation	Churchill Court Vestibule Community Planning	$2,500	$0	Started outreach to neighborhood July. Hosted two community engagement events in October. Drafting report.	November 2015

CONSULTANT SERVICES AGREEMENT

This **Consultant Services Agreement** (this "Agreement") is made as of this _____ day of _____, 20___, by and between the **Cambridge Redevelopment Authority**, a public body politic and corporate, established pursuant to Chapter 121B of the Massachusetts General Laws (hereinafter the "CRA"), and Stantec Consulting Services, Inc, a corporation organized under the laws of The State of New York (hereinafter the "Consultant"). The CRA and the Consultant may hereinafter be collectively referred to the "Parties."

RECITALS

1. The CRA is engaged in the redevelopment and renewal of the Kendall Square Urban Renewal Area (the "CRA's Work") in accordance with the provisions and requirements of Mass. Gen. L. c. 121B ("Chapter 121B");

2. In furtherance of the CRA's Work, the CRA seeks to retain the Consultant for the services set forth in Exhibit A (the "Consultant's Work"), and the Consultants is qualified, ready, willing, and able to perform the Consultant's Work in accordance with this Agreement;

AGREEMENT

NOW THEREFORE, in consideration of the mutual promises and obligations contained in this Agreement, the Parties hereby agree as follows:

ARTICLE I - Statement of Purpose of Agreement; Term

Section 101 – Purpose of Agreement

This Agreement is intended to set forth the agreement between the Parties pursuant to which the Consultant will provide the Consultant's Work to the CRA and the CRA will reimburse the Consultant accordingly.

Section 102 – Term

The term of this Agreement (the "Term") shall begin as of November 20, 2015 and shall continue through June 30, 2016. Notwithstanding the foregoing, the CRA may terminate this Agreement with or without cause by providing to the Consultant written notice of termination not later than thirty (30) days prior to the effective termination date. In such event, this Agreement shall terminate at the end of the thirty day period, and the CRA shall pay to the Consultant so much as are owed for the Consultant's Work completed through the date of termination.

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ARTICLE II - CRA OBLIGATIONS

Section 201 – Request to the Consultant

The CRA hereby requests that the Consultant perform the Consultant's Work as further described in Exhibit A in accordance with the requirements of this Agreement.

Section 202- Scope of Consultant's Work

The CRA agrees that it will make no material change to the Consultant's Work without the prior written approval of the Consultant.

Section 203 – Payment for Consultant's Work

Upon the completion of Consultant's Work and the receipt of an invoice for such work, the CRA shall pay such invoice in accordance with the terms of this Agreement.

ARTICLE III- CONSULTANT OBLIGATIONS

Section 301 - Provisions for the Consultant

The Consultant shall provide the necessary personnel, equipment and materials to the CRA in an amount, at a time, and in a manner sufficient to pursue and complete the Consultant's Work in accordance with generally accepted practices of engineers and/or scientists providing similar services at the same time, in the same locale, and under like circumstances. The Consultant represents that it is qualified to perform the Consultant's Work.

Section 302 – Office; Availability of Consultant Personnel

The Consultant shall maintain an office located within the confines of the Commonwealth of Massachusetts. Such office shall be staffed with professional personnel adequate in number, training and experience to perform the work required under this Agreement. Prior to the beginning of the Consultant's Work, the Consultant shall submit for CRA approval the names, resumes, titles and rates of all personnel to be assigned to the Consultant's Work which shall be consistent with Consultant's proposal in all respects. Any subsequent increase in rates shall require the written approval of the CRA.

Section 303 – Schedule for Completion of the Consultant's Work

The Consultant shall begin performance of the Consultant's Work promptly and shall complete the Consultant's Work without delay. All work shall be performed by the Consultant in accordance with the schedule as shown in Exhibit A. Except for CRA's obligation to pay for work rendered by Consultant, no liability will attach to either party from delay in performance or nonperformance caused by circumstances or events beyond the reasonable control of the party affected, including, but not limited to, acts of God, fire, flood, unanticipated site or subsurface conditions, explosion, war, terrorism, request or intervention of a governmental authority (foreign or domestic), court order (whether at law or in equity), labor relations, accidents, delays or inability to obtain materials, equipment, fuel or transportation.

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Section 304 – Insurance and Indemnification

The Consultant shall carry Professional Services Liability Insurance for errors and omissions, in an amount of at least $1,000,000, which shall remain in force for three years after Consultant's completion of its work under this Agreement. Consultant shall indemnify and save harmless the CRA, its officers, agents and employees from claims, suits, actions, damages and costs of every name and description to the extent caused by the errors and omissions in the work performed by the Consultant, its employees, subcontractors and agents after the starting date of and under the terms of this Agreement. Consultant shall provide Valuable Paper insurance coverage, which shall include coverage in a sufficient amount to assure the restoration of any plans, drawings, computations, field notes or other similar data relating to the work covered by this Agreement in the event of loss or destruction until all data is turned over to the CRA. A certificate showing that it is carrying the required insurance shall be submitted to the CRA for filing. The CRA shall not be obligated to make any payment to the Consultant for services performed under the provisions of this Agreement before receipt of such evidence of insurance coverage.

No cancellation of such insurance, whether by the insurers or by the insured, shall be valid unless written notice thereof is given by the party proposing cancellation to the other party and to the CRA at least twenty (20) days prior to the intended effective date thereof, which date shall be expressed in said notice. Notice of cancellation sent by the party proposing cancellation by certified mail, postage prepaid, with a return receipt of addressee requested, shall be sufficient notice. An affidavit from any officer, agent or employee, duly authorized by the insured, shall be prima-facie evidence that the notice was sent.

The Consultant expressly agrees that its subcontractors, agents, or employees shall possess the experience, knowledge and character necessary to qualify them individually for the particular duties they perform. Nothing in this Article or in this Agreement shall create or give to third parties any claim or right of action against the Consultant or the CRA beyond such as may legally exist irrespective of this Article or Agreement.

ARTICLE IV- REIMBURSEMENT AND TOTAL MAXIMUM OBLIGATION

Section 401- Payment for Consultant's Work

Not later than thirty (30) days following its receipt of each portion of the Consultant's Work and an invoice consistent with such work, the CRA shall pay to the Consultant the approved cost of such invoice.

Section 402 – Total Maximum Obligation

The maximum obligation to be incurred by CRA pursuant to this Agreement shall not exceed $24,050.00, without further amendment and agreement of the Parties.

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ARTICLE V - REPRESENTATIONS

Section 501 – Qualifications

The Consultant represents that it is qualified and shall at all times remain qualified and shall only retain third parties that are qualified to perform and complete the obligations in this Agreement; and that performance shall be timely and meet industry standards for the performance required, including obtaining requisite licenses, registrations, permits, resources for performance, and sufficient profession liability; and other appropriate insurance to cover the performance.

Section 503- Standard of Care

The Consultant represents that performance under this Agreement, in addition to meeting its terms, will be made using ethical business standards and good stewardship of taxpayer and other public funding and resources to prevent fraud, waste and abuse.

Section 504 – No Collusion

The Consultant certifies that this Agreement has been offered in good faith and without collusion, fraud or unfair trade practices with any other person, that any actions to avoid or frustrate fair and open competition are prohibited by law, and shall be grounds for rejection or disqualification of a response or termination of this Agreement.

Section 505 – Public Records Law

The Parties acknowledge that deliverables and other documents produced under this Agreement may be subject to the Federal Freedom of Information Act or the Massachusetts Public Records Law, or both, and each agree to comply with such law(s) in every respect.

Section 506 – Release and Ownership of Materials

No copies of data or plans, including material in the formative stage are to be released by the Consultant to any other person or agency, except after prior approval of the CRA. All press releases including plans and information to be published in newspapers, magazines, and other news media are to be through CRA sources only. All materials prepared by the Consultant for the purpose of performing the Consultant's Work shall be owned by the CRA. During the performance of the Contract, such material shall be maintained by the Consultant; the CRA will have full access to such materials with copies available to the CRA upon request. Any reuse or modification of Consultant's Work without written verification or adaption by Consultant for the specific purpose intended shall be at CRA's and/or any third party's sole risk and without liability or legal exposure to Consultant.

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ARTICLE VI - MISCELLANEOUS MATTERS

Section 601 – Notices

All notices or other communication required or permitted to be given under this Agreement shall be in writing, signed by a duly authorized officer of the CRA, or a duly authorized contracting officer of the Consultant, and shall be deemed delivered if mailed, postage prepaid, by certified mail, return receipt requested, or delivered by hand to the principal office of the intended Party.

Section 602 – Authorized Representatives

The Parties agree to cooperate with each other reasonably, actively and in good faith and in any other way not specifically set forth in this Agreement. For the purpose of this Agreement, The CRA hereby appoints Jason Zogg (617-492-6800x12, jzogg@cambridgeredevelopment.org) as its Authorized Representative, the Consultant hereby appoints Rick Azzalina (781-221-1221, RAzzalina@fstinc.com) as its Authorized Representative. Each Authorized Representative shall be authorized to negotiate and approve actions taken under this Agreement on behalf of their respective organizations, and shall be authorized to initiate, execute and deliver any correspondence relating to this Agreement which is not specifically required by its terms.

Section 603 - Counterparts

This Agreement may be executed in multiple counterparts. All such counterparts shall be deemed to be originals and together shall constitute but one and the same instrument. The Agreement, including the Exhibit made a part of this Agreement, constitutes the entire agreement of the Parties with respect to the matters referenced herein, and supersedes all prior dealings and agreements, written or oral, between the Parties with respect to such matters.

Section 604 – Effective Date

This Agreement shall be deemed to become effective as of the date it shall be executed and dated by all Parties, and shall terminate on the last date of each Parties' compliance with each of the obligations set forth herein.

Section 605 – Respective Authorizations

The Parties each represent to each other that the persons executing this Agreement on their behalf have been duly authorized to do so. This Agreement may be amended from time to time only in writing executed by the Parties

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ARTICLE VII-LIMITATIONS

Section 701-Waiver of Consequential Damages

Neither party, nor their parent, affiliated or subsidiary companies, nor the officers, directors, agents, employees or contractors of any of the foregoing, shall be liable to the other in any action or claim for incidental, indirect, special, collateral, consequential, exemplary or punitive damages arising out of or related to the Services, whether the action in which recovery of damages is sought is based upon contract, tort (including, to the greatest extent permitted by law, the sole, concurrent or other negligence, whether active or passive, and strict liability of any protected individual or entity), statute or otherwise

Section 702-Limitation of Remedies

To the fullest extent permitted by law, the total aggregate liability of Consultant, its officers, directors, and employees to CRA, and anyone claiming by, through, or under CRA, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to Consultant's Work and services, from any cause or causes whatsoever, including, but not limited to, negligence, errors, omissions, strict liability or contract, shall be limited to an aggregate amount of $50,000 or Consultant's fee, whichever is greater.

The Consultant and the CRA have respectively caused this Agreement to be duly executed as a sealed instrument as of the day and year first above written.

CAMBRIDGE REDEVELOPMENT AUTHORITY

By:_____,
Executive Director

CONSULTANT

By:_____
Its:_____

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EXHIBIT A

Proposed Scope of Work:

Stantec proposes to provide ongoing professional services relative to the contaminated soil encountered. The detected contamination required reporting to the Massachusetts Department of Environmental Protection (DEP) as a contaminated site under MGL Ch. 21E.

Services during construction providing construction observation as needed for contaminated soils. This covers potential contamination in both excess soil leaving the site and additional loam brought onto the site, including:

- Observation of excavated soil
- Field screening of excavated soil
- Proper sorting and stockpiling of soil
- Determining soil quality and final disposal options
- Coordinating with Contractor
- Coordinating with MIT's environmental consultant
- Preparing shipping documents
- Evaluating loam and fill used onsite for potential contamination
- Inspection of final project

As reporting to DEP was required by regulations, the regulations also include other procedures to follow to evaluate effectiveness of remedial efforts undertaken under the provisions for a Remedial Action Measure (RAM), and final close out of the site. Stantec proposes to provide the services discussed below using a Stantec LSP to sign and stamp regulatory documents.

A RAM requires not only the preparation of a RAM Plan for submittal to DEP, it also requires sampling soil remaining onsite to demonstrate that the RAM achieved its goals, documentation of activities conducted under the RAM and RAM close out documents for submittal to DEP.

DEP regulations require preparation and submittal of closure reports. The contamination involves property owned by MIT. Stantec will prepare the closure documents and coordinate their preparation with MIT's environmental consultant.

Project costs:

Stantec Labor	$18,650
Stantec direct expenses	$5,400
Total	$24,050

Schedule:

Finalize DEP and MIT Reporting Requirements and Paperwork	Nov-Dec 2015
Evaluation and Testing of New Planting Soils Required by MIT	April-May 2016
Final Closeout Meeting and Documentation as Required by MIT	June 2016

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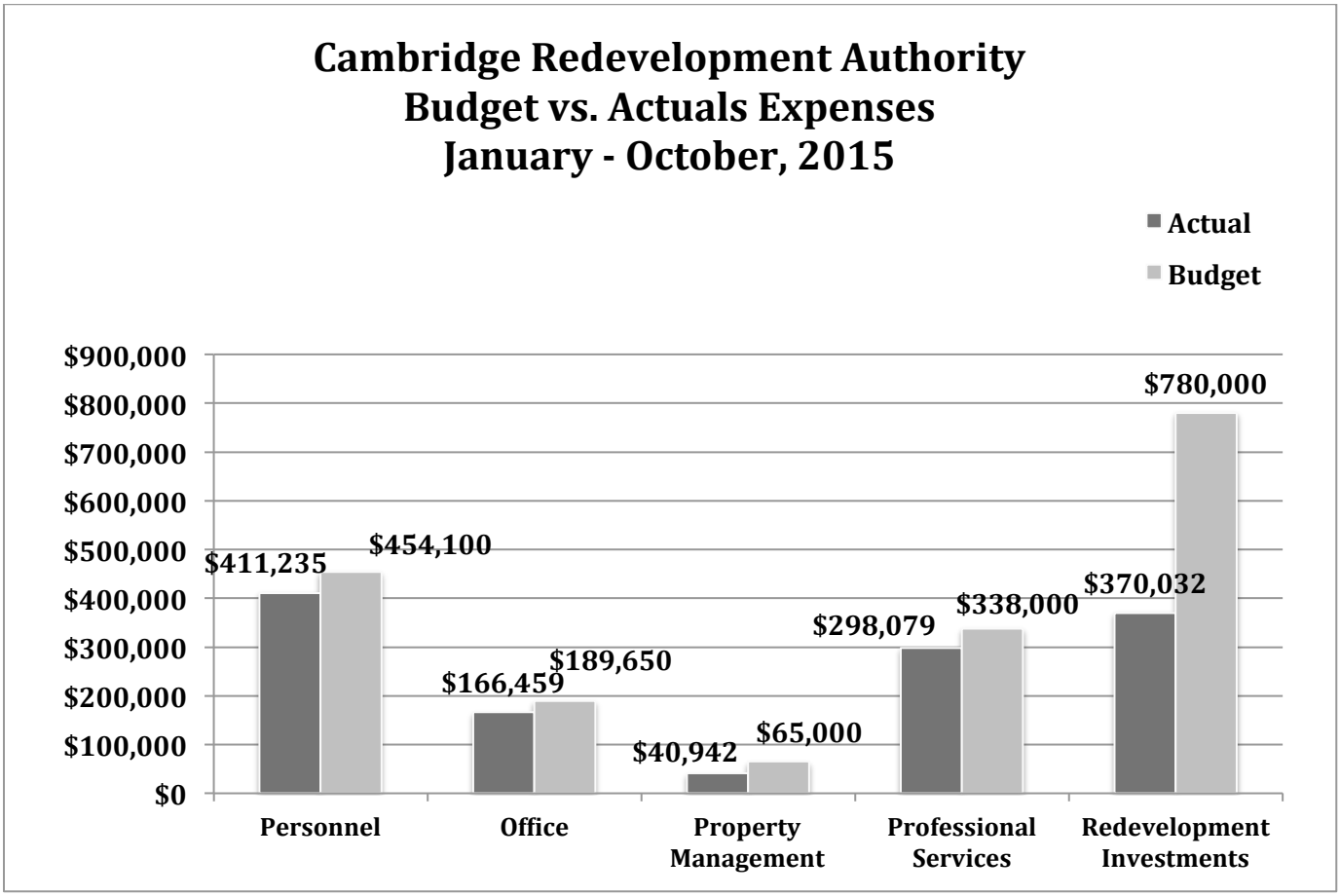
CAMBRIDGE REDEVELOPMENT AUTHORITY

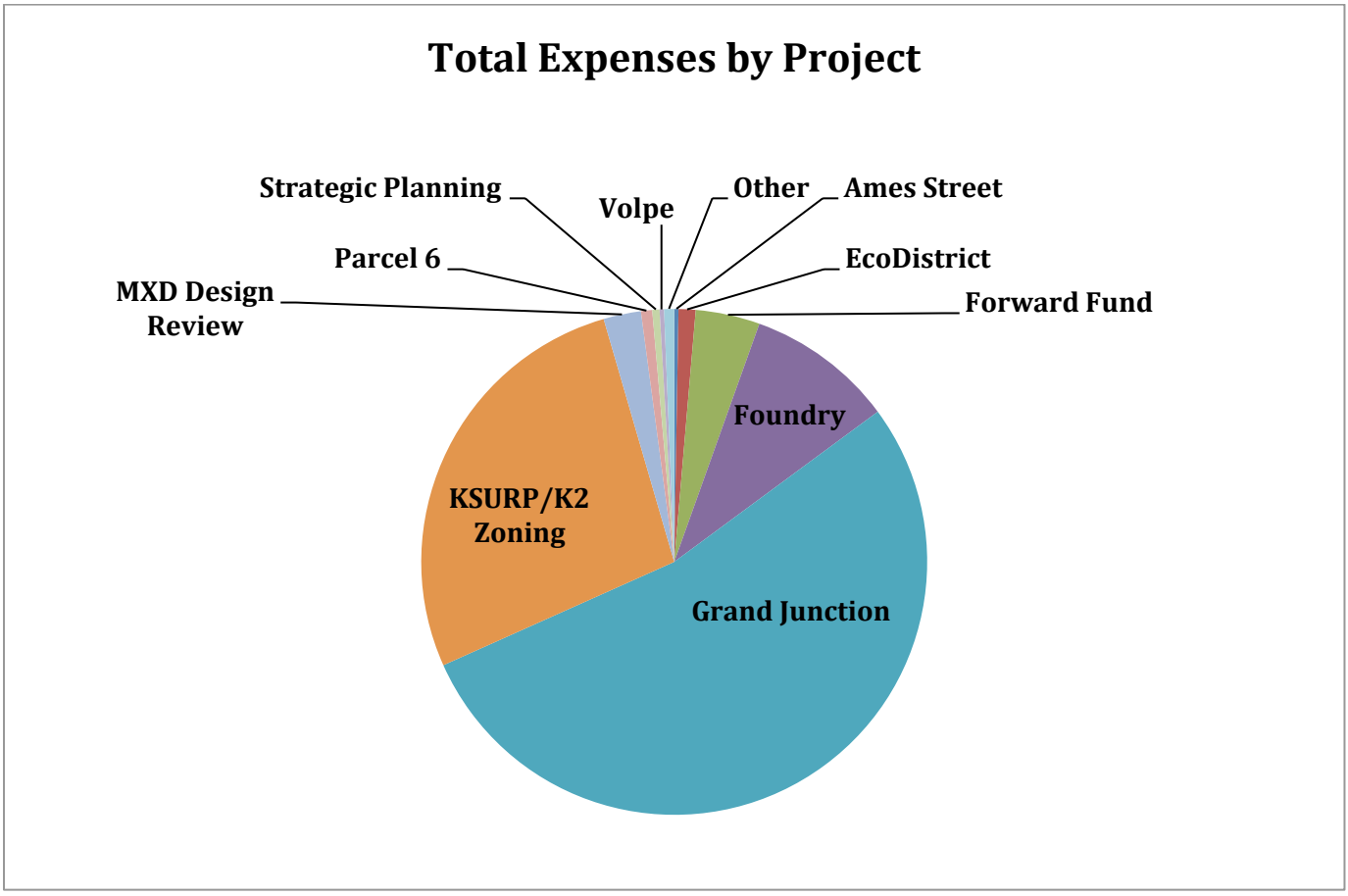
Budget vs. Actuals
January - October, 2015

	Total	
	Actual	Budget
Income		
4000 Income		
4100 Discounts given		0.00
4200 Operating Revenue		
4210 Grants		500,000.00
4220 Proceeds from sale of development rights		830,400.00
4230 Reimbursed Expenses	17,253.73	18,000.00
4240 Rental Income	7,300.00	6,000.00
4250 Other	24,007.57	27,000.00
Total 4200 Operating Revenue	**$ 48,561.30**	**$ 1,381,400.00**
4300 Other Income		
4310 Dividend Income	1,332.27	0.00
4320 Interest Income	72,255.02	85,000.00
4350 Unrealized gain/loss	-29,687.02	
Total 4300 Other Income	**$ 43,900.27**	**$ 85,000.00**
Total 4000 Income	**$ 92,461.57**	**$ 1,466,400.00**
Total Income	**$ 92,461.57**	**$ 1,466,400.00**
Gross Profit	**$ 92,461.57**	**$ 1,466,400.00**
Expenses		
6000 Operating Expenses		
6100 Personnel		
6110 Salaries	238,938.41	280,000.00
6120 Payroll Taxes		
6121 Medicare & OASDI (SS)	6,132.43	13,000.00
6122 Payroll Taxes - Fed & MA	-41.58	0.00
6123 Unemployment & MA Health Ins	280.66	1,000.00
Total 6120 Payroll Taxes	**$ 6,371.51**	**$ 14,000.00**
6130 Personnel and Fringe Benefits		
6131 Insurance - Dental	2,973.52	3,600.00
6132 Insurance - Medical (for Employees)	26,914.02	16,000.00
6133 Pension Contribution (Employees & Retirees)	30,041.00	60,000.00
6134 T Subsidy	1,636.00	2,500.00
6135 Workers Comp & Disability Insurance	0.00	2,000.00
6136 Sick Time	23,550.29	
6137 Vacation Time	18,106.44	
6138 Comp Time	7,694.30	
6139 Personal Time	2,262.46	
Total 6130 Personnel and Fringe Benefits	**$ 113,178.03**	**$ 84,100.00**
6140 Insurance - Medical (for Retirees, Survivors)	52,747.43	76,000.00
Total 6100 Personnel	**$ 411,235.38**	**$ 454,100.00**

	Total	
	Actual	Budget
6200 Office		
6210 Community Outreach	0.00	
6211 Materials	2,737.99	2,000.00
6212 Public Workshops	49.20	50.00
6213 Other	945.48	4,000.00
Total 6210 Community Outreach	**$ 3,732.67**	**$ 6,050.00**
6220 Marketing & Professional Development		
6221 Advertising	3,328.75	5,000.00
6222 Conferences and Training	2,353.39	2,500.00
6223 Dues and Membership	9,105.00	3,500.00
6224 Meals	182.10	200.00
6225 Recruiting		300.00
6226 Staff Development	2,980.17	9,000.00
6227 Subscriptions		100.00
6228 Travel	183.56	500.00
Total 6220 Marketing & Professional Development	**$ 18,132.97**	**$ 21,100.00**
6230 Insurance		
6231 Art and Equipment	3,725.75	4,000.00
6232 Commercial Liability	2,836.00	3,000.00
6233 Special Risk	3,698.00	3,000.00
Total 6230 Insurance	**$ 10,259.75**	**$ 10,000.00**
6240 Office Equipment		
6241 Equipment Lease	5,457.49	6,500.00
6242 Equipment Purchase (computers, etc.)	2,308.99	2,500.00
6423 Furniture		10,000.00
Total 6240 Office Equipment	**$ 7,766.48**	**$ 19,000.00**
6250 Office Space		
6251 Archives (Iron Mountain)	4,110.73	6,000.00
6252 Office Rent	87,487.50	90,000.00
6253 Office Utilities	3,927.00	4,000.00
6254 Other Rental Space	4,650.00	4,800.00
6255 Parking		500.00
6256 Repairs and Maintenance	16,241.00	16,000.00
Total 6250 Office Space	**$ 116,416.23**	**$ 121,300.00**
6260 Office Management		
6261 Board Meeting Expenses	369.38	500.00
6262 Office Expenses	794.11	600.00
6263 Office Supplies	994.97	1,200.00
6264 Postage and Delivery	159.05	150.00
6265 Printing and Reproduction	348.80	800.00
6266 Software	517.64	1,000.00
6267 Payroll Services	761.63	1,500.00
6268 Financial Service Charges		100.00
Total 6260 Office Management	**$ 3,945.58**	**$ 5,850.00**
6270 Telecommunications		
6271 Internet	1,880.09	1,500.00
6272 Mobile	687.18	1,000.00
6273 Telephone	1,743.78	1,600.00
6274 Website & Email Hosting	810.88	450.00
6275 Information Technology	1,083.00	1,800.00
Total 6270 Telecommunications	**$ 6,204.93**	**$ 6,350.00**
Total 6200 Office	**$ 166,458.61**	**$ 189,650.00**

	Total	
	Actual	Budget
6300 Property Management		
6310 Contract Work	4,150.00	6,000.00
6320 Landscaping	4,718.28	13,000.00
6330 Repairs	3,000.00	3,000.00
6340 Snow Removal	26,660.00	40,000.00
6350 Utilities		
6351 NSTAR Gas & Electric	2,413.29	3,000.00
6352 Water		0.00
Total 6350 Utilities	$ 2,413.29	$ 3,000.00
Total 6300 Property Management	$ 40,941.57	$ 65,000.00
Total 6000 Operating Expenses	$ 618,635.56	$ 708,750.00
7000 Professional Services		
7001 Construction Management	29,736.24	35,000.00
7002 Design - Architects	0.00	5,000.00
7003 Design - Landscape Architects	16,344.00	24,000.00
7004 Engineers and Survey	29,338.92	30,000.00
7005 Legal	163,300.17	120,000.00
7006 Real Estate & Finance	28,500.00	80,000.00
7007 Planning	7,184.67	10,000.00
7008 Market Management		0.00
7009 Accounting	5,718.75	14,000.00
7010 Marketing	9,276.00	8,000.00
7011 Temp and Contract Labor	3,680.02	1,000.00
7012 Web Design		1,000.00
7013 Land Surveys		0.00
7015 Other	5,000.00	10,000.00
Total 7000 Professional Services	$ 298,078.77	$ 338,000.00
8000 Redevelopment Investments		
8100 Capital Costs	347,532.33	740,000.00
8200 Forward Fund	22,500.00	40,000.00
8300 Real Estate Acquisitions		0.00
Total 8000 Redevelopment Investments	$ 370,032.33	$ 780,000.00
Total Expenses	$ 1,286,746.66	$ 1,826,750.00
Net Operating Income	$ (1,194,285.09)	$ (360,350.00)
Net Income	$ (1,194,285.09)	$ (360,350.00)


Cambridge Redevelopment Authority
Budget vs. Actuals Expenses
January - October, 2015
Actual
Budget
$900,000
$800,000
$700,000
$600,000
$500,000
$400,000
$300,000
$200,000
$100,000
$0
$411,235
$454,100
$166,459
$189,650
$40,942
$65,000
$298,079
$338,000
$370,032
$780,000
Personnel
Office
Property Management
Professional Services
Redevelopment Investments


Total Expenses by Project
Strategic Planning
Volpe
Other
Ames Street
Parcel 6
EcoDistrict
MXD Design Review
Forward Fund
Foundry
KSURP/K2 Zoning
Grand Junction

Initial DRAFT Budget - Cambridge Redevelopment Authority

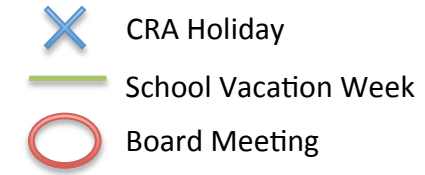
	1/1/15 - 10/31/15 *	2015 Budget	2016 Budget **	Notes
Income				
4000 Income				
4100 Discounts given		0.00	0.00	
4200 Operating Revenue				
4210 Grants		500,000.00	0.00	Reimbursement from MIT in 2015
4220 Proceeds from sale of development rights		830,400.00	0.00	Assumes Ames permit in 2015
4230 Reimbursed Expenses	17,253.73	18,000.00	2,000.00	BP Point Park
4240 Rental Income	7,300.00	6,000.00		Line split in 2016
4241 Lot License Agreements			2,000.00	Newport through April
4242 Foundry Ground Lease			50,000.00	1/2 year estimate
4243 Parcel Six Rental Space			4,200.00	Two Food Trucks @ 50 day
4250 Other	24,007.57	27,000.00		Ethics Settlement
Total 4200 Operating Revenue	**$ 48,561.30**	**$ 1,381,400.00**	**$ 58,200.00**	
4300 Other Income				
4310 Dividend Income	1,332.27	0.00	5,000.00	Estimates to verify with Morg. Stan.
4320 Interest Income	72,255.02	85,000.00	90,000.00	Estimates to verify with Morg. Stan.
4350 Unrealized gain/loss	(29,687.02)			Accrual accounting valuation of CDs
Total 4300 Other Income	**$ 43,900.27**	**$ 85,000.00**	**$ 95,000.00**	
Total 4000 Income	**$ 92,461.57**	**$ 1,466,400.00**	**$ 153,200.00**	
Total Income	**$ 92,461.57**	**$ 1,466,400.00**	**$ 153,200.00**	
Expenses				
6000 Operating Expenses				
6100 Personnel				Includes New Hire in 2016
6110 Salaries	238,938.41	280,000.00	320,000.00	
6120 Payroll Taxes				
6121 Medicare & OASDI (SS)	6,132.43	13,000.00	10,000.00	
6122 Payroll Taxes - Fed & MA	(41.58)	0.00	0.00	
6123 Unemployment & MA Health Ins	280.66	1,000.00		
Total 6120 Payroll Taxes	**$ 6,371.51**	**$ 14,000.00**	**$ 10,000.00**	
6130 Personnel and Fringe Benefits				
6131 Insurance - Dental	2,973.52	3,600.00	4,800.00	
6132 Insurance - Medical (for Employees)	26,914.02	16,000.00	40,000.00	
6133 Pension Contribution (Employees & Retirees)	30,041.00	60,000.00	42,000.00	
6134 T Subsidy	1,636.00	2,500.00	4,800.00	
6135 Workers Comp & Disability Insurance	0.00	2,000.00	2,000.00	
Total 6130 Personnel and Fringe Benefits	**$ 61,564.54**	**$ 84,100.00**	**$ 93,600.00**	
6140 Insurance - Medical (for Retirees, Survivors)	52,747.43	76,000.00	60,000.00	Confirm with OPEB
Total 6100 Personnel	**$ 359,621.89**	**$ 454,100.00**	**$ 483,600.00**	
6200 Office				
6210 Community Outreach				
6211 Materials	2,737.99	2,000.00	3,000.00	
6212 Public Workshops	49.20	50.00	500.00	
6213 Other	945.48	4,000.00	1,000.00	
Total 6210 Community Outreach	**$ 3,732.67**	**$ 6,050.00**	**$ 4,500.00**	Assumes new planning effort
6220 Professional Development				
6221 Advertising	3,328.75	5,000.00	4,000.00	
6222 Conferences and Training	2,353.39	2,500.00	4,000.00	
6223 Dues and Membership	9,105.00	3,500.00	4,000.00	
6224 Meals	182.10	200.00	500.00	
6225 Recruitment		300.00	300.00	
6226 Staff Development	2,980.17	9,000.00	8,000.00	
6227 Subscriptions		100.00	100.00	
6228 Travel	183.56	500.00	500.00	
Total 6220 Professional Development	**$ 18,132.97**	**$ 21,100.00**	**$ 21,400.00**	
6230 Insurance				
6231 Art and Equipment	3,725.75	4,000.00	4,200.00	Increases for replacement cost
6232 Commercial Liability	2,836.00	3,000.00	3,400.00	Rates under adjustment
6233 Special Risk	3,698.00	3,000.00	4,000.00	
Total 6230 Insurance	**$ 10,259.75**	**$ 10,000.00**	**$ 11,600.00**	
6240 Office Equipment				
6241 Equipment Lease	5,457.49	6,500.00	6,000.00	
6242 Equipment Purchase (computers, etc.)	2,308.99	2,500.00	1,200.00	New computer for new staff
6423 Furniture		10,000.00	300.00	
Total 6240 Office Equipment	**$ 7,766.48**	**$ 19,000.00**	**$ 7,500.00**	
6250 Office Space				
6251 Archives (Iron Mountain)	4,110.73	6,000.00	5,100.00	
6252 Office Rent	87,487.50	90,000.00	92,000.00	Annual increase in lease
6253 Office Utilities	3,927.00	4,000.00	4,200.00	
6254 Other Rental Space	4,650.00	4,800.00	4,800.00	New Storage
6255 Parking		500.00	300.00	
6256 Repairs and Maintenance	16,241.00	16,000.00	500.00	
Total 6250 Office Space	**$ 116,416.23**	**$ 121,300.00**	**$ 106,900.00**	

6260 Office Management				
6261 Board Meeting Expenses	369.38	500.00	500.00	
6262 Office Expenses	794.11	600.00	600.00	
6263 Office Supplies	994.97	1,200.00	1,000.00	
6264 Postage and Delivery	159.06	150.00	200.00	
6265 Printing and Reproduction	348.80	800.00	400.00	
6266 Software	517.64	1,000.00	800.00	
6267 Payroll Services	761.63	1,500.00	1,000.00	
6268 Financial Service Charges		100.00	100.00	
Total 6260 Office Management	**$ 3,945.59**	**$ 5,850.00**	**$ 4,600.00**	
6270 Telecommunications				
6271 Internet	1,880.09	1,500.00	3,000.00	
6272 Mobile	687.18	1,000.00	2,000.00	
6273 Telephone	1,743.78	1,600.00	1,800.00	
6274 Website & Email Hosting	810.88	450.00	900.00	
6275 Information Technology	1,083.00	1,800.00	1,500.00	
Total 6270 Telecommunications	**$ 6,204.93**	**$ 6,350.00**	**$ 9,200.00**	
Total 6200 Office	**$ 166,458.62**	**$ 189,650.00**	**$ 165,700.00**	
6300 Property Management				
6310 Contract Work	4,150.00	6,000.00	5,000.00	
6320 Landscaping	4,718.28	13,000.00	10,000.00	
6330 Repairs	3,000.00	3,000.00	8,000.00	
6340 Snow Removal	26,660.00	40,000.00	35,000.00	
6350 Utilities				
6351 NSTAR Gas & Electric	2,413.29	3,000.00	2,600.00	
6352 Water		0.00	0.00	
Total 6350 Utilities	**$ 2,413.29**	**$ 3,000.00**	**$ 2,600.00**	
Total 6300 Property Management	**$ 40,941.57**	**$ 65,000.00**	**$ 60,600.00**	
Total 6000 Operating Expenses	**$ 567,022.08**	**$ 708,750.00**	**$ 709,900.00**	
7000 Professional Services				
7001 Construction Management	29,075.16	35,000.00	24,000.00	GJ Soils
7002 Design - Architects	0.00	5,000.00	5,000.00	Design Review
7003 Design - Landscape Architects	16,344.00	24,000.00	50,000.00	GJ and MXD Spaces
7004 Engineers and Survey	30,000.00	30,000.00	10,000.00	Kendall Traffic
7005 Legal	163,300.17	120,000.00	140,000.00	
7006 Real Estate & Finance	28,500.00	80,000.00	50,000.00	HR&A Foundry / Volpe
7007 Planning	7,184.67	10,000.00	8,000.00	
7008 Retail Management		0.00		
7009 Accounting	5,718.75	14,000.00	15,000.00	Audit / Comptroller
7010 Marketing / Graphic Design	9,276.00	8,000.00	5,000.00	Brochures / Signs
7011 Temp and Contract Labor	3,680.02	1,000.00	2,000.00	
7012 Web Design / GIS		1,000.00	20,000.00	Online GIS System
7013 Land Surveys		0.00	5,000.00	
7014 Records Management / Archivist			30,000.00	Streamline on and offsite filing
7015 Other	5,000.00	10,000.00	4,000.00	
Total 7000 Professional Services	**$ 298,078.77**	**$ 338,000.00**	**$ 338,000.00**	
8000 Redevelopment Investments				
8100 Capital Costs	347,532.32	740,000.00	250,000.00	GJ & Point Park Landscaping
8200 Forward Fund	22,500.00	40,000.00	60,000.00	Capital grants to $12,500
8300 Real Estate Acquisitions		0.00		
8400 Foundry Reserve Funds			2,050,000.00	Encumbered but not spent
Total 8000 Redevelopment Investments	**$ 370,032.32**	**$ 780,000.00**	**$ 2,360,000.00**	
Total Expenses	**$ 1,235,133.17**	**$ 1,826,750.00**	**$ 3,407,900.00**	
Net Operating Income	**$ (518,460.78)**	**$ 672,650.00**	**$ (651,700.00)**	
Net Income	**$ (1,142,671.60)**	**$ (360,350.00)**	**$ (3,254,700.00)**	

* Thursday, Nov 12, 2015 05:02:55 PM PST GMT-5 - Accrual Basis

** DRAFT for Discussion Purposes only

BOARD MEETING DAYS - PROPOSAL



2016 Calendar

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

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28	29					

March

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27	28	29	30	31		

April

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24	25	26	27	28	29	30

May

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29	30	31				

June

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26	27	28	29	30		

July

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24	25	26	27	28	29	30
31						

August

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28	29	30	31			

September

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18	19	20	21	22	23	24
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October

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23	24	25	26	27	28	29
30	31					

November

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December

S	M	T	W	T	F	S
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31