

## **PUBLIC FACILITIES DEPARTMENT**

### **Minutes**

Public Facilities Commission  
Public Facilities Department  
Virtually via Zoom  
Boston, MA 02201

April 15, 2022

#### **ATTENDING:**

Katherine P. Craven, Chair  
Lawrence D. Mammoli, Commissioner  
ThyThy Le, Legal Advisor PFC/PFD, Law Department  
Shamus J. Hyland, Assistant Corporation Counsel PFD, Law Department (Not Present)  
Colleen M. Daley, PFC Secretary, Law Department  
Catherine P. Pendleton, Articled Clerk PFC/PFD, Law Department  
Kerrie Griffin, Director, PFD  
Niall Murphy, Chief of Staff, PFD (Not Present)  
Mary Silveria, Assistant Director for Construction, PFD  
Helene Guezennec, Project Manager, PFD

Chair Craven called the meeting to order.

The minutes from the meetings of March 16, 2022, for the Public Facilities Department and the Mayor's Office of Housing, were presented to and approved by the Commission.

**NOTE:** ThyThy Le noted for the record, the meeting is being recorded and broadcast live. She then noted that Colleen Daley, the Public Facilities Commission Secretary, would take a roll call of the meeting participants.

**NOTE:** Colleen Daley performed the roll call and confirmed the individuals in attendance.

**NOTE:** ThyThy Le noted for the record draft meeting minutes from the meetings of March 16, 2022, for the Public Facilities Department and the Mayor's Office of Housing. She then asked for a motion to approve.

**NOTE:** On a motion duly made and seconded, the March 16, 2022 meeting minutes for the Public Facilities Department and the Mayor's Office of Housing were unanimously approved.

**VOTE 1: Helene Guezennec, Project Manager**

**Contract to Anser Advisory Management LLC:** To provide owner project manager (OPM) services associated with the 2021 Massachusetts School Building Authority's (MSBA) Accelerated Repair Program (ARP) project at four (4) Boston Public Schools.

**Contract Price: \$51,116**

That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, pursuant to the Massachusetts School Building Authority's (MSBA) guidelines for its Accelerated Repairs Program (ARP) to Anser Advisory Management LLC, a California limited liability company, with an office located at 18 Tremont Street, Suite 401, Boston, MA 02108. Under the terms of this contract, Anser Advisory Management LLC will provide owner project manager (OPM) services associated with the 2021 MSBA ARP project for repairs at four (4) Boston Public Schools located at:

Boston Day and Evening Academy 20 Kearsarge Avenue, Roxbury

Rafael Hernandez K-8 School 61 School Street, Roxbury

William W. Henderson Upper School 18 Croftland Avenue, Dorchester

William E. Russell Elementary School 750 Columbia Road, Dorchester

The OPM services and fees are limited to the schematic design phase of the project at a cost not to exceed \$51,116 for a term of 365 days from the date of contract execution

The Director is, also, authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.

**NOTE:** ThyThy Le noted for the record, "Vote numbers one and two are both requests to award consultant contracts for the 2021 Massachusetts School Building Authority's (MSBA) Accelerated Repairs Program (ARP) at four (4) Boston Public Schools projects located in Roxbury and Dorchester managed by PFD. As a result, there is a request to the commission to allow the Project Manager to present votes one and two jointly, with a separate roll call for each vote thereafter." She then asked, "Would that be agreeable to the Commission?"

**NOTE:** The Commissioners expressed agreement with the joint presentation request.

**NOTE:** Helene Guezennec addressed the Commission and provided an overview of the project.

**NOTE:** Chair Craven thanked Helene for her presentation and asked if Commissioner Mammoli had any questions. No questions were raised.

**NOTE:** On a motion duly made and seconded, the vote was unanimously approved.

**Exhibits:** April 12, 2022 project background memorandum with enclosures and PowerPoint presentation.

**VOTE 2: Helene Guezennec, Project Manager**

**Contract to Habeeb & Associates, Inc.:** To provide design services associated with the 2021 Massachusetts School Building Authority’s (MSBA) Accelerated Repair Program (ARP) project at four (4) Boston Public Schools.

**Contract Price: \$271,280**

That the Director be, and hereby is, authorized to request from the Mayor, in the name and on behalf of the Commission, written authority to award a contract, pursuant to the Massachusetts School Building Authority’s (MSBA) guidelines for its Accelerated Repairs Program (ARP) to Habeeb & Associates, Inc., a Massachusetts corporation, with an office located at 150 Longwater Drive, Norwell, MA 02061. Under the terms of this contract, Habeeb & Associates, Inc. will provide design services associated with the 2021 MSBA ARP project for repairs at four (4) Boston Public Schools located at:

Boston Day and Evening Academy 20 Kearsarge Avenue, Roxbury

Rafael Hernandez K-8 School 61 School Street, Roxbury

William W. Henderson Upper School 18 Croftland Avenue, Dorchester

William E. Russell Elementary School 750 Columbia Road, Dorchester

The design services and fees are limited to the schematic design phase of the project at a cost not to exceed \$271,280 including \$24,000 for additional services. The full term of the design services contract is 365 days from the date of contract execution.

The Director is, also, authorized to execute such contract, in the name and on behalf of the Commission, upon receipt of said written authority from the Mayor.

**NOTE:** Helene Guezennec addressed the Commission and provided an overview of the project.

**NOTE:** Chair Craven thanked Helene for her presentation and asked if Commissioner Mammoli had any questions. No questions were raised.

**NOTE:** On a motion duly made and seconded, the vote was unanimously approved.

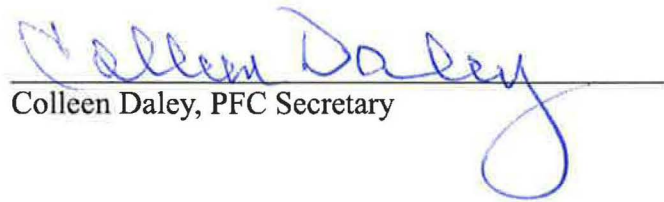
**Exhibits:** April 12, 2022 project background memorandum with enclosures and PowerPoint presentation.

**NOTE:** On a motion duly made and seconded, the meeting was adjourned.

**NOTE:** A recording of this April 15, 2022 Public Facilities Commission Meeting is available at the web address of [https://www.cityofboston.gov/cable/video\\_library.asp?id=43981](https://www.cityofboston.gov/cable/video_library.asp?id=43981).

A True Record.

The meeting commenced at 10:10 a.m. and adjourned at 10:20 a.m.

  
Colleen Daley, PFC Secretary