



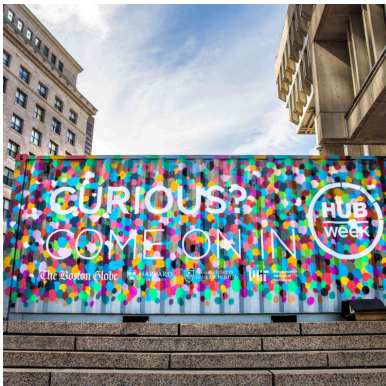
# City Record

Official Chronical, Municipal Affairs

VOL. 110 | NO. 39  
OCTOBER 1, 2018

MARTIN J. WALSH – Mayor of Boston

ANDREA CAMPBELL – President, City Council

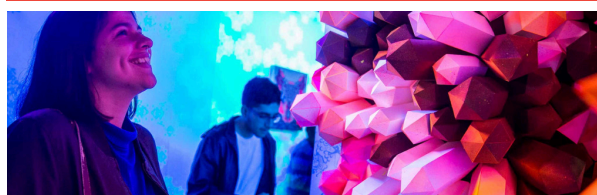
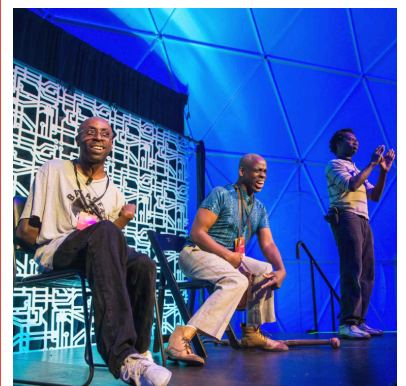


## The Art + Science + Technology Festival

**BOSTON  
OCTOBER 8-14, 2018**

Every year, innovators from all around the world and from every industry flock to the Boston area. At HUBweek, these worlds literally collide. A giant petri dish welcoming impact-oriented artists, academics, entrepreneurs, researchers, executives, makers, and up-and-comers, HUBweek brings together the curious, those building our future. More info at

**HUBWEEK.ORG**





## THE FOLLOWING APPLY TO ALL ADS IN THIS PUBLICATION

- The City of Boston is committed to and affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation, or religion in any consideration leading to the award of contract.
- No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of contract.
- The award of any contract shall be subject to the approval of the Mayor of Boston.
- The maximum time for IFB acceptance by the City after the opening of the bids shall be ninety (90) days unless noted otherwise.
- The maximum time for RFP acceptance by the City after the opening of the bids shall be one hundred-eighty (180) days unless noted otherwise.
- The City/County and the Official reserve the right to reject any or all bids, or any item or items thereof, and to award a contract as the Official deems to be in the best interest of the City.
- All contracts shall be subject to the availability of an appropriation therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.
- The City reserves the right to reject any and all bids, or any part or parts thereof, and to award a contract as the Official deems to be in the best interest of the City. This contract shall be subject to the availability of an appropriation. If sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.

### LATE BIDS WILL NOT BE ACCEPTED

## THE CITY RECORD USPS 114-640

is published weekly by the City of Boston, 1 City Hall Square, Boston, MA 02201, under the direction of the Mayor, in accordance with legislative act & city ordinance. The periodical postage is paid at Boston MA.



**Martin J. Walsh, Mayor of Boston**

**Kevin P. Coyne, Purchasing Agent**

**Diana Laird, City Record Administrator**

The City Record Office is located in Room 808 at One City Hall Square Boston, MA 02201-1001

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**Single copies** \$2.00 per issue

**Subscription (in advance)** \$50.00 per year  
(send a check payable to 'City Record' to:  
City Record Procurement – Boston City Hall  
One City Hall Square, Boston, MA 02201-1001

**Postmaster; send address change to**  
City Record, Room 808  
1 City Hall Square, Boston, MA 02201-1001

## ADVERTISING:

A rate of \$6 per 1/2-inch or \$12 per inch of 12 lines (set solid) has been established for such advertisements as under the law must be printed in the City Record. Advertising and other copy must, except in emergencies, be in hand at the City Record office by 5:00 p.m., Wednesday of each week to insure its publication in the following Monday's issue.

**PLEASE NOTE:** The deadline of 5:00 p.m., Wednesday of each week is ten days in advance of publication.

Other advertising rates available—Please contact us at **[cityrecord@boston.gov](mailto:cityrecord@boston.gov)** for these rates.

# VOTE EARLY BOSTON 2018

**Monday, October 22 – Friday, November 2**

Registered Boston voters can vote at any early voting location in the City, including City Hall.  
Pick a time and place that is best for you.

## **WEEK 1:**

**MON. OCT. 22, 9A.M. – 5P.M.**

**Boston City Hall** One City Hall Square, Boston, MA 02201

**TUES. OCT. 23, 12 – 8P.M.**

**Boston City Hall** (9a.m. – 8p.m.)  
One City Hall Square, Boston, MA 02201

**Holy Name Parish Hall** (Gymnasium)  
435 West Roxbury PKWY Boston, MA 02132

**Dot House Health** (Cafeteria)  
1353 Dorchester Ave. Dorchester, MA 02122

**Tobin Community Center** (Downstairs Community Room)  
1481 Tremont St. Boston, MA 02120

**WED. OCT. 24, 9A.M. – 5P.M.**

**Boston City Hall** One City Hall Square, Boston, MA 02201

**THUR. OCT. 25, 12 – 8P.M.**

**Boston City Hall** (9a.m. – 8p.m.)  
One City Hall Square, Boston, MA 02201

**All Saints' Church** 209 Ashmont St. Dorchester, MA 02124

**Honan-Allston Library** (Community Room)  
300 North Harvard St. Allston, MA 02134

**Margarita Muniz Academy** (Gymnasium)  
(Formerly Louis Agassiz Elementary School)  
20 Child St. Boston, MA 02130

**FRI. OCT. 26, 9A.M. – 5P.M.**

**Boston City Hall** One City Hall Square, Boston, MA 02201

## **WEEK 2:**

**MON. OCT. 29, 9A.M. – 5P.M.**

**Boston City Hall** One City Hall Square, Boston, MA 02201

**TUES. OCT. 30, 12 – 8P.M.**

**Boston City Hall** (9a.m. – 8p.m.)  
One City Hall Square, Boston, MA 02201

**Harvard-Kent School** (Gymnasium)  
50 Bunker Hill St. Charlestown, MA 02129

**Benjamin Franklin Institute of Technology**  
(Auditorium) 41 Berkeley St. Boston, MA 02116

**Wang YMCA of Chinatown** (Gymnasium)  
8 Oak St. West. Boston, MA 02116

**WED. OCT. 31, 9A.M. – 5P.M.**

**Boston City Hall** One City Hall Square, Boston, MA 02201

**THUR. NOV. 1, 12 – 8P.M.**

**Boston City Hall** (9a.m. – 8p.m.)  
One City Hall Square, Boston, MA 02201

**The Salvation Army Ray & Joan Kroc Community Ctr.**  
(Room W-101, Village Hall 1 and 2)  
650 Dudley St. Boston, MA 02125

**ABCD Thelma D. Burns Building**  
575 Warren St. Boston, MA 02121

**The Blue Hills Collaborative**  
20 Como Rd. Hyde Park, MA 02136

**FRI. NOV. 2, 9A.M. – 5P.M.**

**Boston City Hall** One City Hall Square, Boston, MA 02201

## **WEEKEND VOTING:**

**SAT. & SUN. OCT. 27 & 28, 10A.M. - 6P.M.**

**Paris St. Community Center** (Gymnasium)  
112 Paris St. Boston, MA 02128

**James F. Condon Elementary School** (Cafeteria)  
200 D St. South Boston, MA 02127

**Saint John Paul II Catholic Academy Neponset Campus**  
(Formerly Known as St. Ann's School)  
239 Neponset Ave. Boston, MA 02124

**Perkins Community Center / Joseph Lee School**  
(Gymnasium) 155 Talbot Ave. Dorchester, MA 02124

**Mildred Ave. Community Center.** (Gymnasium)  
1-5 Mildred Ave. Mattapan, MA 02126

**Roche Community Center** (Gymnasium)  
1716 Centre St. West Roxbury, MA 02132

**Bruce C. Bolling Municipal Building** (Lobby)  
2300 Washington St. Roxbury, MA 02119

**Copley Square Library** (Enter from main entrance)  
700 Boylston St. Boston, MA 02116

**Jackson Mann School** (Auditorium)  
500 Cambridge St. Allston, MA 02134

In order to vote early or on Election Day, you must register to vote  
by October 17. Check your voter status at [boston.gov/elections](http://boston.gov/elections)

**If you miss the early voting period, you can still vote on Election  
Day, Tuesday, November 6.**

# CITY OF BOSTON ADVERTISEMENTS

*Invitations for bids for the procurement of services and supplies*



## Procurement

### INVITATION FOR SEALED BIDS FOR THE PROCUREMENT OF THE FOLLOWING SERVICES AND/OR SUPPLIES

The City of Boston ("the City"), acting by its Acting Purchasing Agent ("the Official"), invites sealed bids for the performance of the work generally described below, and particularly set forth in the Invitation for Bids, which may be obtained from the City's Procurement website and Supplier Portal [boston.gov/procurement](http://boston.gov/procurement). Invitation for Bids shall be available until the time of the bid opening.

The attention of all bidders is directed to the provisions of the Invitation for Bids and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable.

The supplies/services described for the below is an actual amount of the supplies/services to be procured.

The City reserves the right to reject any and all bids, or any part or parts thereof, and to award a contract as the Official deems to be in the best interest of the City. This contract shall be subject to the availability of an appropriation. If sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.

The maximum time for bid acceptance by the City after the opening of bids shall be ninety (90) days. The award of this contract shall be subject to the approval of the Mayor of Boston.

**Sealed bids shall be publicly opened by the Official at 12:00 Noon Boston City Hall, Procurement Rm. 808 One City Hall Square, Boston, MA 02201**

#### **Event EV00005908**

Ford OEM Parts & Accessories for the BPD  
[Boston Police Department](#)

**Bid Opening Date: October 2, 2018**

#### **Event EV00005909**

Ford Motorcraft BPD Fleet  
[Boston Police Department](#)

**Bid Opening Date: October 2, 2018**

#### **Event EV00005911**

GM OEM Parts for BPD  
[Boston Police Department](#)

**Bid Opening Date: October 2, 2018**

#### **Event EV00005912**

Toyota OEM Parts for BPD  
[Boston Police Department](#)

**Bid Opening Date: October 3, 2018**

#### **Event EV00005913**

Automotive Batteries for BPD Fleet  
[Boston Police Department](#)

**Bid Opening Date: October 3, 2018**

#### CONTACT INFORMATION

**Michael Walsh**

617-635-3706

[Michael.Walsh@boston.gov](mailto:Michael.Walsh@boston.gov)

#### **Event EV00005998**

Single Rear Wheel 4WD Crew Cab 3/4 ton HD PU (BFD)  
[Boston Fire Department](#)

**Bid Opening Date: October 3, 2018**

**Event EV00006005**

Compact SUV's - 4EA (PWD)

[Public Works Department](#)

**Bid Opening Date: October 3, 2018**

**Event EV00006006**

Leav Vac 3 EA (PWD)

[Public Works Department](#)

**Bid Opening Date: October 3, 2018**

**Event EV00006007**

Avant 760i Articulating Loader 3 EA - (PWD)

[Public Works Department](#)

**Bid Opening Date: October 3, 2018**

**Event EV00006008**

Compact SUV's 2EA (PWD)

[Public Works Department](#)

**Bid Opening Date: October 3, 2018**

**Event EV00006009**

Compact SUV's 4EA (PWD)

[Public Works Department](#)

**Bid Opening Date: October 3, 2018**

**CONTACT INFORMATION**

**Kevin Coyne**

617-635-4564

[Kevin.Coyne@boston.gov](mailto:Kevin.Coyne@boston.gov)

**Event EV00006016**

Suspension Parts for BPD Fleet Repair

[Boston Police Department](#)

**Bid Opening Date: October 3, 2018**

**CONTACT INFORMATION**

**Michael Walsh**

617-635-3706

[Michael.Walsh@boston.gov](mailto:Michael.Walsh@boston.gov)

**Event EV00006019**

BioDiesel, ULSD, Gasoline, # 2 Heating Oil

[Various City Departments](#)

**Bid Opening Date: October 4, 2018**

**CONTACT INFORMATION**

**Chris Radcliffe**

617-635-3422

[Christopher.Radcliffe@boston.gov](mailto:Christopher.Radcliffe@boston.gov)

**KEVIN P. COYNE, PURCHASING AGENT**

(September 17, September 24, October 1, 2018)

**Event EV00006022**

BUNKER GEAR (BFD)

[Boston Fire Department](#)

**Bid Opening Date: October 9, 2018**

**CONTACT INFORMATION**

**Arlene Lamberti**

617-635-3705

[Arlene.Lamberti@boston.gov](mailto:Arlene.Lamberti@boston.gov)

**Event EV00005997**

Electric Hybrids

[Public Works Department](#)

**Bid Opening Date: October 9, 2018**

**Event EV00006034**

Gehl RS6-42 Gen3 Telescoping Handler (BFD)

[Boston Fire Department](#)

**Bid Opening Date: October 10, 2018**

**Event EV00006040**

City Hall HVAC- Chiller & Cooling Tower (PFD)

**Bid Opening Date: October 9, 2018**

**Event EV00006041**

Pick-Up's (3) Various Types (PMD)

[Property Management](#)

**Bid Opening Date: October 9, 2018**

**CONTACT INFORMATION**

**Kevin Coyne**

617-635-4564

[Kevin.Coyne@boston.gov](mailto:Kevin.Coyne@boston.gov)

**Event EV00006043**

BPD - Automated License Plate Recognition Systems



**Bid Opening Date: October 9, 2018**

**CONTACT INFORMATION**

**Brian Heger**  
617-635-2201  
Brian.Heger@boston.gov

**Event EV00006046**

Bendix Brake Parts for BPD  
Boston Police Department

**Bid Opening Date: October 9, 2018**

**Event EV00006048**

Harley Davidson OEM Parts for BPD  
Boston Police Department

**Bid Opening Date: October 9, 2018**

**CONTACT INFORMATION**

**Michael Walsh**  
617-635-3706  
Michael.Walsh@boston.gov

**KEVIN P. COYNE, PURCHASING AGENT**

(September 24, October 1, October 8, 2018)

**Event EV00006051**

F-350 4WD DRW Crew Cab (Cambridge PD)  
Boston Police Department

**Bid Opening Date: October 16, 2018**

**CONTACT INFORMATION**

**Chris Radcliffe**  
617-635-3422  
Christopher.Radcliffe@boston.gov

**Event EV00006055**

2019 Ford Edge SEL (BPD)  
Boston Police Department

**Bid Opening Date: October 16, 2018**

**CONTACT INFORMATION**

**Kevin Coyne**  
617-635-4564  
Kevin.Coyne@boston.gov

**KEVIN P. COYNE, PURCHASING AGENT**

(October 1, October 8, October 15, 2018)



**NOTICE TO DESIGNERS**

**INVITATION FOR REQUEST FOR DESIGNERS**

**CONTACT INFORMATION:**

**Margaret Dyson**  
617-961-3028

The Boston Parks and Recreation Department, acting through its Commissioner, is requesting planning and design services for:

**BOSTON COMMON MASTER PLAN**

Professional services shall be completed as stated in the "Request For Proposals". Consultant teams must include a registered Landscape Architects or Engineers in the Commonwealth of Massachusetts. The Request For Proposals will be available for pick up (no mailings will be sent) from the Chief Engineer, Boston Parks and Recreation Department, 1010 Massachusetts Avenue, 3rd Floor, Boston, MA 02118 or online at <http://www.cityofboston.gov/procurement/special>. For further information, please call Margaret Dyson, Director of Historic Parks, at 617-961-3028 and refer to this advertisement. The "Request For Proposals" will be available for pick up as of **MONDAY, SEPTEMBER 24, 2018** and must be returned no later than 2:00 P.M. on **THURSDAY, OCTOBER 25, 2018**.

**CHRISTOPHER COOK, COMMISSIONER**

(September 24, October 1, 2018)

**NOTICE TO DESIGNERS**

**INVITATION FOR REQUEST FOR DESIGNERS**

**CONTACT INFORMATION:**

**Margaret Dyson**  
617-961-3028

The Boston Parks and Recreation Department, acting through its Commissioner, is requesting planning and design services for:

**FRANKLIN PARK MASTER PLAN**

Professional services shall be completed as stated in the "Request For Proposals". Consultant teams must include a registered Landscape Architects or Engineers in the Commonwealth of Massachusetts. The Request For Proposals will be available for pick up (no mailings will be sent) from the Chief Engineer, Boston Parks and Recreation Department, 1010 Massachusetts Avenue, 3rd Floor, Boston, MA 02118 or online at <http://www.cityofboston.gov/procurement/special>. For further information, please call Margaret Dyson, Director of Historic Parks, at 617-961-3028 and refer to this advertisement. The "Request For Proposals" will be available for pick up as of **MONDAY, SEPTEMBER 24, 2018** and must be returned no later than 2:00 P.M. on **THURSDAY, NOVEMBER 8, 2018**.

**CHRISTOPHER COOK, COMMISSIONER**

(September 24, October 1, 2018)



*Innovation & Technology*

## INVITATION FOR BIDS

## INVOICE CLOUD ONLINE PAYMENT

**EV00005980**

### CONTACT INFORMATION

**Luis del Nido**

[Luis.DelNido@boston.gov](mailto:Luis.DelNido@boston.gov)

The City of Boston, acting by and through its Chief Information Officer, invites sealed bids for Invoice Cloud online payment processing, as particularly set forth in the Invitation for Bids. The RFP will be available on the City's procurement website and Supplier Portal via [boston.gov/procurement](http://boston.gov/procurement), on or after 12 noon, Boston local time, on Monday, September 24, 2018.

The City plans to issue an open and competitive Request for Proposals (RFP) for online payment processing and bill presentment within the next 6 months. However, it was not practicable to complete that process prior to the end of our current contract with Invoice Cloud, and it is critical to have a system in place between the end of the current contract with Invoice Cloud and the execution of a new contract with the vendor through that RFP process.

Therefore, through this Invitation for Bid, the City's

Department of Innovation and Technology is seeking an experienced processor capable of providing the Invoice Cloud payment platform solutions for the City. Only vendors who are authorized to provide and maintain the Invoice Cloud software should respond to this IFB.

Responding to this IFB is voluntary. All costs associated with responding to this IFB, including any interviews/demonstrations, will be the sole responsibility of the vendor submitting a bid.

The IFB will remain available until the date and time of the opening of proposals, on Monday, October 8, 2018 at 12 noon, Boston local time.

The attention of all bidders is directed to the provisions of the IFB and contract documents, specifically to the requirements for insurance as may be applicable.

Offerors have the option of submitting bids through either (i) the City of Boston's Supplier Portal [boston.gov/procurement](http://boston.gov/procurement) or (ii) by delivery of a sealed envelope, containing the bid and one (1) electronic copy (thumb drive).

If submitting via paper, bids shall be submitted in sealed, clearly labeled envelopes on or before 12 noon, Boston local time, on Monday, October 8, 2018 to:

**Luis del Nido**

City of Boston

Room 703 – Department of Innovation and Technology

One City Hall Square

Boston, MA 02201

The term of the contract shall be for 12 months, with two 6-month options to renew at the City's sole discretion. The City intends to award one contract to the lowest responsive and responsible bidder.

The City reserves the right to reject any and all bids, or any part or parts thereof, and to award a contract as the Official deems to be in the best interests of the City. This contract shall be subject to the availability of an appropriation therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract. The maximum time for acceptance of a bid and the issuance of a written notification of award shall be one hundred eighty (180) days. The award of this contract shall be subject to the approval of the Mayor of Boston.

**PATRICIA BOYLE-MCKENNA, INTERIM CHIEF INFORMATION OFFICER**

(September 24, October 1, 2018)



## M.G.L. C. 149, SECTIONS 44A – 44J PAINTING

**Event ID: EV00006014**

### CONTACT INFORMATION

**Mary (Kane) O'Toole**  
**Boston Fire Department Procurement Office**  
617-343-2152  
[Mary.Kane@boston.gov](mailto:Mary.Kane@boston.gov)

The scope of work is further detailed in the specifications and includes, but is not limited to the following:

The contractor shall provide all the necessary labor, supervision, supplies, tools, equipment and transportation to perform Painting at Engine 8 – 392 Hanover Street, North End, MA, Engine 18 – 1884 Dorchester Avenue, Dorchester, MA, Engine 29 – 138 Chestnut Hill Avenue, Allston, MA, Engine 33 – 941 Boylston Street, Boston, MA, and Engine 53 – 945 Canterbury Street, Roslindale, MA for Boston Fire Department in accordance with M.G.L. Chapter 149 from July 1, 2018 through June 30, 2021.

The City of Boston (the City) acting by its Boston Fire Department through its Commissioner (the Official) hereby invites sealed bids for the above-entitled project, and particularly set forth in the Invitation for Bids which may be obtained starting Monday, September 24, 2018 at 9AM at Boston Fire Headquarters, 115 Southamptton Street, Procurement Office, Floor 2, Boston, MA 02118 or by visiting [cityofboston.gov/procurement](http://cityofboston.gov/procurement) and clicking on the supplier portal and locating event number EV00006014.

**NOTE: The pre bid walk through will be conducted on 10/4/14 starting at 9:00 am at Engine 8 and continuing to the other locations listed.**

Bids shall be on forms supplied by Boston Fire, be clearly identified as a bid and signed by the bidder. All bids for this project are subject to sections 26-27, 29 and 44A – 44J, inclusive of M.G.L. c149, as amended and in accordance with the terms and provisions of the contract documents entitled fire alarm and life safety equipment.

All general bids shall be filed with the Official at the Boston Fire Department, 115 Southamptton Street, Procurement Office, Floor 2, Boston, MA 02118 before twelve o'clock (noon EST) on Wednesday, October 10, 2018, at which time and place respective bids will be opened forthwith and read aloud.

General bids will be valid only when accompanied by (1) Certificate of Eligibility issued by DCAMM, showing that the general contract has been approved in Painting to bid on projects the size and nature of that advertised, and (2) an Update Statement summarizing the general contractor's record for the period between the latest DCAMM certification and the date the general contractor submits its bid.

The attention of all bidders is directed to the provisions of the Invitation of Bids and contract documents, specifically to the requirements for bid deposits, insurance, performance and payment bonds as may be applicable.

All bidders are hereby notified that bid deposits must be 5% of his/her bid and shall be in the form of a bid bond, certified check, treasurer's check or cashier's check and made payable to the City of Boston.

In accordance with M.G.L. Chapter 149, a performance bond and a labor and materials payment bond shall be required from the successful bidder of a surety company qualified to do business under the laws of the Commonwealth of Massachusetts and included in the U.S. Treasury's current list of approved sureties (Circular 570) and satisfactory in form to the Awarding Authority will be required of the successful bidder to guarantee the faithful performance of the contract. The successful bidder will be required to furnish a performance bond in the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet.

A labor and materials/payment bond in the sum of fifty percent (50%) of the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet, is between \$10,000 and \$150,000, and a materials/payment bond in the amount of one hundred percent (100%) of the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet, will be required if the total amount of the contract, as reflected in the "Total Bid" price listed on the Bid Summary Sheet, is greater than \$150,000.

A Certificate of Insurance is required when submitting your bid.



The attention of all bidders is directed to the Boston Residents Jobs Policy section of the specifications and the obligation of the contractor to take affirmative action in connection with employment practices in the performance of this contract. The contractor and its subcontractors shall maintain the following ratios of workforce hours in each trade: Minority 40% of total work hours, Female 15% of total work hours, Boston Residents 51% of total work hours.

The City seeks to promote the full participation and equality of opportunity for minority-owned and women-owned enterprises ("M/WBE") in all aspects of the development of the project, including equality of opportunity for participation in the development, financing, design, construction, operation and ownership of the project.

On February 24, 2016, Mayor Martin J. Walsh signed an executive order to ensure the M/WBEs are afforded fair and equitable opportunities when competing for city contracts. To support these city objectives proposals must include a statement that details experience with, and approach to, insuring meaningful outreach to subcontracting opportunities for minority and women-owned firms on all key project activities.

The City of Boston requires proposers to certify in their submissions that they understand these objectives and are committed to achieving them if they are the successful bidder. These statements should be documented using the Strategy Form included in the invitation for bid documents and should include any intended outreach to subcontracting opportunities for minority and women-owned firms. At the request of the City, all contractors must furnish materials evidence of their efforts to comply with the strategies outlined on the Strategy Form.

Bidders are hereby notified that this project is subject to M.G.L. c. 149, s. 27 and in accordance contractors must pay Prevailing Wage as set by the Division of Occupational Safety within the Department of Labor and Workforce Development. Every contractor or subcontractor which performs construction work on the project is required to submit weekly payroll reports and a Statement of Compliance directly to the awarding authority by mail or email and keep them on file for three years. Each weekly payroll report must contain: the employee's name, address, occupational classification, hours worked and wages paid. A sample of a payroll reporting form may be obtained at <http://www.mass.gov/dols/pw>.

Bidders are further notified that they shall submit prices for and bid prices shall be compared on the basis of the entire period of performance.

This contract shall be subject to the availability of an appropriation therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract.

Sealed bids shall be publicly opened by the Official on Wednesday, October 10, 2018 at 12:00PM Noon (EST) at Boston Fire Headquarters, 115 Southampton Street, Second Floor Conference Room, Boston, MA 02118.

The award of any contract shall be subject to the approval of the Mayor of Boston and the Boston Fire Commissioner.

The Official reserves the right to waive any informalities in or to reject any and all bids if it is in the public interest to do so.

**JOSEPH E. FINN, FIRE COMMISSIONER**

(September 24, October 1, October 8, 2018)



Police

## **INVITATION FOR SEALED BIDS FOR THE PROCUREMENT OF THE FOLLOWING SERVICE:**

### **TO PROVIDE HVAC REPAIR SERVICE PURSUANT TO M.G.L. C. 149 AT VARIOUS BOSTON POLICE DEPARTMENT LOCATIONS**

#### **CONTACT INFORMATION**

**Brenda Harmon**

617-343-4428

[Brenda.Harmon@pd.boston.gov](mailto:Brenda.Harmon@pd.boston.gov)

The City of Boston (the City)/the County of Suffolk (the County), acting by its Police Commissioner (the Official), invites sealed bids for the performance of the work generally described above, and particularly set forth in the Invitations For Bids, which may be obtained at Boston Police Headquarters, Contracts Unit, 3rd Floor, 1 Schroeder Plaza, Boston, MA 02120-2014, commencing at 9:00 AM on **Monday, October 1, 2018**. Invitations For Bids shall be available until the time of the bid opening.



THE SCOPE OF WORK includes HVAC Repair Services on an **as needed basis**, to the Boston Police Department at various Police Department locations.

The contract will begin November 1, 2018 to June 30, 2019, The services above described for this 7 months term is an estimate amount of the services to be procured.

Bidders are further notified that they shall submit prices for, and bid prices shall be compared on the basis of, the entire period of performance. The BPD reserves the right to waive any informalities and/or reject any or all bids, or parts thereof, if it is in the public interest to do so. The contract is subject to the approval of the Police Commissioner and the Mayor of Boston. A contract award will be made within thirty (30) days of the bid due date. The BPD may award up to three contracts for HVAC Repair Services to the lowest, responsive and responsible bidders in an amount not to exceed \$100,000.00.

All sealed bids shall be filed with the Boston Police Department, no later than **Wednesday, October 17, 2018 at 12:00 NOON**, Boston time, at the Office of the Official, Police Headquarters, Contracts Unit, 3rd Floor, 1 Schroeder Plaza, Boston, MA 02120-2014.

Bids must be in a sealed envelope. The front on the envelope must be labeled **HVAC Repair Services**. Bids shall be on a form supplied by the BPD, shall be clearly identified as a bid, and signed by the bidder. All bids for this project are subject to M.G.L. c. 149 in accordance with the terms and provisions of the contract documents.

All bids must be accompanied by a bid deposit in the amount of 5% of the value of the total bid in the form of a bank check, a certified check, or a treasurer's or cashier's check issued by a responsible bank or trust company, payable to the City of Boston or a bid bond in form satisfactory to the official with a surety qualified to do business in Massachusetts.

Bidders are hereby notified that contractors must pay prevailing wages as set by the Division of Occupational Safety with the Department of Labor and Workforce Development.

A labor and materials payment bond satisfactory to the BPD of surety company licensed to do business under the laws of the Commonwealth and include on the U.S. Treasury current list of approved sureties, (see circular 570) in the sum of 50% of the contract price will be required of the successful bidder.

**WILLIAM G. GROSS, POLICE COMMISSIONER**

(October 1, October 10, 2018)

## INVITATION FOR SEALED BIDS FOR THE PROCUREMENT OF THE FOLLOWING SERVICES AND/OR SUPPLIES:

### **"PROVIDE FOR THE DISTRIBUTION OF FOOD AND SUPPLIES TO VARIOUS BOSTON PUBLIC SCHOOLS" (1) YEAR CONTRACT BID #1053**

#### CONTACT INFORMATION

**Caitlin Meagher, Procurement & Contracts Manager for  
Food & Nutrition Services**

617-635-9217

E-mail [cmeagher2@bostonpublicschools.org](mailto:cmeagher2@bostonpublicschools.org)

The City of Boston School Department (the City) acting by its Business Manager (the Official), invites sealed bids for the performance of the work generally described above, and particularly as set forth in the Invitation For Bids which may be obtained at the Office of the Business Manager of the School Committee, 4th floor, 2300 Washington Street, Roxbury, MA 02119, commencing at 12:00 Noon on MONDAY, SEPTEMBER 24, 2018.

Invitations For Bids shall be available until the time of the bid opening. Every sealed bid shall be submitted in accordance with the criteria set forth in Invitations For Bids.

All sealed bids shall be filed no later than TUESDAY, OCTOBER 16, 2018, at 12:00 Noon at the office of the Official, Office of the Business Manager, 2300 Washington Street, 4th floor, Roxbury, MA 02119. The attention of all bidders is directed to the provisions of the Invitation For Bids and contract documents, specifically to the requirements for bid deposits, insurance and performance bonds as may be applicable. A non-refundable bid deposit in the amount of \$20.00 shall be required from each bidder.

All bidders are hereby notified that they shall provide a unit price for each supply/service to be procured in this contract, subject to the following terms that will govern price adjustments. Bidders are further notified that they shall submit prices for and bid prices shall be compared on the basis of the entire period of performance. Sealed bids shall be publicly opened by the Official on TUESDAY, OCTOBER 16, 2018, at 2300 Washington Street, 4th floor, Roxbury, MA 02119. The award of any contract shall be subject

to the approval of the Superintendent of Schools and the Mayor of Boston. The maximum time for bid acceptance by the City after the opening of bids shall be ninety (90) days. The City and the Official reserve the right to reject any or all bids, or any item or items thereof.

The City of Boston affirmatively ensures that Disadvantaged Business Enterprises (DBE), Small Local Business Enterprise (SLBE), Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Owned Small Business Enterprise (VOSBE) firms shall be afforded full opportunity to submit qualifications in response to this and will not be discriminated against on the basis of race, color, national origin, ancestry, disability, gender, transgender status, political affiliation, age, sexual orientation or religion in any consideration leading to the award of contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise subjected to discrimination in any consideration leading to the award of a contract.

**EDWARD J. GLORA, BUSINESS MANAGER**

(September 24, October 1, 2018)



*Neighborhood Development*

## **OFFICE OF HOUSING STABILITY REQUEST FOR PROPOSALS FAMILY SAFETY NET PROGRAM**

**EVENT #EV00006054**

### **CONTACT INFORMATION**

**Bid Counter**  
(617) 635-4828

The City of Boston's Office of Housing Stability is seeking proposals from 501C 3 non-profit organizations eligible to apply for \$858,450 to run the Family Safety Net Program. The Family Safety Net Program (FSNP) is a city program for Boston families in housing crisis who do not qualify for state-run emergency assistance.

Applicants' Conference will be held October 3, 2018 @ 2 p.m., Winter Chambers, 1st Floor, 26 Court Street, Boston, MA. We encourage someone

from your organization to attend the Applicants' Conference. Some of the application requirements have changed and your organization may benefit from the information provided at the Applicants' Conference.

The Request for Proposals (RFP) package will be available beginning at 9:00 AM on September 24, 2018, from the City's purchasing website, Supplier Portal ([www.cityofboston.gov/Procurement](http://www.cityofboston.gov/Procurement)), the City's new online process for purchasing, bidding, contracting, vendor registration, and payment. You may also obtain the RFP package at the Department of Neighborhood Development (DND) Bid Counter, 10th Floor, 26 Court Street, Boston, MA 02108.

To access details for this specific Event, or to respond through electronic format, please visit the City of Boston Supplier Portal and access Event **#EV00006054**.

Completed proposals must be submitted via the Supplier Portal or directly to the DND Bid Counter, 26 Court Street, 10th Floor, Boston, MA 02108 before 4:00 PM on October 15, 2018. LATE PROPOSALS WILL NOT BE ACCEPTED.

PLEASE NOTE: In order to participate in these online procurement activities applicants must register with the Supplier Portal at [www.cityofboston.gov/Procurement](http://www.cityofboston.gov/Procurement). First-Time Vendors, i.e., those who have never contracted with the City or, if so, not for many years, will be required to obtain login credentials, a process which is subject to administrative delays. DND recommends that First-Time Vendors submit a hardcopy proposal at the DND Bid Counter, yet still register with the Supplier Portal so as to be prepared for future RFPs.

**SHEILA A. DILLON, CHIEF OF HOUSING & DIRECTOR**

(September 24, October 1, 2018)

## **OFFICE OF HOUSING STABILITY REQUEST FOR PROPOSALS EMERGENCY ASSISTANCE, HOMELESSNESS AND DISPLACEMENT PREVENTION**

**EVENT #EV00005657**

### **CONTACT INFORMATION**

**Bid Counter**  
(617) 635-4828





The City of Boston's Office of Housing Stability is seeking proposals from 501C 3 non-profit organizations eligible to apply for a total of up to \$2.9 million in ESG, CDBG, and City Operating funding. These funds will be allocated toward programs and services agencies or organizations that provide emergency assistance, homelessness and displacement prevention to homeless persons and persons at risk of becoming homeless.

Applicant's Conference will be held October 3, 2018 @ 2 p.m., Winter Chambers, 1st Floor, 26 Court Street, Boston, MA. We encourage that someone from your organization attend the Applicants' Conference. Some of the application requirements have changed and your organization may benefit from the information provided at the Applicants' Conference.

The Request for Proposals (RFP) package will be available beginning at 9:00 AM on September 24, 2018 from the City's purchasing website, Supplier Portal ([www.cityofboston.gov/Procurement](http://www.cityofboston.gov/Procurement)), the City's new online process for purchasing, bidding, contracting, vendor registration and payment. You may also obtain the RFP package at the Department of Neighborhood Development (DND) Bid Counter, 10th Floor, 26 Court Street, Boston, MA 02108.

To access details for this specific Event, or to respond through electronic format, please visit the City of Boston Supplier Portal and access Event #EV00005657.

Completed proposals must be submitted via the Supplier Portal or directly to the DND Bid Counter, 26 Court Street, 10th Floor, Boston, MA 02108 before 4:00 PM on October 15, 2018. LATE PROPOSALS WILL NOT BE ACCEPTED.

PLEASE NOTE: In order to participate in these online procurement activities Bidders must register with the Supplier Portal at [www.cityofboston.gov/Procurement](http://www.cityofboston.gov/Procurement). First-Time Vendors, i.e., those who have never contracted with the City or, if so, not for many years, will be required to obtain login credentials, a process which is subject to administrative delays. DND recommends that First-Time Vendors submit a hardcopy proposal at the DND Bid Counter, yet still register with the Supplier Portal so as to be prepared for future RFPs.

**SHEILA A. DILLON, CHIEF OF HOUSING AND DIRECTOR**

(September 24, October 1, 2018)

## REQUEST FOR PROPOSALS FOR SUPPORT TO: "BOSTON CLIMATE ACTION PLAN UPDATE"

The City of Boston, acting through the Environment Department, at City Hall Room 709, Boston, MA, 02201, **is seeking a qualified consultant or team of consultants to provide facilitation, technical, and design services in support of the Boston Climate Action Plan Update.** This update will serve as an implementation roadmap for the next phase of the City's climate work.

The 2014 Greenovate Climate Action Plan Update identified the steps Boston needed to take to reach its 80x50 climate goal. Since then, the City released its plan to prepare for the impacts of climate change (Climate Ready Boston) and is assessing the necessary actions to transform Boston into a zero waste city (Zero Waste Boston). In 2017, Mayor Walsh committed Boston to becoming carbon neutral by 2050 and launched the Carbon Free Boston initiative to analyze our options to reach that goal; the results of that analysis will be released in a report in Fall 2018. The project proposed here seeks to develop implementation roadmaps for the City's highest-priority next steps and deliver a final Climate Action Plan Update. To do so, this process will rely on focused stakeholder engagement.

Copies of the Request for Proposals (RFP) containing proposal requirements, selection criteria, and other relevant information will be available from the City's purchasing website and Supplier Portal ([www.cityofboston.gov/procurement](http://www.cityofboston.gov/procurement)) under **Event ID EV00005893** or at the City of Boston's Environment Department, Room 709, Boston City Hall, Boston MA 02201 from **October 1, 2018** until the proposed deadline.

The Environment Department will coordinate the review of all proposals, selection of recipients, all scope of work activities, and processing payments to grantees. To apply, project proposal submissions must include a technical proposal and a separate price proposal. All proposals must be received by the City of Boston Environment Department on or before 4:00 PM on **October 26, 2018**.

The Environment Department reserves the right to reject any or all proposals in whole or in part, and to award a contract as it deems to be in the best interests of the City. For further information, please contact the Environment Department at 617-635-3850 and refer to this notice.

(October 1, October 8, 2018)



## PUBLIC NOTICE / REQUEST FOR PROPOSAL

### COMPUTER ASSISTED LEGAL RESEARCH

Note: For additional information please visit <http://www.cityofboston.gov/procurement> and access **EV00005600** or contact **Michelle.Pacitta@boston.gov**.

The City of Boston ("the City"), acting by and through its City Corporation Counsel ("the Official"), hereby requests sealed proposals for Computer Assisted Legal Research ("Offerors") to assist with the Online Assisted Legal Research.

Responding to this Request for Proposal (RFP) is voluntary. All costs associated with responding to this RFP, any presentations, and/or demonstrations will be the sole responsibility of the vendor participating in the RFP response. All proposals shall be submitted in strict conformance with the Request for Proposal which may be obtained by visiting <http://www.cityofboston.gov/procurement/> on or after 9:00 AM, Boston local time, on Monday, October 1, 2018.

RFP proposals will be accepted until Tuesday, October 16, 2018 at 9:00 AM, Boston local time. The attention of all proposers is directed to the provisions of the Request for Proposals and contract documents.

Offerors have the option of submitting proposals through the City of Boston's Supplier Portal <http://www.cityofboston.gov/procurement> or via mail, delivery service, or in-person delivery. The following instructions apply to offerors who choose to take the latter option:

- The Offeror should package the Technical proposal and Price proposal in separate labeled envelopes.
- The envelope for the Technical proposal should contain one original document and five copies of the Technical proposal and one electronic copy, labeled as "Computer Assisted Legal Research."

- The envelope for the Price proposal should contain one original copy of the Price Proposal and one electronic copy, labeled as "PRICE PROPOSAL." Under no circumstance shall any price information be included with a Technical proposal.

If submitting via paper, price and technical proposals shall be submitted separately in sealed, clearly labeled envelopes **on or before 9:00 AM, Boston local time, on October 16, 2018** to:

**Michelle Pacitta, Legal Contract Specialist**  
**Kirstein Building**  
**20 City Hall Avenue**  
**Boston, MA 02201**

#### **Bid Event-EV00005600**

The Official shall reject late proposals. Failure to submit separate sealed price and technical proposals shall result in disqualification of the entire proposal.

The Official shall not open the proposals publicly, but shall open the technical proposals in the presence of one or more witnesses within twenty-four (24) hours of the above deadline for submission of proposals. The Official may open price proposals later and in any case, shall open the price proposals to avoid disclosure to the individuals evaluating the technical proposals. The term of the contract shall be for (3) three years and have a start date of no later than **November 01, 2018**.

Submission of the proposal indicates acceptance by the offeror of the conditions contained in this RFP, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between the City of Boston and the offeror selected.

The City reserves the right to reject any and all proposals, or any part or parts thereof, and to award a contract as the Official deems to be in the best interests of the City. This contract shall be subject to the availability of an appropriation; therefore, if sufficient funds are not appropriated for the contract in any fiscal year, the Official shall cancel the contract. The maximum time for acceptance of a proposal and the issuance of a written notification of award shall be thirty (30) days. The award of this contract shall be subject to the approval of the Mayor of Boston.

**EUGENE L. O'FLAHERTY, CORPORATION COUNSEL**

*(October 1, October 8, 2018)*



## REQUEST FOR QUALIFICATIONS

### PROJECT TITLE: ELEVATOR UPGRADES AT THE FAMILY JUSTICE CENTER

Location: 989 Commonwealth Avenue, Boston, MA

**Project No. 7157**

#### CONTACT INFORMATION

**PFD's Bid Counter**  
[Bid.Info@boston.gov](mailto:Bid.Info@boston.gov)

Pursuant to Massachusetts General Laws Chapter 7C, §§ 44-57, the City of Boston's Public Facilities Department (PFD) is requesting qualification statements for design services including Schematic Plans and Outline Specifications; Design Development Plans and Specification; Construction Plans and Specifications; Administration of Construction Contract; and Construction Supervision for the **Elevator Upgrades at the Family Justice Center** project with an estimated construction cost of \$219,816.

The scope of services for the **Elevator Upgrades at the Family Justice Center** includes all architecture and engineering design services for upgrades to the elevator at The Family Justice Center. Design services will include construction administration.

Project fees will follow the schedule as stated in the application form. Completion shall be **104 weeks** after execution of a contract. Applicants must be a **registered Architect** in the Commonwealth of Massachusetts.

A program for this project will not be prepared beyond the scope of services stated above.

The project will be performed under applicable M.G.L. c.149 §§ 44A-44J.

Applicants must provide the names of key personnel and consultants that will be utilized on this project for the following disciplines: electrical engineer, HVAC engineer, fire alarm engineer, cost estimator and elevator engineer.

Applicants, at a minimum, must have prior experience on projects in the following settings:

Urban Significant

Applicants, at a minimum, must have prior experience on the following types of projects: Chapter 149 Elevator upgrade projects and work in occupied buildings.

The Designer Application may be obtained from the Public Facilities Department Bid Counter, 26 Court Street, 10th Floor, Boston, MA 02108 on **October 1, 2018** and will be e-mailed if necessary. If interested, please call (617) 635-4809 or send an email to [Bid.Info@boston.gov](mailto:Bid.Info@boston.gov) and refer to this advertisement.

Statements of Qualifications must be returned by **October 25, 2018 no later than 2:00 P.M.**

**PATRICIA M. LYONS, DIRECTOR**

(October 1, October 10, 2018)

## REQUEST FOR QUALIFICATIONS

### PROJECT TITLE: FANEUIL BRANCH LIBRARY RENOVATIONS

Location: 419 Faneuil St, Brighton, MA 02135

**Project No. 7158**

#### CONTACT INFORMATION

**PFD's Bid Counter**  
[Bid.Info@boston.gov](mailto:Bid.Info@boston.gov)

Pursuant to Massachusetts General Laws Chapter 7C, §§ 44-57, the City of Boston's Public Facilities Department (PFD) is requesting qualification statements for design services including Schematic Plans and Outline Specifications; Design Development Plans and Specification; Construction Plans and Specifications; Administration of Construction Contract; and Construction Supervision for the **Faneuil Branch Library Renovations** project with an estimated construction cost of \$8,332,800.

The scope of services for the **Faneuil Branch Library Renovations** includes develop chapter 149 construction documents and construction administration services to provide a comprehensive library renovation with addition that will include, but is not limited to, new programming requirements, building envelope repairs, landscape, and accessibility improvements; including new elevator. Sustainability improvements will include new mechanical systems, plumbing, electrical, lighting and finishes. The scope will also include technology, audio visual, acoustics, communications, life safety



systems, security and detailed estimates. The design team will coordinate with Boston Public Library representatives, various city agencies and community members. Public participation and presentations will be required as part of the project process.

Project fees will follow the schedule as stated in the application form. Completion shall be 156 weeks after execution of a contract. Applicants must be a registered Architect in the Commonwealth of Massachusetts.

A program for this project will not be prepared beyond the scope of services stated above.

The project will be performed under applicable M.G.L. c.149 §§ 44A-44J.

Applicants must provide the names of key personnel and consultants that will be utilized on this project for the following disciplines: civil engineer, structural, plumbing, electrical, code consultant, telecommunications and data engineer, interior design architect, sustainable design specialist, geotechnical engineer, HVAC engineer, lighting consultant, specifications writer, hazardous materials consultant, FF&E specialist, landscape architect, fire protection engineer, fire alarm engineer and cost estimator.

Applicants, at a minimum, must have prior experience on projects in the following settings: Urban Significant and Leadership in Energy and Environmental Design (LEED)

Applicants, at a minimum, must have prior experience on the following types of projects: Renovations to public or institutional projects, preferably libraries.

The Designer Application may be obtained from the Public Facilities Department Bid Counter, 26 Court Street, 10th Floor, Boston, MA 02108 on **October 1, 2018** and will be e-mailed if necessary. If interested, please call (617) 635-4809 or send an email to Bid.Info@boston.gov and refer to this advertisement.

Statements of Qualifications must be returned by **October 24, 2018 no later than 2:00 P.M.**

**PATRICIA M. LYONS, DIRECTOR**

(October 1, October 10, 2018)



**The Mayor's Cup Soccer Jamboree** brings together recreational soccer teams from across Boston providing rec teams from different local soccer programs with the opportunity to play soccer against other local rec teams in a non-competitive setting.

Teams will be registered in the following divisions: **U8 Coed, U10 Boys/Girls, U12 Boys, Girls, and U14 Boys/Girls.**

The Mayor's Cup Soccer Jamboree will be held on the weekend of October 13 - 14 at the newly renovated Carter Playground at 709 Columbus Avenue in the South End.

There will also be a free coaching clinic offered by Mass Youth Soccer on Saturday, October 13, from 1 p.m. to 2 p.m. for coaches in the U8 and U10 soccer divisions. Space is limited so coaches must register in advance for the coaching clinic. The New England Revolution will also host a clinic for U6 & U8 players on Sunday, October 14, from 10 a.m. - 12 p.m. **Registration is also required.**

**PLEASE REGISTER FOR ANY OF THE ACTIVITIES AT: [HTTP://TINYURL.COM/2018MAYORSCUPSOCCERJAMBOREE](http://tinyurl.com/2018MAYORSCUPSOCCERJAMBOREE). REGISTRATION IS OPEN NOW THROUGH TUESDAY, OCTOBER 9.**

**For more information about the Mayor's Cup Soccer Jamboree, please contact Woodley Auguste at [woodley.auguste@boston.gov](mailto:woodley.auguste@boston.gov) or call (617) 961-3084.**

# CITY OF BOSTON DIRECTORY

## Department contact information and addresses

### ADMINISTRATIVE SERVICES DEPARTMENT

**Emme Handy, CFO, Collector – Treasurer**  
617-635-4479

### AFFIRMATIVE ACTION

**Vivian Leonard, Director**  
617-635-3360

### ARCHIVES & RECORD MANAGEMENT

**John McColgan, City Archivist**  
201 Rivermoor Street  
West Roxbury, MA 02132  
617-635-1195

### ART COMMISSION

**Karin Goodfellow, Director**  
617-635-3245

### ARTS & CULTURE

**Julie Burros, Chief**  
617-635-3914

### ASSESSING

**Gayle Willet, Commissioner**  
617-635-4264

### AUDITING

**Sally Glora, City Auditor**  
617-635-4671

### BOSTON 311

**Rocco Corigliano, Director**  
617-635-4500 or 311  
[cityofboston.gov/311](http://cityofboston.gov/311)

### BOSTON CENTERS FOR YOUTH & FAMILIES

**William Morales, Commissioner**  
1483 Tremont Street, Boston, MA  
617-635-4920

### BOSTON EMS

**James Hooley, Chief of Department**  
785 Albany Street, Boston  
617-343-2367

### BOSTON HOUSING AUTHORITY

**William McGonagle, Director**  
52 Chauncy Street, Boston  
617-988-4000

### BOSTON PLANNING & DEVELOPMENT AGENCY AKA (BPDA)

**Brian Golden, Director**  
617-722-4300

### BOSTON RENTAL HOUSING CENTER

26 Court Street, Boston, MA  
617-635-4200

### BUDGET MANAGEMENT

**Justin Sterritt, Budget Director**  
617-635-3927

### BOSTON WATER AND SEWER COMMISSION

**Henry Vitale, Executive Director/CFO**  
980 Harrison Avenue, Boston, MA  
617-989-7000

### BUSINESS DEVELOPMENT

26 Court Street, Boston, MA  
617-635-0355

### CABLE OFFICE

**Michael Lynch, Director**  
43 Hawkins Street, Boston, MA  
617-635-3112

### CAPITAL PLANNING

**John Hanlon, Deputy Director**  
617-635-3490

### CITY CLERK

**Maureen Feeney, City Clerk**  
617-635-4600

### CITY COUNCIL STAFF

**Yuleidy Valdez, Staff Director**  
617-635-3040

### CODE ENFORCEMENT POLICE

**Steve Tankle, Director**  
400 Frontage Rd, Boston  
617-635-4896

### COMMISSION FOR PERSONS WITH DISABILITIES

**Kristen McCosh, Director**  
617-635-3682

### CONSUMER AFFAIRS AND LICENSING – BOARD

**Christine A. Pulgini, Executive Director**  
617-635-4165

### COPY CENTER

**Frank Duggan, Administrative Assistant**  
617-635-432

### DEPT. OF INNOVATION & TECHNOLOGY (DOIT)

**Patricia Boyle-McKenna, Interim CIO**  
617-635-4783

### ELECTION

**Dion Irish, Commissioner**  
617-635-4634

### ELDERLY COMMISSION

**Emily Shea, Commissioner**  
617-635-4375

### EMERGENCY MANAGEMENT

617-635-1400

### EMERGENCY SHELTER COMMISSION

**James F. Greene, Director**  
617-635-4507

### EMPLOYEE ASSISTANCE PROGRAM (EAP)

**Wendolyn M. Castillo-Cook, Director**  
26 Court Street Boston, MA  
617-635-2200

### ENVIRONMENT, ENERGY & OPEN SPACES

**Christopher Cook, Chief**  
617-635-3425

### FAIR HOUSING COMMISSION

**Janine Anzalota, Executive Director**  
617-635-4408

### FINANCE COMMISSION

**Matt Cahill, Executive Director**  
43 Hawkins Street, Boston, MA  
617-635-2202

### FIRE DEPARTMENT

**Chief Joseph E. Finn, Commissioner**  
115 Southampton Street  
617-343-3610

### HEALTH BENEFITS & INSURANCE

**Marianna Gil, Director**  
617-635-4570

### HEALTH & HUMAN SERVICES

**Marty Martinez, Chief**  
617-635-1413

### HUMAN RESOURCES

**Vivian Leonard, Director**  
617-635-4698

## **HUMAN RIGHTS COMMISSION**

**Janine Anzalota, Executive Director**  
617-635-4408

## **INFORMATION**

**Central Operators**  
617-635-4000

## **INSPECTIONAL SERVICES**

**William “Buddy” Christopher, Jr., Commissioner**  
1010 Massachusetts Avenue, Boston  
617-635-5300

## **INTERGOVERNMENTAL RELATIONS**

**Kathleen “Katie” King, Interim Director**  
617-635-3174

**State; Kaitlin Passafaro**  
617-635-4616

**City Council; Neil Doherty**  
617-635-4493

## **LABOR RELATIONS**

**Annmarie Noonan, Director**  
617-635-4525

## **LAW DEPARTMENT**

**Eugene L. O’Flaherty, Corporation Counsel**  
617-635-4099

**Tax Title Division**  
**Kevin Foley Director**  
617-635-4034

**Claims & Affirmative Recovery Division- Dawn Beauchesne, Sr. Assistant Corporation Counsel,**  
617-635-4034

## **LIBRARY**

**David Leonard, President**  
700 Boylston Street, Boston  
617-536-5400

## **MAIL ROOM**

**Paul McDonough**  
**Administrative Asstistant**  
617-635-4699

## **MAYOR’S OFFICE FOR IMMIGRATION ADVANCEMENT**

**Alejandra St. Guillen, Director**  
617-635-2980

## **MAYORS OFFICE OF WOMEN’S ADVANCEMENT**

**Tania DelRio, Executive Director**  
617-635-3138

## **MUNICIPAL PROTECTIVE SERVICES**

**William Joyce**  
**Director of Security**  
617-635-4596

## **NEIGHBORHOOD DEVELOPMENT**

**Sheila Dillon, Chief**  
26 Court Street, Boston  
617-635-3880

## **OFFICE OF ECONOMIC DEVELOPMENT, SLBE/BRJP**

**John Barros, Chief**  
617-635-4084

**Shaun Blugh**  
**Director of Growth Strategies**  
617-635-1333

## **PARKS AND RECREATION**

**Christopher Cook, Commissioner**  
1010 Massachusetts Avenue  
617-635-4989

## **POLICE DEPARTMENT**

**William Gross, Commissioner**  
617-343-4500

## **PROPERTY MANAGEMENT DEPARTMENT**

**Gregory Rooney, Commissioner**  
617-635-4100

## **PUBLIC FACILITIES**

**Patricia Lyons**  
**Director of Public Facilities**  
617-635-4814

## **PUBLIC HEALTH COMMISSION**

**Monica Valdes-Lupi, JD, MPH,**  
1010 Massachusetts Ave  
617-534-5395

## **PUBLIC SCHOOLS**

617-635-9050

## **PUBLIC WORKS**

**Chris Osgood, Chief**  
617-635-4900

## **PROCUREMENT**

**Kevin P. Coyne,**  
**Purchasing Agent**  
617-635-4564  
**Gerard Bonaceto,**  
**Assistant Purchasing Agent**  
617-635-3937  
**Diana Laird**  
**City Record Administrator**  
**& Graphic Designer**  
617-635-4551

## **REGISTRY**

**Patricia A. McMahon, City Registrar**  
617-635-4175

## **RESILIENCE AND RACIAL EQUITY**

**Lori Nelson, Chief Resilience Officer**  
617-635-0739

## **RETIREMENT BOARD**

**Timothy Smyth, Esquire,**  
**Executive Officer**  
617-635-4305

## **STREETS, SANITATION & TRANSPORTATION**

**Chris Osgood, Chief**  
617-635-2854

## **TOURISM, SPORTS & ENTERTAINMENT**

**Kenneth Brissette, Director**  
617-635-3911

## **TRANSPORTATION**

**Gina Fiandaca, Commissioner**  
617-635-4680

## **TREASURY**

**Drew Smith, Senior Deputy Treasurer**  
617-635-4140

**Richard DePiano,**  
**2nd Asstistant Coll/Treasurer**  
617-635-4140

## **VETERANS’ SERVICES**

**Giselle Sterling, Commissioner**  
43 Hawkins Street, Boston  
617-635-3037

## **ZONING BOARD OF APPEAL (ZBA)**

**Matthew Fitzgerald, Ex Secy**  
1010 Massachusetts Avenue  
Boston  
617-635-4775

## **MAYOR’S OFFICE**

**David Sweeney, Chief of Staff**  
617-635-1905

**Patrick I. Brophy, Chief of Operations**  
617-635-4624

**Danielson Tavares, Chief Diversity Officer**  
617-635-2011

**Jerome Smith, Chief, Civic Engagement;**  
**Director of Neighborhood Services**  
617-635-3485

**Joyce Linehan, Chief of Policy & Planning**  
617-635-4624

**Nicole Caravella, Press Secretary**  
617-635-4461

**Laura Oggeri, Chief Communications Officer**  
617-635-4461

**Rahn Dorsey, Chief of Education**  
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