

Property and Construction Management Department



Boston Public Facilities Department

Thomas M. Menino, Mayor

Michael J. Galvin, Chief of Public Property

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BOSTON, MA

Patrick Harrington, Chairman
Michael Hatfield, Commissioner
John Walsh, Commissioner

August 23, 2012

Location:
Public Facilities Commission
26 Court Street, 11th Floor, Conf. Rm. 11A
Boston, MA 02108

Meeting Time: 2:00 p.m.

Dear Commissioners:

I recommend that the votes noted below and incorporated into the AGENDA, be approved by the Commission at its August 23, 2012 meeting:

VOTE 1 Maureen Anderson	CONTRACT TO UTILE, INC.: To perform a programming and facility study at the Dudley Square Branch Library.	\$75,000.00
Vote 2 Jim Sessum	CONTRACT TO CBA LANDSCAPE ARCHITECTS, LLC: To provide design and construction administration services for the Umana Schoolyard Improvement Project.	\$72,500.00
Vote 3 Jim Sessum	CONTRACT TO WARNER LARSON, INC.: To provide design and construction administration services for the Higginson/Lewis Schoolyard Improvement Project.	\$50,000.00
Vote 4 Jim Sessum	CONTRACT TO DUNETZ LANDSCAPE ARCHITECTURE, INC. To provide design and construction administration services for the Mission K-8 Outdoor Classroom Project.	\$21,500.00

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CAPITAL CONSTRUCTION OFFICE

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**PUBLIC FACILITIES DEPARTMENT
AGENDA
PUBLIC FACILITIES COMMISSION
August 23, 2012**

VOTE 1: 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, without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on March 26, 2012, to Utile, Inc., a Massachusetts corporation, with an office at 50 Summer Street, Boston, MA 02110. Under the terms of this contract, Utile, Inc. will provide architectural design and construction administration services associated with the Dudley Square Library Study and Entrance. The scope of work includes design services to perform a programming and facility study at the Dudley Square Branch Library. Additionally, services will include design and construction administration services for an enhancement to the front entrance of the facility. The building program will identify spaces, collections, adjacencies, furnishings and equipment, mechanical, electrical, plumbing, and technology requirements. The study will coordinate with long-term planning for the Dudley Square Municipal Office Facility and provide a detailed cost estimate. Designer will coordinate closely with Boston Public Library staff and the Community Advisory Committee. Public meetings and presentations will be required. The term of this contract shall be 52 weeks from the date of execution at a cost not to exceed \$75,000.00, which includes \$7,500.00 for additional services. 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.

VOTE 2: 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, without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on April 16, 2012 to CBA Landscape Architects, LLC, a Massachusetts corporation, with an office at 212 Elm Street, 4th floor, Somerville, MA 02144. Under the terms of this contract, CBA Landscape Architects, LLC will provide design and construction administration services for the Umana Schoolyard Improvement Project. The term of this contract shall be 104 weeks from the date of execution at a cost not to exceed \$72,500.00, which includes \$30,000.00 for additional services, which is a fixed fee of 7.72% based on an estimated construction cost of \$550,000.00. 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.

VOTE 3: 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,

without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on April 16, 2012 to Warner Larson, Inc., a Massachusetts corporation, with an office at 130 West Broadway, Boston, MA 02127. Under the terms of this contract, Warner Larson, Inc. will provide design and construction administration services for the Higginson/Lewis Schoolyard Improvement Project. The term of this contract shall be 104 weeks from the date of execution at a cost not to exceed \$50,000.00, which includes \$15,000.00 for additional services, which is a fixed fee of 10.76% based on an estimated construction cost of \$325,000.00. 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.

VOTE 4: 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, without further advertising, pursuant to a publicly advertised request for qualifications in the Boston Globe on April 16, 2012 to Ray Dunetz Landscape Architecture, Inc., a Massachusetts corporation, with an office at 179 Green Street, Jamaica Plain, MA 02130. Under the terms of this contract, Dunetz Landscape Architecture, Inc. will provide design and construction administration services for the Mission K-8 Outdoor Classroom Project. The term of this contract shall be 104 weeks from the date of execution at a cost not to exceed \$21,500.00, which includes \$9,000.00 for additional services, which is a fixed fee of 10% based on an estimated construction cost of \$125,000.00. 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.