

# City of Worcester, Massachusetts

Edward M. Augustus, Jr.  
City Manager

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Chief Executive Officer  
Worcester Redevelopment Authority



## WORCESTER REDEVELOPMENT AUTHORITY

Friday, July 2, 2015

8:00 A.M.

City Hall, 455 Main Street

Levi Lincoln Chamber

Worcester, MA 01608

### Present:

#### *Worcester Redevelopment Authority Board*

Vincent A. Pedone, Chair  
Steven Rothschild, Vice Chair  
David Minasian, Secretary

#### *Staff*

Michael E. Traynor, Chief Executive Officer  
Heather Gould, Assistant Chief Development Officer  
John Odell, Energy and Asset Management  
Amanda Gregoire, Office of Economic Development  
Jane Bresnahan, Office of Economic Development

Pursuant to a notice given (attached), a meeting of the Worcester Redevelopment Authority was held at 8:00 A.M. on July 2, 2015.

### 1. Call to Order

Chief Executive Officer Michael Traynor called the meeting to order at 8:45 A.M.

### 2. Roll Call

Mr. Traynor called the roll.

### **3. Minutes of the May 29, 2015 Meeting**

Mr. Pedone asked the Board to review the minutes of the May 29, 2015 meeting. Mr. Rothschild offered approval of the minutes with Mr. Minasian seconding the approval.

The minutes were approved by the Board on a 3-0 voice vote.

### **New Business**

#### **1. Urban Revitalization Plan Update**

##### **a) June 1, 2015 Citizen Advisory Committee Meeting**

Ms. Gould updated the Board noting that the consultant, BSC Group, walked through the existing physical exterior conditions of the buildings within the proposed Urban Revitalization Area. Ms. Gould explained the next step is to reach out to certain property owners in an attempt to gain the consultant access to the properties to conduct an interior existing conditions review of buildings that have been determined to present an opportunity through the URP. Ms. Gould advised the Board that the next CAC meeting will be held August 27, 2015.

#### **2. Approval of Proposed Bicycle Storage Unit Application/Agreement**

Due to increased bicycle ridership to Union Station, the Board was provided with a proposed application form for those interested in renting a bicycle storage unit at Union Station. There are a limited number of storage units on the exterior of Union Station that can be rented for a nominal fee. The Board discussed preferences as to the fee, and requested that Mr. Odell waive any rental fees in the first year to generate some interest in the units. Mr. Odell will bring a revised application/fee proposal to the Board for approval at its next meeting. Mr. Traynor noted that the terminus of the Blackstone Valley Bikeway is at Union Station.

#### **3. Authorize Bathroom Design Project Bidding and Award of Contract**

Mr. Traynor informed the Board that the restroom project is now able to be bid.

Mr. Rothschild offered the following motion:

**Whereas, the Worcester Redevelopment Authority hereby determines that it is beneficial to the operation of Union Station to upgrade the existing restroom facilities on the first floor and to build out a new restroom in the first floor hallway opposite the security station; and,**

**Whereas, the Worcester Redevelopment Authority contracted with Lamoureux-Pagano Associates, Inc. to design these restrooms improvements; and,**

**Whereas, the design of the proposed improvements has been reviewed and approved by the Authority;**

**Now Therefore, Be it Voted the Authority hereby authorizes and requests its chief executive officer to solicit bids pursuant to M.G.L. c. 149, §44A, through the city of Worcester Engineering & Architectural Services Division; and**

**Be It Further Voted, that upon the chief executive officer's determination of the lowest responsible and eligible bidder, the Authority hereby authorizes its chair or vice chair to execute a contract prepared by the Authority's legal counsel.**

Mr. Minasian seconded the vote, it was voted 3-0 on a voice vote.

**4. Proposed License Agreement for Temporary Construction Office; Vision Development – Union Station Garage Retail Space**

Mr. Traynor advised the Board that the developer of the Osgood Bradley Building project has requested consideration to use the ground floor garage retail space for a construction project office.

Mr. Rothschild offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute a license agreement with Vision Development, Inc., for the use of approximately 1,500 square feet of space, at \$2.50 per square foot, as a temporary construction office in the vacant ground level retail space at the Union Station Parking Garage. The license shall be month to month for twelve months but subject to termination should the Authority procure a permanent tenant for the space.**

Mr. Minasian seconded the vote, it was voted 3-0 on a voice vote.

Chair Pedone apprised the Board of a potential tenant for entire retail space. They are looking to be near public transportation and parking. Mr. Pedone stated that he would bring forward a proposal for discussion at the next meeting.

**5. Amendments to Union Station Cooperation Agreement:  
a) Additional Operating Funds for FY15 (\$63,000.00)**

Mr. Traynor provided the Board with a cooperation agreement for FY2015 additional operating funds:

Mr. Minasian offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute an amendment to the Union Station Cooperation Agreement for additional FY15 Operating Funds in the amount of \$63,300.00.**

Mr. Rothschild seconded the vote, it was voted 3-0 on a voice vote.

**b) Operating Funds for FY16 (\$477,484.00)**

Mr. Traynor provided the Board with a cooperation agreement for operating funds for FY2016 in the amount of \$447,484.00.

Mr. Minasian offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute an amendment to the Union Station Cooperation Agreement for FY16 Operating Funds in the amount of \$447,484.00.**

Mr. Rothschild seconded the vote, it was voted 3-0 on a voice vote.

**6. Authorize Issuance of Request for Qualifications through the Worcester Designer Selection Board for procurement of:**

**a) Miscellaneous Architectural Services for Union Station; and**

Mr. Traynor stated that regarding the water infiltration work that needs to be done in the building he will prepare an amendment to the Lamoureux/Pagano Contract.

Mr. Traynor discussed with the Board the need to issue an RFQ for architectural and engineering services for Union Station as they are expiring. This procurement process will be administered by the city's Designer Selection Board.

Mr. Rothschild offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice chair to request the city of Worcester Designer Selection Board to issue, on behalf of the Authority, a Request for Proposals, based on the attached scope of services, from architectural firms to provide non-exclusive, on-call design services for miscellaneous projects at the Union Station Intermodal Transportation facility for a three year period.**

Mr. Minasian seconded the vote, it was voted 3-0 on a voice vote.

**b) Miscellaneous Engineering Services for Union Station**

Mr. Rothschild offered the following motion:

**Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice chair to request the city of Worcester Designer Selection Board to issue, on behalf of the Authority, a Request for Proposals, based on the attached scope of services, from engineering firms to provide non-exclusive, on-call mechanical, engineering and plumbing ("MEP") services for miscellaneous projects at the Union Station Intermodal Transportation facility for a three-year period.**

Mr. Minasian seconded the vote, it was voted 3-0 on a voice vote.

**7. Status Reports – Miscellaneous/Improvement Projects**

**a) Union Station Signage Project**

Mr. Odell reported that the signage project is at the pre-construction design phase and adding a few new locations for installation of additional signs. Mr. Odell stated that all signs should be completely installed by October 1<sup>st</sup>.

**b) Union Station Harding Street Improvements Project**

Mr. Odell stated that the lighting phase is out to bid; the wall repair packages are being finalized and will be put out to bid along with the curb work and banner installation.

**c) Union Station Restrooms Project**

Mr. Traynor stated that the project is out to bid. Board members stated that there are still issues regarding current restrooms with cleanliness and security.

**d) Union Station – Vendor & Maintenance Performance**

Mr. Traynor informed the Board that we are still working with the vendor who is interested in operating a shoeshine service within the Station.

**e) Tenants Updates**

Mr. Traynor informed the Board that the June 2015 rent balance for Fusion Entertainment, LLC is past due. Mr. Traynor will notify Selim Lahoud.

**f) Security System Update**

Mr. Traynor stated that the security system and cameras are installed and working.

**Other Business**

**Monthly Expenditure Report  
Updated Executed Contracts and Payments**

Mr. Traynor informed the Board that Erin Cahill, WRA Financial Manager, will provide an update of the Fiscal Year 2015 finances at the next meeting.

The next scheduled meeting for the Board is August 14, 2015 at 8:00 AM

There being no further business, the Board motioned to adjourn the meeting at 9:40 A.M.

Respectfully submitted,

Michael E. Traynor, Esq.  
Chief Executive Officer