



**RECEIVED**  
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June 16, 2021

Public Facilities Commission  
Katherine P. Craven, Chair  
Lawrence D. Mammoli, Commissioner

Location:  
Virtually via Zoom  
Boston, MA 02201

Meeting Time: 10:00 a.m.

Dear Commissioners:

I recommend that the following votes attached hereto and referred to as the Public Facilities Department agenda, be approved by the Commission at its June 16, 2021 meeting:

**VOTE 1: Robert Miller, Project Manager II**

**Contract to Expertcon, Inc.:** To provide owner project manager (OPM) services associated with the 2021 Massachusetts School Building Authority’s (MSBA) Accelerated Repair Program (ARP) project.

**Contract Price: \$15,000**

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 Expertcon, Inc. a Massachusetts corporation, with an office located at 100 Cunningham Road, Dedham, MA 02026. Under the terms of this contract, Expertcon, Inc. will provide owner project manager (OPM) services associated with the 2021 MSBA ARP project for repairs at two (2) Boston Public Schools located at:

Samuel Adams Elementary School, 165 Webster Street, East Boston

Patrick J. Kennedy Elementary School, 343 Saratoga Street, East Boston

The OPM services and fees are limited to the schematic design phase of the project at a cost not to exceed \$15,000. The full term of the OPM contract is 52 weeks with 20 weeks dedicated to schematic design 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: Robert Miller, Project Manager II**

**Contract to Raymond Design Associates, Inc.:** To provide design and construction administration services associated with the 2021 Massachusetts School Building Authority's (MSBA) Accelerated Repair Program (ARP) project.

**Contract Price: \$196,710**

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 Raymond Design Associates, Inc., a Massachusetts corporation, with an office located at 60 Ledgewood Place, 2nd Floor, Rockland, MA 02370. Under the terms of this contract, Raymond Design Associates, Inc. will provide design and construction administration services associated with the 2021 MSBA ARP project for repairs at two (2) Boston Public Schools located at:

Samuel Adams Elementary School, 165 Webster Street, East Boston

Patrick J. Kennedy Elementary School, 343 Saratoga Street, East Boston

The design services and fees are limited to the schematic design phase of the project at a cost not to exceed \$196,710. The full term of the design services contract is 52 weeks with 20 weeks dedicated to schematic design 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.

Sincerely,

Kerrie Griffin, Director  
Public Facilities Department