

Worcester Redevelopment Authority

Vincent A. Pedone
Chairman

Peter Dunn
Chief Executive Officer



WORCESTER REDEVELOPMENT AUTHORITY

Friday, September 10, 2021

9:00 A.M.

City Hall, Levi Lincoln Chamber

Worcester, MA 01608

CALL IN INFORMATION:

+1-415-655-0001 US Toll

Access Code:

Present:

Worcester Redevelopment Authority Board

Vincent Pedone, Chair
David Minasian, Vice Chair
Jennifer Gaskin
Sumner Tilton

Staff

Peter Dunn, Chief Executive Officer
Michael Traynor, City Solicitor
Alexis Delgado, WRA Finance Manager
Paul Morano, Office of Economic Development
Amanda Cornwall, Office of Economic Development
Robert Stearns, City Auditor

Pursuant to a notice given (attached), a meeting of the Worcester Redevelopment Authority was held at 9:00 A.M. on Friday, September 10, 2021

Chair Pedone announced that all votes would be roll call.

1. Call to Order

Mr. Dunn called the meeting to order at 9:00 A.M.

2. Roll Call

Mr. Dunn called the roll – Ms. Gaskin, Mr. Minasian, Mr. Tilton, and Chair Pedone. Chair Pedone advised as we are operating remotely, all votes will be taken by roll call.

3. Approval of Minutes: August 13, 2021

Mr. Minasian made a motion to approve the minutes,

Mr. Tilton seconded the motion.

The minutes were approved 4-0 on a roll call.

New Business –

Chair Pedone moved Item 1 until Mr. Odell could review with the Board.

2. Authorize Request for Proposals for Union Station Café Space

Mr. Dunn informed the Board that Ms. Cornwall, Senior Project Manager would give an overview on the Request for Proposals along with key terms. Mr. Dunn reminded the board that during the pandemic the former café operator unfortunately could not survive the difficulty of the pandemic. The space is available and we have been working on the proposal to have a new operator. Ms. Cornwall advised the leased space is about ninety-eight square feet on the first floor of Union Station. The RFP is seeking Three Hundred Dollars (\$300.00) a month for rent, with the prior tenant paying Two Hundred Fifty Dollars (\$250.00) a month for rent. The tenant will be responsible for the utilities; water and sewer are covered under Union Station operating expenses. The lease term will initially be for three years with two two-year extensions at the mutual agreement of both parties. Parking will not be included; they may operate only during Union Station operating hours. In the RFP, we are asking for evidence of financial capacity, detailed business plan. The candidate should have at least three years' experience of what they are proposing. How it will benefit Union Station. We do have a couple of parties that have already expressed interest in the space and the process will proceed quickly. The RFP is forecasted to be open next week with a tour of the space; following two weeks after the open date, closing date will be mid-October. Mr. Tilton inquired about the square feet. Ms. Cornwall, ninety-eight.

Mr. Tilton offered the following motion:

Voted that the Worcester Redevelopment Authority hereby approves the issuance of a Request for Proposals for the existing area in Union Station used for a café food service business, depicted as units 102A and 102B on the attached Exhibit A, upon the terms and conditions outlined by the chief executive officer; And Be It Further Voted that the Worcester Redevelopment Authority hereby authorizes its chief executive officer to make clerical or editorial changes of form only to the Request for Proposals.

Mr. Minasian seconded the motion.

The item was approved 4-0 on a roll call.

1. Authorize Execution of an Amendment with Nault Architects for Miscellaneous Union Station Projects

Mr. Odell advised the services are for designing a number of projects that we are looking forward to implementing at Union Station over the next eighteen months. The list is contained in the Board packet and we are requesting approval from the Board to

authorize and spend the funds to have design begun as soon as the grant amendment from the FTA is approved and is in process as we speak. There is a little over \$2.5 Million Dollars, which will be available from that grant and will be used primarily for these improvements. Chair Pedone confirmed that the improvements are listed in Exhibit A Scope of Services stating replacement of roof, restrooms, exterior masonry. Chair Pedone inquired of the Board if there were any questions. The Chair asked if this is partially funded through the FTA. Mr. Odell replied that the grant is an eighty percent coverage by FTA and a twenty percent match by the WRA. Chair Pedone in the amendment the amount is \$121,650.00. Mr. Odell that is for all the design work provided in the listing, there are a couple of items provided that we intend to do that part of this grant but are not on this listing, but ninety percent of the work will be completed through Nault for their design. Chair Pedone the number in the amendment is what the WRA is paying or is this number being the total of the project where we are reimbursed for eighty percent. Mr. Odell this is the total fee and we only have to provide twenty percent, a little over \$24,000.00 would be for the WRA amount and the FTA would cover the balance. Mr. Tilton since the WRA does not have any money that it would be provided by the City, Mr. Odell that is correct. Chair Pedone the Administration has contained this within their Capital Operating Budget. Mr. Minasian under number 8 in the scope, renderings, it speaks to the Harding Street cosmetic improvements and recently prepared renderings for the Senior Center projects and would like clarification and is it contained anywhere else in the document. Mr. Odell thank you for pointing that out. The Senior Center project is more of a reference point. We have hired for the Senior Center for interior improvements there and hired a graphic artist to do renderings for that job and use the same graphic artist for the renderings for the Harding Street Improvements. Out of context, it is probably not helpful there for the WRA and should not have been included in the report. Mr. Odell had been working on both projects and it was included as a reference. Mr. Minasian I did not realize the Senior Center moved to Union Station. Chair Pedone states the WRA does not want to be involved with Senior Center operations.

Mr. Minasian offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 3, in the not to exceed amount of One Hundred Twenty-One Thousand, Six Hundred Fifty Dollars and No Cents (\$121,650.00), to the Design Services Agreement between the Authority and Nault Architects, Inc. for designer services relative to miscellaneous capital improvement projects at Union Station as described in the attached Exhibit A.

Mr. Tilton seconded the motion.

The item was approved 4-0 on a roll call.

3. Authorize Lease Amendment relative to the definition of the Leased Premises for Maxwell Silverman's Banquet & Conference Center at Union Station, Inc.

Mr. Dunn informed the Board that this amendment to the Commercial Lease Agreement with Maxwell Silverman's Banquet & Conference Center for their space at Union Station. The amendment redefines the storage area. The WRA needs to utilize the storage area that he has been using, for some time, and providing an area elsewhere for them to use for storage. No changes to anything else like the term or rent. A way to reorganize the areas that are being used for storage.

Mr. Tilton offered the following motion:

Voted that the Worcester Redevelopment Authority hereby authorized its chair or vice-chair to execute Amendment No. 5 to the Commercial Lease Agreement dated July 21, 2008, as most recently amended on July 12, 2011, with Maxwell Silverman's Banquet & Conference Center at Union Station, Inc., to redefine the Leased Premises by substituting a new Tenant Storage Space area for the current one.

Mr. Minasian seconded the motion.

The item was approved 4-0 on a roll call.

4. Canal District Ballpark Project workforce diversity and inclusion report

Ms. Skilling reported that on the Ballpark Project other than a few punch list items is complete, no workforce movement just a few hours here and there. Workforce for the Ballpark Project - Worcester residents – 21%, People of Color – 24%, Female – 6%. Moving forward we will include these reports and do not anticipate any real change based on the minimal amount of hours. The MWBE for Ballpark Project we are at 12.8% with contracts primarily complete and are being closed out with final change orders and adjustments as the project closes out. The Garage Project Workforce not as fantastic as we had at the Ballpark Project but is trending in the right direction and is approximately sixty percent complete. Workforce for the Garage Project is 16% and continuing to move that number. Worcester residents - 16%, People of Color – 15%, Female – 5%. We are continuing to work with our subcontractors for improvement. Small crews sometimes pose challenges as we continue to communicate and work I think we will continue to see the upward trend on the Garage Project. The Garage Project MWBE and contracts on the business side and based on current awards 17.1% combined MWBE and we were at 16.1% last month and a percentage increase as the awards continue to move forward and trending in the right direction. Mr. Minasian asked where the workforce is coming from and how are the projections looking. Ms. Skilling did not have a complete answer for this, the project manager was called away at the last minute. With the garage there is not “finishing work” and will be transitioning into what will be a more finished type work and may have more opportunities to continue to improve the workforce and I will follow-up with more information for the next meeting.

5. Financial Update Report

a. Report on Prior Month's Executed Contracts and Payments

b. Report on Downtown Urban Revitalization Plan Expenditures

Mr. Dunn for the period August 10, 2021 through September 7, 2021, total expenditures were \$3,226 Million Dollars and includes monthly requisition with Gilbane-Hunt at \$2.19 Million, which was mostly the Garage Project, as you would imagine. With month over month depiction in the financial report, it is significantly lower as the Ballpark Project has wrapped up. The overall status of this racing to the finish line on the Garage Project and hopefully will be done by the College of the Holy Cross football game. There are supply chain issues, particularly with the elevators, and driving our overall project schedule, and looking like the end of October or early November when the garage will be finished. We will continue to see the Ballpark initiative continue to trend downward. This is the highlight of our monthly expenditures. Mr. Dunn, regarding Union Station, the Board may have seen media coverage the bid was released as expected through the MBTA for the center platform project. A walk through was done with a number of contractors to receive competitive bids in. We will keep the Board apprised as they

review the bids and select this fall. Chair Pedone inquired of the Urban Revitalization Plan. Mr. Dunn informed the Board, that glass had been delivered this week and installed at the Midtown Mall façade project and the most notable update. Mr. Dunn suggested that we invite Mr. Lana to attend a meeting and present an overall status to include tenant conversations; he also had a tenant attend a License Commission meeting for a wine store. Mr. Dunn that he saw renderings and were nice. The License Commission approved the application, which indicates a strong letter of intent and progressing on the project. Will invite Mr. Lana to a Board meeting for a future meeting this fall. Mr. Tilton inquired as to the percentage of the progress that is being made, if one hundred percent is where we would like to be by a certain date, what is the date and where are we now. Mr. Dunn the LOI that was released was for the anchor tenants, which would be the majority of the space, which would include the wine store, a gym on the second floor overlooking the common, as well a market on the first floor as well as speaking to a restaurant operator. If all of these proceed, it would be the lion's share of the square footage at least on the first and second floors. I am not sure on the details regarding the basement space, which is not visible. Mr. Dunn stated that most of the possible tenants were based on completion of the façade work and planned completion by 2021. Mr. Dunn I will provide a written report from Mr. Lana or invite him to a meeting to provide additional specifics. Mr. Tilton that would be helpful. Chair Pedone the security firm that provides security for the Bus Station, does that security firm have any overlap with Union Station. Mr. Dunn we transitioned from private security to the Worcester Police Department Substation. Mr. Odell that is correct there is no overlap between Union Station and the Bus Station.

6. Adjournment

There being no further business, Mr. Dunn called the roll to adjourn the meeting, the meeting adjourned at 9:30 A.M.

Respectfully submitted,

Peter Dunn
Chief Executive Officer