

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager

Michael E. Traynor
Acting Chief Executive Officer
Worcester Redevelopment Authority



WORCESTER REDEVELOPMENT AUTHORITY

Friday, October 10, 2014

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, Secretary
Jennifer Gaskin
David Minasian

Staff

Michael E. Traynor, Acting Chief Executive Officer
Heather Gould, Chief of Staff, Office of Economic Development
John Odell, Director, City Energy and Asset Management Division
Jackson Restrepo, Office of Economic Development
Erin Cahill, WRA Financial Manager
Jane Bresnahan, Executive 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 October 10, 2014.

1. Call to Order

Acting Chief Executive Officer Michael Traynor called the meeting to order at 8:10 A.M.

2. Roll Call

Mr. Traynor called the roll.

3. Minutes of the September 12, 2014 Meeting

Mr. Pedone asked the Board to review the minutes. Mr. Minasian offered approval of the minutes with Mr. Rothschild seconding the approval. The minutes were unanimously adopted without amendment.

New Business

1. Union Station Signage Project--Vote to Authorize Bidding and Contract Award

Mr. Traynor presented the Board with updated Wayfinding and Signage review sets with changes that were previously requested by the Board. The Board chose the full color palette as opposed to black and white for the Worcester logo on the signage.

Mr. Rothschild offered the following motion as written:

Whereas, the Worcester Redevelopment Authority hereby determines that it is beneficial to the operation of Union Station to install new interior and exterior signage to enhance the experience of the patrons of Union Station and the tenant business located therein; and,

Whereas, the Worcester Redevelopment Authority contracted with Lamoureux Pagano Associates, Inc. to design the new signage, which has been reviewed and approved by the Authority;

Now Therefore, Be it Voted that upon completion of the of the bid documents, the Authority hereby authorizes and requests its chief executive officer to solicit bids pursuant to M.G.L. c. 30B, through the city of Worcester purchasing division; and

Be It Further Voted, that upon the purchasing director's determination of the lowest bidder, the Authority hereby authorizes its chair or vice chair to execute a contract prepared by the Authority's legal counsel.

Ms. Gaskin seconded the motion, and it was voted 4-0 on a voice vote.

2. Harding Street Improvements Project – Vote to Authorize Bidding and Contract Award

Mr. Traynor presented the Board with updated renderings of the Harding Street Improvements. Board members discussed their concerns regarding the design and cost of the lighting as well as the color scheme of the banners. Board members requested Mr. Odell to meet with the consultant to obtain pricing for wall pack lighting as opposed to the lighting shown on the rendering. Board members also requested that Mr. Odell change the color of the background on the banners to coordinate with the signage inside of Union Station. The Board authorized the consultant to move forward with the requested changes.

Mr. Rothschild offered the following motion as written:

Whereas, the Worcester Redevelopment Authority hereby determines that it is beneficial to the operation of Union Station in and around the Harding Street entrance to Union Station and to create a designated taxi stand in that area; and,

Whereas, the Worcester Redevelopment Authority contracted with Lamoureux Pagano Associates, Inc. to design the improvements to and enhance the Harding Street entrance area, to include lighting, painting, cleaning, line striping, bridge netting; and,

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

Now Therefore, Be it Voted that upon the completion of the bid documents, the Authority hereby authorizes and requests its chief executive officer to solicit bids pursuant to M.G.L. c. 144, §44A, through the city of Worcester Engineering & Architectural Service 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 motion, and it was voted 4-0 on a voice vote.

3. Union Station Cooperation Agreement Amendments

- **Vote for Reduction in FY 14 Operating Funds**
- **Vote for FY 15 Operating Funds**

Mr. Traynor advised the Board that FY14 operating funds were not completely used and \$48,208.37 was returned to the City of Worcester.

Mr. Rothschild offered the following motion as written:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute amendments to the Union Station Cooperation Agreement for the following purposes and amounts:

- **for a reduction in the FY14 Operating Funds loan from \$385,667.00 to \$337,458.63;and,**
- **for FY15 Operating Funds in the amount of \$407,005.00.**

4. Vote to Authorize Contract with Presidio Components, Inc. – Video Surveillance System.

Mr. Traynor had Jackson Restrepo review with the Board installation of the security services and the networks switches that would feed live into the WPD Real Time Crime Center. Mr. Restrepo explained there would be a cost savings of \$15,000 for the system.

Mr. Minasian offered the following motion as written:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute a contract with Presidio Components, Inc. in the not-to-exceed amount of Thirty Thousand Dollars (\$30,000.00) for data network hardware in connection with the installation of a video surveillance system at Union Station.

Mr. Rothschild seconded the motion, and it was voted 4-0 on a voice vote.

5. Vote to Authorize Change Order to Siemens Industry, Inc. Contract – Video Surveillance Systems.

Mr. Traynor advised the Board that a change order is needed for additional cameras affixed to Union Station to coordinate with cameras that are already in the Washington Square area.

Mr. Rothschild offered the following motion as written:

Voted that the Worcester Redevelopment Authority hereby authorizes its chair or vice-chair to execute Amendment No. 1, in the not-to-exceed amount of Thirty Thousand (\$30,000.00) to the contract with Seimens Industry Inc. relative to the installation of a video surveillance system at Union Station to be tied into the city of Worcester’s real time crime center.

Ms. Gaskin seconded the motion, and it was voted 4-0 on a voice vote.

6. Vote to Authorize Contract for Custodial Services at Union Station

Mr. Traynor advised the Board members that the bid for Custodial Services - Union Station / WRA Facility Maintenance and Supplies was issued by the Purchasing Department on September 16, 2014 and closed October 3, 2014 through the normal Chapter 30B bidding process. The contract is for a period of two years from October 15, 2014 through October 14, 2016. The contract may be renewed for a third year, at the sole discretion of the Worcester Redevelopment Authority, the option of which will be determined at the end of the current contract period. Mr. Traynor advised the Board that the bid results are on the City’s website.

Ms. Gaskin offered the following motion as written:

Voted that the Worcester Redevelopment Authority hereby approves the issuance of a Request for Proposals for Custodial Services at Union Station;

And Further, that the Authority hereby authorizes its chairman or vice-chairman to execute a contract with the low bidder determined by the chief procurement officer in accordance with said Chapter 30B.

Mr. Rothschild seconded the motion, and it was voted 4-0 on a voice vote.

Old Business

7. Update on Citizens Advisory Committee membership.

Mr. Traynor advised the Board that there is a list fifteen to eighteen names that are interested on serving and meet the requirements for membership. The list will be forwarded to the City Manager and an update will be provided at the next meeting.

Other Business

8. Monthly Expenditure Report

Ms. Cahill reviewed with the Board the check detail and monthly comparison summary between June 6, 2014 and October 4, 2104. Expenses were \$63,541.95.

9. Updated Executed Contracts and Payments

Ms. Cahill provided an update on the payments for the Fixed Guideways Funded Capital Projects.

Ms. Gaskin motioned to accept the reports. Mr. Pedone seconded the motion, and it was voted 4-0 on a voice vote.

10. Staff Meeting with DHCD

Mr. Traynor advised the Board that he and staff met with Carol Wolfe, the Community Revitalization Coordinator and who handles the Urban Renewal Program for the state. Mr. Traynor will invite Ms. Wolfe to a Board meeting in the future.

Mr. Traynor gave updates on the bathroom design; cellphone lot and tenant rent. The Board scheduled a meeting to take place at Union Station on October 31, 2014 at 8:30 am. The Board will meet and then tour the station for new Board members.

There being no further business the meeting adjourned at 9:30 AM.

Respectfully submitted,

Michael E. Traynor,
Acting Chief Executive Officer