

MEMORANDUM

APRIL 11, 2013

TO: BOSTON REDEVELOPMENT AUTHORITY AND
PETER MEADE, DIRECTOR

FROM: KAIROS SHEN, DIRECTOR OF PLANNING
TED SCHWARTZBERG, PLANNER II

SUBJECT: CONTRACT FOR SULLIVAN SQUARE PLANNING, CHARLESTOWN

SUMMARY: This Memorandum requests authorization for the Director to negotiate and execute a contract with Crosby Schlessinger Smallridge LLC (“Consultant”) to assist in the preparation of a parcel level development plan, for an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000.00). The process seeks to optimize land use in the vicinity of the Sullivan Square MBTA station through the disposition of publicly-owned parcels. The consultant is expected to provide planning, public realm, development finance and market research expertise, and to work with BRA and Metropolitan Area Planning Council (“MAPC”) staff and community stakeholders in the creation of the plan.

BACKGROUND

The City of Boston Transportation Department (“BTD”) recently completed a two year transportation planning process to develop a conceptual plan for reconfiguring Rutherford Avenue and Sullivan Square in Charlestown. This conceptual plan seeks to transform the roadway into an urban boulevard and create walkable, gridded city blocks adjacent to the Sullivan Square MBTA Station. As a follow-up to the BTD planning process, the BRA and MAPC will conduct a public process to develop a land use vision for the newly created parcels and help prepare them for their eventual disposition. The subject area is comprised of blocks and parcels adjacent to Sullivan Square Station that will be created by the new roadway configuration.

The Consultant shall identify preferred land uses, as well as guidelines for the scale and overall character of development on these parcels. The consultant shall also provide relevant market research necessary to ensure the financial success of new transit oriented developments. In addition, the process will identify suggested public realm enhancements, such as a pedestrian-friendly streetscape and new areas for the creation of open space.

The ultimate product of this process will be a detailed development plan for the disposition of publicly-owned land in Sullivan Square, Charlestown. This initiative will last approximately one year and will be funded with \$100,000 from the BRA and \$50,000 from MAPC.

REQUEST FOR PROPOALS

On July 12, 2012, the BRA Board voted to issue an RFP for an amount not to exceed \$150,000 to hire consultants to assist in the preparation of a development plan for new parcels in Sullivan Square. The following firms submitted proposals: Crosby Schlessinger Smallridge LLC; MacNaughton Hermson Britton Clarkson Planning Limited; Utile, Inc.; Stantec Consulting Services Inc.; and Sasaki Associates Inc.

In order to evaluate the proposals an RFP Review Committee (the "Committee") was formed that included BRA and BTB staff. The Committee was responsible for reviewing the proposals, conducting proponent interviews, and rating the proposals with comparative evaluation criteria. The recommendations from the Committee on these five proposals were presented to the Director for his consideration.

RECOMMENDATION

Through the Committee process and its recommendations to the Director, staff recommends the selection of Crosby Schlessinger Smallridge LLC to assist in the preparation of a development plan for Sullivan Square. Its proposal and follow up interview evidenced a clear understanding of the scope of services and the most thorough, thoughtful response to RFP.

An appropriate vote follows:

VOTED: That the Boston Redevelopment Authority authorizes the Director to negotiate and execute a contract for consulting services with Crosby Schlessinger Smallridge LLC to assist in the preparation of a development plan for new parcels in Sullivan Square, in an amount not to exceed \$150,000 upon such terms and conditions as the Director deems appropriate.