

BWSC Parking Lots

Application for Project Review Committee (PRC)

Role of the Project Review Committee

Members of the PRC will serve in an advisory capacity and provide community perspective throughout the Request for Proposal (RFP) Review Process. As part of the review process, the PRC will evaluate the developer submissions based on the criteria developed through the visioning sessions in the BWSC Parking Lots RFP process. The PRC will build consensus to ultimately provide a recommendation to the Boston Planning & Development Agency (BPDA). Following the RFP Review Process, the PRC will have the option to serve in lieu of an Impact Advisory Group (IAG), and participate in the Article 80 process for the site.

Responsibilities of the Project Review Committee

Generally:

- Bring your expertise and perspective to discussions, work sessions, and meetings
- Be an ambassador for your community

During the RFP Review Process:

- Work with the BPDA's RFP Evaluation Committee to review responses to the RFPs
- Work towards consensus in crafting a recommendation for the tentative developer designation

Following RFP Review Process:

- Option to serve as an Impact Advisory Group (IAG) member, participating in development review meetings and working groups
- Review and recommend options for mitigation of project impacts
- Review the cooperation agreement made by the development team

Members of the PRC are expected to attend 3 meetings for the RFP review, which will take place in March 2024. If the PRC member chooses to participate in the IAG, they will be expected to attend the 3-7 IAG meetings.

Conflict of Interest Statement

In order to maintain the integrity of the review process, it is a requirement that no member of the PRC shall have a beneficial connection to a proposed respondent or development team.

Project Review Committees Code of Conduct and Rules of Engagement

- Members of the PRC agree to treat each other with respect and actively listen to other group members.
- Members must support that all voices are heard throughout all meetings and discussions.
- The BPDA encourages debate of differing opinions among PRC members as we move towards consensus.

Application Form

If you would like to nominate yourself to be a part of the Project Review Committee, please fill out a [self-nomination application online](#). The submission deadline is **February 12, 2024, at 12 p.m. (noon)**. If you have any questions about the process, please reach out to Jonathan Short (jonathan.short@boston.gov) and Rebecca Tomasovic (rebecca.tomasovic@boston.gov).

FAQ

What is a Project Review Committee?

Project Review Committee is a group of nominated community members that provides the Boston Planning & Development Agency (“BPDA”) with recommendations on which proposals best meet the criteria outlined in an RFP. The PRC members may serve in lieu of an Impact Advisory Group (IAG) throughout the Article 80 process.

Who makes up a PRC?

The PRC is typically made up of 4-10 community members. The individuals that comprise the other community members should represent: abutting residents and businesses, local neighborhood associations, and other impacted parties. Nominations for the PRC can be made by self-nomination.

How are members of the PRC chosen?

The BPDA will select members for the PRC that are involved and/or committed to the Chinatown community. The BPDA is interested in selecting members of the PRC that have diverse perspectives, skill sets, or expertise that aligns with the development guidelines set forth in the RFP. These topics include, but are not limited to, familiarity with affordable housing, ground floor activation, public / open space, healthy development, arts and culture, and diversity and inclusion.

What is an Impact Advisory Group (IAG) and how does it relate to the PRC?

Following the selection of the developer, the PRC will have the option to continue serving on this committee to take part in Article 80 Review for the parcels in question in lieu of an IAG. They could fulfill the same roles as an IAG would in an Article 80 Large Project Review (outlined below).

An IAG's primary role is to provide review and advice from stakeholder perspective on the ways in which the physical impacts resulting from a large project might be mitigated and thereby make the proposed development that much more beneficial to the community. Examples of impacts on which an IAG might deliberate include traffic/transportation, environmental, security/safety, etc. Recommendations made by the IAG on these impacts will inform the developer's creation of a mitigation package for the project.

Similarly, IAG members might advise the regulatory agency and the developer through its review of those programmatic considerations which might provide benefit to the larger community in which a project is based. These recommendations – for mitigation and proposed community benefits – are codified in the Cooperation Agreement which is executed between the regulatory agency and the developer.

In this role, the IAG members attend development review meetings and participate in work sessions, to assess and advise on the development process. They assist with outreach, encourage participation, and represent their community. They recommend and review options for mitigation of project impacts, as well as review the cooperation agreement, which outlines commitments made by the development team.