



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

CITY COUNCIL MEETING

TUESDAY, MARCH 8, 2022 AT 7:00 PM

RICHARD E. MASTRANGELO COUNCIL CHAMBER

AGENDA

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may comment through email: vpiccirilli@watertown-ma.gov

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1. ROLL CALL
 2. PLEDGE OF ALLEGIANCE
 3. PUBLIC FORUM
 4. INFORMATIONAL PRESENTATION
 - A. Consideration and vote on Moxley Park Court Renovation Project Design Option
 5. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
 - A. City Council Meeting Minutes - February 23, 2022
 6. PRESIDENT'S REPORT
 7. PRESENTATION OF A PROCLAMATION
 - A. Day Of Solidarity For Ukraine
 8. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a Petition from NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for a Grant of Location for the Installation in Coolidge Hill Road Southerly from Pole 2/3, Approximately 248± Feet West of Kondazian Street a Distance of About 10± Feet of Conduit. This Work is Necessary to Provide OH/UG Electric Service to 19 Coolidge Hill Road. Upon Completion of the Department of Public Works Review, Said Work is Subject to the Recommendations and Conditions Set Forth Should the Grant of Location Be Approved for the Application

- B. Public Hearing and Vote on a Petition from NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for a Grant of Location for the Arsenal Street installation in and maintenance of approximately 150 linear feet of 4-5" PVC Pipes Type EB in concrete. This work is necessary to provide underground service to 85 Walnut Street. Upon Completion of the Department of Public Works' Review, Said Work Is Subject to the Recommendations and Conditions Set Forth Should the Grant of Location be approved for this application

9. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. First Reading on a Proposed Ordinance to Modify Hours of Operation of the Administration Building and Senior Center

- B. High School

First Reading on a Proposed Loan Order Authorizing the City Treasurer, with the Approval of the City Manager, to Borrow and/or Expend Monies in the Amount of One Hundred Ninety-Eight Million Eight Hundred Forty-Four Thousand Two Hundred Fifty-Two Dollars (\$198,844,252) for the purpose of constructing a new Watertown High School located at 50 Columbia Street in Watertown, Massachusetts, including the payment of all costs related to designing the project, demolishing the existing building, equipping and furnishing the school, site improvements, and all other costs incidental and related thereto (the "Project"), which appropriation shall be in addition to amounts previously appropriated to pay costs of the feasibility study and schematic design phase of the Project and which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the City may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"), said amount to be expended under the direction of the Watertown School Building Committee; that to meet this appropriation the Treasurer, with the approval of the City Manager, is authorized to borrow said amount pursuant to G.L. c.44, §7(1) or G.L. c.70B, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City; that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-nine and thirty-three one hundredths percent (49.33%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; that the amount of the borrowing authorized by this order shall be reduced by any grant amount set forth in and received pursuant to the Project Funding Agreement that may be executed between the City and the MSBA; and that the design/bid/build delivery method is hereby authorized to carry out the Project pursuant to the provisions of G.L. c.149.

- C. Three Elementary Schools Project

First Reading on a Proposed Loan Order Authorizing the City Treasurer, with the Approval of the City Manager, to Borrow and/or Expend Monies in the Amount of \$48,895,000 is appropriated to pay costs of renovating and constructing additions to the Lowell Elementary School and constructing the new Hosmer and Cunniff Elementary Schools, including the costs of equipping and furnishing the schools, making site improvements at the schools and all other costs incidental and related to such school projects, which appropriation shall be in addition to all amounts previously appropriated for such school projects; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling

authority, and to issue bonds or notes of the City therefor.

D. Streets and Sidewalks

First Reading on a Proposed Loan Order Authorizing the City Treasurer, with the Approval of the City Manager, to Borrow and/or Expend Monies in the Amount of \$2,500,000 is appropriated to pay costs of constructing, reconstructing, paving, repairing or otherwise improving streets and sidewalks, including if necessary, convenient or desirable improving underground ducts and conduits and paying all other costs incidental and related to such street and sidewalk work; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

E. Play Equipment

Resolution Authorizing a Transfer of Funds in the Amount of \$551,044 from the Fiscal Year 2022 Debt Retirement – Planned Debt to the Fiscal Year 2022 Transfer To Capital Projects – Arsenal Park Improvement, to move forward with the Pre-Purchase of Play Equipment for Arsenal Park Phase B.

F. Arsenal Street Corridor

Resolution Authorizing a Transfer of Funds in the Amount of \$800,000 from the Fiscal Year 2022 City Council Reserve to the Fiscal Year 2022 Transfer To Capital Projects – Arsenal Street Corridor Improvements \$800,000 to move forward with the MassWorks Arsenal Street Corridor Matching Share of \$1.7 million.

10. REPORTS OF COMMITTEES

- A. Committee on Human Services Regarding Reappointment of Cynthia Galligan as a member of the Watertown Housing Authority.
Anthony Palomba, Chair

11. NEW BUSINESS

- A. Referral to the Personnel and City Organization Committee to Discuss and Recommend Council Compensation

12. COMMUNICATIONS FROM THE CITY MANAGER

13. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS

14. ANNOUNCEMENTS

15. PUBLIC FORUM

16. RECESS OR ADJOURNMENT

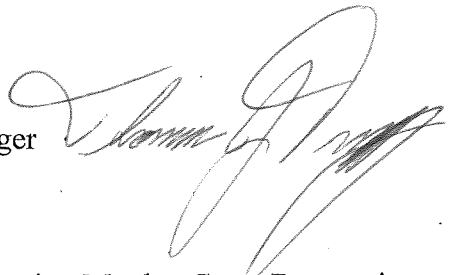


Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

TO: Honorable City Council

FROM: Thomas J. Tracy, Acting City Manager 

DATE: March 3, 2022

RE: Agenda Item – Informational Presentation Moxley Court Renovation

During the January 11, 2022 City Council Meeting, CDM Smith made a presentation to the Council on the proposed Moxley Court Renovation. Two options were discussed as to what types of play courts would be situated at Moxley Park. The City Council requested that an additional community information meeting be held.

The Community meeting was held on February 14, 2022. CDM Smith made a presentation during this meeting. Please see the attached email, with attachments, from Steve Magoon, Acting Deputy City Manager for further information regarding the two options as well as a brief summary of the public discussion.

In order to proceed with finalizing and bidding the project, I respectfully request an informational presentation be placed on the March 8, 2022 City Council Agenda.

Thank you for your consideration in this matter.

cc: Steve Magoon, Acting Deputy City Manager
Peter Centola, Recreation Director
Greg St. Louis, DPW Superintendent

Osmond, Marsha

From: Magoon, Steve
Sent: Thursday, March 3, 2022 3:10 PM
To: Tracy, Tom
Cc: Osmond, Marsha; Centola, Peter; St. Louis, Gregory; Galdston, Deanne; Howard, Glenn; St. Louis, Gregory
Subject: Moxley Park Court Renovation Project

Mr. Tracy, attached are several items related to this project. As you are aware, the project was presented to the City Council on January 11, 2022. As a result of that presentation, the Council asked that another community information meeting be held to discuss the options for making improvements to the court area of the Park.

On February 14, 2022, that meeting was held. There was a presentation by our consultants, CDM Smith, consisting of 2 options. We can reconstruct the existing basketball and tennis courts, or reconstruct the area to also include a multi-purpose rink with rink boards. This also will include a small retaining wall.

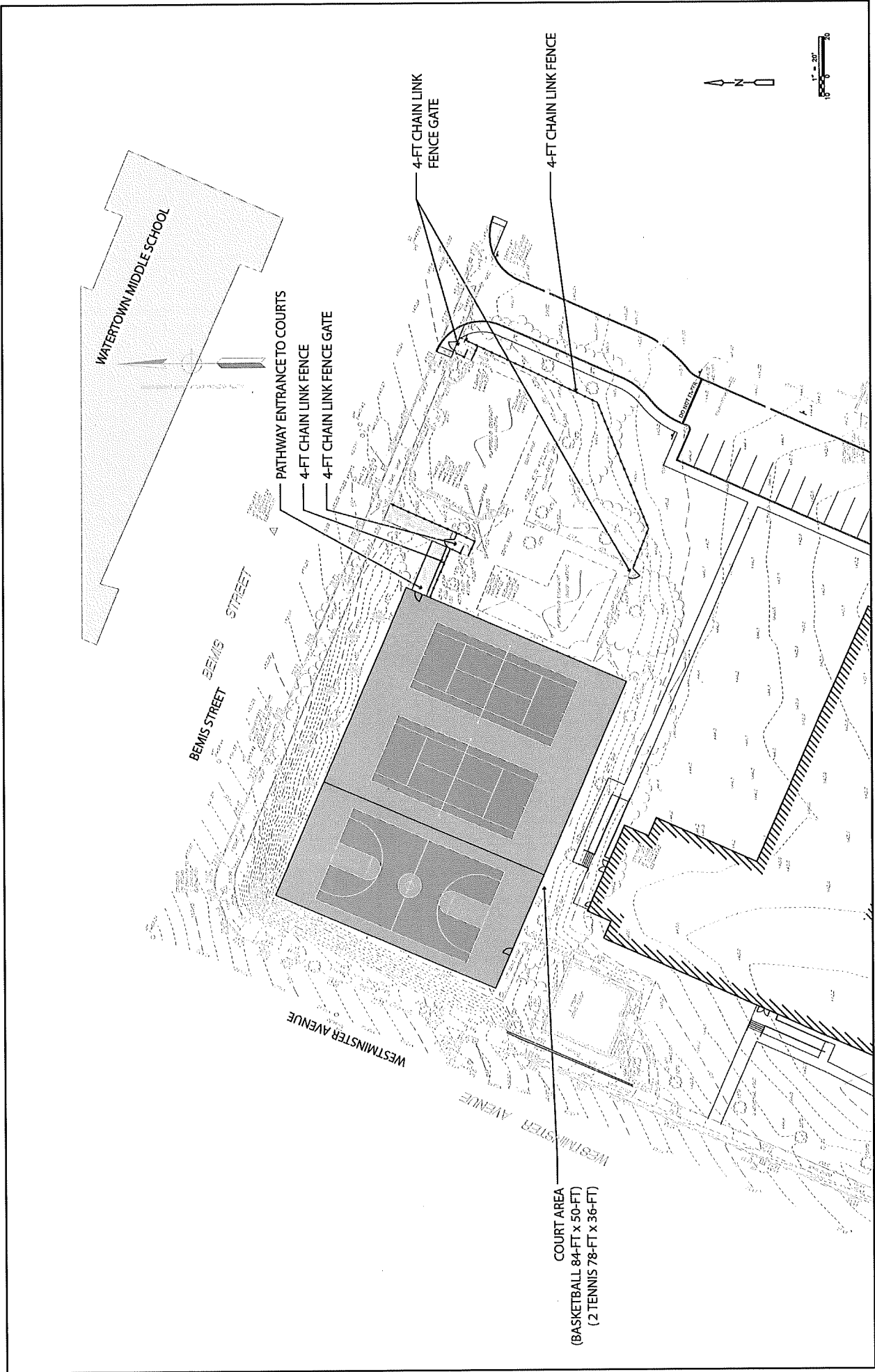
The public comment was varied, with some nearby residents expressing concerns, particularly about noise associated with the improvements. There also were a number of residents who expressed support for the improvements. These comments expressed the need for more facilities and that the additional multi use rink would create flexibility for a variety of activities that are much broader than if we simply replace the basketball and tennis courts, as this option would still include those as well.

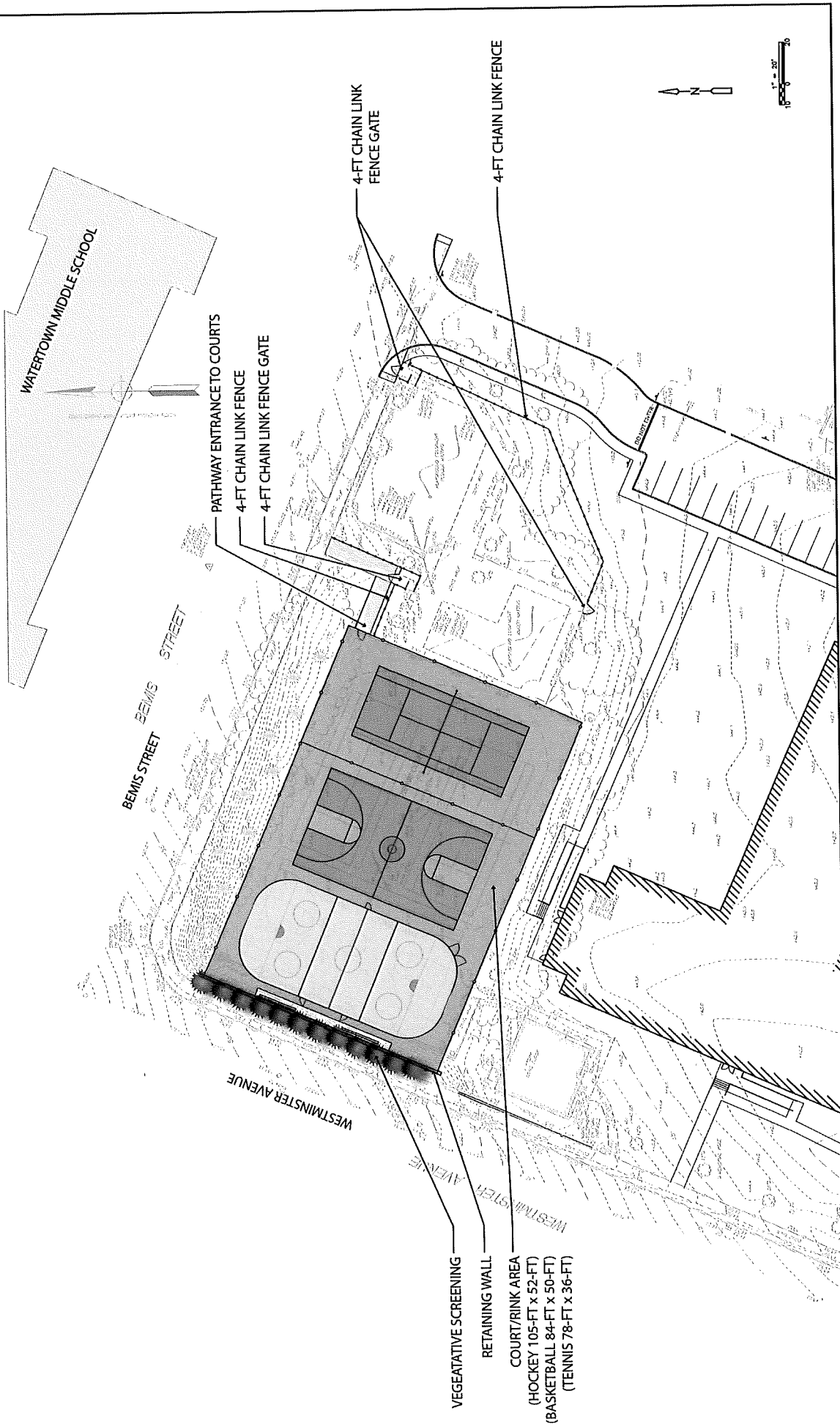
Attached are updated drawings which show the 2 options. These drawings also show the fencing for the playground area, new light poles, and include the emergency access that will be a part of the temporary High School project. Also attached is a cost estimate for both options. We have also included correspondence received regarding the project, with a number of letters in support of improving the court area.

Staff would recommend moving forward with the project as originally envisioned with the multi-use rink and moving forward in time for the improvements to be in place when the High School is temporarily located here. We look forward to the discussion and will be available to answer any questions.

Steve Magoon
Acting Deputy City Manager, Director, Community Development and Planning
Watertown Administration Building
149 Main Street
Watertown, MA 02472
Office 617 972-6417
Cell 617 987-1136

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Moxley Park Court Improvements
Planning Level Opinion of Probable Costs
CDM Smith 3/3/2022

- Option 1**
- (1) Steel Frame Dasher Board Hockey Rink System
 - (1) Tennis Court
 - (1) Basketball Court
 - (1) New Court Lighting System

Demolition, removals and disposal, sediment and erosion controls
 Court Base
 Court Paving
 Court Acrylic Surfacing
 Tennis Posts and Nets
 Basketball Posts Backboards
 Hockey Rink Foundation (Including Excavation)
 Hockey Rink Foundation 12"x12" Extensions
 Hockey Rink Dasher System
 4' PVC Coated Chain Link Fence
 10' PVC Coated Chain Link Fence
 6" Concrete Pathway
 Vegetative Screening
 Retaining Wall 125.5 LF' – 3 ft. high at front to 8 ft. high at back corner
 Lighting
 Electrical Service Connection and Controls
 Benches with foundations
 Loam and Seed Disturbed Areas

Sub Total Court Improvements	\$600,000
Stormwater Allowance	\$200,000
<u>Subtotal Project Improvements</u>	<u>\$800,000</u>
General Conditions @ 12%	\$ 96,000
Permits, Insurance and Bonds @ 3%	\$ 24,000
Overhead and Profit @12%	\$ 96,000
 Total Project without Contingency	 \$ 1,016,000
 Construction Contingency @25%	 \$ 254,000
 Total Project	 \$ 1,270,000

- Option 2**
- (2) Tennis Court
 - (1) Basketball Court
 - (1) New Court Lighting System

Demolition, removals and disposal, sediment and erosion controls
 Court Base
 Court Paving
 Court Acrylic Surfacing
 Tennis Posts and Nets
 Basketball Pots and Backboards
 4' PVC Coated Chain Link Fence
 10' PVC Coated Chain Link Fence
 6" Concrete Pathway
 Lighting
 Electrical Service Connection and Controls
 Loam and Seed Disturbed Areas

Sub Total Court Improvements	\$450,000
Stormwater Allowance	\$200,000
<u>Subtotal Project Improvements</u>	<u>\$650,000</u>
General Conditions @ 12%	\$ 78,000
Permits, Insurance and Bonds @ 3%	\$ 19,500
Overhead and Profit @12%	\$ 78,000
 Total Project without contingency	 \$ 825,500
 Construction Contingency @25%	 \$ 206,000
 Total Project	 \$1,032,000

To: Mr. Steve Magoon, Acting Deputy City Manager
From: Peter Centola, Director of Recreation
Item: Moxley Court Renovation Letters
Date: Thursday, March 3, 2022



Mr. Magoon,

Please accept the letters of correspondence in regard to the Moxley Park Court Renovation Project which has been received by the Department of Recreation.

Regards,

Peter Centola

Peter Centola
Director of Recreation

Last Name	First Name	Organization	Title
Cacia	Frank	Watertown Public Schools / Boston Public Schools	Physical Education Teacher / Soccer and Tennis Coach
Ciulla	Mike & Colleen	Watertown Resident	Parents of two children
Desrosiers	Jason & Kate	Watertown Resident	Parents of four children
Donahue	Eileen	Watertown Public Schools (Lowell School)	Physical Education Teacher / Field Hockey Coach
Donovan	Brian & Caitlin	Watertown Resident	Parents of two children
Gaudette	Renee	Watertown Boys and Girls Club	Executive Director
Glencross	Hillary	Watertown Public Schools (WHS)	Physical Education Teacher
Grady / Driscoll	Patty/Tim	Watertown Resident	Parents of three children
Helie	Jim	Watertown Youth Lacrosse	President
Johnson/McLaughlin	Tom/Shannon	Watertown Public Schools (WMS)	Physical Education Teachers
Kelly	Erika	Watertown Public Schools (WHS)	Assistant Field Hockey / Head Ice Hockey and Softball Coach
Lawn	Michael	Watertown Police Department	Chief of Police
Master	Dan and Holly	Watertown Resident	Parents of four children
Murphy	Ryan	Watertown Public Schools (WHS / WMS)	Director of Athletics
Sullivan	Thomas	Watertown Resident	Watertown Recreation Director (36 Years): Retired
Tourville	Jason	Watertown Youth Hockey	President
Venezia	Jamie	Watertown Resident	Parent of four children / Former WHS Boys Hockey Coach
Vlachos	John	Watertown Public Schools (WHS)	Varsity Girl's Soccer, Boy's Ice Hockey and Girl's Tennis Head Coach
Zarkadas	Jim	Watertown Resident	Parent of three children / High School Girls Lacrosse Coach

Centola, Peter

To: Peter Centola
Subject: Moxley Court Renovation Project

Hello Peter,

I have been employed by the Boston Public Schools for the past 20 years. I was a physical education teacher for the first 11 years and mostly recently since 2009 as the Physical Education Instructional Coach. I have been involved in many projects that enhanced the outside playgrounds that support schools and surrounding communities. I have witnessed first hand over the years how these playground renovations have enhanced the school physical education and community programming.

As the head boys soccer and tennis at Watertown HS, and a lifelong resident, I completely support the Moxley Court Renovation Project. There is no doubt that a multi-purpose rink, that can also be used for various physical education activities as well as futsal, along with a basketball and tennis court will greatly serve the students and residents of Watertown for many years to come.

Thank you!
Frank

Frank Cacia
Watertown High School
Head Coach: Boys Soccer
Head Coach: Boys Tennis
frankcacia@gmail.com
(c) 904-742-2480

To Whom It May Concern,

We are writing in support of the proposed renovation project at Moxley Park.

As lifelong residents of Watertown, parents of two children in the Watertown school system and a nearby resident of the Moxley park area, we were very excited to hear of the possible renovations to the facility. The courts have been in bad shape for a long time and efforts should be taken to update the facility in order to expand the variety of recreational opportunities for the youth in this striving town.

Our children have benefited from the great work the recreation department has done over the years and this will only help to continue to add value for the children of this community's future for years to come. The outside rink would be a great addition for a number of different activities. The similar facility on the south side of town has been well received and to add a similar set up across town would be a great addition . As nearby residents of the area, we also welcome any and all traffic or noise that may potentially be associated with such a project.

Best Regards,
Mike and Colleen Ciulla

March 01, 2022

Dear Mr. Centola,

My Family and I have lived in Watertown for over 10 years with 4 boys that are currently in the Watertown school system. They all have enjoyed the many recreational activities that you and your staff have provided throughout the years.

After seeing the Moxley Park design proposal for the new courts and Multi-Purpose rink, my wife and I feel that the new improvements to Moxley would be great for our kids and the other children of Watertown. We believe that the proposal would add new opportunities for our kids to enjoy themselves in town and close to our house. If it is just hanging out with their friends playing pick up games or if it's an organized event that you and your department can run it would keep our children and others active, social and to us the most important part is off of screens. We also feel that since the multi purpose rink would be right next to the middle school this would also provide the school with an opportunity to expand their Physical Education curriculum during the school day.

My wife and I are in full support of this renovation proposal and hope that the Watertown City Council approves the renovation.

Sincerely

Jason and Katie Desrosiers

42 Nash St.

Watertown

[REDACTED]

February 10, 2022

Peter Centola
Watertown Recreation Director
149 Main St.
Watertown, Mass. 02472

Dear Peter Centola:

I'm writing to you regarding the renovation plan for the Moxley Park. I am in full support for creating a Multi-Purpose Rink and updating the basketball and tennis courts. The community could play various sports and activities inside the rink (street hockey, field hockey, ice hockey, skating, etc.). In addition, updating the basketball court and tennis court would be beneficial for everyone. The more Watertown can offer more places to be physically active, the healthier everyone will be. By updating this field, this will enhance both the athletic and physical education programs. As a field hockey coach, I could see my team playing inside the rink for small stick skills and games. As a physical education teacher, it would be a great opportunity to create a skating program where my school was able to use the rink. (many children don't have the opportunity to go skating)

Thank you for continuing to bring the Watertown community together by providing opportunities for everyone to live a healthy, active lifestyle.

Sincerely,

Eileen Donahue
Watertown Field Hockey Coach
Watertown Physical Education Teacher

Peter Centola
Recreation Director
Town of Watertown
149 Main St, Watertown,
MA 02472

Dear Mr. Centola,

My wife Caitlin and I are long term Watertown residents with two children that went through the Watertown school system. My children have been involved in Watertown recreation and youth sports programs over the past 18 years.

We have reviewed the design proposal for Moxley courts and feel that a multi-use design will provide much more flexibility in terms of providing sport and recreation activities for the children of Watertown. My children have used the multi-use rink at Casey Playground many times for street hockey, box lacrosse, and other programs. This type of rink surface is a great asset to the children and the community.

We feel that providing a similar multi use court/rink at Moxley will allow the school department, recreation department, and Watertown youth sport programs the opportunity to provide an expanded number of recreation and sport programs closer to the center of town. We feel that with the loss of the Moxley field to support the mobile classrooms during the new high school building process only heightens the need for this type of facility.

Sincerely,

Brian and Caitlin Donovan

Brookline St

Watertown, MA



**WATERTOWN
BOYS & GIRLS CLUB**

Chairman of the Board
Cindi Galligan

President
Phil Greenough

Vice President
Alan Medville

Second Vice President
Liz Padula

Treasurer
Anthony Paolillo

Secretary-Clerk
Janet Buck

Executive Director
Renée Gaudette

Board of Directors
Janet Buck
Elizabeth Calleva
John Cimino
Brett Dean
Paul J. DerBoghosian
Thomas W. DiSilva
Anthony Donato
Cindi Galligan
Phil Greenough
Jonathan Hecht
Eileen Hsu-Balzer
John Labadini
John Lawn
S. Kelley MacDonald
Kristine Martel
John McElhenny
Alan Medville
Stephen Messina
Stephen Nyakairu
Megan O'Halloran
Liz Padula
Anthony Paolillo
Kathy Raule
Allie Sherwood
Daniel Unsworth
Curtis A. Whitney

Tuesday, February 8, 2022

Dear Watertown City Council,

I am writing today to express support for the Watertown Recreation Department's proposal for renovations at Moxley Field. We believe that a multipurpose rink at the Moxley Field site would be a valuable addition to our town's recreational opportunities, benefiting youth, adults and the community at large.

There are several activities that would be accessible due to the addition of a multipurpose rink at Moxley Field, including in-line skating, futsal, hockey and more. Providing diverse opportunities for recreational activities to the residents of Watertown is always at the forefront of the Recreation Department's vision and work.

I believe this proposal aligns well with the mission of creating more diversity in the recreational opportunities available in our city.

Sincerely,

Renee Gaudette
Executive Director

25 Whites Avenue
Watertown, MA 02472
P 617-926-0968
F 617-926-4727
e-mail: info@watertownbgc.org
www.watertownbgc.org

GREAT FUTURES START HERE.



Watertown High School

50 Columbia St, Watertown, MA 02472 USA 617-926-7760 fax: 617-926-7723 www.watertown.k12.ma.us

Joel Giacobozzi
Principal

Annmarie Boudreau, *Associate Headmaster*
Brian Brewer, *Dean of Students*

February 9, 2022

To Whom It May Concern:

In September 2013, I was hired by the Watertown Public Schools as a travel teacher to teach physical education and wellness at both the middle and high schools. At the time of hiring, my responsibilities at the middle school were to service all students receiving adapted physical education, while my teaching load at the high school not only included adapted PE students, but also general education students. Although I am no longer traveling between the schools, my four and half years at the middle school included many memories with my adapted physical education students on Moxley Field.

Outside of teaching physical education, I am the Vice President of Adapted Physical Education for the Massachusetts Association of Health, Physical Education, Recreation, and Dance (MAHPERD). I spend a lot of my time advocating for quality physical education, while ensuring I am able to teach my students the necessary skills to be physically fit and well for a lifetime. Part of our education to our students includes being able to provide students with the resources outside of class to maintain their overall fitness and wellness. When Mr. Peter Centola informed me about his Moxley Field renovation proposal, I was excited to hear about the additions he aspires to add to Moxley Field. With the proposed Moxley Field renovations, we would be able to share the local resource with students through physical education and encourage them to take their physical education lessons back to their families, and engage in various physical activities, at Moxley field, outside of class.

From a physical education standpoint, the courts in close proximity to the school allow for student choice and engagement in various physical activities. The best part of Mr. Centola's proposal is the addition of a multi-purpose court. This addition would give a safe place that is enclosed to help keep equipment in while practicing various athletic skills. Although the tennis courts would be reduced to one court, students at the middle school level are typically still working to perfect skills and a full court, with net, is not always necessary. Classes would still be able to use the tennis court for both tennis and pickleball skills and students not yet ready to practice with the net can utilize the multipurpose court to further practice their skills, prior to meeting an opponent on a standardized court. Additionally, the basketball court would also allow for additional space to practice skills for larger classes, prior to adding a net, or the court can be used as it was intended to be used, for basketball skills.

Additionally, I reflect on my time at Watertown Middle School, teaching my adapted physical education students roller blading in the small, lower gym of the middle school. Had we had access to the multipurpose court at the time, the students would have been able to get outside with more space to rollerblade, while working on improving their skating ability. We could have then taken the unit further and played floor hockey on roller blades, giving the students a more genuine feel to being on an actual rink playing. The smiles from the student's success at the time

may have been made even bigger had they felt similar to their heroes on their favorite NHL teams.

I truly believe that by expanding the options with the addition of the multipurpose court, more students would be able to bring their family to engage in activities learned in physical education and apply the skills outside of the school day. The options would be endless at Moxley field as community members would still have access to fitness equipment with the colosseum, as well as the various courts: tennis, basketball, and multipurpose; and the soccer and baseball field space.

In full support,

A handwritten signature in black ink, appearing to read 'Hillary Glencross', with a long, sweeping horizontal line extending to the right.

Hillary Glencross, Ed.D.
Physical Education Teacher
Watertown High School
Hillary.Glencross@watertown.k12.ma.us
(617) 926-7760 ext. 36542

March 1, 2022

Mr. Peter Centola
Watertown Recreation Director
149 Main St
Watertown, MA 02472

Dear Peter,

We are writing to express our support for the renovation project that is proposed for Moxley Park. This multipurpose recreation project will surely be a great benefit for all generations of our town's residents.

As the parents of three children who throughout the years have utilized the various recreation facilities around town, the thought of improving existing structures and providing new areas in which they can play is exciting. Anything that will provide the opportunity for our residents to enhance their physical well being is good thing and this project at Moxley Park is no exception to that viewpoint.

In addition, the fact that this project will provide multi use surfaces ensures a broad use for a variety of activities and people. We look forward to this project being completed and to future projects that will enhance the appeal of our town.

Sincerely,

Patty Grady & Tim Driscoll
Puritan Rd
Watertown, MA

Centola, Peter

From: Jim Helie <jimh9906@gmail.com>
Sent: Friday, February 11, 2022 9:27 AM
To: Centola, Peter; peter bennett
Subject: Letter in Support of Moxley Renovation: Watertown Youth Lacrosse
Attachments: lax2.jpg; lax4.jpg; lax3.jpg; lax1.jpg

Hi Peter,

I wanted to write this letter in support of the Moxley renovation from Watertown Youth Lacrosse.

We understand that there is to be an outside rink built within this renovation project and we couldn't be happier. We've used the Casey Park rink in the past to hold (FREE) Box Lacrosse sessions for all the youth (Girls and Boys) in Watertown and surrounding areas. I've listed a few bullets of importance regarding these sessions.

- These were "drop in" sessions during summer and fall evenings
- Age groups were 5-18
- Occasional adult and college age participated
- These were no contact, fun sessions with an emphasis on fun
- We held free clinics during these months for any child wanting to learn lacrosse
- Offered free clinics for experienced players with pro lacrosse players from the Boston Cannons

Having another facility at Moxley will be a terrific addition to the sports and recreation programs in Watertown. Moxley is a much more centralized location for our kids.

We are strongly in favor of this addition!

Best Regards,

Jim Helie

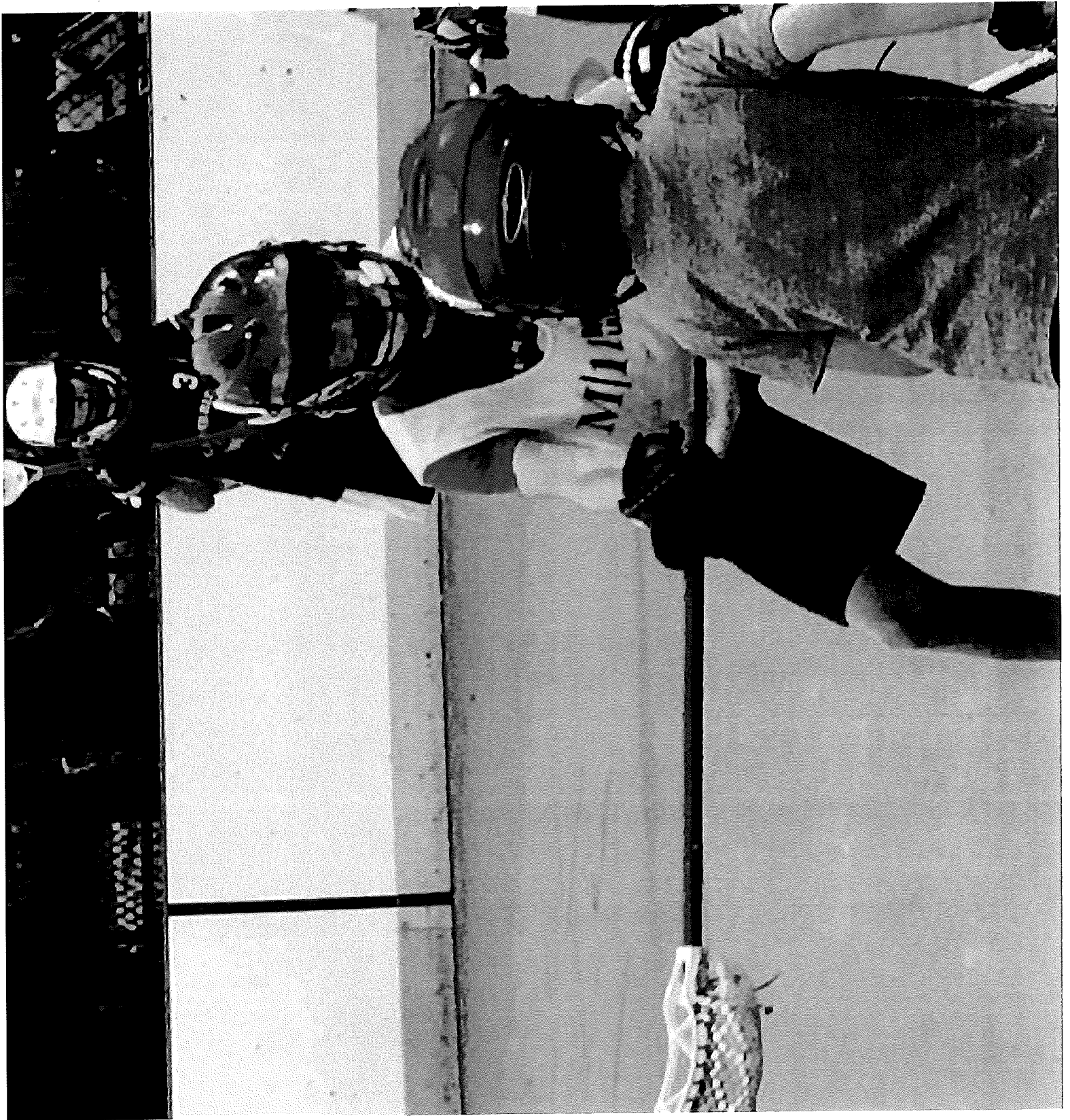
<https://photos.app.goo.gl/v8xSNEYY7NWoRfYA>

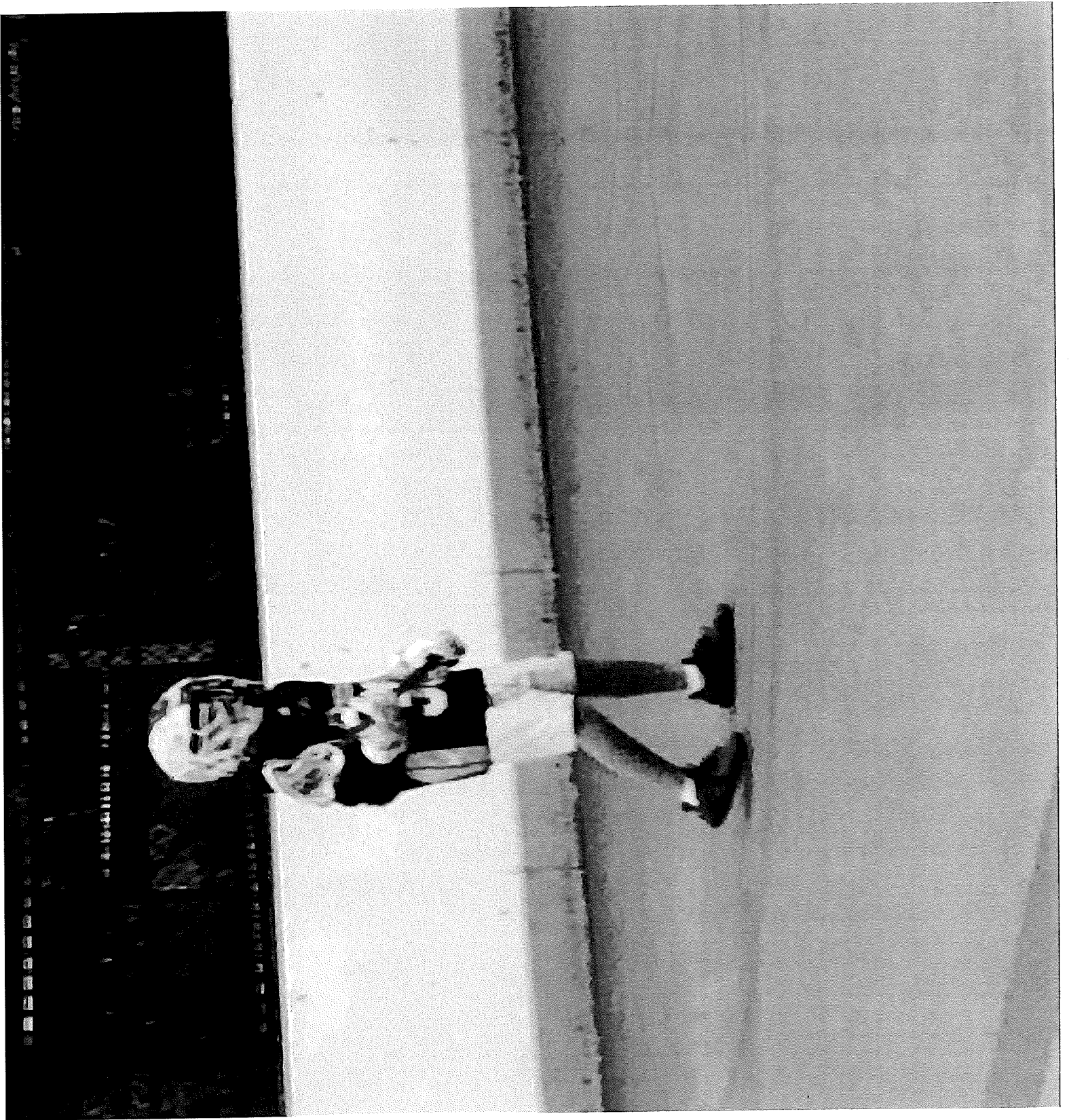
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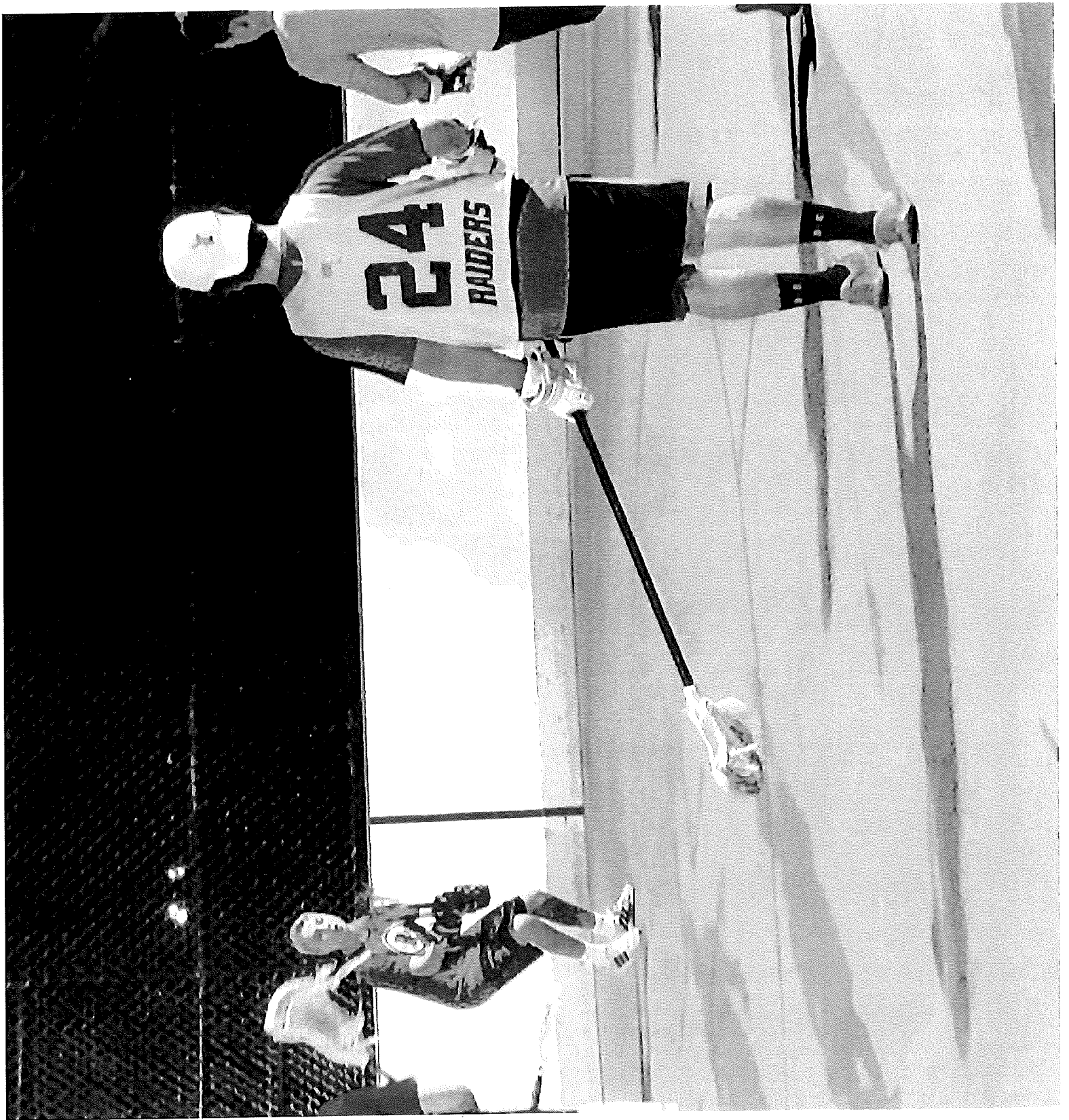
Jim Helie
President, Watertown Youth Lacrosse
jimh9906@gmail.com
857-272-1351 Mobile/Text

[Watertown Lacrosse Facebook Page](#)









Centola, Peter

From: Thomas Johnson <thomas.johnson@watertown.k12.ma.us>
Sent: Wednesday, February 9, 2022 11:04 AM
To: Centola, Peter; Shannon McLaughlin; Brendan Casey; Donna Martin
Subject: Moxley Field Renovations

After reviewing the plans for the Moxley Field/Court Renovation project, we feel that the proposed project will benefit the students at Watertown Middle School, as we will be able to use the Basketball/Tennis/Multi-Purpose space surfaces for P.E. classes both in the warmer months, and in the winter (if the Multi-Purpose space surface could be flooded, adding another activity to our curriculum).
We strongly are in favor of this plan.

Tom Johnson
Shannon McLaughlin

WMS Physical Education

--

Tom Johnson
Watertown Middle School P.E.

"Make every day a healthy one!"

When writing or responding, please remember that any email sent or received by an employee of the Watertown Public Schools is subject to the Massachusetts Public Records Law, M.G.L. c.66. This email message (including any attachments) is for the sole use of the intended recipient(s) and may contain confidential information covered under the Family Educational Rights & Privacy Act (FERPA) and/or other student records laws. If you are not the intended recipient, or the employee or agent responsible for delivering it to the intended recipient, you are not authorized to read, retain, print, copy, disseminate or otherwise use this email (or any attachments) or any part thereof. If you have received this email (and any attachments) in error, please contact the sender and delete all copies from your system.

Centola, Peter

From: Erika Kelly <ekelly1322@gmail.com>
Sent: Thursday, February 10, 2022 8:32 PM
To: Centola, Peter
Subject: Moxley Renovation Letter

To Whom It May Concern,

My name is Erika Kelly. Life long resident, student, and athlete of Watertown as well as a current Educator at Watertown Middle School and Head Coach of the Watertown High School Girls Varsity Ice Hockey program. I am writing in regards to the Moxley Court renovation project. I have reviewed the layout of the proposed idea to put a hockey rink in there and I hereby stand as a major proponent of this layout. Given that I am the Head Coach to a team consistently suffering in numbers (with a middle school waiver), and no youth girls ice hockey program in town, I see this renovation as an exceptional opportunity to grow interest in the game of hockey. Hockey is not a game you can pick up out of nowhere, there are major expenses that many caretakers may not want to commit to if they aren't confident their child will even be interested in the sport. This is the stepping stone we need. There must be a first step, and this is the perfect first step to growing girls ice hockey numbers in this town. As an educator, I believe we need more safe, healthy, and fun activities for our students to get involved in after school and on the weekends. I see this as an opportunity to become the perfect spot for an Elementary/Middle School after-school street hockey club and in the winter, a potential free skate opportunity for students and the community if ice is laid down. With numbers building at the club level, there becomes numbers to create a youth program, therefore benefitting our numbers at the Varsity level program. With knowledge of there being a rink at the other end of town, I have attempted on numerous occasions to set up times to get players out there and interested in the game but there has consistently been no availability at that court, leaving it useless to my program, which is disheartening. Though the constant lack of availability on that court is a nuisance to my program, it speaks volumes on the level of use it gets. Having two in town, especially in this extremely convenient location for the population that I am trying to reach, would be an asset to this town in a time where numbers are so low in the game of hockey. Putting this court in takes nothing away from what is already placed in that location, it strictly provides more purpose to the space. With the awareness of playful noise to be expected from this project, I make the argument that hockey sticks on a court make drastically less noise than that of a constantly bouncing basketball, which currently occurs daily as it is. Our youth needs this. Thank you for considering this proposal. I hope you strongly take into consideration the strength in the pro's that the layout of this renovation could have for the youth and our community entirely.

Be Well,

Erika Kelly



WATERTOWN POLICE DEPARTMENT

552 MAIN STREET
WATERTOWN, MASSACHUSETTS 02472-2224



MICHAEL P. LAWN
Chief of Police

Telephone: (617) 972-6533
FAX: (617) 972-6409

February 11, 2022

The Watertown Police Department and Watertown Recreation Department have enjoyed a collaboration over the past few years with the "Cops and Rec" program. This collaboration has let our officers participate in activities that allows us to promote positive relationships with the youth in our community. These relationships in the long run will foster trust and legitimacy between our officers and our youth.

One of the most successful programs that we run is the street hockey program at the Casey playground. This program has been very popular with both the boys and girls of our community. This facility gets a lot of use and limits the time that we can run programs there. With the addition of a second outdoor hockey rink, we will be able to work with the recreation department on expanding this very successful program.

Sincerely,

Michael P. Lawn

Chief of Police

February 10, 2022

Dear Mr. Centola,

My wife Holly and I are writing in support of the proposed Moxley Court Renovation project as described in the Moxley Court Renovation Packet.

My wife and I have raised 4 children in Watertown currently in grades 7 thru 12 and all have benefited from a wide variety recreational opportunity provided here, everything from youth sports to use of public fields and courts. In order for these opportunities to continue to be available for the current and future kids of Watertown, it is essential that we are diligent in our efforts to update the facilities we currently have as well expand the variety of recreational opportunities so we can be sure to offer something for everyone. For this reason, we feel this renovation project is very important, it will make a currently dilapidated facility enjoyable to use as well as expand the diversity of the use by adding a multipurpose court.

Respectfully submitted,

Dan and Holly Master

17 Theurer Park

Watertown



Watertown Raiders

50 Columbia St, Watertown, MA 02472 USA



Ryan Murphy, Director of Athletics
ryan.murphy@watertown.k12.ma.us
phone: 617-926-7748
fax: 617-926-7723

Jae Smith, Athletics Assistant
jsmith@watertown.k12.ma.us
phone: 617-926-7748
fax: 617-926-7723

I am writing in support of the recreation proposal for Moxley courts renovation which will include a multipurpose rink, tennis court, basketball court, and Led lighting. The multipurpose rink would be highly beneficial to the Watertown High School athletic department. This rink will give the student-athletes many different opportunities for fitness and leisure. These opportunities would be street hockey, in-line hockey, futsal, and box lacrosse. If you have any questions regarding my beliefs for the Moxley field multipurpose rink, please do not hesitate to contact me at any time.

Respectfully,

Ryan Murphy
Watertown High School Athletics

Pvt. Richard S. Moxley Memorial Playground Improvements

As you know, I was not in favor of using the Moxley Playground as a site for the temporary high school. That being said, let's do what we can to provide the students attending the Watertown Middle School and High School as much in the way of physical education and recreation facilities as possible. These facilities are also very important to all the residents of the northwest section of the city.

With 1,000 to 1,500 students attending the two schools, there is a big need for the northwest corner of the playground to be ready when the temporary high school opens. The hardcourt surface area can be used for physical education classes and outdoor recess. I have seen the layout presented to the Council by Mr. Driscoll on January 6, 2022. May I make the following suggestion regarding the layout. Put sleeves into the surface that will accommodate poles for both tennis and volleyball. This will increase the number of students who can be actively involved during physical education classes.

Another suggestion to the overall plan for the site would be to make the green field, by the north wing of the high school, synthetic. The proposed grass field will not hold up with the potential physical education and recess use of it. Just look at the corner of Boylston and Chauncey Streets at the Hosmer School. You will be hard pressed to find many blades of grass in the active areas of that site. The synthetic grass can be replaced by natural grass when the Moxley Playground is restored to an active recreation area at the completion of the new Watertown High School.

One last item. Back in the 1980's I believe the Moxley Playground was redesigned. The main change was the reorienting of the baseball field. At that time, the Recreation Department suggested putting a batting cage at the southwest corner of the site. In the present plan, it shows that area being used for parking. Losing the batting cage for parking limits the activities that are available for the students and residences of Watertown. Could these parking spots be added to the southeast corner of the site behind the baseball backstop? Could some of the cars parking on the site enter and exit off Waverley Ave? This might lessen some of the traffic congestion on Westminster Ave.

Thank you for any consideration you give to my suggestions.

Thomas J. Sullivan

11 Upland Road

Watertown, MA 02472

Centola, Peter

From: Jason Tourville <Notification@LeagueAthletics.com>
Sent: Thursday, February 10, 2022 3:52 PM
To: Centola, Peter
Subject: New outdoor rink in Watertown? Yes!

Hi everyone,

It recently came to my attention that the Watertown Recreation Dept. is seeking capital funding to add an outdoor multi-use rink like the one at Casey Park to Moxley Park. Moxley is the park adjacent to the Watertown Middle. The plan also includes long over due renovation of the basketball and tennis courts.

There is a link below to a document describing the plan and details of a meeting on Monday night to weigh interest from the community.

I think many of you would agree that having a facility similar to the rink at Casey in a more central location would be a great spot for our kids to play. We use the Casey rink for off-ice skills in the summer and into the fall. But more and more, it has become a spot for unstructured play for our players and friends/family outside the WYH community. So I am very excited about the possibility for a rink that is closer to more of our families...and to a more flexible schedule for formal use of the rink.

If you agree, please send an email to Town Council members and/or Recreation Dept. Director Peter Centola (pcentola@watertown-ma.gov) letting them know you do. Better yet, attend or log into the meeting Monday night over Valentine's day dinner, and voice your support.

Best,

Jason@WYH

Please consider attending our Community Meeting to discuss our Moxley Court Renovation Project. The meeting is Monday, February 14 at 7:00 by way of Zoom

[Moxley Court Renovation Project Packet](#)

We hope you found this message to be useful. However, if you'd rather not receive future e-mails from us, please [click here to unsubscribe](#)

Hello Peter,

I'm writing to you regarding the renovation plan for the New Moxley Park. I am a lifelong Watertown resident who has coached the WHS boys ice hockey team for over 10 yrs. I am in full support of creating a multipurpose rink as well as upgrading the basketball/Tennis courts.

This would greatly benefit the families and people of the community. This multipurpose facility would be great for Street hockey, field hockey, roller blading, soccer, conditioning and more. This new renovation will for sure enhance the physical education and overall experience

For people and young athletes in this town. This is an extremely important piece to this renovation.

Thank you all who continue to make Watertown the best community to live in and for all the hard work done by Peter Centola and the entire recreation department.

Sincerely,

Jamie Venezia

Former WHS Assistant Boys Hockey Coach

Centola, Peter

From: John Vlachos <j.vlachosjr@gmail.com>
Sent: Friday, February 11, 2022 4:07 PM
To: Centola, Peter
Subject: Moxley Court Renovation Project.

To whom it may concern:

My name is John Vlachos Jr, I am currently the Watertown High School's Varsity Head Coach for Girl's Soccer, Boy's Ice Hockey, and Girl's Tennis Teams. I was born in Watertown, and attended Lowell Elementary, West Junior and Watertown High School. I have fond memories playing soccer, ice hockey and tennis with my friends and teammates. I strongly endorsed the Moxley Court Renovation Project, not only for the Watertown Athletes, but also for all ages: youth and adults.

As a WHS Coach, my boys hockey team would use the outside rink in the summer for dry land shooting, and helping the Watertown Youth Hockey players develop their hockey shots. There have been many times that we have had conflicts with scheduling and not enough space for all the athletes. My soccer team would also be able to enjoy an extra outside rink area to play futsal during the soccer season and in the off season training.

For these reasons and many more, I strongly endorsed the Moxley Court Renovation Project.

Please contact me if you have any questions

Thank you

John Vlachos Jr.

Friday February 25, 20022

Dear Peter Centola,

My name is Jim Zarkadas I am a lifelong resident of Watertown. I also am an owner of a business in Watertown for over 12 years. I have three daughters that all attend or have graduated from Watertown public schools and all have played numerous youth and school sports. I also have coached girls' youth lacrosse for over 13 years and am currently the WHS girls' lacrosse coach.

I am in full support of the current Moxley park court renovation proposal. I think this type of renovation would benefit not only the children of the Watertown middle school, the temporary high school but all the children of Watertown.

It is a terrific opportunity for the residents of Watertown to have numerous athletic and recreational activities in one location.

Sincerely,

Jim Zarkadas

Head coach WHS girls' lacrosse

Centola, Peter

Subject:

FW: Moxley Park Renovations and Outdoor Rink

Good evening Ms. Izzo and Mr. Centola -

I hope you are well. I attended tonight's meeting, but did not have the opportunity to voice my opinion. As such, I wanted to quickly write to express my support for the planned renovations at Moxley Park, including the outdoor mixed use hockey rink.

Our family lives a few streets over from the park and believe it will be a great addition. My son plays hockey, and I know of several other families in the immediate area that have children who play both hockey and lacrosse. While we love going to Casey Park, it is somewhat prohibitive for local kids to easily access. This more centralized location will solve that challenge. We've played street hockey several times on the current Moxley courts, so having a dedicated hockey space will be great.

While I can appreciate the noise concerns from abutting residents, it is my hope that modifications can be made to help mitigate their concerns and provide the opportunity to move this project forward. I firmly believe it benefits the community when we have both ample and varied outdoor recreation spaces for the town's youth and families.

I appreciate your time.

Best regards,
Greg St. Pierre



Proclamation

WHEREAS: Ukraine has been a sovereign and independent country since the collapse of the former Soviet Union; and,

WHEREAS: The United States and Ukraine share common values, including freedom, democracy, and the rule of law; and

WHEREAS: At the direction of President Vladimir Putin, Russian forces have invaded Ukraine in violation of international law; and

WHEREAS: As the Ukrainian People face this unprovoked invasion of their country, we commend their strength, courage, and bravery in their fight for freedom; and,

WHEREAS: Watertown stands and offers support and solidarity to our neighbors with Ukrainian roots; and,

WHEREAS: Furthermore, the good people of Watertown hope for a swift end to this senseless violence in Ukraine whose people want to live their lives peacefully; and,

NOW THEREFORE BE IT PROCLAIMED: That the City of Watertown hereby proclaims Sunday, March 13, 2022, as

DAY OF SOLIDARITY FOR THE PEOPLE OF UKRAINE

And further, the trees in the heart of Watertown will illuminate with the colors of Ukraine, Blue and Gold.

IN WITNESS WHEREOF, I have
hereunto set our hand and caused the
Great Seal of the City of Watertown
to be affixed on this 8th day of
March 2022

Mark S. Sideris, Council President



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

NOTICE OF PUBLIC HEARING – NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY (WO # 4581478)

Grant of Location: 19 COOLIDGE HILL ROAD
February 22, 2022

Dear Abutters:

**NOTE: PLEASE NOTE THAT AN EARLIER LETTER WAS SENT WITH THE
INCORRECT DATE FOR THE CITY COUNCIL MEETING. THIS LETTER IS A
CORRECTION OF THAT ERROR.**

The City Council of the City of Watertown will hold a public meeting on Tuesday, March 8, 2022 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

on a petition from NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for consideration of a Grant of Location for the installation in Coolidge Hill Road Southerly from pole 2/3, approximately 248± feet west of Kondazian Street a distance of about 10± feet of conduit. This work is necessary to provide OH/UG electric service to 19 Coolidge Hill Road. Upon completion of the Department of Public Works' review, the following recommendations and conditions are being submitted for consideration by the City Council should the Grant of Location be approved for this application

Additional Conditions

- 1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
- 2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
- 3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and City of Watertown standards.
6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



TOWN OF WATERTOWN

DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

(P) 617-972-6420

(F) 617-972-6402

TYPE: Grant of Location Recommendations
DATE: August 25, 2021
APPLICANT: Eversource (WO# 4581478)
LOCATION: 19 Coolidge Hill Road

Watertown Department of Public Works has reviewed the attached petition by NSTAR Electric d/b/a Eversource Energy for consideration of a Grant of Location for the installation in Coolidge Hill Road Southerly from pole 2/3, approximately 248 ± feet west of Kondazian Street a distance of about 10 ± feet of conduit. This work is necessary to provide OH/UG electric service to 19 Coolidge Hill Road. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the Town Council should the Grant of Location be approved for this application.

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing Town-Owned and/or private utility infrastructure, The Town Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and Town-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The Town of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the Town of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and Town of Watertown standards.
6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the Town drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with Town Health Department on rodent control requirements.

**PETITION OF NSTAR ELECTRIC COMPANY FOR LOCATION FOR
CONDUITS
AND MANHOLES**

To the **Town Council** of the Town of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR Electric Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **T. Thibault**, revised date **August 18, 2021** and filed herewith, under the following public way or ways of said Town:

**Coolidge Hill Road- Southerly from pole 2/3, approximately 248± feet west of
Kondazian Street
A distance of about 10± feet - conduit**

WO#4581478

**NSTAR ELECTRIC COMPANY
d/b/a Eversource Energy**

BY: *Richard M. Schifone*
Richard M. Schifone
Rights & Permits, Supervisor

Dated this 24th day of August 2021

Town of **WATERTOWN** Massachusetts

Received and filed _____ 2021

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of WATERTOWN

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a Eversource Energy** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a Eversource Energy** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**Coolidge Hill Road – Southerly from pole 2/3, approximately 248± feet west of
Kondazian Street
A distance of about 10± feet – conduit.**

WO# 4581478

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **T. Thibault**, revised date **August 18, 2021** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the town council or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	Town Council
3	_____	the Town of
4	_____	WATERTOWN
5	_____	

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2021 at _____ in said Town.

1	_____	
2	_____	Town Council
3	_____	the Town of
4	_____	WATERTOWN
5	_____	

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Town Council** of the Town of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2021 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____

Clerk of the Town of **WATERTOWN**, Massachusetts

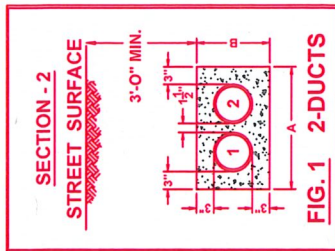
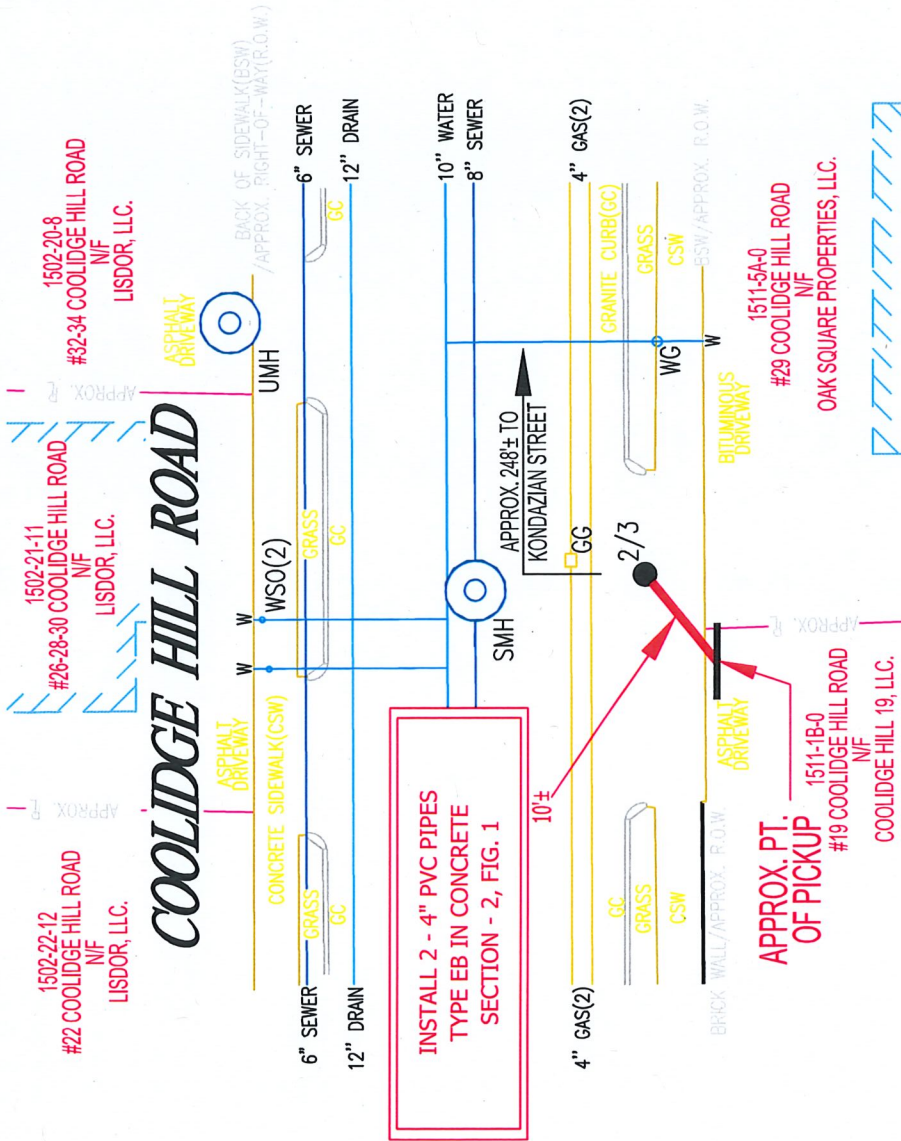
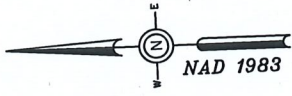


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BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICIATES, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

NOTES:

THE LOCATION OF UNDERGROUND STRUCTURES ARE FROM PLANS AND RECORDS AND ARE APPROXIMATE ONLY. IN ADDITION, SURFACE FEATURES OF UTILITIES AND SERVICES LOCATED BY FIELD SURVEY ARE TIED-IN TO THEIR NEAREST MAIN SERVICE LINE IF NO RECORDS WERE AVAILABLE TO CONFIRM ITS UNDERGROUND EXISTENCE.

ANY UNDERGROUND STRUCTURES NOT EVIDENT WERE REQUESTED, YET UNAVAILABLE AT THIS PRESENT TIME.

C#	71-21
Ward #	-
Work Order #	4581478
Surveyed by:	GC/SJ/BP
Research by:	JC/SC
Plotted by:	BP
Proposed Structures:	SC/BP
Approved:	T. THIBAUT
P#	

Plan of	COOLIDGE HILL ROAD
Showing	PROPOSED CONDUIT LOCATION
Scale	1"=20'
Date	MAY 18, 2021
SHEET	1 of 1
Revised	08/18/2021

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

NOTICE OF PUBLIC HEARING – NTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY (WO # 5704069)

Grant of Location: 85 WALNUT STREET
February 22, 2022

Dear Abutters:

NOTE: PLEASE NOTE THAT AN EARLIER LETTER WAS SENT WITH THE INCORRECT DATE FOR THE CITY COUNCIL MEETING. THIS LETTER IS A CORRECTION OF THAT ERROR.

The City Council of the City of Watertown will hold a public meeting on Tuesday, March 8, 2022 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

on a petition from NTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for consideration of a Grant of Location for the Arsenal Street installation in and maintenance of approximately 150 linear feet of 4-5" PVC Pipes Type EB in concrete. This work is necessary to provide underground service to 85 Walnut Street. Upon completion of the Department of Public Works' review, the following recommendations and conditions are being submitted for consideration by the City Council should the Grant of Location be approved for this application

Additional Conditions

- 1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
- 2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
- 3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be

properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and City of Watertown standards.
6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. This project will require **full reconstruction of entire extents** of sidewalk and cycle track that will be impacted.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



CITY OF WATERTOWN

DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

(P) 617-972-6420
(F) 617-972-6402

Gregory M. St. Louis, PE
Superintendent of Public Works

TYPE: Grant of Location
DATE: January 19, 2022
APPLICANT: NSTAR Electric Co. d/b/a Eversource Energy (WO# 5704069)
LOCATION: Arsenal Street and Walnut Street – 85 Walnut Street

Watertown Department of Public Works has reviewed the attached petition by NSTAR Electric Co. d/b/a Eversource Energy for consideration of a Grant of Location for the following installations:

- **Arsenal Street – Install and maintain approximately 150 linear feet of 4 - 5" PVC Pipes Type EB in Concrete.**

This work is necessary to provide underground service to 85 Walnut Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. This project will require **full reconstruction of entire extents** of sidewalk and cycle track that will be impacted.



View of proposed connection point location, manhole MH10727, in the northern sidewalk on Arsenal Street facing East.



View of the proposed site service entrance point to 101 Walnut Street from Louise Street and Arsenal Street intersection facing North.

January 14, 2022

Town Council
Town Hall
149 Main Street
Watertown, MA 02472

RE: Walnut Street
Watertown, MA
W.O. #5704069

Dear Members of the Council:

The enclosed petition and plan are being presented by the NSTAR Electric Company d/b/a EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 150± feet of conduit in Arsenal Street.

The reason for this work is to provide overhead/underground service to 85 Walnut Street.

If you have any further questions, contact Joanne Callender at 781-314-5053.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/wls
Attachments

**PETITION OF NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS
AND MANHOLES**

To the **Town Council** of the Town of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR ELECTRIC Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **T. Thibault Dated December 20, 2021**, and filed herewith, under the following public way or ways of said Town:

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

Arsenal Street - Easterly from MH 10727 near the intersection of Louise Street, install approximately 150 feet conduit in Arsenal Street to provide service to 85 Walnut Street.

W.O.# 5704069

BY *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this ____ day of _____ 2022

Town of **WATERTOWN** Massachusetts

Received and filed _____ 2022

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of WATERTOWN

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

Arsenal Street - Easterly from MH10727, near the intersection of Louise Street, insstall approximately 150± feet of conduit.

W.O.# 5704069

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **T. Thibault, dated December 20, 2021**, on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the town council or such officer or officers as it may appoint to supervise the work.

1		
2		Town Council
3		the Town of
4		WATERTOWN
5		

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2022 at _____ in said Town.

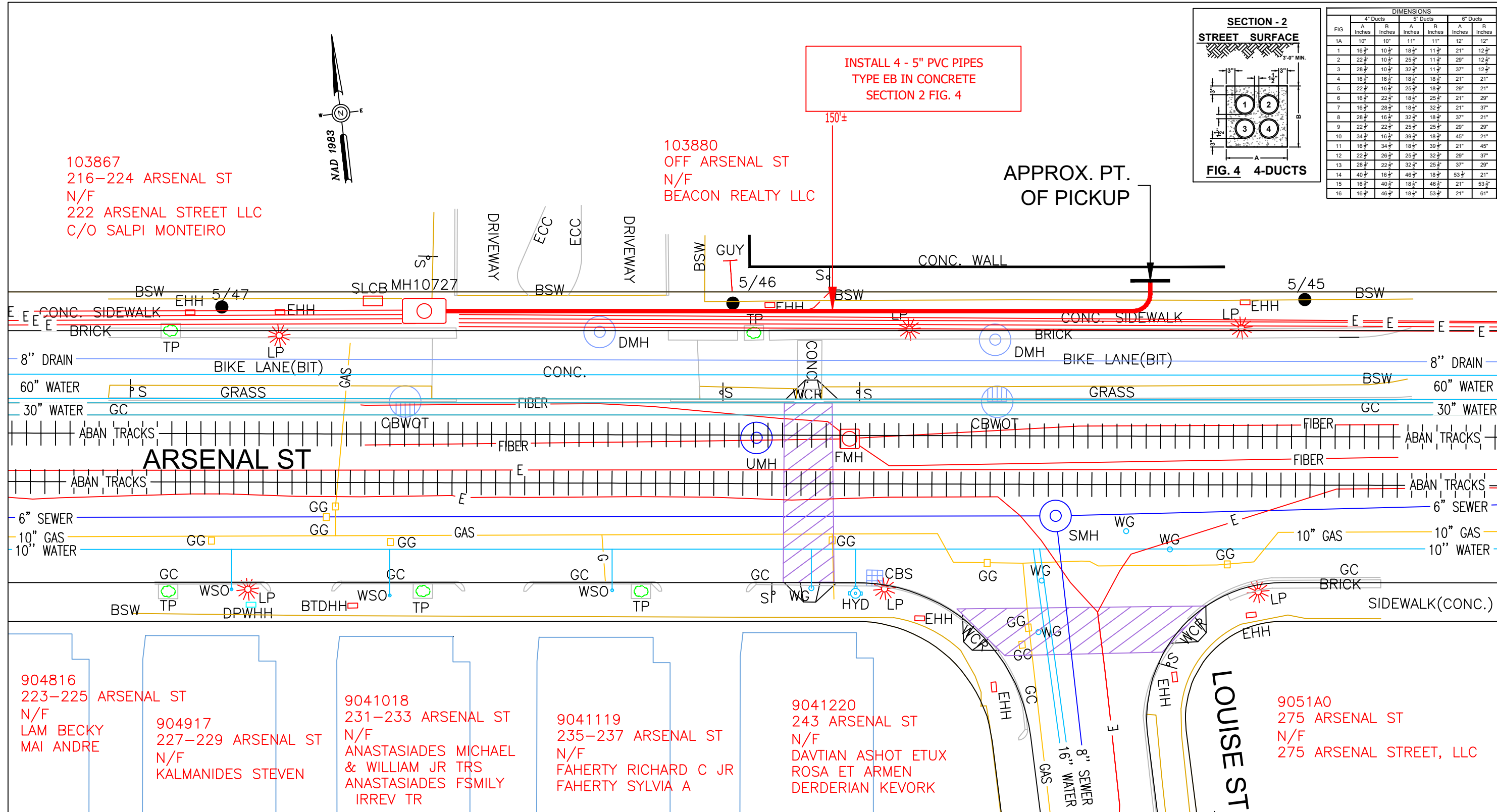
1		
2		Town Council
3		the Town of
4		WATERTOWN
5		

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Town Council** of the Town of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2022 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **WATERTOWN**, Massachusetts

DIMENSIONS						
FIG	4" Ducts		5" Ducts		6" Ducts	
	A Inches	B Inches	A Inches	B Inches	A Inches	B Inches
1A	10"	10"	11"	11"	12"	12"
1	16 1/2"	10 1/2"	18 1/2"	11 1/2"	21"	12 1/2"
2	22 1/2"	10 1/2"	25 1/2"	11 1/2"	29"	12 1/2"
3	28 1/2"	10 1/2"	32 1/2"	11 1/2"	37"	12 1/2"
4	16 1/2"	16 1/2"	18 1/2"	18 1/2"	21"	21"
5	22 1/2"	16 1/2"	25 1/2"	18 1/2"	29"	21"
6	16 1/2"	22 1/2"	18 1/2"	25 1/2"	21"	29"
7	16 1/2"	28 1/2"	18 1/2"	32 1/2"	21"	37"
8	28 1/2"	16 1/2"	32 1/2"	18 1/2"	37"	21"
9	22 1/2"	22 1/2"	25 1/2"	25 1/2"	29"	29"
10	34 1/2"	16 1/2"	39 1/2"	18 1/2"	45"	21"
11	16 1/2"	34 1/2"	18 1/2"	39 1/2"	21"	45"
12	22 1/2"	26 1/2"	25 1/2"	32 1/2"	29"	37"
13	28 1/2"	22 1/2"	32 1/2"	25 1/2"	37"	29"
14	40 1/2"	16 1/2"	46 1/2"	18 1/2"	53 1/2"	21"
15	16 1/2"	40 1/2"	18 1/2"	46 1/2"	21"	53 1/2"
16	16 1/2"	46 1/2"	18 1/2"	53 1/2"	21"	61"



REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

	17
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Scale	1 - 2
SHEET	1 of

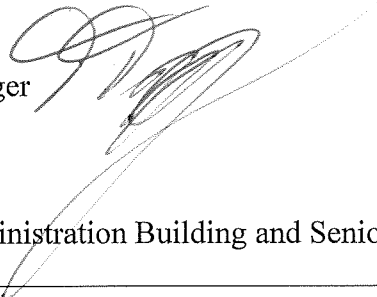


Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: Thomas J. Tracy, Acting City Manager 

Date: March 1, 2022

Re: Proposed Ordinance to Modify Administration Building and Senior Center Hours

The Honorable City Council has previously adopted Ordinances temporarily modifying hours of operation of the Administration Building and Senior Center as outlined in the attached Ordinance 2021-0-17. These Ordinances were the result of negotiations with the Town Hall Associates as documented in the attached Side Letter of Agreement dated April 29, 2002.

Enclosed please find correspondence from Sean Jaynes, President, Town Hall Associates Local 888, on behalf of SEIU 888, requesting the summer hours for 2022 be from Memorial Day to Labor Day.

Therefore, I am requesting the Honorable City Council adopt the attached Ordinance for the summer of 2022. The attached Ordinance contains the same provisions and requirements and is consistent with the previously adopted Ordinance by the Honorable City Council for the summer of 2021.

Thank you for your consideration in this matter.

cc: Steven T. Magoon, Acting Deputy City Manager
Gayle M. Shattuck, Personnel Director
Anne-Marie Gagnon, Director of Senior Services
Sean Jaynes, President, Town Hall Associates Local 888
Joseph S. Fair, Esquire, KP Law

Ordinance#

2022-

An Ordinance to Temporarily Modify Hours of Operation of the Administration Building and the Senior Center .

Whereas: The hours of operation for all offices in the Administration Building are established by Chapter 30.03 of the Ordinances of the City of Watertown; and,

Whereas: Through the collective bargaining process with SEIU, Local 888, Watertown Town Hall Associates, the City Manager agreed through a Side Letter of Agreement dated April 29, 2002, to provide for a trial period of modified Summer Hours for the months of July and August 2002, subject to City Council approval; and,

Whereas: The Honorable City Council approved the modification of Administration Building hours for the months of July and August beginning in 2002 through 2004, and from Memorial Day to Labor Day beginning in 2005 through 2021, the Acting City Manager recommends that the modification of hours previously adopted continue from Memorial Day to Labor Day 2022;

Whereas: Furthermore, the Acting City Manager has agreed to modified Senior Center hours, subject to City Council approval;

Now Therefore Be It Ordained: That Chapter 30.03, of the Ordinances of the City of Watertown is amended to as follows:

(c) The Building Inspectors' Office continues to be open for the transaction of business beginning at 7:30 AM until 5:00 PM or 7:00 PM, when all offices in the Administration Building are open. This section (c) can be rescinded at the discretion of the Acting City Manager.

(d) Notwithstanding the above hours of operation, for a temporary period beginning Tuesday, May 24, 2022, and ending on Friday, September 2, 2022, all offices in the Administration Building and the Senior Center shall be open for the transaction of business during the hours provided in Section (a), except that on Tuesday the hours shall be from 8:30 AM to 7:00 PM and on Fridays from 8:30 AM to 2:00 PM. In addition, the terms, and conditions of employment for the temporary period as set out in the Side Letter of Agreement dated April 29, 2002, are incorporated herein. The modified hours provided herein shall expire as of midnight September 2, 2022, and this Section (d) shall be automatically rescinded.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Ordinance was adopted by unanimous vote on March 22, 2022.

Council Clerk

Mark S. Sideris, Council President



Watertown Town Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

ORDINANCE # 17

2021- O - 17

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

AN ORDINANCE TO TEMPORARILY MODIFY HOURS OF OPERATION OF THE ADMINISTRATION BUILDING AND THE SENIOR CENTER

Caroline Bays
Councilor At Large

Anthony J. Donato,
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Angeline B. Kounelis,
District A Councilor

Lisa J. Feltner,
District B Councilor

Kenneth M. Woodland,
District D Councilor

WHEREAS: The hours of operation for all offices in the Administration Building are established by Chapter 30.03 of the Ordinances of the City known as the Town of Watertown; and,

WHEREAS: Through the collective bargaining process with SEIU, Local 888, Watertown Town Hall Associates, the Town Manager agreed through a Side Letter of Agreement dated April 29, 2002 to provide for a trial period of modified Summer Hours for the months of July and August 2002, subject to Town Council approval.

WHEREAS: The Honorable Town Council approved the modification of Administration Building hours for the months of July and August beginning in 2002 through 2004, and from Memorial Day to Labor Day beginning in 2005 through 2020, the Town Manager recommends that the modification of hours previously adopted continue from Memorial Day to Labor Day 2021;

WHEREAS: Furthermore, the Town Manager has agreed to modify Senior Center hours, subject to Town Council approval;

NOW THEREFORE BE IT ORDAINED: That Chapter 30.03, of the Ordinances of the Town of Watertown is amended to as follows:

(c) The Building Inspectors' Office continues to be open for the transaction of business beginning at 7:30 AM until 5:00 PM or 7:00 PM, when all offices in the Administration Building are open. This section (c) can be rescinded at the discretion of the Town Manager.

(d) Notwithstanding the above hours of operation, for a temporary period beginning Tuesday, May 25, 2021 and ending on Friday, September 3, 2021, all offices in the Administration Building and the Senior Center shall be open for the transaction of business during the hours provided in Section (a), except that on Tuesday the hours shall be from 8:30 AM to 7:00 PM and on Fridays from 8:30 AM to 2:00 PM. In addition, the terms and conditions of employment for the temporary period as set out in the Side Letter of Agreement dated April 29, 2002 are incorporated herein. The modified hours provided herein shall expire as of midnight September 3, 2021 and this Section (d) shall be automatically rescinded.

Argeline B. Kurelis
S:KWP Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Resolution was adopted by a vote _8_ for, _0_ against, and _0_ present on March 23, 2021.

Marilyn W. Pronovost
Marilyn W. Pronovost, Council Clerk

Mark S. Sideris
Mark S. Sideris, Council President
S:KWP

met
JEF

NR
M
FO
NS

Side Letter of Agreement
Between
The Town of Watertown
And

SBIU, Local 925, Watertown Town Hall Associates
4-29-02

The parties agree as follows:

For the Trial Period of the Summer of 2002, if approved by the Watertown Town Council, that all Administration Building employees will, with the exception of the two part time clerical employees, work until 7:00PM on Tuesdays, during the months of July and August. The parties further agree that employees will work until 2:00PM on Fridays during the months of July and August 2002. The follow provisions will apply:

No employee will be entitled to a lunch break on the above Fridays;

Part time employees may have to use leave if necessary to ensure accurate numbers of hours are worked;

Any leave time taken on either Tuesdays or Fridays will be pro-rated accordingly;

There will be no dinner break given on Tuesday evenings;

It is expressly understood that the decision to continue or not continue it is in the sole discretion of the Town Manager.

FOR THE EMPLOYER

FOR THE UNION

Mary F. Gurelli

Joe E. F. [Signature]

[Signature]

Michael [Signature]

[Signature]

Nancy [Signature]



Town of Watertown
Town Hall Associates

MEMORANDUM

TO: Gayle Shattuck, Personnel Director

FROM: Sean Jaynes, President, Town Hall Associates Local 888

SUBJECT: Administration Building and Senior Center Summer Hours Modification Request

DATE: February 28, 2022

Town Hall Associates has had many successful years of "summer hours" in the Administration Building during the months of June, July, and August per the Side Letter of April 29, 2002, which as of 2005 was modified to include extended hours from Memorial Day to Labor Day.

As President, I respectfully request that Summer Hours for the Administration Building in 2022 commence on Tuesday, May 24, 2022, and expire at midnight on Friday, September 2, 2022.

On a related matter, it is my understanding that the Senior Center Director would like to continue with Summer Hours on the same terms as the Town Administration Building. As President of THA members who work at the Senior Center, I would support that the Senior Center be allowed to implement Summer Hours on the same terms as noted above for the 2022 cycle.

Thank you for your attention to this matter.

cc: Thomas Tracy, Acting City Manager; Steve Magoon, Acting Deputy City Manager



Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: Thomas J. Tracy, Acting City Manager
Date: March 3, 2022
RE: Agenda Item – Proposed Loan Order

As the Honorable City Council is aware, the School Building Committee has been working tirelessly since March of 2018 on the Three Elementary Schools Project. Additionally, the School Building Committee has been working simultaneously on the new Watertown High School (WHS) Project.

The new WHS Project has now reached a point that Watertown needs to demonstrate to the Mass School Building Authority (MSBA) our financial commitment to funding this project.

On 3/23/21 the Honorable City Council adopted conceptual recommendation Number 22 of the FY22-26 CIP that reads as follows:

For the “Building for the Future” High School Project: in consideration of the MSBA comments and the proposed one-site design presented at the March 3, 2021, School Building Committee meeting, reevaluate the project estimate of \$200,000,000 to be funded with an estimated \$50,000,000 from the MSBA grant program, and an estimated \$150,000,000 for a proposed debt-exclusion vote.

Furthermore, on Page 28 of the FY22 Budget Message from Former City Manager, Michael J. Driscoll:

I am pleased to inform that a plan will be finalized and presented in advance of October’s Fiscal Year 2023 Preliminary Budget Overview whereby financing of the new High School Project with MSBA funding included will be done within the confines of Proposition 2½; and all of this to be done without the need to request debt exclusion financing from the taxpayers of Watertown.

Additionally, during the FY23 Preliminary Budget Overview Pages 49 and 50 (see attached) outlined a plan on how the City would fund the debt service for the new WSH Project without the need to request debt exclusion funding from the taxpayers of Watertown.

For your information and review, attached is correspondence from Christy Murphy of Compass Project Management disclosing additional information on the new WHS Project.

Given all of the above and the attachments, I respectfully request the attached proposed loan order be placed on the March 8, 2022, City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Acting Deputy City Manager
Peter J. McLaughlin, Inspector of Buildings
James Kane, Director of Public Buildings
Melissa A. Morrissey, City Treasurer/Collector
Sharon Gallagher, Assistant City Auditor
Mark R. Reich, Esquire, KP Law



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

March 3, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – High School Bonds

Dear Tom:

Pursuant to your request and based on the information you provided, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the new High School project:

ORDERED: That the City hereby appropriates the amount of One Hundred Ninety-Eight Million Eight Hundred Forty-Four Thousand Two Hundred Fifty-Two Dollars (\$198,844,252) for the purpose of constructing a new Watertown High School located at 50 Columbia Street in Watertown, Massachusetts, including the payment of all costs related to designing the project, demolishing the existing building, equipping and furnishing the school, site improvements, and all other costs incidental and related thereto (the "Project"), which appropriation shall be in addition to amounts previously appropriated to pay costs of the feasibility study and schematic design phase of the Project and which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the City may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"), said amount to be expended under the direction of the Watertown School Building Committee; that to meet this appropriation the Treasurer, with the approval of the City Manager, is authorized to borrow said amount pursuant to G.L. c.44, §7(1) or G.L. c.70B, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City; that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-nine and thirty-three one hundredths percent (49.33%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; that the amount of the borrowing authorized by this order shall be reduced by any grant amount set forth in and received pursuant to the Project Funding Agreement that may be executed between the City and the MSBA; and that the design/bid/build delivery method is hereby authorized to carry out the Project pursuant to the provisions of G.L. c.149.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

A handwritten signature in black ink, appearing to be 'Jay Gonzalez', with a stylized, flowing script.

Jay Gonzalez

Expenditure Forecast 4/27/2021 – Submission of the Fiscal Year 2022 Budget

Source	FY2022	FY2023	FY2024	FY2025
Pension	\$ 7,509,084	\$ 1,140,525	\$ 892,649	\$ 886,534
Other Post Employment Benefits (OPEB)	\$ 6,698,124	\$ 9,588,553	\$ 10,211,655	\$ 10,817,995
3 Elementary School Project	\$ 9,808,364	\$ 13,286,494	\$ 12,911,268	\$ 12,311,043
Transfer To New High School Stabilization	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
TOTAL	\$ 27,015,572	\$ 27,015,572	\$ 27,015,572	\$ 27,015,572

Expenditure Forecast 10/12/2021 – Fiscal Year 2023 Preliminary Budget Overview

Source	FY2022	FY2023	FY2024	FY2025
Pension	\$ 7,509,084	\$ 1,140,525	\$ 892,649	\$ 886,534
Other Post Employment Benefits (OPEB)	\$ 6,698,124	\$ 11,372,981	\$ 11,877,750	\$ 7,844,090
3 Elementary School Project	\$ 9,808,364	\$ 13,286,494	\$ 12,911,268	\$ 12,311,043
Transfer To New High School Stabilization	\$ 3,000,000	\$ 2,216,667	\$ -	\$ -
New High School Debt Service		\$ 783,333	\$ 3,118,333	\$ 7,758,333
TOTAL	\$ 27,015,572	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000

Variance Between the Expenditure Forecasts

Source	FY2022	FY2023	FY2024	FY2025
Pension	\$ -	\$ -	\$ -	\$ -
Other Post Employment Benefits (OPEB)	\$ -	\$ 1,784,428	\$ 1,666,095	\$ (2,973,905)
3 Elementary School Project	\$ -	\$ -	\$ -	\$ -
Transfer To New High School Stabilization	\$ -	\$ (783,333)	\$ (3,000,000)	\$ (3,000,000)
New High School Debt Service	\$ -	\$ 783,333	\$ 3,118,333	\$ 7,758,333
TOTAL	\$ -	\$ 1,784,428	\$ 1,784,428	\$ 1,784,428

- As of January 1, 2021, the Unfunded Pension Liability is estimated to be \$2,853,875.
- As of July 1, 2021, the Unfunded OPEB Liability is estimated to be \$70,824,000 which is projected to be fully funded in FY 2031.

Building for the Future Initiative

Pension & OPEB

Source	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
3 Elementary Schools Debt Service	\$ 9,808,364	\$ 13,286,494	\$ 12,911,268	\$ 12,311,043	\$ 11,942,066	\$ 11,578,100
New High School Debt Service		\$ 783,333	\$ 3,118,333	\$ 7,758,333	\$ 11,525,000	\$ 11,300,000
Transfer To New High School Stabilization	\$ 3,000,000	\$ 2,216,667				
Pension & OPEB	\$ 14,207,208	\$ 12,513,506	\$ 12,770,399	\$ 8,730,624	\$ 5,332,934	\$ 5,921,900
Total	\$ 27,015,572	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000

- 1) Fiscal Year 2023 is the projected high point for the 3 elementary schools debt service.
- 2) New High School Project estimated at \$200,000,000 (\$150,000,000 Town & \$50,000,000 MSBA).
- 3) New High School debt service will be financed over 30 years.
- 4) Fiscal Year 2026 is the projected high point for the New High School debt service.

March 4, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, MA 02472

Re: **Watertown High School**
Request to Commence Loan Order Process

Dear Mr. Tracy:

Following the receipt of the attached letter from the Massachusetts School Building Authority (MSBA) dated 3/2/22, which reported that the Board of the MSBA voted to approve the Watertown High School Project in Module 5 of the Capital Projects Program, called "Funding the Project", we respectfully request that the City of Watertown commence the loan order process required to be completed within 120 days after the MSBA Board's vote on 3/2/22.

After the MSBA receives the certified votes demonstrating the local approval for appropriation, the City of Watertown and the MSBA will execute a Project Funding Agreement, which will set forth the terms and conditions of the grant from the MSBA, and the City will be eligible to submit requests for reimbursement for Watertown High School project costs for all phases of the Project following Feasibility Study (appropriated separately and funded under a separate agreement between the MSBA and the City of Watertown).

Please see below a summary of the Total Project Budget that will comprise the basis for the Project Scope & Budget Agreement, and ultimately the Project Funding Agreement between the City of Watertown and the MSBA.

Feasibility Study (appropriated & funded separately)	\$2,617,421 (not included in calculations below)
Administration of Project	\$ 4,733,849
Architectural/Engineering	\$ 13,834,050
Construction	\$138,651,235
Misc. Project Costs (includes swing spaces)	\$ 28,742,164
Furniture, Fixtures & Equipment	\$ 3,456,000

Contingencies \$ 9,426,954

Total Project Budget (Excluding Feasibility Study) \$198,844,252

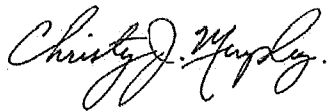
As noted in the attached letter from the MSBA, the Estimated Maximum Total Facilities Grant the Board approved is \$44,283,365, which is exclusive of Potentially Eligible Owner's or Construction Contingency Expenditures. Following the audit process, the Maximum Total Facilities Grant may increase to as much as \$45,309,315, or could be less than \$44,283,365 based the elibility of the costs presented. This Estimated Maximum Total Facilities Grant applies to the Total Project Budget "inclusive" of Feasibility Costs, thus applying to a Total Project Budget of \$201,461,673.

The Facilities Grant is based on a Reimbursement Rate Calculation summarized below, which is then applied to "eligible" costs:

MSBA Base Reimbursement Rate	45.52%
Incentive Points for Energy Efficiency	2.00%
<u>Incentive Points for Maintenance Program</u>	<u>1.81%</u>
Total MSBA Reimbursement Rate	49.33%

Congratulations on achieving this important milestone within the MSBA Capital Projects Program. We look forward to our continued working relationship, representing the City of Watertown, to bring this exciting project to fruition in the coming phases.

Very truly yours,



Christy J. Murphy
Project Executive
Compass Project Management, Inc.

cc Mark Sideris – School Building Committee, Chair



Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

March 2, 2022

Mr. Thomas J. Tracy, Acting City Manager
City of Watertown
149 Main Street
Watertown, MA 02472

Re: City of Watertown, Watertown High School

Dear Manager Tracy:

I am pleased to report that the Board of the Massachusetts School Building Authority (the “MSBA”) has voted to approve the Watertown High School Project in the City of Watertown (the “City”) to replace the existing Watertown High School with a new facility serving grades 9-12 on the existing site.

The Board approved an Estimated Maximum Total Facilities Grant of \$44,283,365, which does not include any funds for Potentially Eligible Owner’s or Construction Contingency Expenditures. In the event that the MSBA determines that any Owner’s and/or Construction Contingency Expenditures are eligible for reimbursement, the Maximum Total Facilities Grant for the Watertown High School Project may increase to as much as \$45,309,315. The final grant amount will be determined by the MSBA based on a review and audit of all Project costs incurred by the City, in accordance with the MSBA’s regulations, policies, and guidelines and the Project Funding Agreement. The final grant amount may be an amount less than \$44,283,365.

Pursuant to the MSBA’s regulations, the City has 120 days after the date of the MSBA’s Board vote to acquire and certify local approval for an appropriation and all other necessary local votes or approvals showing acceptance of the cost, site, type, scope, and timeline for the Watertown High School Project. After receipt of the certified votes demonstrating local approval, the MSBA and the City will execute a Project Funding Agreement, which will set forth the terms and conditions pursuant to which the City will receive its grant from the MSBA. Once the Project Funding Agreement has been executed by both parties, the City will be eligible to submit requests for reimbursement for the Watertown High School Project costs to the MSBA. The Project Scope and Budget Agreement signed by the City and the MSBA will form the basis for the Project Funding Agreement.

We will be contacting you soon to discuss these next steps in more detail, but in the meantime, I wanted to share with you the Board’s approval of the Watertown High School Project in the City of Watertown to replace the existing Watertown High School with a new facility serving grades 9-12 on the existing site.

Page 2

March 2, 2022

Watertown Project Scope and Budget Board Action Letter

I look forward to continuing to work with you during the MSBA's grant program process. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



John K. McCarthy
Executive Director

Cc: Legislative Delegation
Mark S. Sideris, President, Watertown City Council
Steven T. Magoon, Watertown Acting Deputy City Manager
Kendra Foley, Chair, Watertown School Committee
Dr. Deanne Galdston, Superintendent, Watertown Public Schools
Heidi Perkins, Director of Finance and Operations, Watertown Public Schools
Tim Bonfatti, Owner's Project Manager, Compass Project Management
Christy Murphy, Owner's Project Manager, Compass Project Management
Jim Jordan, Designer, Ai3
File: 10.2 Letters (Region 4)



Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: Thomas J. Tracy, Acting City Manager
Date: March 3, 2022
RE: Agenda Item – Proposed Loan Order

As the City Council is aware, Watertown has nearly completed the construction of the new Hosmer and Cunniff Elementary Schools. Punch list items for both the Hosmer and Cunniff remain to be completed, as well as the demolition of the former Hosmer building and completing the related sitework.

Please be advised, the School Building Committee will most likely be awarding a contract during March of 2022 for the renovation and expansion of the Lowell Elementary School. In order to award a contract for the last stage of the Three Elementary Schools Project, I am respectfully requesting the Honorable City Council authorize a loan order in the amount of \$48,895,000. The loan order amount of \$48,895,000 along with an upcoming transfer request for funds of \$1,128,109 would provide resources to the Three Elementary Schools Project totaling \$170,000,000, which has been the overall project budget amount.

As a reminder to the Honorable City Council, Conceptual Items Number 21 of the FY2022-2026 CIP, adopted by the Council on 3/23/21, stated:

For the “Building for the Future” Three Elementary Schools Project: endorse the revised borrowing plan, within the confines of Proposition 2 ½, to reflect the accelerated schedule as voted by the School Building committee on February 16, 2021, will change from this:

- Planned FY22 loan order of \$46,000,000
- Planned FY23 loan order of \$43,478,109

To this:

- Second proposed FY21 loan order of \$239,455,000
- Proposed FY22 loan order of \$50,023,109

The requested loan order amount of \$48,895,000 and future transfer request of funds \$1,128,109 totals \$50,023,109.

The \$50,023,109 of additional resources will result in total resources of the Three Elementary Schools Project totaling \$170,000,000. If all the resources are not needed to complete the Three Elementary Schools Project, the amount that will actually be borrowed will be less than what the Honorable City Council has authorized in project loan orders. Thus, reducing the overall related debt service.

For your information and review, attached are copies of related correspondence from former City Manager Michael J. Driscoll.

Given all of the attachments and all of the above, I respectfully request the proposed loan order be placed on the March 8, 2022 City Council Agenda as a first reading so that Watertown can finalize the Hosmer and Cunniff Schools remaining items as well as award the contract for the Lowell School renovation and expansion.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Acting Deputy City Manager
Peter J. McLaughlin, Inspector of Buildings
James Kane, Director of Public Buildings
Melissa A. Morrissey, City Treasurer/Collector
Mark R. Reich, Esquire, KP Law



28 State Street
Boston, MA 02109-1775
p; 617-345-9000 f: 617-345-9020
hinckleyallen.com

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

March 4, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Elementary School Bonds

Dear Tom:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the Lowell Elementary School project and any additional costs of the Hosmer and Cunniff Elementary School projects:

ORDERED: That the sum of \$48,895,000 is appropriated to pay costs of renovating and constructing additions to the Lowell Elementary School and constructing the new Hosmer and Cunniff Elementary Schools, including the costs of equipping and furnishing the schools, making site improvements at the schools and all other costs incidental and related to such school projects, which appropriation shall be in addition to all amounts previously appropriated for such school projects; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Jay Gonzalez



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: June 15, 2021

RE: Agenda Item – Transfer of Funds Request

As you are aware, as a follow-up to the Town's AAA Bond Rating being affirmed by Standard & Poor's Rating Services, the Town received competitive bids from bond underwriters on April 14, 2021 for a \$39,090,000, 20-year General Obligation Bond Issue. The Town received a total of 10 bids on the bonds. Piper Sandler & Company was the winning bidder on the Bonds with an average interest rate of 1.466% (see attached April 8th and 15th email correspondence).

The Town went to the Bond Market to finance infrastructure improvements by permanently borrowing for projects/items from seven (7) loan orders the Honorable Town Council previously approved on June 9th, September 22nd and October 13, 2020; and January 12th, February 9th and February 23, 2021.

As indicated at the June 3rd Committee of the Whole Budget Hearing, monies are available in the Fiscal Year 2021 Debt Retirement Authorized/Unissued Debt and Planned Debt Accounts to be applied to the original loan order amounts and thereby reducing the permanent borrowing amounts for the related projects/items.

The borrowing for the following loan orders were reduced as a result of monies available in the Fiscal Year 2021 Debt Retirement Authorized/Unissued Debt and Planned Debt Accounts.

Date of Loan Order	Project	Original Loan Order Amount	Paydown Amount	Permanent Borrowing Amount
June 9, 2020	Three Elementary Schools Project ¹	\$ 103,455,000	\$ 655,000	\$ 34,106,200
February 23, 2021	Streets & Sidewalks Improvements	\$ 2,500,000	\$ 1,300,000	\$ 1,200,000

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable Town Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to at least 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

¹ The original borrowing amount on April 14th was \$39,455,000 of the \$103,455,000 Loan Order authorized by the Honorable Town Council on June 9, 2020. The \$39,455,000 was reduced by the \$655,000 paydown and a net premium of \$4,693,800 which resulted in an April 2021 permanent borrowing amount of \$34,106,200 for the Three Elementary Schools Project.

Additionally, reducing the permanent borrowing amounts is consistent with a “very strong debt profile” which is one of the factors Standard & Poor’s Rating Services cited in the affirmation of the Town’s AAA Bond Rating.

Therefore, in order to partially fund the above-mentioned June 9, 2020 and February 23, 2021 loan orders, I respectfully request the attached transfer be placed on the June 22, 2021 Town Council Agenda.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Department Heads

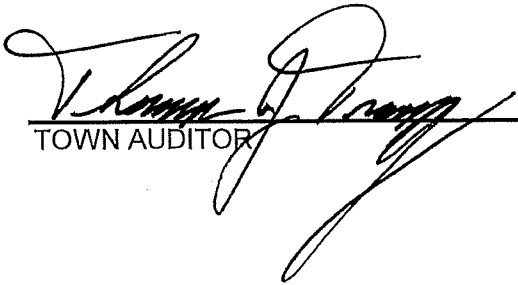
TRANSFER AMOUNT \$1,955,000

FROM:	FY 21 DEBT RETIREMENT- PLANNED DEBT 0171000-590927	\$ 850,000
	FY 21 DEBT RETIREMENT- AUTHORIZED/UNISSUED DEBT 0171000-590926	\$ 1,105,000
TO:	FY 21 TRANSFER TO CAP. PROJECTS - TOWN STREETS & SDWLKS 0193059-596502	\$ 1,300,000
	FY 21 TRANSFER TO CAP. PROJECTS - 3 ELEM. SCHOOLS PROJ. 0193059-596505	\$ 655,000

I hereby certify to the availability, authority of funding source, mathematical accuracy and appropriate fiscal year.

DATE

6/15/21


TOWN AUDITOR

Hand, JoAnna

From: Driscoll, Michael
Sent: Thursday, April 15, 2021 11:57 AM
To: Town Councilors; Dept. Heads
Cc: schoolcommittee@watertown.k12.ma.us; Library Trustees; Brownsberger, William (SEN); JOHN.LAWN@MAHOUSE.GOV; Owens, Steven - Rep. (HOU); 'Mark R. Reich'; Joe Fair (JFair@k-plaw.com); Scott McIntire; BSHEEHAN@WATERTOWNRETIREMENT.COM; Peter Frazier (HTS); Lisa Driscoll (HTS); Osmond, Marsha; Hand, JoAnna
Subject: Yesterday's General Obligation Bond Sale
Importance: High

As a follow up to the Standard & Poor's assigning their highest rating of AAA for the Town's proposed long term bond (see below), the Town received competitive bids from bond underwriters yesterday for a \$ 43,783,800, 20-year General Obligation Bond Issue related to financing the construction of a new Hosmer & Cunniff Elementary Schools, street and sidewalk improvements, Middle School renovations, purchase of a new Fire Department ambulance, Public Safety Radio System Infrastructure and Administration Building Elevator improvements. The Town received a total of 10 bids on the bonds.

Piper Sandler & Company was the winning bidder on the bonds with an average interest rate of 1.466 %.

Additionally, a Net premium of \$ 4,693,800 will be applied to the project costs and thereby lowering the Bond Issue to \$39,090,000.

From: Driscoll, Michael
Sent: Thursday, April 08, 2021 2:23 PM
To: Town Councilors <TownCouncilors@watertown-ma.gov>; Dept. Heads <Dept.Heads@watertown-ma.gov>
Cc: 'schoolcommittee@watertown.k12.ma.us' <schoolcommittee@watertown.k12.ma.us>; Library Trustees <LibraryTrustees@watertown-ma.gov>; 'Will Brownsberger' <william.brownsberger@masenate.gov>; 'JOHN.LAWN@MAHOUSE.GOV' <JOHN.LAWN@MAHOUSE.GOV>; 'Owens, Steven - Rep. (HOU)' <Steven.Owens@mahouse.gov>; 'Mark R. Reich' <MReich@k-plaw.com>; Joe Fair (JFair@k-plaw.com) <JFair@k-plaw.com>; 'Scott McIntire' <smcintire@melansoncpas.com>; 'BSHEEHAN@WATERTOWNRETIREMENT.COM' <BSHEEHAN@WATERTOWNRETIREMENT.COM>; Peter Frazier (HTS) <peter.frazier@hilltopsecurities.com>; Lisa Driscoll (HTS) <Lisa.Driscoll@hilltopsecurities.com>; Osmond, Marsha <mosmond@watertown-ma.gov>; Hand, JoAnna <jhand@watertown-ma.gov>
Subject: Watertown, Ma Rating Report
Importance: High

Good afternoon; attached please information from Standard & Poor's (S & P 's) Rating Services assigning its AAA long-term rating to next week's General Obligation (GO) Bond Sale totaling \$ 43.8 million related to financing the construction of a new Hosmer & Cunniff Elementary Schools, street and sidewalk improvements, Middle School renovations and the purchase of a new Fire Department ambulance. At the same time, S & P's affirmed its SP-1+ short-term rating on Watertown's existing bond anticipation notes (BANs) and AAA long-term rating on the Town's existing GO debt. **These ratings are S & P's highest ratings.**

As indicated in the attachment, the Rating reflects their opinion of the Town's :

- Very strong economy
- Strong Management

- Strong budgetary performance
- Very strong budgetary flexibility
- Very strong liquidity
- Strong debt and contingent liability profile
- Strong institutional framework

Thank you for all of your efforts in this matter as maintaining the AAA Bond Rating will be helpful in our continued efforts to provide the highest level of services to the citizens of Watertown while utilizing the taxpayers' dollars as efficiently as possible.

RatingsDirect®

Summary:

Watertown, Massachusetts; General Obligation; Note

Primary Credit Analyst:

Makai C Edwards, Chicago (1) 312-233-7017; makai.edwards@spglobal.com

Secondary Contact:

Victor M Medeiros, Boston + 1 (617) 530 8305; victor.medeiros@spglobal.com

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Rating Action

Credit Opinion

Related Research

Summary:

Watertown, Massachusetts; General Obligation; Note

Credit Profile

US\$43.78 mil GO mun purp loan bnds ser 2021 due 04/15/2041

<i>Long Term Rating</i>	AAA/Stable	New
Watertown GO		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO		
<i>Unenhanced Rating</i>	AAA(SPUR)/Stable	Affirmed
Watertown GO mun purp ln of bnds		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO BANs		
<i>Short Term Rating</i>	SP-1+	Affirmed

Many issues are enhanced by bond insurance.

Rating Action

S&P Global Ratings assigned its 'AAA' long term-rating to the 'Town of Watertown, Mass.' series 2021 general obligation (GO) school bonds totaling \$43.8 million. At the same time, S&P Global Ratings affirmed its 'SP-1+' short-term rating on Watertown's existing bond anticipation notes (BANs) and 'AAA' long-term rating on the town's existing GO debt. The outlook on all long-term ratings is stable.

The short-term BAN rating reflects our criteria for evaluating and rating BANs. In our view, Watertown maintains a very strong capacity to pay principal and interest when the notes come due. In our view, and in accordance with our criteria "Bond Anticipation Note Rating Methodology" (published Aug. 31, 2011), the town maintains a low market risk profile, because it has strong legal authority to issue long-term debt to take out the notes and is a frequent issuer that regularly provides ongoing disclosure to market participants.

The town's full-faith-and-credit GO pledge secures the BANs and bonds, subject to limitations of Proposition 2 1/2. We rate the limited-tax GO debt on par with our view of Watertown's general creditworthiness, since the ad valorem tax is not derived from a measurably narrower tax base and there are no limitations on the fungibility of resources, which supports our view of the town's overall ability and willingness to pay debt service.

Under our criteria, "Ratings Above The Sovereign: Corporate And Government Ratings—Methodology And Assumptions," published Nov. 19, 2013, we rate Watertown higher than the sovereign because we believe the town can maintain better credit characteristics than the nation in a stress scenario based on its predominantly locally derived revenue base and our view that pledged revenue supporting bond debt service is at limited risk of negative sovereign intervention. In 2020, local property taxes generated 76% of revenue, which demonstrated a lack of

dependence on central government revenue.

The town intends to use proceeds of the bonds to finance its elementary school construction projects, street and sidewalk improvements, middle school renovations, and the acquisition of a new fire department ambulance.

Credit overview

The rating reflects our view of Watertown's very strong and growing economy, anchored by access to Boston and research institutions in the surrounding area to support the growing life sciences/biomedical sector in the town, and Watertown's continued maintenance of strong budgetary flexibility as evidenced by continued additions to fund balance, including in fiscal 2020, on a draft audit basis. In addition continued improvement in the economic outlook provides stability with the town's fiscal 2021 performance exceeding budgetary expectations, not including additional stimulus funding from the American Rescue Plan Act (ARPA) (for more information, see "Economic Outlook U.S. Q2 2021: Let The Good Times Roll," published March 24, 2021, on RatingsDirect). Furthermore, the town's policies and procedures continue to enhance our view that management will make the necessary budgetary adjustments to keep reserves at levels we consider strong and maintain balanced operations. Pension and other postemployment benefit (OPEB) costs are contained and the town will likely begin meaningfully contributing toward its OPEB trust fund since the pension system is projected to be fully funded in the near term. While the town does maintain exposure to economically sensitive revenues, the budget primarily consists of property taxes (76% of annual revenues) and recent growth has helped to continue to offset the excise tax declines and continues to contribute to a stable operating profile.

The rating reflects what we view as the following credit characteristics for Watertown:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2020;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2020 of 27% of operating expenditures;
- Very strong liquidity, with total government available cash at 35.8% of total governmental fund expenditures and 7.9x governmental debt service, and access to external liquidity we consider strong;
- Strong debt and contingent liability profile, with debt service carrying charges at 4.5% of expenditures and net direct debt that is 87.9% of total governmental fund revenue, as well as low overall net debt at less than 3.0% of market value; and
- Strong institutional framework score.

Environmental, social, and governance (ESG) factors

The rating also incorporates our view of the health and safety risks posed by the COVID-19 pandemic, which we consider social risk factors. However, because of strong management conditions and historically consistent positive results, we expect management to make the necessary budgetary adjustments to maintain balanced operations. Furthermore, management doesn't expect any cash flow pressures in the near term as a result of tax collection delays. Absent the implications of the pandemic, we consider Massachusetts' social risks in line with those of the sector. We

also view governance and environmental risks as being in line with our view of the sector as a whole.

Stable Outlook

Downside scenario

We could lower the rating if finances were to deteriorate significantly or the town were to experience budgetary pressure, especially given potential market volatility, leading to a drawdown on reserves.

Credit Opinion

Very strong economy

We consider Watertown's economy very strong. The town, with an estimated population of 35,264, is located in Middlesex County in the Boston-Cambridge-Newton MSA, which we consider to be broad and diverse. The town has a projected per capita effective buying income of 182% of the national level and per capita market value of \$266,515. Overall, the town's market value grew by 3.3% over the past year to \$9.4 billion in 2021. The county unemployment rate was 2.3% in 2019.

Watertown is approximately six miles west of Boston's center. It has direct access to regional employment centers via the Massachusetts Turnpike; U.S. Route 20; and Massachusetts Bay Transportation Authority, which operates commuter rail and bus services throughout the region.

The town is primarily residential with such properties accounting for over 75% of the tax base; however, Watertown maintains a strong mix of residential neighborhoods and retail centers to diversify the tax base. The town has focused on increasing this mix, with economic development projects centered on a new life science and biomedical space, given that there is growth in the industry, and the town's location near Massachusetts Institute of Technology and Harvard. With continued investment in economic development, the town's assessed value continues to improve, with the assessed valuations rising an average of 8.5% per year over the past five years. Watertown continues to see investment in its Arsenal Corridor with Arsenal Mall undergoing construction of a regional entertainment, retail, mixed-used, 424-residential-unit complex called Arsenal Yards. Construction continues as the project moves to Phase B including development of further life sciences/lab space in a former restaurant. Furthermore, Tufts Healthcare, a nonprofit company, announced it is moving to Canton from Watertown and completed the sale of its 500,000-square-foot building to the for-profit life science developer, Spear Capital Group.

With ongoing development, the town noted that employment remains in line with expectations, with no changes to the main employers. In line with neighboring areas, the unemployment rate in the region spiked during the pandemic to a high of 15% in June 2020; however, it has since recovered to 6% as of December 2020. We expect Watertown's local economy to remain very strong in the near term because of the town's stable residential tax base and continued development in the growing life sciences and biomedical industry.

Strong management

We view the town's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

Strong management practices remain evident in the town's maintenance of strong budget-making policies and assumptions and regular monitoring of financial performance. Management uses five years of historical data to develop revenue and expenditure forecasts and adjusts for growth swings on a year-to-year basis. Furthermore, management monitors and reviews budget performance weekly and presents budget-to-actual reports quarterly to the town council during the first two quarters and then on a monthly basis during the remainder of the year. Management engages in outyear planning, using both a five-year capital improvement plan it updates annually and a five-year financial plan that identifies revenue and expenditure issues and trends. It also maintains a formal investment management policy and presents investment performance reports quarterly to the council.

The town maintains budgetary guidelines for debt management policy, which sets aside 8% of its operating budget for debt service and capital projects. It has a formal reserve policy to maintain the fund balance at 8%-15% of government expenditures, to which it has adhered historically.

In addition, the town continues to address concerns related to climate change that could directly affect taxable properties. In particular, Watertown formed a Sustainability Committee to begin the process of planning for climate change and resilience and implementing priority projects.

Strong budgetary performance

Watertown's budgetary performance is strong in our opinion. The town had operating surpluses of 5.0% of expenditures in the general fund and of 6.1% across all governmental funds in fiscal 2020.

Fiscal 2020 results include adjustments for one-time capital expenditures paid for with bond proceeds and recurring transfers. Management attributes the positive performance to higher-than-budgeted revenue, including excise taxes, building permit fees, and other local receipts. The draft audited figures indicate that Watertown's performance continued a positive trend from fiscal 2020, with revenues expected to come in about \$1.4 million favorable to budgeted, driven by inspection fees generated during the year. Expenditures are also expected to end favorable to budget, approximately \$3.6 million under budget, driven by hiring pauses implemented during the year in addition slower spending in departments including lower snow and ice expense items due to a warmer winter.

Property taxes account for 76% of revenue, followed by intergovernmental revenue at about 12% and excises at about 3%. In line with state legislation, the town did allow residents to delay payment of the May 1, payment to June 1, to provide some relief; however, collections continue to remain strong at 97% for fiscal 2020, down slightly from the typical 99% collections annually. Local excise taxes were lower compared with fiscal 2019 due in part to fewer hotel stays and lower meal tax collections.

The fiscal 2021 budget was finalized at \$152.2 million or approximately 1.7% higher than fiscal 2020. The main drivers of the increase include strong growth in property tax revenues, resulting from continued growth in assessed valuations during the period. Management remained conservative, with state aid and local receipts revenues adjusting the budget before finalizing by including a 20% decrease in state aid and a 10% decrease in local receipts. With Massachusetts' announcement to maintain state aid level funded from fiscal 2020 levels, the town expects positive variances in the state aid performance in fiscal 2021. Budget-to-actual figures continue to exceed expectations for the year driven by, unbudgeted growth in property taxes from the sale of the former Tufts building, along with continued growth in inspection fees, and permit fees. In addition, the town anticipates receiving approximately \$10.5 million in funding

under the ARPA that will be provided in two installments. However, Watertown has remained conservative by not including these funds into the fiscal 2022 budget and is awaiting further guidance on how it can use the funds. Overall, the town's performance is expected to remain stable and we anticipate at least balanced performance for fiscal 2021.

Very strong budgetary flexibility

Watertown's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2020 of 27% of operating expenditures, or \$38.4 million.

The town has consistently maintained very strong budgetary flexibility in the past three fiscal years. Management has used reserves to fund capital in the past but is often reimbursed from grants or future bond proceeds. Management indicated that they continue to maintain an undesignated reserve fund typically used for settling contracts that they can tap into if needed, but overall, Watertown does not anticipate drawing down on its fund balance materially over the next year. However, if available reserves were to decline materially and management is unable to replenish them, we could revise our view of budgetary flexibility to strong and, should reserves decline significantly, this could pressure the rating.

Very strong liquidity

In our opinion, Watertown's liquidity is very strong, with total government available cash at 35.8% of total governmental fund expenditures and 7.9x governmental debt service in 2020. In our view, the town has strong access to external liquidity if necessary.

Watertown is a regular market participant that has issued debt frequently over the past several years, including GO bonds. The town does not maintain any variable-rate debt, direct-purchase debt, or other contingent liquidity risks that could pressure its liquidity.

Town investments are subject to commonwealth guidelines. Watertown invests its cash in low-risk assets, including the commonwealth's short-term investment pool (the Massachusetts Municipal Depository Trust), registered money market funds, or short-term certificates of deposit. For these reasons, the town's available cash remains strong and stable. We expect its liquidity profile to remain very strong over the outlook period.

Strong debt and contingent liability profile

In our view, Watertown's debt and contingent liability profile is strong. Total governmental fund debt service is 4.5% of total governmental fund expenditures, and net direct debt is 87.9% of total governmental fund revenue. Overall net debt is low at 1.6% of market value, which is in our view a positive credit factor.

Following this issue, Watertown has about \$146.7 million of total direct debt outstanding, approximately \$801,000 of which is self-supporting enterprise debt and \$6.2 million is in BANs. This issuance will provide additional funding for the town's school construction project.

Pension and other postemployment benefits

- We do not view pension costs as a long-term credit concern due to high funding, manageable liabilities, and overall low costs.
- We expect contribution increases will likely remain affordable due to revenue strength, strong reserves, and conservative budgeting.

At June 30, 2020, Watertown participated in the following pension plans:

- Watertown Contributory Retirement System (WCRS): 93.7% funded, with a \$14.4 million proportionate share of the net pension liability.
- The state-administered Massachusetts Teachers Retirement System (MTRS): 53.95% funded. Watertown does not recognize a liability under MTRS because the commonwealth makes payments on behalf of the town.

Watertown's combined required pension and actual other postemployment benefit (OPEB) contributions totaled 14.4% of total governmental fund expenditures in 2020. Of that amount, 11.8% represented required contributions to pension obligations, and 2.7% represented OPEB payments. The town made its full annual required pension contribution in 2020. The system uses a 7.8% discount rate, which we view as high. The system is expected to be fully funded by fiscal 2022.

We consider Watertown's OPEB liability a long-term credit consideration; however, it will prevent these costs from escalating by showing greater funding discipline. As of June 30, 2020, the OPEB unfunded actuarial accrued liability totaled \$74.2million. The town maintains an OPEB stabilization fund totaling \$9.5 million, and it currently plans to appropriate this money toward the OPEB trust. In addition, Watertown plans to appropriate savings from pension costs, which will decline significantly in 2021 by approximately \$13 million--to pay the added debt service on the school projects, and meaningfully fund its OPEB liability.

Strong institutional framework

The institutional framework score for Massachusetts municipalities is strong.

Related Research

- Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020
- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept, 12, 2013
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019
- 2020 Update Of Institutional Framework For U.S. Local Governments

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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Michael J. Driscoll
Town Manager

TOWN OF
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Office of the Town Manager

Administration Building
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Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: February 4, 2021
RE: Agenda Item – Transfer of Funds Request

As you are aware, on June 9, 2020 the Honorable Town Council unanimously approved a Proposed Loan Order totaling \$103,455,000 to pay costs of constructing a new Hosmer and Cunniff Elementary Schools.

As stated in the Fiscal Year 2021 Budget Message dated June 8, 2020, given the leasing of Saint Jude's and the acceleration of the Cunniff and Lowell Schools Project with completion dates two years earlier than originally projected, the following is the timeline for borrowing \$170,000,000 for the Three Elementary Schools Project:

Fiscal Year 2020	\$ 16,521,891
Fiscal Year 2021	\$ 64,000,000
Fiscal Year 2022	\$ 46,000,000
Fiscal Year 2023	\$ 43,478,109
	<u>\$170,000,000</u>

Given all of the above and as indicated on page 7 of the Fiscal Year 2022-2026 Capital Improvement Program correspondence dated January 26, 2021, the \$64,000,000 listed for borrowing in Fiscal Year 2021 less \$4,640,000 related to an upcoming Transfer of Funds of budgeted Fiscal Year 2021 monies for principal and interest was permanently borrowed on January 26th. The winning bid on the bonds was an average interest rate of 1.343% for the 20-year General Obligation Bond Issue!

Additionally, a Net Premium of \$7,215,000 will be applied to the project costs and thereby lowering the Bond Issue to \$52,145,000 as outlined below:

\$64,000,000	
(\$4,640,000)	Upcoming Transfer
<u>(\$7,215,000)</u>	Net Premium
\$52,145,000	

As a follow-up, attached please find the January 27th Miscellaneous Items to Council which provides additional information on the \$52,145,000, 20-year General Obligation Bond Issue and informs that

Standard & Poor's assigned their highest rating of AAA to this issue. As stated in the Miscellaneous Items correspondence, maintaining the AAA Bond rating will be helpful in our continued efforts to provide the highest level of services to the citizens of Watertown while utilizing the taxpayers' dollars as efficiently as possible.

As mentioned above, \$4,640,000 is included in the Fiscal Year 2021 Budget to be applied to the original borrowing amount of \$64,000,000 which was further reduced by the Net Premium of \$7,215,000, thereby lowering the Bond Issue related to financing the construction of a new Hosmer & Cuniff Elementary Schools to \$52,145,000.

The utilization of Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable Town Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to at least 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Additionally, reducing the permanent borrowing amounts is consistent with a "very strong debt and contingent liability profile" which is one of the factors Standard & Poor's Rating Services cited in the affirmation of the Town's AAA Bond Rating.

Therefore, in order to partially fund the above-mentioned June 9, 2020 loan order, I respectfully request the attached transfer be placed on the February 9, 2021 Town Council Agenda.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Department Heads

TRANSFER AMOUNT \$4,640,000

FROM: FY 21 DEBT RETIREMENT- PLANNED DEBT
0171000-590927

\$ 4,640,000

TO: FY 21 TRANSFER TO CAP. PROJECTS - 3 ELEM. SCHOOLS PROJ.
0193059-596505

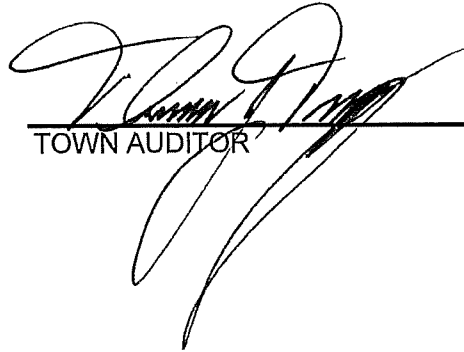
\$ 4,640,000

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

DATE

2/4/21

TOWN AUDITOR





Michael J. Driscoll
Town Manager

TOWN OF
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Office of the Town Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: January 27, 2021
RE: Miscellaneous Items

Today's Miscellaneous Items includes the following:

COVID VACCINATIONS ---Newsflash & Everbridge message

Praise for free Covid test at Commander's Mansion

Vaccine Discussion, Tonight 6PM -- Reminder and Documents

Massachusetts residents 75 years and older can book appointments for COVID vaccine_ Here's how

Biden-Harris administration increasing amount of COVID vaccines coming to Massachusetts, Gov. Charlie Baker announces

→ Yesterday's General Obligation Bond Sale

Belmont Select Board votes to put \$6.4 million override question on April ballot

Repositioning of Munger Apts

Cultural District Discussion was FANTASTIC!

From: Driscoll, Michael
To: Hand, JoAnna; Osmond, Marsha
Cc: Morrison, Katherine; Dept. Heads; schoolcommittee@watertown.k12.ma.us; Library Trustees; Brownsberger, William (SEN); JOHN.LAWN@MAHOUSE.GOV; steven.Owens@mahouse.gov; "Mark R. Reich"; Joe Fair (JFair@k-plaw.com); Scott McIntire; BSHEEHAN@WATERTOWNRETIREMENT.COM; Peter Frazier (HTS); Lisa Driscoll (HTS)
Subject: Yesterday's General Obligation Bond Sale
Date: Wednesday, January 27, 2021 1:11:37 PM

Please include in today's Misc Items to Council.

As a follow up to Standard & Poor's assigning their highest rating of AAA for the Town's proposed long term bond (see below), the Town received competitive bids from bond underwriters yesterday for a \$ 59,360,000, 20-year General Obligation Bond Issue related to financing the construction of a new Hosmer & Cuniff Elementary Schools. The town received a total of 9 bids on the bonds.

Raymond James & Associates, Inc. was the winning bidder on the bonds with an average interest rate of 1.343 %

Additionally, a Net Premium of \$ 7, 215,000 will be applied to the project costs and thereby lowering the Bond issue to \$ 52,145,000.

From: Driscoll, Michael
Sent: Saturday, January 23, 2021 4:03 PM
To: Town Councilors <TownCouncilors@watertown-ma.gov>; Dept. Heads <Dept.Heads@watertown-ma.gov>
Cc: 'schoolcommittee@watertown.k12.ma.us' <schoolcommittee@watertown.k12.ma.us>; Library Trustees <LibraryTrustees@watertown-ma.gov>; 'Will Brownsberger' <william.brownsberger@masenate.gov>; 'JOHN.LAWN@MAHOUSE.GOV' <JOHN.LAWN@MAHOUSE.GOV>; 'steven.Owens@mahouse.gov' <steven.Owens@mahouse.gov>; 'Mark R. Reich' <MReich@k-plaw.com>; Joe Fair (JFair@k-plaw.com) <JFair@k-plaw.com>; 'Scott McIntire' <smcintire@MelansonHeath.com>; 'BSHEEHAN@WATERTOWNRETIREMENT.COM' <BSHEEHAN@WATERTOWNRETIREMENT.COM>; 'Peter Frazier (HTS)' <peter.frazier@hilltopsecurities.com>; 'Lisa Driscoll (HTS)' <Lisa.Driscoll@hilltopsecurities.com>; Osmond, Marsha <mosmond@watertown-ma.gov>; Hand, JoAnna <jhand@watertown-ma.gov>
Subject: Watertown, MA Rating Report

Good afternoon; attached please find information from Standard & Poor's (S & P's) Rating Services assigning its AAA long-term rating to next week's General Obligation (GO) Bond Sale totaling \$ 59.4 million related to constructing a new Hosmer and Cuniff Elementary Schools. At the same time, S & P's affirmed its SP-1+ short-term rating on Watertown's existing bond anticipation notes (BANs) and AAA long-term rating on the Town's existing GO debt. **These ratings are S & P's highest ratings.**

As indicated in the attachment, the rating reflects their opinion of the Town's :

- Very strong economy
- Strong management
- Adequate budgetary performance
- Very strong budgetary flexibility
- Very strong liquidity
- Very strong debt and contingent liability profile
- Strong institutional framework

Thank you for all of your efforts in this matter as maintaining the AAA Bond rating will be helpful in our continued efforts to provide the highest level of services to the citizens of Watertown while utilizing the taxpayers' dollars as efficiently as possible.

From: Peter Frazier (HTS) [<mailto:peter.frazier@hilltopsecurities.com>]

Sent: Friday, January 22, 2021 10:28 AM

To: Driscoll, Michael <mdriscoll@watertown-ma.gov>; Tracy, Thomas <ttracy@watertown-ma.gov>

Cc: Lisa Driscoll (HTS) <Lisa.Driscoll@hilltopsecurities.com>

Subject: Watertown, MA Rating Report

Michael and Tom,

Attached is the final version of Standard & Poor's Credit Opinion for your reference.
Congratulations!

Peter

Peter Frazier
Managing Director
Hilltop Securities

direct 617.619.4409 fax 617.619.4411
54 Canal Street, Suite 320, Boston, MA 02114

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RatingsDirect®

Summary:

Watertown, Massachusetts; General Obligation; Note

Primary Credit Analyst:

Makai C Edwards, Chicago (1) 312-233-7017; makai.edwards@spglobal.com

Secondary Contact:

Victor M Medeiros, Boston + 1 (617) 530 8305; victor.medeiros@spglobal.com

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Summary:

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Credit Profile

US\$59.36 mil GO mun purp loan bnds ser 2021 due 02/01/2041

<i>Long Term Rating</i>	AAA/Stable	New
Watertown GO		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO		
<i>Unenhanced Rating</i>	AAA(SPUR)/Stable	Affirmed
Watertown GO mun purp ln of bnds		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO BANs		
<i>Short Term Rating</i>	SP-1+	Affirmed

Many issues are enhanced by bond insurance.

Rating Action

S&P Global Ratings assigned its 'AAA' long term-rating to the Town of Watertown, Mass.' series 2021 general obligation (GO) school bonds totaling \$59.4 million. At the same time, S&P Global Ratings affirmed its 'SP-1+' short-term rating on Watertown's existing bond anticipation notes (BANs) and 'AAA' long-term rating on the town's existing GO debt. The outlook on all long-term ratings is stable.

The short-term BAN rating reflects our criteria for evaluating and rating BANs. In our view, Watertown maintains a very strong capacity to pay principal and interest when the notes come due. In our view, and in accordance with our criteria "Bond Anticipation Note Rating Methodology" (published Aug. 31, 2011), the town maintains a low market risk profile, because it has strong legal authority to issue long-term debt to take out the notes and is a frequent issuer that regularly provides ongoing disclosure to market participants.

The town's full-faith-and-credit GO pledge secures the BANs and bonds, subject to limitations of Proposition 2 1/2. We rate the limited-tax GO debt on par with our view of Watertown's general creditworthiness, since the ad valorem tax is not derived from a measurably narrower tax base and there are no limitations on the fungibility of resources, which supports our view of the town's overall ability and willingness to pay debt service.

Under our criteria, "Ratings Above The Sovereign: Corporate And Government Ratings—Methodology And Assumptions," published Nov. 19, 2013, we rate Watertown higher than the sovereign because we believe the town can maintain better credit characteristics than the nation in a stress scenario based on its predominantly locally derived revenue base and our view that pledged revenue supporting bond debt service is at limited risk of negative sovereign intervention. In 2019, local property taxes generated 77% of revenue, which demonstrated a lack of

dependence on central government revenue.

The town intends to use proceeds of the bonds to finance its elementary school construction projects.

Credit overview

The rating reflects our view of Watertown's very strong and growing economy, anchored by its access to Boston and research institutions in the surrounding area to support the growing life sciences/biomedical sector in the town, and its continued maintenance of strong budgetary flexibility as evidenced by continued additions to fund balance, including in fiscal 2020, on a budgetary basis. Furthermore, the town's policies and procedures continue to enhance our view that management will make the necessary budgetary adjustments to keep reserves at levels we consider strong and maintain balanced operations. Pension and other postemployment benefit (OPEB) costs are contained and the town will likely begin meaningfully contributing toward its OPEB trust fund since the pension system is projected to be fully funded in the near term. While the town does maintain exposure to economically sensitive revenues, the budget primarily consists of property taxes (77% of annual revenues) and recent growth has helped to continue to offset the excise tax declines and continues to contribute to a stable operating profile. While our outlooks are generally for two years, we believe there remains risks associated with the continuation of the pandemic and recent recessionary pressures over the next six-to-12 months.

The rating reflects what we view as the following credit characteristics for Watertown:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Adequate budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2019;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2019 of 22% of operating expenditures;
- Very strong liquidity, with total government available cash at 34.6% of total governmental fund expenditures and 8.2x governmental debt service, and access to external liquidity we consider strong;
- Strong debt and contingent liability profile, with debt service carrying charges at 4.2% of expenditures and net direct debt that is 69.1% of total governmental fund revenue, as well as low overall net debt at less than 3.0% of market value; and
- Strong institutional framework score.

Environmental, social, and governance factors

The rating also incorporates our view of the health and safety risks posed by the COVID-19 pandemic, which we consider social risk factors. However, because of strong management conditions and historically consistent positive results, we expect management to make the necessary budgetary adjustments to maintain balanced operations. Furthermore, management doesn't expect any cash flow pressures in the near term as a result of tax collection delays. Absent the implications of the pandemic, we consider Massachusetts' social risks in line with those of the sector. We also view governance and environmental risks as being in line with our view of the sector as a whole.

Stable Outlook

Downside scenario

We could lower the rating if finances were to deteriorate significantly or the town were to experience budgetary pressure, especially given potential market volatility, leading to a drawdown on reserves.

Credit Opinion

Very strong economy

We consider Watertown's economy very strong. The town, with an estimated population of 34,795, is located in Middlesex County in the Boston-Cambridge-Newton MSA, which we consider to be broad and diverse. The town has a projected per capita effective buying income of 193% of the national level and per capita market value of \$261,492. Overall, the town's market value grew by 13.7% over the past year to \$9.1 billion in 2020. The county unemployment rate was 2.3% in 2019.

Watertown is located approximately six miles west of Boston's center. It has direct access to regional employment centers via the Massachusetts Turnpike; U.S. Route 20; and Massachusetts Bay Transportation Authority, which operates commuter rail and bus services throughout the region.

The town is primarily residential with residential properties accounting for over 75% of the tax base; however, Watertown maintains a strong mix of residential neighborhoods and retail centers to diversify the tax base. The town has focused on growing this mix, with economic development projects centered on a new life science and biomedical space given growth in the industry and location of the town near Massachusetts Institute of Technology and Harvard. With continued investment in economic development, the town's assessed value continues to improve, with the assessed valuations rising an average of 8.5% per year over the past five years. Watertown continues to see investment in its Arsenal Corridor with Arsenal Mall undergoing construction of a regional entertainment, retail, mixed-used, 424-residential-unit complex called Arsenal Yards. Construction continues as the project moves to Phase B including development of further life sciences/lab space in a former restaurant. Furthermore, Tufts Healthcare, a nonprofit company, announced it is moving to Canton from Watertown and completed the sale of its 500,000-square-foot building to the for-profit life science developer, Spear Capital Group.

With ongoing development, the town noted that employment remains in line with expectations, with no changes to the main employers. In line with neighboring areas, the unemployment rate in the region spiked during the pandemic to a high of 15% in June 2020; however, it has since recovered to 5% as of November 2020. We expect Watertown's local economy to remain very strong in the near term because of the town's stable residential tax base and continued development in the growing life sciences and biomedical industry.

Strong management

We view the town's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

Strong management practices remain evident in the town's maintenance of strong budget-making policies and assumptions and regular monitoring of financial performance. Management uses five years of historical data to develop revenue and expenditure forecasts and adjusts for growth swings on a year-to-year basis. Furthermore, management monitors and reviews budget performance weekly and presents budget-to-actual reports quarterly to the town council during the first two quarters and then on a monthly basis during the remainder of the year. Management engages in outyear planning, using both a five-year capital improvement plan it updates annually and a five-year financial plan that identifies revenue and expenditure issues and trends. It also maintains a formal investment management policy and presents investment-performance reports quarterly to the council.

The town maintains budgetary guidelines for debt management policy, which sets aside 8% of its operating budget for debt service and capital projects. It has a formal reserve policy to maintain the fund balance at 8%-15% of government expenditures, to which it has adhered historically.

In addition, the town continues to address concerns related to climate change that could directly affect taxable properties. In particular, Watertown formed a Sustainability Committee to begin the process of planning for climate change and resilience and implementing priority projects.

Adequate budgetary performance

Watertown's budgetary performance is adequate in our opinion. The town had operating surpluses of 1.7% of expenditures in the general fund and of 5.4% across all governmental funds in fiscal 2019.

Fiscal 2019 results include adjustments for one-time capital expenditures paid for with bond proceeds and recurring transfers. Management attributes the positive performance to higher-than-budgeted revenue, including excise taxes, building permit fees, and other local receipts.

The town is currently in the process of completing the fiscal 2020 audit. Preliminary figures indicate that Watertown's performance remained stable from fiscal 2019, with revenues expected to come in about \$1.4 million favorable to budgeted, driven by inspection fees generated during the year. Expenditures are also expected to end favorable to budget, at approximately \$3 million favorable to expectations, driven by hiring pauses implemented during the year in addition slower spending in departments including lower snow and ice expense items due to a warmer winter. Overall, the town expects to end the year with \$2.0 million added to the fund balance, on a budgetary basis. Despite Watertown's expectations for surplus performance in fiscal 2020, our assessment takes into account potential downside risks from the COVID-19 pandemic and related recessionary pressures (for more information, see "Staying Home For The Holidays," published Dec. 2, 2020, on RatingsDirect).

Property taxes account for 77% of revenue, followed by intergovernmental revenue at about 12% and excises at about 3%. In line with state legislation, the town did allow residents to delay payment of the May 1, payment to June 1, to provide some relief; however, collections continue to remain strong at 97% for fiscal 2020, down slightly from the typical 99% collections annually. Local excise taxes were lower compared with fiscal 2019 due in part to fewer hotel stays and lower meal tax collections.

The fiscal 2021 budget was finalized at \$152.2 million or approximately 1.7% higher than fiscal 2020. The main drivers of the increase include strong growth in property tax revenues, resulting from continued growth in assessed valuations

during the period. Management remained conservative, with state aid and local receipts revenues adjusting the budget before finalizing by including a 20% decrease in state aid and a 10% decrease in local receipts. With Massachusetts' announcement to maintain state aid level funded from fiscal 2020 levels, the town expects positive variances in the state aid performance; however, it anticipates continuing to include a 20% cut in the fiscal 2022 budget given uncertainty surrounding funding. Budget-to-actual figures remain on target for balanced performance for the town for fiscal 2021, despite recent pandemic headwinds on excise tax collections.

Very strong budgetary flexibility

Watertown's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2019 of 22% of operating expenditures, or \$31.3 million.

The town has consistently maintained very strong budgetary flexibility in the past three fiscal years. Given budgetary figures for fiscal 2020, we expect the town's flexibility will remain strong given the growth in the fund balance on a budgetary basis. Management has used reserves to fund capital in the past, but is often reimbursed from grants or future bond proceeds. Management indicated that they have \$2.7 million in an undesignated reserve fund typically used for settling contracts that they can tap into if needed, but overall, Watertown does not anticipate drawing down on its fund balance materially over the next year. However, if available reserves were to decline materially and management is unable to replenish them, we could revise our view of budgetary flexibility to strong and, should reserves decline significantly, this could pressure the rating.

Very strong liquidity

In our opinion, Watertown's liquidity is very strong, with total government available cash at 34.6% of total governmental fund expenditures and 8.2x governmental debt service in 2019. In our view, the town has strong access to external liquidity if necessary.

Watertown is a regular market participant that has issued debt frequently over the past several years, including GO bonds. The town does not maintain any variable-rate debt, direct-purchase debt, or other contingent liquidity risks that could pressure its liquidity.

Town investments are subject to commonwealth guidelines. Watertown invests its cash in low-risk assets, including the commonwealth's short-term investment pool (the Massachusetts Municipal Depository Trust), registered money market funds, or short-term certificates of deposit. For these reasons, the town's available cash remains strong and stable. We expect its liquidity profile to remain very strong over the outlook period.

Very strong debt and contingent liability profile

In our view, Watertown's debt and contingent liability profile is strong. Total governmental fund debt service is 4.2% of total governmental fund expenditures, and net direct debt is 69.1% of total governmental fund revenue. Overall net debt is low at 1.2% of market value, which is in our view a positive credit factor.

Following this issue, Watertown has about \$110.2 million of total direct debt outstanding, approximately \$859,000 of which is self-supporting enterprise debt and \$6.2 million is in BANs. This issuance will cover the first phase of a school construction project.

Pension and other postemployment benefits

- We do not view pension costs as a long-term credit concern due to high funding, manageable liabilities, and overall low costs.
- We expect contribution increases will likely remain affordable due to revenue strength, strong reserves, and conservative budgeting.

At June 30, 2019, Watertown participated in:

- Watertown Contributory Retirement System (WCRS): 82.1% funded, with a \$39.5 million proportionate share of the net pension liability.
- The state-administered Massachusetts Teachers Retirement System (MTRS): 54% funded. The town does not contribute to and does not recognize a liability under MTRS.

Watertown's combined required pension and actual other postemployment benefit (OPEB) contributions totaled 15.0% of total governmental fund expenditures in 2019. Of that amount, 12.3% represented required contributions to pension obligations, and 2.8% represented OPEB payments. The town made its full annual required pension contribution in 2019. The system uses a 7.8% discount rate, which we view as high. The system is expected to be fully funded by fiscal 2022. We have received the 2020 valuation report, which shows the plan's funded ratio improved to 91% as of Jan. 1, 2020.

We consider Watertown's OPEB liability a long-term credit consideration; however, it will prevent these costs from escalating by showing greater funding discipline. As of June 30, 2019, the OPEB unfunded actuarial accrued liability totaled \$114 million. The town maintains an OPEB stabilization fund totaling \$9.4 million, and it currently plans to appropriate this money toward the OPEB trust. In addition, Watertown plans to appropriate savings from pension costs, which will decline significantly in 2021 by approximately \$13 million--to pay the added debt service on the school projects, and meaningfully fund its OPEB liability.

Strong institutional framework

The institutional framework score for Massachusetts municipalities is strong.

Related Research

- Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020
- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019
- 2020 Update Of Institutional Framework For U.S. Local Governments

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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Michael J. Driscoll
Town Manager

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townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: May 21, 2020
RE: Agenda Item – Proposed Loan Order

In March 2018, a School Building Committee was established with thirteen (13) appointments being made including the Honorable Town Council President Mark Sideris, Town Council Vice President Vincent Piccirilli, School Committee Chairman John Portz and School Committee member Lindsay Mosca. The Committee is the representative of the Town in all dealings with the architect including but not limited to the following: development and review of conceptual design options and the selection of a preferred design option, preparation of all design, construction, and bidding documents, supervision of public bidding process, award of contract to successful bidder, compliance with the program and time requirements of the Town, evaluation of the quality, appropriateness and functional attributes of the architect's solution or proposal, periodic meetings with the architect and builder to assure compliance as the project moves forward, review of all change orders during the construction phase, and all other powers and duties as are necessary and appropriate.

The School Building Committee has been working tirelessly to review conceptual design options for the three elementary schools in an effort to ultimately select a preferred design option that is in the best interests of the Town, the taxpayers and the successful education of our children.

On January 23, 2019, the School Building Committee adopted the following motions:

Motion 1: That the School Building Committee formally endorses and refers the conceptual and schematic design and cost estimate, as presented tonight (January 23, 2019) to the Town Manager for his consideration. (Unanimously voted)

Motion 2: That the School Building Committee authorizes the Chair, along with representatives from Ai3 and Daedalus, to meet with the Town Manager to discuss the design and cost of the project as just referred. (Unanimously voted)

The endorsed conceptual and schematic design includes all-new construction of the Hosmer and Cunniff Schools and comprehensive renovations and additions to the Lowell School. The proposed projects create modern, forward-thinking facilities and associated site amenities that meet the educational, neighborhood, energy efficiency, and recreational goals established through a public process of meetings and forums. These projects are part of a long-term vision of providing outstanding education, recreation, and healthy neighborhoods throughout Watertown and will serve the Town for many decades. The approximately \$170 million cost estimate includes the total project costs representative of the buildings, sitework, furniture, technology, and all associated costs of the completed and occupied facilities.

On January 31, 2019, I respectfully recommended moving forward with the School Building Committee's endorsed conceptual and schematic design and included funding of \$170,000,000 for the Three Elementary Schools Project in the Proposed Fiscal Year 2020-2024 Capital Improvement Program; and all of this project is to be done within the confines of Proposition 2 ½.

On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation, on April 9, 2019 I respectfully recommended moving forward with Amendment #1 to the Contract for Designer Services for the Elementary Schools Building Project with Ai3 Architects LLC to include the Scope of Services associated with Design Development through Completion phases. The following is a breakdown of Amendment #1 to the Contract for Designer Services by the various phases:

• Design Development	\$ 3,543,352
• Construction Documents	\$ 5,192,158
• Bidding	\$ 403,718
• Construction Administration	\$ 2,350,923
• Completion	<u>\$ 211,805</u>
Amendment #1 Basic Services Subtotal:	\$11,701,956
Amendment #1 Extra Services Subtotal:	<u>\$ 739,060</u>
TOTAL:	\$12,441,016

On May 14, 2019, the Honorable Town Council approved the Proposed Loan Order totaling \$12,441,016 and reconfirmed same at the June 25, 2019 Town Council Meeting (see attached June 6, 2019 Town Council Agenda Item correspondence).

On September 10, 2019, the Honorable Town Council approved a loan order totaling \$4,080,875 for Owner's Project Manager services (OPM) for the Three Elementary Schools Project through design development, construction documents, bid and award, construction and final closeout (see attached August 1, 2019 Agenda Item cover correspondence).

As you recall, on February 4, 2020 the Proposed Fiscal Year 2021-2025 Capital Improvement Program (CIP) was submitted pursuant to the provisions of the Watertown Home Rule Charter and the Town Council Resolution on the Fiscal Year 2021 Budget Process.

The following is an excerpt from the February 4, 2020 correspondence:

“The School Building Committee working with Ai3 Architects LLC has or will be completing the following phases related to the Three Elementary Schools Project:

- Schematic Design Phase - Completed in February 2019
- Design Development Phase - Completed March – September 2019
- Construction Document Phase – Ongoing Completion Date March 2020
- Construction Contractor Bidding – Scheduled for Spring 2020

After significant discussions with the School Committee, School Building Committee and Town Council, the Town will be leasing Saint Jude School, Waltham beginning on July 1, 2020 through June 30, 2023 for swing space for the Three Elementary Schools Project. This decision will allow the Cunniff and Lowell Schools to be completed two years earlier than originally projected!

The Cunniff and Hosmer Schools will be bid as a single collective package in order to receive the most competitive pricing and to ensure the two schools will receive the same building systems and materials; and allow for management of a single contractor for these two projects.

During this Summer, the Hosmer PK-5 School will consolidate into the “Z-shaped” building. The Hosmer Preschool Program (5 classrooms) will move to the Phillips Building, which will necessitate the Facilities Department relocating to another property in Watertown that will be rented during the construction of the Three Elementary Schools Project. Additional discussions will need to be held regarding the associated costs of these changes in location.

Construction will begin at the Cunniff and Hosmer during this Summer and the Cunniff School will be completed by the end of calendar year 2021; and the Hosmer School will be completed by the Summer of 2022.

Construction will begin at the Lowell School during the Summer of 2022 and will be completed by the end of calendar year 2023.”

On March 10, 2020, the Honorable Town Council adopted twenty-eight (28) conceptual recommendations on the Fiscal Year 2021-2025 CIP.

One of the conceptual recommendations reads as follows:

13. For the “Building for the Future” Three Elementary Schools Project: endorse the revised borrowing plan of \$75,000,000 in FY20, \$60,000,000 in FY22, and \$35,000,000 in FY23 within the confines of Proposition 2½; and proceed with the remaining FY20 proposed loan order for \$58,478,109 (consisting of \$75,000,000 minus prior loan orders of \$12,441,016 for Design Services and \$4,080,875 for the Owner’s Project Manager.)

As a follow-up to that conceptual recommendation and as indicated in the May 15, 2020 Town Manager's Coronavirus (COVID-19) update, the Honorable Town Council President and School Building Committee Chair, Mark S. Sideris announced at the May 12th Town Council Meeting that the School Building Committee will be meeting on Wednesday, May 20th at 6 PM. One of the items on the agenda will be consideration of bids for the construction of the new Hosmer and Cunniff Schools. Mr. Sideris indicated the low bid came in significantly under budget and further details will be provided at the May 20th meeting.

As a follow-up, attached please find correspondence from Mark S. Sideris, School Building Committee Chair outlining the School Building Committee's efforts to date and actions taken last night regarding the bids for the construction of the new Hosmer and Cunniff Elementary Schools. As indicated in Mr. Sideris' correspondence, the School Building Committee unanimously adopted two motions requesting the Town Manager take necessary steps to execute an Owner/Contractor Agreement with Brait Builders and include Alternate 1 (furnishing and installation of complete Photovoltaic Systems) for the construction of the new Hosmer and Cunniff Elementary Schools.

The following attachments are included in Mr. Sideris' correspondence:

- Correspondence from the Owner's Project Manager (Hill International)
- May 20th PowerPoint presentation to the School Building Committee
- PowerPoint presentation that will be presented to the Town Council and our community at the June 9th Town Council Meeting

In closing, as stated many times in the past couple of years, as a result of the aggressive funding of the Retirement System, **financing of the \$170,000,000 for the Three Elementary Schools Project will be done within the confines of Proposition 2 ½.**

Given all of the above and in order to move forward with the construction of the new Hosmer and Cunniff Elementary Schools, I respectfully request the attached Proposed Loan Order be placed on the May 26, 2020 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Katherine Morrison, Assistant Treasurer/Collector
Mark R. Reich, Esquire, KP Law



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Jay Gonzalez
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May 19, 2020

Michael J. Driscoll
Town Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Hosmer and Cunniff Elementary School Bonds

Dear Michael:

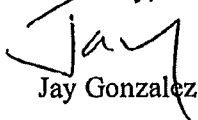
As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the Hosmer and Cunniff Elementary School projects:

ORDERED: That the sum of \$103,455,000 is appropriated to pay costs of constructing new Hosmer and Cunniff Elementary Schools, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Town Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and that any premium received upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with M.G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the Town Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested form of loan order.

Sincerely,



Jay Gonzalez

► ALBANY ► BOSTON ► HARTFORD ► MANCHESTER ► NEW YORK ► PROVIDENCE

HINCKLEY, ALLEN & SNYDER LLP, ATTORNEYS AT LAW

59953431 v1



Michael J. Driscoll
Town Manager

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Phone: 617-972-6465
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To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: June 6, 2019
RE: School Planning Bonds

As you recall, as a follow-up to the attached April 18, 2019 Agenda Item cover memorandum correspondence, the Honorable Town Council approved a Proposed Loan Order totaling \$12,441,016 to pay costs of Designer Services related to the Three Elementary Schools Project at the May 14, 2019 Town Council Meeting.

As indicated at the May 14, 2019 Town Council Meeting, the Town would be issuing a Bond Anticipation Note (BAN) for one year and then permanently borrow the \$12,441,016 with upcoming Proposed Loan Order(s) related to construction of the Three Elementary Schools Project with the first principal payment beginning in Fiscal Year 2021 through Fiscal Year 2040 (see attached cost analysis of borrowing.)

The Town had been preparing to issue the temporary borrowing (BAN) next week. During the preparation of the upcoming BAN Sale, it was determined that the required Public Hearing Notice published in the newspaper relating to the School Planning Loan Order indicated an incorrect date for such Public Hearing. As a result, as indicated in the June 6, 2019 email correspondence from Bond Counsel to Jennifer G. Gonzalez, Town Treasurer/Collector, "the Town will need to publish an effective notice of another hearing on the loan order, hold another public hearing in accordance with that notice, and adopt the loan order by a 2/3rds (of the entire Council, not just the members in attendance) roll call vote in order for the debt for such school planning to be authorized and available for borrowing."

Therefore, given the above, I will bring this up under Communications from the Town Manager at the June 11, 2019 Town Council Meeting. The upcoming Public Hearing and action on this matter will be held at the June 25, 2019 Town Council Meeting and will be advertised in the June 14, 2019 Watertown Tab & Press.

Subsequent to the June 25, 2019 Public Hearing and action by the Honorable Town Council, the Town would be able to issue a Bond Anticipation Note totaling \$12,441,016 twenty-one days from June 25th, which would be on or after July 17, 2019.

cc: Kara K. Adams, Senior Counsel, Locke Lord LLP
School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Town Treasurer/Collector
Mark R. Reich, Esquire, KP Law



Michael J. Driscoll
Town Manager

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To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: April 18, 2019
RE: Agenda Item - Proposed Loan Order

As you recall, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) and a Request for Proposal (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

As a follow-up, on October 24, 2017 the Honorable Town Council approved a transfer of funds totaling \$149,996 for Owner's Project Manager Services (OPM) for the evaluation of potential solutions and schematic design phases of the Three Elementary Schools Project.

On December 12, 2017, the Honorable Town Council approved a Proposed Loan Order totaling \$1,378,599 for the purpose of paying costs of Designer Services for the design, construction, addition to and/or renovation of the three elementary schools (see attached November 22, 2017 Agenda Item correspondence).

Given all of the above, it was necessary to move forward with the establishment of a School Building Committee. Thirteen (13) appointments to the Committee were made in March 2018 including the Honorable Town Council President Mark Sideris, Town Council Vice President Vincent Piccirilli, School Committee Chairman John Portz and School Committee member Lindsay Mosca. The Committee is the representative of the Town in all dealings with the architect including but not limited to the following: development and review of conceptual design options and the selection of a preferred design option, preparation of all design, construction, and bidding documents, supervision of public bidding process, award of contract to successful bidder, compliance with the program and time requirements of the Town, evaluation of the quality, appropriateness and functional attributes of the architect's solution or proposal, periodic meetings with the architect and builder to assure compliance as the project moves forward, review of all change orders during the construction phase, and all other powers and duties as are necessary and appropriate.

As indicated during the Fiscal Year 2020 Preliminary Budget Overview presentation on October 9, 2018, the Town is much closer in moving forward with two initiatives, fully funded retirement system and OPEB Liability funding; and financing of the three Elementary Schools Project within the confines

of Proposition 2 ½. The attached page 47 of the Fiscal Year 2020 Preliminary Budget Overview shows funding of these two initiatives in greater detail. Additionally, the Fiscal Year 2019 New Growth was \$2.6 million over the original budget and these monies have been earmarked to fund Pension Costs, Other Post-Employment Benefits (OPEB) and the 3 Elementary Schools Project as shown on page 47 in the bottom set of numbers.

On December 11, 2018, the Honorable Town Council adopted and ranked the Fiscal Year 2020 Budget Policy Guidelines. The top ranked Fiscal Year 2020 Budget Policy Guideline II.A. reads as follows: Continue to develop Building for the Future Initiative funding in collaboration with the School Building Committee; for the Three Elementary Schools project by formalizing the proposal to use funds redirected from the retirement appropriation when the pension fund is fully funded while also paying down the OPEB liability; and for the MSBA High School project with the proposed debt exclusion funding.

During the Fiscal Year 2020 Preliminary Budget Overview presentation, I indicated the School Building Committee has been working tirelessly to review conceptual design options for the three elementary schools in an effort to ultimately select a preferred design option that is in the best interests of the Town, the taxpayers and the successful education of our children.

To that end, the School Building Committee has met twenty (20) times starting on March 14, 2018; and held 3 community forums at each of the elementary schools in November 2018 to receive feedback on the various conceptual design options.

On January 23, 2019, the School Building Committee adopted the following motions:

Motion 1: That the School Building Committee formally endorses and refers the conceptual and schematic design and cost estimate, as presented tonight (January 23, 2019) to the Town Manager for his consideration. (Unanimously voted)

Motion 2: That the School Building Committee authorizes the Chair, along with representatives from A13 and Daedalus, to meet with the Town Manager to discuss the design and cost of the project as just referred. (Unanimously voted)

The endorsed conceptual and schematic design includes all-new construction of the Hosmer and Cunniff Schools and comprehensive renovations and additions to the Lowell School. The proposed projects create modern, forward-thinking facilities and associated site amenities that meet the educational, neighborhood, energy efficiency, and recreational goals established through a public process of meetings and forums. These projects are part of a long-term vision of providing outstanding education, recreation, and healthy neighborhoods throughout Watertown and will serve the Town for many decades. The approximately \$170 million cost estimate includes the total project costs representative of the buildings, sitework, furniture, technology, and all associated costs of the completed and occupied facilities.

On January 31, 2019, I respectfully recommended moving forward with the School Building Committee's endorsed conceptual and schematic design and included funding of \$170,000,000 for the Three Elementary Schools Project in the Proposed Fiscal Year 2020-2024 Capital Improvement Program; and all of this project is to be done within the confines of Proposition 2 ½.

The Council's Committee on Budget and Fiscal Oversight met several times thereafter developing conceptual recommendations for presentation to the Honorable Town Council for their review and adoption. On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation, I respectfully recommend moving forward with Amendment #1 to the Contract for Designer Services for the Elementary Schools Building Project with Ai3 Architects LLC to include the Scope of Services associated with Design Development through Completion phases. The following is a breakdown of Amendment #1 to the Contract for Designer Services by the various phases:

• Design Development	\$ 3,543,352
• Construction Documents	\$ 5,192,158
• Bidding	\$ 403,718
• Construction Administration	\$ 2,350,923
• Completion	\$ 211,805
Amendment #1 Basic Services Subtotal:	\$11,701,956
Amendment #1 Extra Services Subtotal:	\$ 739,060
TOTAL:	\$12,441,016

Therefore, given all of the above, along with my Forecast Section remarks during the presentation of the Fiscal Year 2020 Preliminary Budget Overview, I respectfully request the attached Proposed Loan Order be placed on the April 23, 2019 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heldi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
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Richard A. Manley, Jr.
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Direct Fax: 888-658-1046
richard.manley@lockelord.com

April 15, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires at least a two-thirds vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,

Richard A. Manley, Jr.

AM 67578874.1

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COST ANALYSIS OF BORROWING

\$12,441,016 DESIGNER SERVICES FOR THE DESIGN, CONSTRUCTION, ADDITION AND/OR RENOVATION OF THREE ELEMENTARY SCHOOLS

1 Year of BANs & 20 Years of Bonds (if bonded with construction funds)

YEAR (1)	FY	PRINCIPAL PAYDOWN	INTEREST ON BANs (2)	TOTAL
1	2020		\$ 279,923	\$ 279,923

YEAR (1)	FY	PRINCIPAL PAYMENTS	INTEREST PAYMENTS (2)	TOTAL PAYMENTS
2	2021	\$ 626,000	\$ 559,845	\$ 1,185,845
3	2022	\$ 625,000	\$ 531,675	\$ 1,156,675
4	2023	\$ 625,000	\$ 503,550	\$ 1,128,550
5	2024	\$ 625,000	\$ 475,425	\$ 1,100,425
6	2025	\$ 625,000	\$ 447,300	\$ 1,072,300
7	2026	\$ 625,000	\$ 419,175	\$ 1,044,175
8	2027	\$ 625,000	\$ 391,050	\$ 1,016,050
9	2028	\$ 625,000	\$ 362,925	\$ 987,925
10	2029	\$ 620,000	\$ 334,800	\$ 954,800
11	2030	\$ 620,000	\$ 306,900	\$ 926,900
12	2031	\$ 620,000	\$ 279,000	\$ 899,000
13	2032	\$ 620,000	\$ 251,100	\$ 871,100
14	2033	\$ 620,000	\$ 223,200	\$ 843,200
15	2034	\$ 620,000	\$ 195,300	\$ 815,300
16	2035	\$ 620,000	\$ 167,400	\$ 787,400
17	2036	\$ 620,000	\$ 139,500	\$ 759,500
18	2037	\$ 620,000	\$ 111,600	\$ 731,600
19	2038	\$ 620,000	\$ 83,700	\$ 703,700
20	2039	\$ 620,000	\$ 55,800	\$ 675,800
21	2040	\$ 620,000	\$ 27,900	\$ 647,900
Subtotal for Bonds		\$ 12,441,000	\$ 5,867,145	\$ 18,308,145

Total for BAN Interest and Bond P&I	\$ 12,441,000	\$ 6,147,068	\$ 18,588,068
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- (1) Assumes initial use of bond anticipation notes, and long term issuance at the same time as the construction under Chapter 44: Section 7(1) For the acquisition of interests in land or the acquisition of assets, or for the following projects: the landscaping, alteration, remediation, rehabilitation or improvement of public land, the dredging, improvement, restoration, preservation or remediation of public waterways, lakes or ponds, the construction, reconstruction, rehabilitation, improvement, alteration, remodeling, enlargement, demolition, removal or extraordinary repair of public buildings, facilities, assets, works or infrastructure, including: (i) the cost of original equipment and furnishings of the buildings, facilities, assets, works or infrastructure; (ii) damages under chapter 79 resulting from any such acquisition or project; and (iii) the cost of engineering, architectural or other services for feasibility studies, plans or specifications as part of any acquisition or project; provided that the interest in land, asset acquired or project shall have a useful life of at least 5 years; and provided further, that the period of such borrowing shall not exceed the useful life of the interest in land, asset acquired or project.
- (2) Interest on BANs is estimated at 2.25%. Interest on bonds is estimated at 4.50%. Subject to change. The principal amount to be issued will be reduced, if coupon rates produce a premium in excess of the costs of issuance.

Hand, JoAnna

From: Driscoll, Michael
Sent: Friday, June 07, 2019 8:48 AM
To: Hand, JoAnna
Subject: FW: North Fire Station and 3 Elementary Schools
Attachments: Loan Order Letter Watertown 6_19-c.DOC; Watertown School Planning draft loan order letter-c.pdf

From: Gonzalez, Jennifer
Sent: Thursday, June 06, 2019 2:32 PM
To: Driscoll, Michael <mdriscoll@watertown-ma.gov>
Cc: Tracy, Thomas <ttracy@watertown-ma.gov>; Morrison, Katherine <kmorrison@watertown-ma.gov>
Subject: North Fire Station and 3 Elementary Schools

Mr. Driscoll,

Below is the explanation from bond counsel regarding the legal notices for the North Fire Station and design costs for the 3 elementary schools.

Please let me know if you need any additional information.

Thank you,

Jennifer Gonzalez
Treasurer/Collector
Town of Watertown
149 Main Street
Watertown, MA, 02472
617-972-6453
jgonzalez@watertown-ma.gov

From: Adams, Kara [<mailto:Kara.Adams@lockelord.com>]
Sent: Thursday, June 06, 2019 2:26 PM
To: Gonzalez, Jennifer <jgonzalez@watertown-ma.gov>
Cc: Peter Frazier (HTS) (Peter.Frazier@hilltopsecurities.com) (Peter.Frazier@hilltopsecurities.com)
<Peter.Frazier@hilltopsecurities.com>; 'Lisa Driscoll@hilltopsecurities.com' <lisa.driscoll@hilltopsecurities.com>;
Morrison, Katherine <kmorrison@watertown-ma.gov>; Manley, Richard <Richard.Manley@lockelord.com>
Subject: RE: Language for MWRA and 3 Elementary Schools

→ Hi Jen, I understand that the public hearing notice published in the newspaper relating to the school planning loan order indicated an incorrect date for such public hearing. In particular, it was published in the Watertown Tab on April 26, 2019, and indicated that the hearing by the Town Council would take place on April 9, 2019, as such, the required notice for such hearing failed, rendering the subsequent actions taken by the Town Council after such publication ineffective for the approval of a borrowing. The Town will need to publish an effective notice of another hearing on the loan order, hold another public hearing in accordance with that notice, and adopt the loan order by a 2/3rds (of the entire Council, not just the members in attendance) roll call vote in order for the debt for such school planning to be authorized and available for borrowing.

I also understand that there was no notice of a public hearing published in a newspaper for the North Fire Station borrowing authorization, and that that loan order was not published in the newspaper before final passage as required by the Town's charter for borrowing authorizations. As such, the actions taken by the Town Council after the introduction of the loan order are also ineffective as a final approving vote for the purposes of authorizing a borrowing. I understand that there are funds available in the budget that could be used for the project; If the Town wishes to use such funds instead of borrowing, the Town would need to appropriate such available funds to the project.

It is not necessary to take a vote to rescind the Council's actions in either case, because the Council's votes to adopt the borrowing orders were ineffective.

The attached letter for the school borrowing includes the applicable loan order language and a form for each newspaper publication and website posting – PLEASE NOTE - the forms for the newspaper publication and website posting texts have bracketed language in the first and last paragraphs that need to be replaced with the correct applicable information (date time and place of hearing and when and where the order is available for inspection) for each loan order

Thank you,

Kara

Kara K. Adams
Senior Counsel
Locke Lord LLP
111 Huntington Avenue
Boston, MA 02199
T: 617-239-0387
F: 866-644-8575
kara.adams@lockelord.com
View My [BIO](#) | Connect on [LinkedIn](#) | Visit lockelord.com



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For more information visit www.lockelord.com

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www.lockelord.com

Kara K. Adams
Direct Telephone: 617-239-0387
kara.adams@lockelord.com

June 6, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published in a local newspaper and posted on the Town's website at least 5 days prior to the holding of a public hearing with respect to the order.

The publication and posting of the loan order referred to above and notice of the public hearing will be satisfactory if such publication appears as follows (the correct information must be filled in where the bolded and bracketed direction language appears below prior to publication (the information that you fill in should not be bold or bracketed)):

LEGAL NOTICE

The Town Council of the City known as the Town of Watertown hereby gives notice of a public hearing and vote on **[enter day and date of hearing]** at **[enter**

Atlanta | Austin | Boston | Chicago | Cincinnati | Dallas | Hartford | Hong Kong | Houston | London | Los Angeles
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June 6, 2019

Page 2

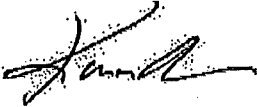
time of hearing], in the [enter name of room, name of building and street address where hearing will be held] in Watertown, MA on a proposed Order as follows:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

A copy of the Order is available for inspection at [enter name of room, name of building and street address where copy of the Order is available for inspection] in Watertown, MA on [enter the date range that the order is available for inspection].

Final passage of the order requires at least a two-thirds roll call vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,



Kara K. Adams

AM 67578874.1



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: April 18, 2019

RE: Agenda Item - Proposed Loan Order

As you recall, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) and a Request for Proposal (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

As a follow-up, on October 24, 2017 the Honorable Town Council approved a transfer of funds totaling \$149,996 for Owner's Project Manager Services (OPM) for the evaluation of potential solutions and schematic design phases of the Three Elementary Schools Project.

On December 12, 2017, the Honorable Town Council approved a Proposed Loan Order totaling \$1,378,599 for the purpose of paying costs of Designer Services for the design, construction, addition to and/or renovation of the three elementary schools (see attached November 22, 2017 Agenda Item correspondence).

Given all of the above, it was necessary to move forward with the establishment of a School Building Committee. Thirteen (13) appointments to the Committee were made in March 2018 including the Honorable Town Council President Mark Sideris, Town Council Vice President Vincent Piccirilli, School Committee Chairman John Portz and School Committee member Lindsay Mosca. The Committee is the representative of the Town in all dealings with the architect including but not limited to the following: development and review of conceptual design options and the selection of a preferred design option, preparation of all design, construction, and bidding documents, supervision of public bidding process, award of contract to successful bidder, compliance with the program and time requirements of the Town, evaluation of the quality, appropriateness and functional attributes of the architect's solution or proposal, periodic meetings with the architect and builder to assure compliance as the project moves forward, review of all change orders during the construction phase, and all other powers and duties as are necessary and appropriate.

As indicated during the Fiscal Year 2020 Preliminary Budget Overview presentation on October 9, 2018, the Town is much closer in moving forward with two initiatives, fully funded retirement system and OPEB Liability funding; and financing of the three Elementary Schools Project within the confines

of Proposition 2 ½. The attached page 47 of the Fiscal Year 2020 Preliminary Budget Overview shows funding of these two initiatives in greater detail. Additionally, the Fiscal Year 2019 New Growth was \$2.6 million over the original budget and these monies have been earmarked to fund Pension Costs, Other Post- Employment Benefits (OPEB) and the 3 Elementary Schools Project as shown on page 47 in the bottom set of numbers.

On December 11, 2018, the Honorable Town Council adopted and ranked the Fiscal Year 2020 Budget Policy Guidelines. The top ranked Fiscal Year 2020 Budget Policy Guideline II.A. reads as follows: Continue to develop Building for the Future Initiative funding in collaboration with the School Building Committee; for the Three Elementary Schools project by formalizing the proposal to use funds redirected from the retirement appropriation when the pension fund is fully funded while also paying down the OPEB liability; and for the MSBA High School project with the proposed debt exclusion funding.

During the Fiscal Year 2020 Preliminary Budget Overview presentation, I indicated the School Building Committee has been working tirelessly to review conceptual design options for the three elementary schools in an effort to ultimately select a preferred design option that is in the best interests of the Town, the taxpayers and the successful education of our children.

To that end, the School Building Committee has met twenty (20) times starting on March 14, 2018; and held 3 community forums at each of the elementary schools in November 2018 to receive feedback on the various conceptual design options.

On January 23, 2019, the School Building Committee adopted the following motions:

Motion 1: That the School Building Committee formally endorses and refers the conceptual and schematic design and cost estimate, as presented tonight (January 23, 2019) to the Town Manager for his consideration. (Unanimously voted)

Motion 2: That the School Building Committee authorizes the Chair, along with representatives from Ai3 and Daedalus, to meet with the Town Manager to discuss the design and cost of the project as just referred. (Unanimously voted)

The endorsed conceptual and schematic design includes all-new construction of the Hosmer and Cunniff Schools and comprehensive renovations and additions to the Lowell School. The proposed projects create modern, forward-thinking facilities and associated site amenities that meet the educational, neighborhood, energy efficiency, and recreational goals established through a public process of meetings and forums. These projects are part of a long-term vision of providing outstanding education, recreation, and healthy neighborhoods throughout Watertown and will serve the Town for many decades. The approximately \$170 million cost estimate includes the total project costs representative of the buildings, sitework, furniture, technology, and all associated costs of the completed and occupied facilities.

On January 31, 2019, I respectfully recommended moving forward with the School Building Committee's endorsed conceptual and schematic design and included funding of \$170,000,000 for the Three Elementary Schools Project in the Proposed Fiscal Year 2020-2024 Capital Improvement Program; **and all of this project is to be done within the confines of Proposition 2 ½.**

The Council's Committee on Budget and Fiscal Oversight met several times thereafter developing conceptual recommendations for presentation to the Honorable Town Council for their review and adoption. On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation, I respectfully recommend moving forward with Amendment #1 to the Contract for Designer Services for the Elementary Schools Building Project with Ai3 Architects LLC to include the Scope of Services associated with Design Development through Completion phases. The following is a breakdown of Amendment #1 to the Contract for Designer Services by the various phases:

• Design Development	\$ 3,543,352
• Construction Documents	\$ 5,192,158
• Bidding	\$ 403,718
• Construction Administration	\$ 2,350,923
• Completion	<u>\$ 211,805</u>
Amendment #1 Basic Services Subtotal:	\$11,701,956
Amendment #1 Extra Services Subtotal:	<u>\$ 739,060</u>
TOTAL:	\$12,441,016

Therefore, given all of the above, along with my Forecast Section remarks during the presentation of the Fiscal Year 2020 Preliminary Budget Overview, I respectfully request the attached Proposed Loan Order be placed on the April 23, 2019 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Treasurer/Collector
Mark R. Reich, Esquire, KP Law



111 Huntington Avenue
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Richard A. Manley, Jr.
Direct Telephone: 617-239-0384
Direct Fax: 866-658-1046
richard.manley@lockelord.com

April 15, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires at least a two-thirds vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,

A handwritten signature in dark ink, appearing to read "R. Manley".

Richard A. Manley, Jr.

AM 67578874.1



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: November 22, 2017
RE: Agenda Item - Proposed Loan Order

As you are aware, on July 27, 2017, the Honorable Town Council and the Honorable School Committee held a joint meeting regarding the Building for the Future Initiative. Building for the Future is a comprehensive, forward-looking initiative to address learning, operational and capacity improvements for all school facilities. For additional background on the Building for the Future Initiative, attached please find page 44 of the Fiscal Year 2019 Preliminary Budget Overview that was presented at the October 10, 2017 Town Council Meeting.

As a follow-up, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) and a Request for Proposal (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative. (See attached September 25th Miscellaneous Items to Council)

As you are aware, at the October 24th Town Council Meeting the Honorable Town Council approved a transfer of funds totaling \$149,996 in order to move forward with Owners Project Manager Services (OPM) for the evaluation of potential solutions and schematic design phases of the Elementary Schools Building Project (see October 20th Agenda Item cover correspondence).

Subsequent to the issuance of the RFP for Designer Services, attached please find a November 17, 2017 correspondence from Mary C. DeLai, Assistant Superintendent for Finance and Operations, outlining the process and the efforts of the Designer Selection Committee in selecting Ai3 Architects, LLC of Wayland, MA as the top ranked candidate. References were checked and all were highly favorable. A fee proposal was then requested and negotiations regarding fees, contract terms and conditions were held. Negotiations were successfully concluded with an agreed upon not-to-exceed fee for Basic Services of \$1,210,000 as well as Extra Services in the amount of \$168,599 for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

Therefore, given all of the above, along with my opening remarks during the presentation of the Fiscal Year 2019 Preliminary Budget Overview, I respectfully request the attached Proposed Loan Order be placed on the November 28, 2017 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Mary C. DeLai, Assistant Superintendent for Finance and Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Kenneth Thompson, Building Inspector
Lori E. Kabel, Director of Public Buildings
Nancy J. Heffernan, Treasurer/Collector
Mark R. Reich, Esquire, KP Law



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Kara K. Adams
Direct Telephone: 617-239-0387
Direct Fax: 866-844-8576
kara.adams@lockelord.com

November 22, 2017

Peter B. Frazier, Senior Vice President
First Southwest Company
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$1,378,599 is appropriated to pay costs of designer services for the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under Chapter 44, Section 7(7) of the General Laws or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires at least a two-thirds vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Kara K. Adams", written over a horizontal line.

Kara K. Adams

AM 67578874.1

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Miami | Morristown | New Orleans | New York | Providence | San Francisco | Stamford | Washington DC | West Palm Beach

Building for the Future Initiative

On July 27, 2017, the Honorable Town Council and the Honorable School Committee held a joint meeting regarding the Building for the Future Initiative. Building for the Future is a comprehensive, forward-looking initiative to address learning, operational and capacity improvements for all school facilities.

The high school and three elementary schools have been identified as high priorities; and therefore steps are being taken to advance the continued development of both projects simultaneously, with the high school potentially on a path for MSBA assistance and the elementary schools on a non MSBA path. A timeline was presented whereby the potential Elementary Schools Project estimated at \$80 million - \$120 million could be completed prior to the high school construction beginning in 2021.

As a follow-up, Request for Owner's Project Manager Services (OPM) and Request for Proposals for Designer Services for the potential Elementary Schools Project have been issued. Funding of the OPM and Designer Services will be requested in October and/or November.

Subsequent to funding the above, additional community discussion will be held regarding the three elementary schools along with the long-term capital needs for the high school.

As previously stated, proposed financing of the \$80 million - \$120 million Elementary Schools Project is included in the Debt and Interest Forecast beginning in FY 2020, all within the confines of Proposition 2 ½.

Hand, JoAnna

From: Driscoll, Michael
Sent: Monday, September 25, 2017 2:47 PM
To: Osmond, Marsha; Hand, JoAnna
Cc: Magoon, Steven; Tracy, Thomas; Thompson, Kenneth; Heffernan, Nancy; Bandini, Raeleen; 'Mark R. Reich'; Galdston, Deanne; Theresa McGulness; MaryDeLa
Subject: RFSs for OPM and Designer Services- WPS Elementary Schools
Attachments: Watertown Designer Services RFP 9.15.17 (1).pdf; Watertown OPM RFS 9.15.17 (1).pdf

Please include in today's Misc Items to Council.

From: Deanne Galdston [<mailto:deanne.galdston@watertown.k12.ma.us>]
Sent: Monday, September 25, 2017 1:28 PM
To: Driscoll, Michael <mdriscoll@watertown-ma.gov>
Subject: RFSs for OPM and Designer Services- WPS Elementary Schools

Hi Mike,

As requested, the RFS for the Owner's Project Manager and the RFS for Designer Services for the potential elementary school project.

Dede

Watertown Public Schools: Supporting High Academic Achievement, Fostering the Capacity for Life-Long Learning, Promoting Local and Global Citizenship



REQUEST FOR PROPOSALS (RFP)

DESIGNER SERVICES FOR WATERTOWN ELEMENTARY SCHOOLS BUILDING PROJECT

WATERTOWN, MA

September 15, 2017

PROPOSALS DUE: 11:00 a.m. on Friday, October 20, 2017

Late Proposals Will Be Rejected

DELIVER COMPLETED SUBMISSIONS TO:

**Mary DeLai, Assistant Superintendent for Finance and Operations
Watertown Public Schools
30 Common Street
Watertown, MA 02472
mary.delai@watertown.k12.ma.us**

REQUEST FOR PROPOSALS

Sealed proposals for furnishing the following will be received at the Office of the Assistant Superintendent for Finance and Operations, Watertown Public Schools, 30 Common Street, Watertown, Massachusetts 02472 until the time specified below, at which time the proposals will be opened. The time received will be stamped on each proposal and for a consistency of time, the time stamp clock in the Office of the Assistant Superintendent for Finance and Operations will be the determining time.

ITEM

Request for Proposals Released
RFP for Designer Services Due

DATE

September 15, 2017
October 20, 2017, 11:00 a.m.

The Town of Watertown is seeking the services of a qualified Designer/Architectural firm within the meaning of M.G.L. Chapter 7C, Section 44, to provide professional design services.

Specifications and Proposal forms may be obtained at the Office of the Assistant Superintendent for Finance and Operations, 30 Common Street, Watertown, Massachusetts 02472.

Proposer may withdraw his proposal for a period of sixty (60) days after the date set for the opening thereof.

The contract for these services will be for a lump sum fee to be negotiated.

Watertown is an affirmative action/equal opportunity purchaser. The Town reserves the right to accept or reject, in whole or in part, any or all proposals or take whatever other action may be deemed necessary to be in the best interest of the Town.

Mary DeLai, Assistant Superintendent for Finance and Operations
Watertown Public Schools

ADV: Watertown TAB
Central Register – September 20, 2017
Watertown Town Hall
Watertown Public Schools, Superintendent's Office

REQUEST FOR PROPOSALS (RFP)
DESIGNER SERVICES

Town of Watertown, MA
Watertown Public Schools

Watertown Elementary Schools Building Project

September 15, 2017

PROJECT SUMMARY: The Town of Watertown ("Owner") is seeking the services of a qualified "Designer" within the meaning of M.G.L. Chapter 7C, Section 44 to provide professional design services for the three Watertown elementary schools in Watertown, Massachusetts. Selection of a Designer will be made by the Watertown Elementary Schools Designer Selection Committee. The Owner is seeking these design services for purposes of completing educational planning, programming, and evaluation of potential solutions at each of the elementary schools, and continuing through the Schematic Design Phase of the selected solutions. Subject to the approval of specific solutions and further subject to adequate funding authorized by the Owner, the contract between the Owner and the Designer may be amended to include continued designer services through design development, construction contract documents, bidding, award of construction contract(s), construction administration, final closeout and warranty period of the potential Projects. The potential approved Projects may include simultaneous renovation / reconstruction of the existing elementary schools, a renovation and addition of the existing schools, and/or new construction on the site of the existing elementary schools. It is the Owner's intention that the three schools will remain on their current sites.

The estimated construction budget for all of the potential elementary school Projects may range from *\$80 million to \$120 million* based on previously completed feasibility studies and dependent upon the solutions that are agreed upon and approved by the Owner. The Fee for the services defined herein will be negotiated. The negotiated fee will include the design and consulting services for all of the consultants listed in the "Selection and Evaluation Criteria" section of the RFP and the requirements of the negotiated Designer Services Contract. Any potential amendments to the resulting contract will result in a request for revised cost proposal for subsequent tasks.

Pursuant to M.G.L. Chapter 7C, Section 6, the Designer must agree to contract with minority and women-owned businesses as certified by the Supplier Diversity Office (SDO). The amount of participation that shall be reserved for such enterprises shall not be less than seventeen and nine tenths percent (17.9%) of the contract price for combined minority business enterprises (MBE) and women-owned business enterprises (WBE).

Although the Town of Watertown is currently seeking an eligibility invitation from the Massachusetts School Building Authority (MSBA) for the Watertown High School, the Town of Watertown is not intending to seek the approval of the elementary school projects through the MSBA. Both the high school and the elementary schools have been identified by the Town as high priorities, and therefore steps are being taken to advance the continued development of both projects simultaneously (with Watertown High School potentially on a path for MSBA assistance and the Watertown elementary

schools on a non-MSBA path). Many of the MSBA's best practices will be utilized as part of the proposed scope of services for the elementary schools herein, but it is not the Owner's intention to fully align the elementary school scope of services with the submittal requirements and guidelines of the MSBA.

A. Background

The Town of Watertown, incorporated in 1630, is part of the Greater Boston area of Massachusetts, with a population of 31,915 at the 2010 census. Watertown is one of fourteen Massachusetts municipalities that have applied for, and been granted, city forms of government but wish to retain "the town of" in their official names. The city has a total area of 4.2 square miles and is made up of six neighborhoods: Bemis, Brigham, Coolidge Square, East Watertown, Watertown Square, and the West End.

A "Watertown Facilities Master Plan Study" was conducted by Symmes Maini & McKee Associates (SMMA) in December 2016, and a "Watertown Public Schools School Facilities Assessment" was conducted by Oudens Ello Architecture, LLC in March 2014. The studies (Attachments D and E respectively) document existing conditions and a physical assessment of each building and site, enrollment projections and the impact on future needs, and a review of the educational programming needs and deficiencies of each building. Included in these studies were Watertown's three elementary schools: Cunniff Elementary School, Hosmer Elementary School, and Lowell Elementary School. Cunniff Elementary serves grades Pre-K through 5, Lowell Elementary serves grades Pre-K through 5, and Hosmer Elementary serves grades Pre-K through 5 in addition to preschool-aged children.

Watertown Elementary Schools

Cunniff Elementary School: Cunniff Elementary School is a 52,000 square foot, two-story plus basement, low-rise, mixed construction type, wood-framed building located at 246 Warren Street. It is the smallest active school in the District and serves the westernmost portions of the West End and Bemis neighborhoods. The original 23,000 square foot building was built in 1954, and a major 29,000 square foot addition was built in 1997.

Hosmer Elementary School: Hosmer Elementary School is a 102,500 square foot, three-story, low-rise, mixed construction type, steel roof-framed building located at 1 Concord Road. It is the largest elementary school in the District and serves the East Watertown, Brigham, Watertown Square, and Coolidge Square neighborhoods. The current school consists of three components: the original 58,118 square-foot 1967 Hosmer Elementary School which currently functions as the classroom wing for Pre-K through Grade 5; the 27,724 square-foot 1967 portion of the former East Junior High School which functions as the public space wing (e.g., houses the cafeteria, gymnasium, and auditorium); and connecting these two wings is the 16,840 square-foot 2002 addition which accommodates the school's main entry as well as a self-contained, single-story Preschool/daycare facility with an independent entrance.

Lowell Elementary School: Lowell Elementary School is an 84,600 square foot, two-story plus basement, low-rise, steel framed building located at 175 Orchard Street. The historic building is located in Watertown's West End neighborhood. The original 45,500 square-foot building was constructed in 1927, and a three-story classroom wing and gymnasium were constructed in 1997.

B. Project Description, Objectives and Scope of Services

Cunniff Elementary School currently has an enrollment of 286 students, Lowell Elementary has an enrollment of 432 students, and Hosmer Elementary has an enrollment of 683 students. These current enrollments result in overcrowding at the Cunniff and significant overcrowding at the Hosmer. Although enrollment projections suggest a relatively stable student population over the next ten years, the completed feasibility studies identify significant educational, spatial, and facilities needs at each of the elementary school facilities. The physical size of each of the facilities is misleading, as they have received numerous additions that result in floor plans which are inefficient and don't allow for efficient utilization of the available space.

The scope of work shall include a reasonable study of possible options for each individual school and comply with all applicable policies, guidelines and directives of the Owner including, but not limited to, an approved design program, space summary, statement of educational objectives, and a proposed total project budget. The Schematic Design shall include, but not be limited to, a site development plan, environmental assessment, geotechnical assessment, geotechnical analysis, code analysis, utility analysis, schematic building floor plans, schematic exterior building elevations, narrative building systems descriptions, NE-CHPS or LEED-S scorecard, outline specifications, cost estimates, exterior renderings, interior renderings, 3D modeling (physical and electronic) project schedule, and proposed total project budget.

Project Objectives under consideration by the Owner include but are not limited to:

- Review of the "Watertown Facilities Master Plan Study" conducted by Symmes Maini & McKee Associates (SMMA) in December 2016, and the "Watertown Public Schools School Facilities Assessment" conducted by Oudens Ello Architecture, LLC in March 2014;
- The study of potential solutions should result in the identification of the most educationally and financially sound solution for the Town of Watertown;
- The study of potential solutions shall include three or more options in which detailed cost estimates can be prepared and presented to the Owner, including addition/renovation and new construction on each of the current elementary school sites ;
- Incorporate forward-thinking educational programs and spaces that align with 21st Century needs of the schools and the entire community;
- Provide a secure and structurally sound building for the health and safety of the students;
- Educational requirements must be met with maximum application of technology;
- Potential construction phasing given occupied sites and occupied buildings;
- Enhanced security of the buildings for students, faculty, staff and visitors. The schools should be available for community use during non-school hours;
- Identification of community concerns that may impact study options;
- Identification of specific milestone requirements and/or constraints of the District – e.g. city votes, swing space, occupancy issues;
- Life cycle costs of operating the schools as it relates to future operational budgets;
- Northeast Collaborative for High Performance Schools (NE-CHPS) criteria or US Green Building Council's LEED for Schools Rating System (LEED-S);
- Potential use of CM-at-Risk Delivery Method;
- Develop 3D modeling and visual imagery that can assist community stakeholders in fully understanding the proposed solutions;
- Proven record of creative solutions in response to challenging and constrained project sites; and

- Proven record of creative solutions for maximizing flexibility of key spaces in order to accommodate future growth of enrollment.

C. Scope of Services

The required scope of services is set forth in the Owner's standard Contract for Designer Services ("Contract"), a copy of which is attached hereto (Attachment A) and incorporated herein by reference. If the Owner decides to proceed with the Project beyond the Schematic Design Phase and when the project delivery method is decided (Design/Bid/Build or Construction Manager at Risk), the Contract will be amended accordingly. Copies of Designer Services Contract Amendments for Design/Bid/Build and Construction Manager at Risk are also attached hereto (Attachment A) and incorporated herein by reference. Unless specifically excluded, the Designer's Basic Services consist of the tasks described in the Contract for Designer Services as amended and this RFP including all investigative work (to the extent provided for in the Contract), educational programming, planning, study of potential solutions, schematic design, and, at the Owner's option, design work, preparation of construction documents, bidding period administration, construction administration, and other related work reasonably inferred in the opinion of the Owner as being necessary to meet the project's stated scope and goals.

This RFP will be appended to and become part of the Contract for Designer Services. Any Designer selected as a result of this RFP will be required to execute the Contract for Designer Services and applicable amendment that are attached hereto.

Basic Services include, but are not limited to, verification of existing record information including building dimensions, details and general existing conditions, cost estimating, architecture, civil, sanitary, mechanical, electrical, plumbing, fire protection, structural, site planning and landscape architecture, basic environmental permitting, graphics, lighting design, acoustics, data and communication, educational consultants, community outreach, any specialty consultants for sustainable design (LEED-S/NE-CHPS), kitchen space, code consultants, accessibility, energy evaluations and eligibility for rebates, detailed cost estimates; preparation of construction documents; bidding and administering the Construction Contract Documents and other design and consulting services incidental and required to fulfill the project goals. Please refer to the Contract and amendments for a complete summary of Basic Services.

Extra and reimbursable expenses are defined in Articles 8 and 9 of the Contract in Attachment A.

D. Project Phases and Work Plan:

Work under this RFP is divided into the Project Phases as listed in Article 7 of the Contract as amended and as may be augmented in this RFP. Each Project Phase will consist of one or more required submissions, and may include site visits, meetings with the Owner, Owner's Project Manager, and others, and other tasks as described.

The estimated total duration of the Contract for Designer Services from the study of possible options through the approval of Schematic Design, inclusive of Owner review and approval time, is estimated to be *50 weeks* as follows:

Evaluation of Potential Solutions

34 weeks

Schematic Design Phase	<u>16</u>	weeks
Design Development through 100% CD*	<u>TBD</u>	weeks
Bidding*	<u>TBD</u>	weeks
Construction Administration Phase*	<u>TBD</u>	weeks
Estimated Total Duration (Exclusive of Completion Phase)	<u>TBD</u>	weeks

* Subject to contract amendment

The durations for the Bidding and Construction Administration Phases are not estimated at this time. Actual durations may vary depending upon the agreed upon solution, the extent of required document revisions, the time required for regulatory approvals, and the construction contractor's performance.

Such variances in estimated time will not, in and of themselves, constitute a justification for an increased Fee for Basic Services, nor are they a substitute for the performance time requirements shown below.

The Designer shall prepare and submit a schedule for Owner's approval that includes all of the detailed steps and milestones within the above estimated duration for Designer Services.

E. Minimum qualifications

Selection will be made by the Owner in accordance with the evaluation criteria contained in this RFP. The Respondent must certify in its cover letter that it meets the following minimum requirements. Any Respondent that fails to include such certification in its response, demonstrating that these criteria have been met, will be rejected without further consideration. To be eligible for selection, the Designer must meet all of the following qualifications.

1. Be a qualified Designer within the meaning of M.G.L. Chapter 7C, Section 44, employing a Massachusetts registered Architect responsible for and being in control of the services to be provided pursuant to the Contract.
2. The Massachusetts registered Architect responsible for and in control of the services to be provided has successfully completed the Massachusetts Certified Public Purchasing Official Program seminar "Certification for School Project Designers and Owner's Project Managers" as administered by the Office of the Inspector General of the Commonwealth of Massachusetts, and must maintain certification by completing the "Recertification for School Project Designers and Owner's Project Managers" seminar every three years thereafter. Proof of recertification or registration in the next recertification seminar for which space is available must be provided.
3. Pursuant to M.G.L. Chapter 7C, Section 6, the Designer must agree to contract with minority and women-owned businesses as certified by the Supplier Diversity Office (SDO). The amount of participation that shall be reserved for such enterprises shall not be less than seventeen and nine tenths percent (17.9%) of the design contract price for combined minority business enterprises and women-owned business enterprises. Applicants must include a reasonable representation of both MBE and WBE firms that meets or exceeds the combined goal.

F. Selection and Evaluation Criteria

In evaluating proposals, the Owner will consider the members of the proposed design team. Identify those member(s) of the proposed design team who will be responsible for the following categories of work: (Firm's name, individual's name and professional registration or license number, as applicable, must be listed in the application for each category of work, as well as whether the firm is SDO certified as an MBE and/or WBE).

1. *Architecture*
2. *Environmental Permitting*
3. *Hazardous Materials*
4. *Civil Engineering*
5. *Structural Engineering*
6. *Landscape Architecture*
7. *Fire Protection Engineering*
8. *Plumbing Engineering*
9. *HVAC Engineering*
10. *Electrical Engineering*
11. *Data/Communications Consultant*
12. *Food Service Consultant*
13. *Acoustical Consultant*
14. *Specifications Consultant*
15. *Sustainable/Green Design/Renewable Energy Consultant*
16. *Cost Estimating*
17. *Accessibility Consultant*
18. *Traffic Consultant*
19. *Furniture, Fixtures and Equipment Consultant*
20. *Code Consultant*
21. *Educational Programming Consultant/Community Outreach*
22. *Library/Media Consultant*
23. *Theatrical Consultant*
24. *Laboratory Consultant*
25. *Security Consultant*
26. *Geotechnical Engineer*

Applicants must address each category of work listed above in their application whether it is to be performed by in-house staff or by sub-consultant(s).

The members of the team for each of the categories of work listed above must be identified including the firm's name, individual's name and professional registration or license number, as applicable, as well as whether the firm is SDO certified as an MBE and/or WBE.

Failure to address each category may result in the elimination of the applicant from consideration on this project.

Applicants should not list any consultants other than those for the categories of work listed above.

The minority and women-owned business enterprises must be selected to perform services addressing the categories of work listed above or be assigned to tasks required under Basic Services as specifically set forth in the Contract for Designer Services as amended.

Consultants other than those proposed for the categories of work listed above or required to

perform Basic Services may not be used for purposes of meeting M/WBE requirements. Applicants are strongly encouraged to utilize multiple disciplines and firms to meet their MBE/WBE goals. Consultants to the prime Designer can team within their disciplines in order to meet the MBE/WBE goals but must state this relationship on the organizational chart (Section 6 of the application form).

Each proposal will be reviewed by the Town of Watertown Elementary Schools Designer Selection Committee comprised of at least eight members. Each of the following criteria will be evaluated by the Designer Selection Committee and rated as follows: "Highly Advantageous", "Advantageous", "Non-Advantageous", or "Unacceptable".

Comparative Evaluation Criteria

1. Prior similar experience completing the planning, programming, design, and construction of a PK-12 school facility on a site that is fully occupied by students and staff throughout the duration of construction, where a high degree of coordination and planning is needed to avoid disruption, delays, and safety concerns.

"Highly Advantageous" if the proposer has completed ten (10) or more such projects over the past ten years.

"Advantageous" if the proposer has completed five (5) or more such projects over the past ten years.

"Non-Advantageous" if the proposer has completed less than five (5) such projects over the past ten years.

"Unacceptable" if the proposer has completed no such projects over the past ten years.

2. Prior similar experience completing the planning, programming, design, and construction of multiple projects simultaneously within the same City or Town.

"Highly Advantageous" if the proposer has completed three (3) or more similar endeavors with Cities or Towns.

"Advantageous" if the proposer has completed at least two (2) similar endeavors with Cities or Towns.

"Non-Advantageous" if the proposer has completed only one (1) similar endeavor with a City or Town.

"Unacceptable" if the proposer has completed no such endeavor.

3. Specific PK-12 focus of the Designer/Proposer

"Highly Advantageous" if the proposer's design practice is solely focused on PK-12 school facilities;

"Advantageous" if PK-12 school facilities make up more than 75% of the proposed designer's annual volume of work;

"Non-Advantageous" if PK-12 school facilities make up only 50% or more of the proposed designer's annual volume of work.

"Unacceptable" if PK-12 school facilities are less than 50% of the proposed designer's annual volume of work.

4. Investment by proposed Designer's Leadership Team

"Highly Advantageous" if the proposer has identified an Owner of the firm as the Principal-in-Charge of the project.

"Advantageous" if the proposer has identified the equivalent of a President or Vice-President of the firm as the Principal-in-Charge of the project.

"Non-Advantageous" if the proposer has identified a Senior-level Associate as the Principal-in-Charge of the project.

"Unacceptable" if the proposer has identified an Associate as the Principal-in-Charge of the project.

5. Years of Experience by proposed Design Team Leadership

"Highly Advantageous" if the Principal-in-Charge has over twenty-five (25) years of experience and at least fifteen (15) years of experience with the proposing firm.

"Advantageous" if the Principal-in-Charge has over fifteen (15) years of experience and at least ten (10) years of experience with the proposing firm.

"Non-Advantageous" if the Principal-in-Charge has over ten (10) years of experience and at least five (5) years of experience with the proposing firm.

"Unacceptable" if the Principal-in-Charge has less than ten (10) years of experience or does not have at least five (5) years of experience with the proposing firm.

6. Demonstrated experience in publicly communicating key project details and strategies to town and school officials, as well as the entire community.

"Highly Advantageous" if the proposer has completed ten (10) or more such projects over the past ten years.

"Advantageous" if the proposer has completed five (5) or more such projects over the past ten years.

"Non-Advantageous" if the proposer has completed less than five (5) such projects over the past ten years.

"Unacceptable" if the proposer has completed no such projects over the past ten years.

7. Overall Quality of the Proposal

"Highly Advantageous" if the proposal is of outstanding quality;

"Advantageous" if the proposal is of good quality;

"Non-Advantageous" if the proposal is of fair quality;

"Unacceptable" if the proposal is of less than fair quality.

In addition to the above criteria, the following additional criteria may be considered in evaluating the proposals:

- a. Prior similar experience best illustrating current qualifications for the specific project.
- b. Prior similar experience providing guidance to local Boards and Committees.
- c. Past performance of the firm, if any with regard to public, private, DESE-funded, and MSBA funded projects across the Commonwealth, with respect to:
 - i. Ability to meet established program requirements within allotted budget.
 - ii. Ability to meet project schedules.
 - iii. Coordination and management of consultants.

- iv. Working relationship with contractors, subcontractors, local awarding authorities, and local officials.
- d. Current workload and ability to undertake the contract based on the number and scope of projects for which the firm is currently under contract.
- e. The identity and qualifications of the consultants who will work on the project.
- f. The financial stability of the firm (**Note: Please provide current balance sheet and income statement as evidence of the Respondent's financial stability and capacity to support the proposed contract.**)
- g. The qualifications of the personnel to be assigned to the project.
- h. Geographical proximity of the firm to the project site or willingness of the firm to make site visits and attend local meetings as required by the client.
- i. Additional criteria that the Owner's Designer Selection Committee considers relevant to the project.

G. Selection Process

Proposals will be evaluated upon the basis of the criteria for selection set forth and will then be ranked in order of qualification. The first, second, and third ranked proposals may be further reviewed and evaluated, including reference checks, by the Committee. This further review may or may not include interviews or other opportunities for the top three ranked Respondents to provide additional information to the Committee.

The Town of Watertown reserves the right to request further information from the three highest ranked applicants.

Applicants may withdraw an application as long as the written request to withdraw is received by the Owner prior to the time and date of the proposal opening.

The Owner reserves the right to waive or permit cure of minor informalities, errors or omissions prior to the selection of a Respondent, and to conduct discussions with any qualified Respondents and to take any other measures with respect to this RFP in any manner necessary to serve the best interest of the Owner and its beneficiaries.

The Owner reserves the right to reject any and all responses as if the Owner determines, within its own discretion, that it is in the Owner's best interests to do so. This RFP does not commit the Owner to select any Respondent, award any contract, pay any costs in preparing a response, or procure a contract for any services. The Owner also reserves the right to cancel or modify this RFP in part or in its entirety, or to change the RFP guidelines. A Respondent may not alter the RFP or its components.

H. Proposal Requirements

Persons or firms interested in applying must meet the following requirements:

1. Applications shall be on "**Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)**" as developed by the Designer Selection Board of the Commonwealth of Massachusetts. Applications (one original, ten (10) hard copies, and one (1) digital copy in PDF format on a thumb drive) must be received on or before 11:00 a.m. on Friday, October 20, 2017. Applications should be printed double-sided and bound in such a manner that the pages lie and remain flat when

opened.

2. Applications must be accompanied by a concise cover letter that is a maximum of two pages in length. A copy of the cover letter should be attached to each copy of the application. The cover letter must include the certifications as noted in Section E of this RFS. (A copy of the MCPPO certification must be attached to the cover letter as well as any SDO letters.)
3. Applicants may supplement this proposal with graphic materials and photographs that best demonstrate design capabilities of the team proposed for this project **subject to the page limitations as set forth in the Standard Designer Application Form.**
4. Proposals shall be addressed to:

Mary DeLal, Assistant Superintendent for Finance and Operations
Watertown Public Schools
30 Common Street
Watertown, MA 02472

5. Proposals must be clearly identified by marking the package or envelope with the following:

Watertown Elementary Schools Building Project
Proposal for Designer Services
"Name of Applicant"

6. All questions regarding this RFP should be addressed exclusively in writing or email by a **deadline of 11:00 a.m., October 3, 2017**

Mary DeLal, Assistant Superintendent for Finance and Operations
Watertown Public Schools
30 Common Street
Watertown, MA 02472
mary.delal@watertown.k12.ma.us

I. Pre-Proposal Meeting

There are two comprehensive feasibility studies available that detail the physical condition and floor plans of the Watertown elementary schools. These documents also include site, enrollment, educational visioning, and historical data. As a result of the extensive information available to all applicants, there is no scheduled pre-proposal meeting.

J. Public Record

All responses and information submitted in response to this RFP are subject to the Massachusetts Public Records Law, M.G.L. c. 66, § 10 and c. 4, § 7(26). Any statements in submitted responses that are inconsistent with the provisions of these statutes shall be disregarded.

ATTACHMENTS:

Attachment A: Contract for Designer Services - Base Contract for Design Bid Build or CM-at-Risk
(http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Guidelines_Forms/Contracts_Forms/Base%20Contract%20v_02_25.pdf)

Designer Services Contract Amendment for Design/Bid/Build
(http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Guidelines_Forms/Contracts_Forms/DBB%20v_02_25.pdf)

Designer Services Contract Amendment for CM-at-Risk
(http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Guidelines_Forms/Contracts_Forms/CM-R%20v_02_25.pdf)

Although the proposed project will not be seeking MSBA approval or grant support, it is anticipated that the MSBA standard Designer Services Contract will be utilized as a best practices template for the majority of the negotiated Designer Services Contract. This will allow the Owner to align the Designer Services Contract for the elementary schools with potential future Designer Services Contracts on other school projects within the Town of Watertown that may potentially be MSBA-funded. The final Contract will be negotiated with the Designer, but specific anticipated modifications to the MSBA standard Designer Services Contract include, but are not limited to, the following:

1. *Adjustments as a result of the Owner having already completed two feasibility studies and wanting to avoid replication of these studies and immediately advance into the development of a final design program and detailed analysis of potential options at each elementary school.*
2. *Adjustments as a result of no grant involvement from the MSBA.*
3. *Adjustments as a result of all submittals and subsequent approvals passing through the Town of Watertown and not the MSBA.*

Attachment B: Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)
(www.mass.gov/anf/docs/dsb/forms/14-6-10-cities-towns-application.rtf)

Attachment C: Required Certifications (Enclosed)
1. *Certification of Conflict of Interest;*
2. *Certificate of Non- Collusion and Tax Compliance; and*
3. *Certificate of Authority.*

Attachment D: Watertown Facilities Master Plan Study – December 1, 2016 – Symmes Maini & McKee Associates (SMMA)
WPS Facilities Master Plan Study - December 2016 - SMMA.pdf

Attachment E: Watertown Public Schools School Facilities Assessment – March 13, 2014 – Oudens Ello Architecture, LLC
WPS School Facilities Assessment - March 2014 - Oudens Ello Architecture.pdf

Attachment C
Required Certifications

CONFLICT OF INTEREST CERTIFICATION

The undersigned hereby certifies that the Bidder shall comply with Massachusetts Conflict of Interest Laws, G.L. c. 268A and with any Conflict of Interest terms stated in the Operating Agreement.

BIDDER'S NAME: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

DATE: _____

CERTIFICATE OF NON-COLLUSION and TAX COMPLIANCE

Pursuant of M.G.L. Ch. 62C, Sec. 49A, I certify under the pains and penalties of perjury that the contractor/consultant has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals.

Signature

Name of Person Signing (Please Print)

Company

CERTIFICATE OF AUTHORITY

I hereby certify that I am the Clerk/Secretary of _____,
(insert full name of Corporation)

and that _____ is the duly elected _____,
(insert the name of Officer signing) (insert Title of Officer)

of said Corporation, and that on _____ at a duly authorized
(insert date ON OR BEFORE date signed)

meeting of the Board of Directors of said Corporation, at which all the Directors were present or

waived notice, it was voted that _____, the _____
(insert name of Officer) (insert title of Officer)

of this Corporation be and hereby is authorized to execute contracts in the name and on behalf of
said Corporation, and affix its Corporate Seal thereto, and such execution of any contract or
obligation in this Corporation's name and on its behalf, with or without the Corporate Seal, shall be
valid and binding upon this Corporation; and that the above vote has not been amended or
rescinded and remains in full force and effect as of the date set forth below.

ATTEST: _____
(Signature of Clerk or Secretary)

Name: _____
(Print or type name of Clerk or Secretary)

Date: _____

AFFIX CORPORATE SEAL HERE:



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: October 20, 2017
RE: Agenda Item – Transfer of Funds Request

As you are aware, on July 27, 2017, the Honorable Town Council and the Honorable School Committee held a joint meeting regarding the Building for the Future Initiative. Building for the Future is a comprehensive, forward-looking initiative to address learning, operational and capacity improvements for all school facilities. For additional background on the Building for the Future Initiative, attached please find page 44 of the Fiscal Year 2019 Preliminary Budget Overview that was presented at the October 10, 2017 Town Council Meeting.

As a follow-up, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative. (See attached September 25th Miscellaneous Items to Council)

Subsequent to the issuance of the RFS, attached please find correspondence from Mary C. DeLai, Assistant Superintendent for Finance and Operations, outlining the process and the efforts of the OPM Selection Committee in selecting Daedalus Projects, Inc. of Boston, Massachusetts as the top ranked candidate. Furthermore, a fee proposal was requested and negotiations regarding fees, contract terms and conditions were held and concluded with an agreed upon fee of \$149,996 for OPM services for the evaluation of potential solutions and schematic design phases of the Elementary Schools Building Project.

Therefore, given all of the above, along with my opening remarks during the presentation of the Fiscal Year 2019 Preliminary Budget Overview, I respectfully request the attached transfer be placed on the October 24, 2017 Town Council Agenda.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Mary C. DeLai, Assistant Superintendent for Finance and Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Kenneth Thompson, Building Inspector
Lori E. Kabel, Director of Public Buildings
Nancy J. Heffernan, Treasurer/Collector
Mark R. Reloh, Esquire, KP Law

TRANSFER AMOUNT \$149,996

FROM: FY 18 TOWN COUNCIL RESERVE
0111152-570780

\$ 149,996

TO: FY 18 TRNSFR TO CAP PROJ. ELEMENTARY SCHOOLS BUILDING PROJECT
0193059-598505

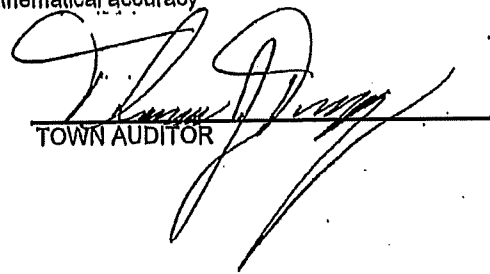
\$ 149,996

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

DATE

10/20/17

TOWN AUDITOR





Watertown Public Schools

30 Common Street
Watertown, Massachusetts 02472-3492
Phone: (617) 926-7700
Fax: (617) 923-1234

Mary C. DeLai
Assistant Superintendent
Finance & Operations

Dede Galdston, Ed.D.
Superintendent of Schools

Theresa B. McGuinness, Ed.D.
Assistant Superintendent
Teaching, Learning, & Assessment

Kathleen Desmarais, M.Ed.
Director of Student Services

Craig Hardimon, M.Ed.
Director of Human Resources

MEMORANDUM

TO: Michael Driscoll, Town Manager
cc: Dede Galdston, Superintendent of Schools
FROM: Mary DeLai, Assistant Superintendent, Finance & Operations
DATE: October 19, 2017
RE: Request for Appropriation for Owners Project Management Services

On September 15, 2017, the Town of Watertown, through the Watertown Public Schools, issued Request for Services (RFS) for Owners Project Management (OPM) Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future initiative. Specifically, the RFS seeks the services of the OPM to represent us during the evaluation of potential solutions and schematic design phases of the project initially. The RFS was developed collaboratively by the OPM selection committee which included the following members:

- John Portz, Chair, Watertown School Committee
- Elizabeth Yusem, Watertown School Committee
- Vincent Plocinilli, Vice President, Watertown Town Council
- Michael Dattoli, Watertown Town Council
- Dede Galdston, Superintendent of Schools
- Steven Magoon, Community Planning Director
- Thomas Tracy, Town Auditor
- Ken Thompson, Building Inspector
- Lori Kabel, Director of Public Buildings
- Mary DeLai, Assistant Superintendent, Watertown Public Schools

The due date for submission of responses was October 6, 2017. On or before the established deadline, we received ten submissions and all respondents met the minimum qualifications for review. The submissions were then reviewed and evaluated by the OPM selection committee and four finalists were selected. All four firms were interviewed on Monday, October 16, 2017. Following the interviews, the top ranked candidate selected was Daedalus Projects, Inc. of Boston, Massachusetts. A fee proposal was requested and negotiations regarding fees and contract terms and conditions commenced. Negotiations were successfully concluded with an agreed upon fee of \$149,996 for OPM services for the evaluation

of potential solutions and schematic design phases of the Watertown Elementary School Building Project.

Please accept this as formal request for an appropriation in the amount of \$149,996 so that we may enter into a contract with and retain the services of Daedalus Projects, Inc.

Attached to this memorandum, please find Daedalus' submission to the RFS as well as their fee proposal.

Please do not hesitate to contact me or the Superintendent if you have any questions regarding the process or this request.



Watertown Public Schools

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Director of Human Resources

MEMORANDUM

TO: Michael Driscoll, Town Manager
cc: Dede Galdston, Superintendent of Schools
FROM: Mary DeLai, Assistant Superintendent, Finance & Operations
DATE: November 17, 2017
RE: Request for Appropriation for Designer Services

On September 15, 2017, the Town of Watertown, through the Watertown Public Schools, issued Request for Proposals (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future initiative. Specifically, the RFP seeks the services of the Designer for the evaluation of potential solutions and schematic design phases of the project initially. The RFP was developed collaboratively by the Designer selection committee which included the following members:

- John Portz, Chair, Watertown School Committee
- Elizabeth Yusem, Watertown School Committee
- Vincent Piccirilli, Vice President, Watertown Town Council
- Michael Dattoli, Watertown Town Council
- Dede Galdston, Superintendent of Schools
- Steven Magoon, Community Planning Director
- Thomas Tracy, Town Auditor
- Ken Thompson, Building Inspector
- Lori Kabel, Director of Public Buildings
- Mary DeLai, Assistant Superintendent, Watertown Public Schools

The due date for submission of responses was October 20, 2017. On or before the established deadline, we received two submissions and both respondents met the minimum qualifications for review. The submissions were then reviewed and evaluated by the Designer selection committee with the top ranked candidate being A13 Architects, LLC of Wayland, MA. References were checked and all were highly favorable. A fee proposal was then requested and negotiations regarding fees and contract terms and conditions commenced. Negotiations were successfully concluded with an agreed upon not-to-exceed fee for Basic Services of \$1,210,000 as well as Extra Services in amount of \$168,599.

Please accept this as formal request for an appropriation in the amount of \$1,378,599 so that we may enter into a contract with and retain the services of A13 Architects, LLC for the evaluation of potential solutions and schematic design phases of the Watertown Elementary Schools Building Project.

Attached to this memorandum, please find A13's submission to the RFP as well as their fee proposal.

Please do not hesitate to contact me or the Superintendent if you have any questions regarding the process or this request.

CONTRACT FOR DESIGNER SERVICES
(BASE CONTRACT FOR DESIGN BID BUILD OR CM at RISK PROJECT)

This Contract is made as of this ____th day of December in the year 2017 between the Town of Watertown, 149 Main Street, Watertown, Massachusetts 02472, hereinafter called "the Owner" and A13 Architects LLC, 526 Boston Post Road, Wayland, Massachusetts 01778, hereinafter called the "Designer" for the Designer to provide the designer services required to complete the Basic and Extra Services described herein for the Watertown Elementary Schools Building Project, consisting of potential renovation/reconstruction, renovation/addition, or new construction on the sites of the three existing Watertown Elementary Schools: Lowell Elementary School (175 Orchard Street), Cunniff Elementary School (246 Warren Street), and Hosmer Elementary School (1 Concord Road).

The Designer is authorized to perform the services required by this Contract through the Evaluation of Potential Solutions Phase and the Schematic Design Phase. At the Owner's option, the Designer may be authorized to perform services for subsequent design phases and/or the Construction Phases and Completion Phase, at which time a mutually agreed upon amendment to this Contract will be executed between the Owner and the Designer. If the Owner elects to construct the Project using the CM at Risk ("CM-R") construction delivery method pursuant to M.G.L. c. 149A, this Contract shall be amended using a Standard Amendment for CM-R. If the Owner elects to construct the Project using the Design-Bid-Build ("DBB") construction delivery method pursuant to M.G.L. c. 149, this Contract shall be amended using a Standard Amendment for DBB.

For the performance of the services required under this Contract for the Evaluation of Potential Solutions Phase and the Schematic Design Phase, and excluding those services specified under Articles 7.5, 7.6, 7.7, 7.8, 7.9, 7.10, and 8.3, the Designer shall be compensated by the Owner for Basic Services in accordance with the Payment Schedule included as Attachment A.

Designer's Project Architect/Engineer: L. Scott Dunlap, AIA, LEED AP, Partner; Troy L. Randall, AIA, LEED AP BD+C, Partner; James S. Jordan, AIA, LEED AP BD+C, Partner; Julie M. Rahilly, AIA, Project Architect.

The Subconsultants to provide services, either as Basic or Extra Services, to the Designer under this contract may include the following, as identified on the RFS:

	Name of Firm	Name of Principal	MBE/ WBE
Civil Engineering	The Vertex Companies, Inc.	Andrew J. Chagnon, P.E.	
Landscape Architecture	Birchwood Design Group	Kris M. Bradner, RLA	WBE
Structural Engineering	Engineers Design Group, Inc.	Mehul Dhruv, P.E.	MBE
Fire Protection Engineering	Griffith & Vary, Inc.	Wayne E. Mattson, P.E.	
Plumbing Engineering	Griffith & Vary, Inc.	Wayne E. Mattson, P.E.	
HVAC Engineering	Griffith & Vary, Inc.	Wayne E. Mattson, P.E.	
Electrical Engineering	Griffith & Vary, Inc.	Robert C. Bravo, P.E.	
Data/Communications Consultant	A13 Architects, LLC	John C. Jordan	
Environmental Permitting	The Vertex Companies, Inc.	Andrew J. Chagnon, P.E.	
Geotechnical Engineer	Lahlaf Geotechnical Consulting, Inc.	Abdelmadjid M. Lahlaf, Ph.D., P.E.	MBE
Hazardous Materials	Universal Environmental Consultants	Ammar M. Dieb	
Cost Estimating	PM&C	Peter Bradley	

Food Service Consultant	Crabtree McGrath Associates, Inc.	John Sousa	
Acoustical Consultant	Acentech	Ioana Pieleanu	
Specifications Consultant	Wil-Spec, LLC	Robert R. Wilkinson	
Library/Media Consultant	Integrated Contract Design, Inc.	Nancy Lohrer, IIDA	WBE
Theatrical Consultant	Barbizon Light of New England	Scott Stipetio	
Sustainable / Green Design / Renewable Energy Consultant	Andelman & Lelek Engineering, Inc.	M. Magda Lelek	WBE
Code Consultant	Cosentini Associates, Inc.	Rockwood J. Edwards, P.E.	
Accessibility Consultant	Kessler McGuinness & Associates, LLC	Josh Saffie	
Traffic Consultant	The Vertex Companies, Inc.	Andrew J. Chagnon, P.E.	
Furniture, Fixtures and Equipment Consultant	Integrated Contract Design, Inc.	Nancy Lohrer, IIDA	WBE
Security Consultant	A13 Architects, LLC	John C. Jordan	
Educational Programming Consultant	New Vista Design	David Stephen	
Site Surveyor	Welch Associates Land Surveyors, Inc.	Pamela M. Welch, PLS	WBE

IN WITNESS WHEREOF, the Owner and the Designer hereby agree to the terms of the Contract and have caused this Contract to be executed by their respective authorized officers or other authorized representatives.

OWNER

(print name)

(print title)

By _____
(signature)

Date _____

DESIGNER

L. Scott Dunlap, AIA, LEED AP
(print name)

Partner
(print title)

By _____
(signature)

Date _____

ATTACHMENT A

PAYMENT SCHEDULE

Payments shall be made in accordance with the provisions outlined in the Contract and with the following schedule:

Basic Services

Educational Planning, Programming, and Evaluation of Potential Solutions Phase

Cunniff Elementary School.....	\$168,000
Lowell Elementary School.....	\$273,000
Hosmer Elementary School	\$285,000

Schematic Design Phase

Cunniff Elementary School.....	\$112,000
Lowell Elementary School.....	\$182,000
Hosmer Elementary School	\$190,000

Design Development Phase.....	N/A
Construction Documents Phase.....	N/A
Early Bid Packages	N/A
Bidding Phase.....	N/A
Construction Administration Phase.....	N/A
Completion Phase	N/A
TOTAL BASIC SERVICES.....	\$1,210,000.00

Extra Services

Extra Services provided pursuant to Article 8 shall be compensated as determined by the Owner (a) by a lump sum fee agreed upon in advance in writing by the Owner and the Designer, or (b) on an hourly basis in accordance with the lesser of \$150 per hour or the rate schedule set forth below for time expended, or (c) on an hourly basis in accordance with the lesser of \$150 per hour or a multiple of 2.5 times the direct personnel expense (without benefits) of the Designers or Subconsultants personnel including principals.

Hourly Rates:

PRINCIPAL/MANAGER	\$160.00/hour
PROJECT ARCHITECT	\$135.00/hour
JOB CAPTAIN	\$110.00/hour
TECHNICAL (Entry Level Designer, Senior CAD Drafter, Model Maker)	\$60.00/hour
JUNIOR TECHNICAL (Junior CAD Drafter, Student Intern)	\$45.00/hour
ADMINISTRATIVE	\$40.00/hour
LANDSCAPE ARCHITECT PRINCIPAL	\$160.00/hour
LANDSCAPE ARCHITECT	\$130.00/hour
LANDSCAPE ARCHITECT – DESIGNER	\$90.00/hour
CIVIL ENGINEER PRINCIPAL	\$160.00/hour
SENIOR PROJECT CIVIL ENGINEER	\$130.00/hour
CIVIL ENGINEER	\$85.00/hour
STRUCTURAL ENGINEER PRINCIPAL	\$160.00/hour
STRUCTURAL ENGINEER	\$110.00/hour
HVAC ENGINEER PRINCIPAL	\$160.00/hour
ELECTRICAL ENGINEER PRINCIPAL	\$160.00/hour
PLUMBING ENGINEER PRINCIPAL	\$160.00/hour
SPECIFICATION CONSULTANT	\$105.00/hour
ENERGY MODELING CONSULTANT	\$125.00/hour
GEOTECHNICAL ENGINEER PRINCIPAL	\$160.00/hour
GEOTECHNICAL ENGINEER	\$110.00/hour
TRAFFIC ENGINEER	\$135.00/hour

Extra Services Not Included In Basic Services:

Phase 1: Site Surveyor – Topographical & Boundary Survey (Scope as required to satisfy Schematic Design submittal requirements – See Attachment G.).....	\$67,199
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Preliminary Geotechnical Evaluation of Proposed Site Area (See Attachment G.).....	\$33,000
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Hazardous Materials Inspection Services (Scope as required to satisfy Schematic Design submittal requirements.).....	\$0 (utilize Owner's reports)
Phase 1: Traffic Study (See Attachment G.)	\$42,900
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Environmental Site Assessment (See Attachment G.)	\$7,500
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Wetland Delineations	N/A
Phase 1: Soil Characterization (See Attachment G.)	\$15,000
Phase 1: Building Information Modeling (no BIM utilized through Schematic Design)	N/A
Phase 1: Hydrant Flow Testing	\$3,000
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 2: Site Surveyor (post-Schematic Design).....	TBD
Phase 2: Geotechnical Evaluation (post-Schematic Design)	TBD
Phase 2: Hazardous Materials Investigation (post-Schematic Design)	TBD
Phase 2: Site Permitting and Approvals Planning Board (post-Schematic Design)	TBD
Phase 2: Zoning or Regulatory Variances, Submittals, Approvals (post-Schematic Design).....	TBD
Phase 2: FEMA Filings, Modifications, or Approvals (post-Schematic Design)	TBD

Phase 2: Historic Commission Filings, Hearings, or Approvals (post-Schematic Design)....	TBD
Phase 2: Environmental Permitting Conservation Commission (post-Schematic Design)	TBD
Phase 2: Wetlands Delineation (post-Schematic Design).....	TBD
Phase 2: Soil Characterization (post- Schematic Design).....	TBD
Phase 2: On-Site Geotechnical Engineer During Site Excavation/Compaction (Construction phase)	TBD
Phase 2: Installation Management of FF&E (post-Schematic Design).....	TBD
Phase 2: Design, Specifications, and Procurement of Technology Equipment which is not part of the Building Infrastructure and/or Building Construction Contract Documents.....	TBD
Phase 2: Hazardous Materials Surveys, Monitoring, Testing and Inspections (Construction phase)	TBD
Phase 2: Building Information Modeling (Post-Schematic Design, if required)	TBD
TOTAL EXTRA SERVICES TO BE ADDED TO BASIC SERVICES.....	\$168,599.00
TOTAL BASIC SERVICES + EXTRA SERVICES TO BE ADDED TO BASIC SERVICES	\$1,378,599.00

NOTE: The above does NOT include a budget for Reimbursable Expenses related to "Article 9: Reimbursable Expenses" of the Contract For Designer Services. Said budget through the Schematic Design phase is estimated to be \$10,000.00 (Ten Thousand Dollars and Zero Cents).

ATTACHMENT C

PARTICIPATION SCHEDULE FOR DESIGNER CONTRACTS BY SOMWBA CERTIFIED MINORITY/WOMEN BUSINESS ENTERPRISES

This form shall be submitted to the Owner by the Designer upon execution of the Contract for Designer Services attached hereto.

Owner: Town of Watertown

Project No: _____

<u>Name of Company</u>	<u>Description of Work</u>	<u>M/WBE</u>	<u>Dollar Value Participation</u>
1. <u>Engineers Design Group, Inc.</u>	<u>Structural Engineering</u>	<u>MBE</u>	<u>\$29,380.00</u>
2. <u>Integrated Contract Design, Inc.</u>	<u>Library/Media: RF&E Consultant</u>	<u>WBE</u>	<u>\$8,500.00</u>
3. <u>Andelman & Lelek Engineering, Inc.</u>	<u>Sustainable / Green Design / Renewable Energy Consultant</u>	<u>WBE</u>	<u>Post-Schematic</u>
4. <u>Birchwood Design Group</u>	<u>Landscape Architecture</u>	<u>WBE</u>	<u>\$145,000.00</u>
5. <u>Lahlaf Geotechnical Consulting, Inc.</u>	<u>Geotechnical Engineer</u>	<u>MBE</u>	<u>\$30,000.00</u>
6. <u>Welch Associates Land Surveyors, Inc.</u>	<u>Site Surveyor</u>	<u>WBE</u>	<u>\$61,090.00</u>

Dollar Value of MBE Commitment: \$ 59,380.00

Dollar Value of WBE Commitment: \$ 214,590.00

Total Dollar Value Commitment: \$ 273,970.00

Original Fee for Basic Services Amount (Includes Extra Services added to Basic Services) \$ 1,378,599.00

DESIGNER CERTIFICATION

The undersigned certifies under the penalties of perjury that (1) it intends to subcontract with the above listed firms for the identified work and dollar amounts and (2) certifies that he/she has read the terms and conditions of the Designer Contract with regards to MBE/WBE participation and is authorized to bind the Designer to the commitment set forth above.

Date _____

L. Scott Dunlap / A13 Architects, LLC
Name of Architect/Engineer

Authorized Signature

526 Boston Post Road
Address

Wayland, MA 01778
City, State, & Zip Code

Expenditure Forecast 4/25/2017 – Submission of the Fiscal Year 2018 Budget

Source	FY2018	FY2019	FY2020	FY2021
Pension Costs	\$ 16,939,961	\$ 17,695,773	\$ 2,075,773	\$ 2,087,773
Other Post Employment Benefits (OPEB)	\$ -	\$ -	\$ 15,620,000	\$ 15,608,000
TOTAL	\$ 16,939,961	\$ 17,695,773	\$ 17,695,773	\$ 17,695,773

Expenditure Forecast 5/1/2018 – Submission of the Fiscal Year 2019

Source	FY2019	FY2020	FY2021	FY2022
Pension Costs	\$ 18,485,572	\$ 8,088,176	\$ 568,649	\$ 622,755
Other Post Employment Benefits (OPEB)	\$ -	\$ 10,179,896	\$ 11,484,173	\$ 5,888,017
School Construction Project (3 Elementary)	\$ -	\$ 217,500	\$ 6,432,750	\$ 11,974,800
TOTAL	\$ 18,485,572	\$ 18,485,572	\$ 18,485,572	\$ 18,485,572

Expenditure Forecast 10/09/2018 – Fiscal Year 2020 Preliminary Budget Overview

Source	FY2019	FY2020	FY2021	FY2022
Pension Costs	\$ 18,485,572	\$ 8,088,176	\$ 568,649	\$ 622,755
Other Post Employment Benefits (OPEB)	\$ -	\$ 12,779,896	\$ 14,084,173	\$ 8,488,017
School Construction Project (3 Elementary)	\$ -	\$ 217,500	\$ 6,432,750	\$ 11,974,800
TOTAL	\$ 18,485,572	\$ 21,085,572	\$ 21,085,572	\$ 21,085,572

- As of January 1, 2018, the Unfunded Pension Liability is estimated to be \$24,242,262.
- As of July 1, 2017, the Unfunded OPEB Liability is estimated to be \$122,602,207.



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: August 1, 2019

RE: Agenda Item - Proposed Loan Order

As you recall, as a follow-up to the attached April 18th and June 6, 2019 Agenda Item correspondences, the Honorable Town Council approved a Proposed Loan Order totaling \$12,441,016 to pay costs of Designer Services related to the Three Elementary Schools Project at the June 25, 2019 Town Council Meeting.

The Town of Watertown, through the Watertown Public Schools, issued the attached Request for Services (RFS) for Owner's Project Manager Services (OPM) for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

Subsequent to the issuance of the RFS, attached please find correspondence from Dr. Deanne Galdston, Superintendent of Schools, outlining the process and the efforts of the OPM Selection Team and the School Building Committee in selecting Hill International, Inc. of Needham, Massachusetts as the top ranked candidate. Furthermore, a fee proposal was requested and negotiations regarding fees, contract terms and conditions were held and concluded with an agreed upon fee of \$4,080,875 for OPM services for the Three Elementary Schools Project through design development, construction documents, bid and award, construction and final closeout.

As a follow-up to the above, on July 11, 2019 the School Building Committee unanimously approved a motion recommending the Town Manager execute the contract for Hill International as the Owner's Project Manager for the Three Elementary Schools Project.

As you are aware, the Council's Committee on Budget and Fiscal Oversight met several times thereafter developing conceptual recommendations for presentation to the Honorable Town Council for their review and adoption. On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation and the July 11th motion of the School Building Committee, I respectfully request the attached Proposed Loan Order be placed on the August 13, 2019 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Treasurer/Collector
Mark R. Reich, Esquire, KP Law



Attorneys & Counselors

Richard A. Manley, Jr.
Direct Telephone: 817-239-0384
Direct Fax: 866-668-1046
richard.manley@lockelord.com

July 17, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – Suggested Loan Order)

As requested, I'd suggest the following form of loan order to approve the borrowing of funds to pay costs of owner's project management services associated with the Town's three elementary school projects:

That the Town appropriates the Four Million Eighty Thousand Eight Hundred Seventy-Five Dollars (\$4,080,875) to pay costs of owner's project management services associated with the design, construction, addition to and/or renovation of three elementary schools, including the payment of all costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the Town Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Yours faithfully,

Richard A. Manley, Jr.

81067521v.1

Atlanta | Austin | Boston | Chicago | Cincinnati | Dallas | Hartford | Hong Kong | Houston | London | Los Angeles
Miami | Minneapolis | New Orleans | New York | Providence | San Francisco | Stamford | Washington DC | West Palm Beach



Watertown Public Schools

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Ms. Heidi Perkins
Director of Finance & Operations

Dr. Deanne Galdston
Superintendent of Schools

Dr. Theresa B. McGuinness
*Assistant Superintendent
Teaching, Learning, & Assessment*

Ms. Kathleen Desmarais
Director of Student Services

Mr. Kenneth Storzizzi
Director of Human Resources

MEMORANDUM

To: Michael Driscoll, Town Manager
From: Dede Galdston, Ed.D., Superintendent of Schools
Cc: Mark Sideris, Chairman of the School Building Committee
Date: August 1, 2019
RE: Request for Appropriation for Owners Project Management Services, WPS Elementary Schools

On March 27, 2019, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owners Project Management (OPM) to represent the Owner for Project Management Services through design development, construction documents, bid and award, construction and final closeout.

The RFS was developed collaboratively by the OPM Selection Team, established by the Watertown School Building Committee, which included the following members:

- Dede Galdston, Superintendent of Schools
- Lori Kabel, Director of Public Buildings
- Kelly Kurlbaum, Member of the School Building Committee
- Steven Magoon, Community Planning Director
- Peter McLaughlin, Building Inspector
- Heidi Perkins, Director of Finance and Operations, Watertown Public Schools
- Thomas Tracy, Town Auditor

The due date for submission of responses was April 17, with seven proposals received and all respondents met the minimum qualifications for review. The seven submissions were then reviewed and evaluated by the OPM Selection Team using the evaluation criteria set forth in the RFS (see Appendix) and three finalists were selected for interviews with the full School Building Committee on Tuesday, May 7. The three finalists were Hill International, LeftField, and Skanska. All three firms delivered presentations and answered questions during interviews at the May 7 School Building Committee meeting. The School Building Committee discussed the interviews at a subsequent meeting on May 9. As the discussion ensued, it became apparent that the will of the School Building Committee was to

invite the three firms back for a follow-up interview with specific questions designed to elicit responses to questions that the Committee had. The three firms returned on May 15 for a second round of interviews. Upon completion of the interviews, the Committee discussed the presentations and reached a consensus to recommend Hill International to be the OPM for the elementary schools building project. The Committee was very pleased with the team that Hill International had assembled for the elementary schools project, the time dedication of the team members to Watertown, and their past successes managing large, complex projects. A motion was made to move forward with Hill International, with a unanimous vote from the Committee.

On June 5, the School Building Committee unanimously voted to authorize the negotiation of a contract with Hill International. A fee proposal was requested and negotiations regarding fees and contract terms and conditions commenced. Negotiations were successfully concluded with an agreed upon fee of \$4,080,875 for OPM services through design development, construction documents, bid and award, construction and final closeout. At the July 11 School Building Committee meeting, the Committee voted unanimously to recommend that the Town Manager executes the contract with Hill International.

Attached to this memorandum, please find Hill International's submission to the RFS.

Please do not hesitate to contact me if you have any questions regarding the process or this request.

To: Michael Driscoll, Town Manager

From: Mark Sideris, Chair School Building Committee

Date: May 21, 2020

Good morning Mike,

The School Building Committee met last night to go over the construction bids for the first phase of the “Building for the Future” initiative related to the Elementary Schools. This phase includes the new Cunniff and Hosmer buildings. We received 70 subcontractor bids in 14 different categories of work. These subcontractor bids were then incorporated into the total construction bids, which were provided by two different general contractors. The total construction cost bids provided by the general contractors were well under what we had budgeted, which was great news. As part of the bidding process, we also included a bid alternate #1, which was the purchase of solar panels to be located on the building roof and on strategically placed site canopies. These solar panels are needed to meet the Committee’s goal of net-zero energy use for the buildings. This alternate for solar panels was also well under the estimated cost. The project manager, Hill International, and the architect, Ai3 Architects, recommended we move forward with the inclusion of this alternate in the final construction contract.

The Committee has been working on this initiative for more than two years and it included the aforementioned team, as well as many members of the public, who have been participating with us as well.

The following motions were made, and both passed unanimously by the Committee.

First motion:

Vote to accept bids and request that the Town Manager take necessary steps to execute an Owner/Contractor Agreement with Brait Builders in the amount of \$92,335,000

Second motion:

Vote to request that the Town Manager also include Bid Alternate 1 in the amount of \$2,620,000 within the Owner/Contractor Agreement such that the total value of the contract is \$94,955,000

The Committee understands that the funding of these projects is subject to a vote of the Town Council as the appropriating authority.

I am including with this memo, a letter from our project manager, Hill International, the PowerPoint presentation to the Building Committee from last night, as well as the PowerPoint

presentation that will be presented to the Town Council and the community at the public hearing on June 9th.

I believe the Committee has done its due diligence to get us to this point. We began with a thorough evaluation of renovation and expansion options for all three elementary schools, but ultimately determined that the Cunniff and Hosmer options failed to meet the high standard of educational, community, neighborhood, sustainability, and environmental goals established by the Committee and the Town. These two projects have now evolved into models of how communities can meet these established goals; and Watertown will have the first two elementary schools in the Commonwealth to achieve both Net-Zero and LEED Gold. This is very important, as we have been able to achieve these lofty goals while simultaneously staying within the budget that was established by the Committee and the Town.

On behalf of the Committee, I would respectfully request your favorable consideration as well as favorable consideration from the Town Council to move forward with this project.

Mark Sideris

School Building Committee Chair

HILL
Hill International

Hill International, Inc.
75 Second Ave, Suite 300
Needham, MA 02494
Tel: 617-778-0900
www.hillintl.com

May 14, 2020

Mr. Michael J. Driscoll
Town Manager
Town of Watertown
149 Main Street
Watertown, MA 02472

Re: Town of Watertown - Hosmer and Cunniff Elementary Schools Construction Project

Dear Mr. Driscoll:

On Wednesday, May 6, 2020 the Town of Watertown received and opened bids from potential General Contractors for the Hosmer and Cunniff Elementary Schools Construction Project. After these documents were opened, Hill International, Inc. reviewed the documents to confirm that they are in conformance with the requirements set forth in the Invitation to Bid.

This review of documents has revealed that Brait Builders Corporation is the Apparent Low, Responsible and Eligible bidder with a bid price of \$92,335,000.00 and a price of \$2,620,000.00 for Alternate #1 (Furnishing and installation of complete Photovoltaic Systems at both Hosmer and Cunniff that is connected to the utility grid). In accordance with Massachusetts General Law, Hill International recommends that the Town of Watertown award Brait Builders Corporation the base contract and accept Alternate #1 for the Hosmer and Cunniff Elementary Schools Construction Project for a total project price of \$ 94,955,000.00.

The School Building Committee will consider this recommendation at their May 20, 2020 School Building Committee Meeting. As you know, the School Building Committee's vote is subject to funding from Town Council. We respectfully request the funding request to include the above mentioned \$94,955,000.00 and a Construction Contingency of \$7,400,000.00 and an Owner's Contingency of \$1,100,000.00 for a proposed loan order amount totaling \$103,455,000.00

Below is an outline of the steps and review process taken to ensure the prequalification of both the Filed Subcontractors and General Contractor:

November 2019

- Established Contractor Prequalification Subcommittee by the School Building Committee
 - Contractor Prequalification Subcommittee members consisted of the OPM, Architect, Two Members of the SBC and the Building Inspector
- Prepared and Advertised for the Statement of Qualifications (SOQ's) from Contractors through the Purchasing Department
 - Contractor RFQ advertised included language that gave the Town flexibility to construct the Hosmer ES and Cunniff ES sequentially or concurrently

January 2020

- Contractor Prequalification Subcommittee met and received Contractors SOQ's for review

February 2020

- Contractor Prequalification Subcommittee met and approved Contractors who would be allowed to bid on this project

HILL

Hill International

- The Town received four (4) General Contractors SOQ's – All were approved to bid
- The Town received ninety (90) Filed Subcontractor SOQ's – All were approved to bid
- All contractors who submitted a SOQ were notified that they were approved to bid

March 2020

- Prepared and Advertised Invitation to Bid to General Contractors and Filed Subcontractors for prequalified contractors through the Purchasing Department
 - Invitation to bid was advertised and included language that indicated both the Hosmer ES and Cunniff ES would be constructed concurrently
- Bid Documents were distributed to the Prequalified Contractors, both filed subcontractors and General Contractors

April 2020

- The Town's Purchasing Department received Filed Subcontractor Bids on April 16, 2020
 - The Town received seventy (70) Filed Subcontractor Bids

May 2020

- The Town's Purchasing Department received General Contractor Bids on May 6, 2020
 - The Town received two (2) General Contractor Bids
 - Both General Contractor Bids included the low Filed Subcontractor Bid

If you have any questions, please feel free to give me a call at 617-945-4500.

Sincerely,
Hill International, Inc.

Vivian Varbedian
Vivian Varbedian

Vivian Varbedian
Senior Project Manager

Enclosure

Cc: Mark Sideris
Scott Dunlap

Watertown Public Schools Building Committee

Design Watertown

Elementary Schools Project

Ai3 Architects, LLC
Hill International, Inc

Watertown High School Project

Ai3 Architects, LLC
Compass Project Management, Inc

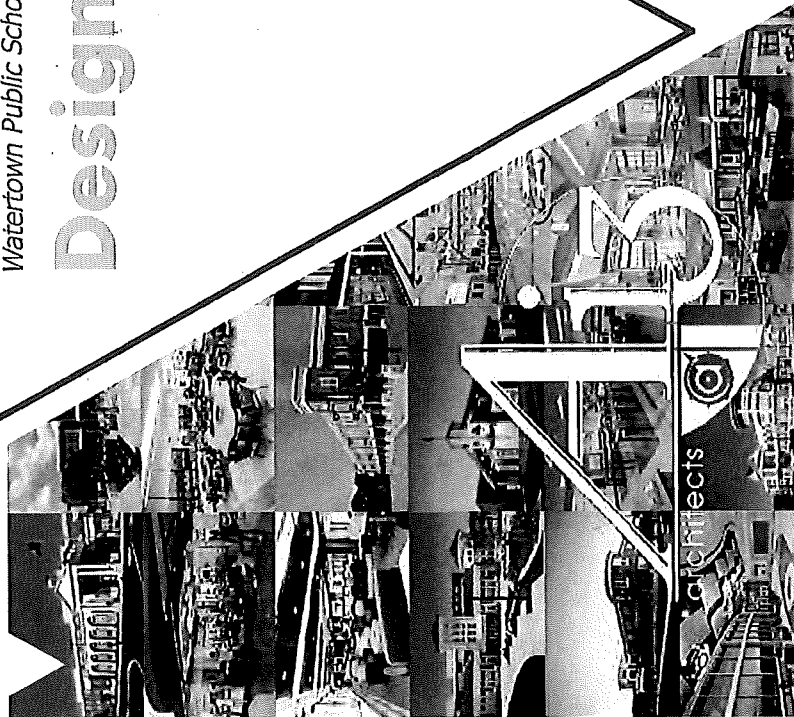
To Connect via Zoom*:

https://us02web.zoom.us/j/zoom.us/webinar/register/WN_F0cN5hmZTEGO18GfQnBZMA

*Members of the Public: please use the Q&A button to ask questions when appropriate or email questions to Vinny Piccirilli (vpiccirilli@watertown-ma.gov)

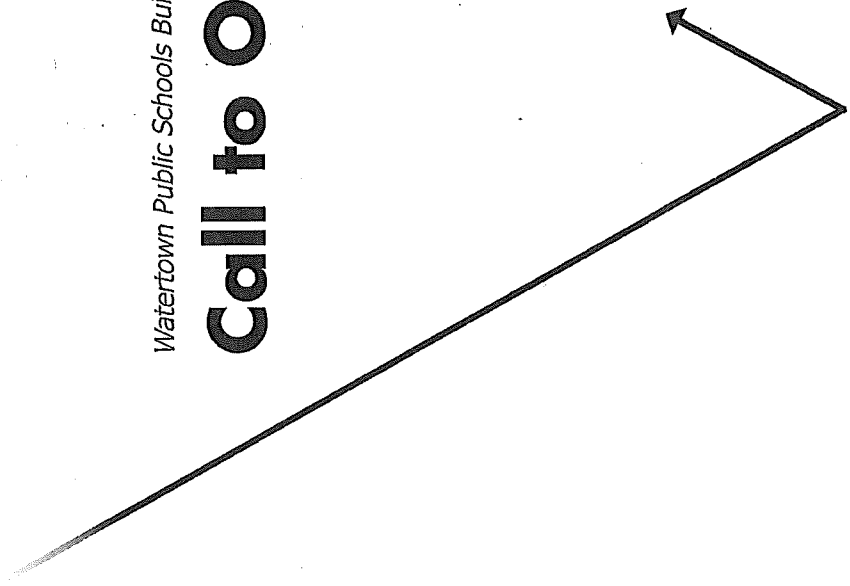
Agenda - May 20, 2020

- Call to Order
- Meeting Minutes Approval
 - Elementary Schools
 - Watertown High School
- Elementary Schools Project Update
- Filed Sub-Contractor Bid Results
- General Contractor Bid Results
- Alternate #1
 - Description
- Vote for General Contractor & Alternate #1
- Request for Proposals: Testing & Inspection
- Elementary Schools Project Website Update
- Approval of Invoices (All Projects)
- Elementary Schools Discussion/Other Business
- High School Project Update
- Review proposed revised project timeline
 - Vote to request extension of Feasibility Study Agreement with MSBA
- High School Project Website Update
 - Review Comments on Website
 - Obtain approval to "go live" and determine buying a domain vs. using the *Building for the Future* site
- High School Discussion/Other Business
- Neighborhood Meeting Updates
 - Cunniff & Hosmer
 - Watertown High School
- Adjournment



Watertown Public Schools Building Committee

Call to Order



Meeting Minutes Approval

► **Summary of Meeting Minutes**

- Elementary Schools
 - February 5, 2020
 - March 4, 2020
- Watertown High School
 - January 29, 2020
 - February 27, 2020
- Discussion
- Roll call vote for approval of minutes

Elementary Schools Project Update

▲ Elementary Schools Move Management

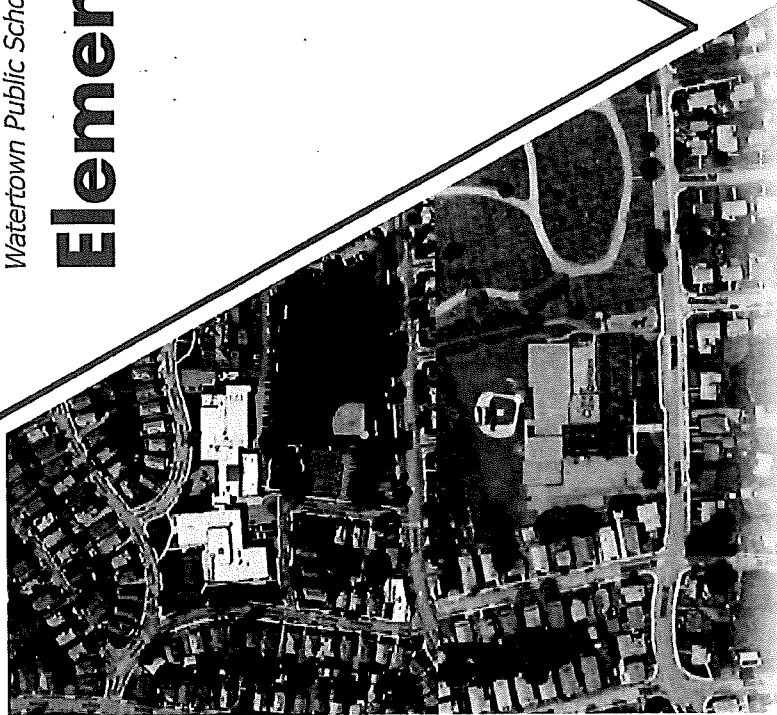
- Hosmer Elementary School packing is scheduled to be completed by June 1st
- Cunniff Elementary School packing is scheduled to be completed by June 1st
- Move Services Contractor is scheduled to complete the move around mid-June (approximately 2 weeks)

▲ Asbestos Abatement Schedule

- Cunniff abatement is scheduled for June 15, 2020
- Hosmer abatement is scheduled for June 22, 2020
- Anticipated to last 4 weeks from start date to completion

▲ Bid Results

- Filed Sub-Contractor Bid Results
- General Contractor Bid Results



Filed Sub-Contractor Bid Results

04 00 01 – MASONRY
Commercial Masonry
\$1,017,000.00

05 00 01 – MISC. AND ORNAMENTAL IRON
V&G Ironworks, Inc.
\$1,543,210.00

07 00 01 – WATERPROOFING
DAMPPROOFING AND CAULKING
Chapman Waterproofing
\$1,200,000.00

07 00 02 – ROOFING AND FLASHING
J.D. Rivet & Co., Inc.
\$1,442,450.00

08 00 05 – METAL WINDOWS
Lambrian Construction
\$3,272,000.00

08 00 08 – GLASS AND GLAZING
Greenfield Glass Co., Inc.
\$219,645.00

09 00 06 – RESILIENT FLOORING
CJM Services, Inc.
\$1,455,615.00

09 00 09 – PAINTING
New Generation Painting, Inc.
\$777,000.00

09 51 00 – ACOUSTICAL CEILINGS
H. Carr and Sons, Inc.
\$1,868,000.00

14 21 23 – ELEVATORS
Delta Beckwith Elevator Company
\$578,000.00

21 00 00 – FIRE PROTECTION
Cogswell Sprinkler Co., Inc.
\$1,444,409.00

22 00 00 – PLUMBING
Harold Brothers Mechanical Contractors, Inc.
\$2,991,000.00

23 00 00 – HVAC
General Mechanical Contractors
\$8,378,000.00

26 00 01 – ELECTRICAL
LeVangie Electric Co., Inc.
\$8,940,000.00

Contractor		Item Bid	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5	Alt. 6	Alt. 7	Alt. 8	Alt. 9	Alt. 10	Alt. 11	Alt. 12	Alt. 13	Alt. 14	Alt. 15	Alt. 16	Alt. 17	Alt. 18	Alt. 19	Alt. 20	Alt. 21	Alt. 22	Alt. 23	Alt. 24	Alt. 25	Alt. 26	Alt. 27	Alt. 28	Alt. 29	Alt. 30	Alt. 31	Alt. 32	Alt. 33	Alt. 34	Alt. 35	Alt. 36	Alt. 37	Alt. 38	Alt. 39	Alt. 40	Alt. 41	Alt. 42	Alt. 43	Alt. 44	Alt. 45	Alt. 46	Alt. 47	Alt. 48	Alt. 49	Alt. 50	Alt. 51	Alt. 52	Alt. 53	Alt. 54	Alt. 55	Alt. 56	Alt. 57	Alt. 58	Alt. 59	Alt. 60	Alt. 61	Alt. 62	Alt. 63	Alt. 64	Alt. 65	Alt. 66	Alt. 67	Alt. 68	Alt. 69	Alt. 70	Alt. 71	Alt. 72	Alt. 73	Alt. 74	Alt. 75	Alt. 76	Alt. 77	Alt. 78	Alt. 79	Alt. 80	Alt. 81	Alt. 82	Alt. 83	Alt. 84	Alt. 85	Alt. 86	Alt. 87	Alt. 88	Alt. 89	Alt. 90	Alt. 91	Alt. 92	Alt. 93	Alt. 94	Alt. 95	Alt. 96	Alt. 97	Alt. 98	Alt. 99	Alt. 100	Alt. 101	Alt. 102	Alt. 103	Alt. 104	Alt. 105	Alt. 106	Alt. 107	Alt. 108	Alt. 109	Alt. 110	Alt. 111	Alt. 112	Alt. 113	Alt. 114	Alt. 115	Alt. 116	Alt. 117	Alt. 118	Alt. 119	Alt. 120	Alt. 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676	Alt. 677	Alt. 678	Alt. 679	Alt. 680	Alt. 681	Alt. 682	Alt. 683	Alt. 684	Alt. 685	Alt. 686	Alt. 687	Alt. 688	Alt. 689	Alt. 690	Alt. 691	Alt. 692	Alt. 693	Alt. 694	Alt. 695	Alt. 696	Alt. 697	Alt. 698	Alt. 699	Alt. 700	Alt. 701	Alt. 702	Alt. 703	Alt. 704	Alt. 705	Alt. 706	Alt. 707	Alt. 708	Alt. 709	Alt. 710	Alt. 711	Alt. 712	Alt. 713	Alt. 714	Alt. 715	Alt. 716	Alt. 717	Alt. 718	Alt. 719	Alt. 720	Alt. 721	Alt. 722	Alt. 723	Alt. 724	Alt. 725	Alt. 726	Alt. 727	Alt. 728	Alt. 729	Alt. 730	Alt. 731	Alt. 732	Alt. 733	Alt. 734	Alt. 735	Alt. 736	Alt. 737	Alt. 738	Alt. 739	Alt. 740	Alt. 741	Alt. 742	Alt. 743	Alt. 744	Alt. 745	Alt. 746	Alt. 747	Alt. 748	Alt. 749	Alt. 750	Alt. 751	Alt. 752	Alt. 753	Alt. 754	Alt. 755	Alt. 756	Alt. 757	Alt. 758	Alt. 759	Alt. 760	Alt. 761	Alt. 762	Alt. 763	Alt. 764	Alt. 765	Alt. 766	Alt. 767	Alt. 768	Alt. 769	Alt. 770	Alt. 771	Alt. 772	Alt. 773	Alt. 774	Alt. 775	Alt. 776	Alt. 777	Alt. 778	Alt. 779	Alt. 780	Alt. 781	Alt. 782	Alt. 783	Alt. 784	Alt. 785	Alt. 786	Alt. 787	Alt. 788	Alt. 789	Alt. 790	Alt. 791	Alt. 792	Alt. 793	Alt. 794	Alt. 795	Alt. 796	Alt. 797	Alt. 798	Alt. 799	Alt. 800	Alt. 801	Alt. 802	Alt. 803	Alt. 804	Alt. 805	Alt. 806	Alt. 807	Alt. 808	Alt. 809	Alt. 810	Alt. 811	Alt. 812	Alt. 813	Alt. 814	Alt. 815	Alt. 816	Alt. 817	Alt. 818	Alt. 819	Alt. 820	Alt. 821	Alt. 822	Alt. 823	Alt. 824	Alt. 825	Alt. 826	Alt. 827	Alt. 828	Alt. 829	Alt. 830	Alt. 831	Alt. 832	Alt. 833	Alt. 834	Alt. 835	Alt. 836	Alt. 837	Alt. 838	Alt. 839	Alt. 840	Alt. 841	Alt. 842	Alt. 843	Alt. 844	Alt. 845	Alt. 846	Alt. 847	Alt. 848	Alt. 849	Alt. 850	Alt. 851	Alt. 852	Alt. 853	Alt. 854	Alt. 855	Alt. 856	Alt. 857	Alt. 858	Alt. 859	Alt. 860	Alt. 861	Alt. 862	Alt. 863	Alt. 864	Alt. 865	Alt. 866	Alt. 867	Alt. 868	Alt. 869	Alt. 870	Alt. 871	Alt. 872	Alt. 873	Alt. 874	Alt. 875	Alt. 876	Alt. 877	Alt. 878	Alt. 879	Alt. 880	Alt. 881	Alt. 882	Alt. 883	Alt. 884	Alt. 885	Alt. 886	Alt. 887	Alt. 888	Alt. 889	Alt. 890	Alt. 891	Alt. 892	Alt. 893	Alt. 894	Alt. 895	Alt. 896	Alt. 897	Alt. 898	Alt. 899	Alt. 900	Alt. 901	Alt. 902	Alt. 903	Alt. 904	Alt. 905	Alt. 906	Alt. 907	Alt. 908	Alt. 909	Alt. 910	Alt. 911	Alt. 912	Alt. 913	Alt. 914	Alt. 915	Alt. 916	Alt. 917	Alt. 918	Alt. 919	Alt. 920	Alt. 921	Alt. 922	Alt. 923	Alt. 924	Alt. 925	Alt. 926	Alt. 927	Alt. 928	Alt. 929	Alt. 930	Alt. 931	Alt. 932	Alt. 933	Alt. 934	Alt. 935	Alt. 936	Alt. 937	Alt. 938	Alt. 939	Alt. 940	Alt. 941	Alt. 942	Alt. 943	Alt. 944	Alt. 945	Alt. 946	Alt. 947	Alt. 948	Alt. 949	Alt. 950	Alt. 951	Alt. 952	Alt. 953	Alt. 954	Alt. 955	Alt. 956	Alt. 957	Alt. 958	Alt. 959	Alt. 960	Alt. 961	Alt. 962	Alt. 963	Alt. 964	Alt. 965	Alt. 966	Alt. 967	Alt. 968	Alt. 969	Alt. 970	Alt. 971	Alt. 972	Alt. 973	Alt. 974	Alt. 975	Alt. 976	Alt. 977	Alt. 978	Alt. 979	Alt. 980	Alt. 981	Alt. 982	Alt. 983	Alt. 984	Alt. 985	Alt. 986	Alt. 987	Alt. 988	Alt. 989	Alt. 990	Alt. 991	Alt. 992	Alt. 993	Alt. 994	Alt. 995	Alt. 996	Alt. 997	Alt. 998	Alt. 999	Alt. 1000	Alt. 1001	Alt. 1002	Alt. 1003	Alt. 1004	Alt. 1005	Alt. 1006	Alt. 1007	Alt. 1008	Alt. 1009	Alt. 1010	Alt. 1011	Alt. 1012	Alt. 1013	Alt. 1014	Alt. 1015	Alt. 1016	Alt. 1017	Alt. 1018	Alt. 1019	Alt. 1020	Alt. 1021	Alt. 1022	Alt. 1023	Alt. 1024	Alt. 1025	Alt. 1026	Alt. 1027	Alt. 1028	Alt. 1029	Alt. 1030	Alt. 1031	Alt. 1032	Alt. 1033	Alt. 1034	Alt. 1035	Alt. 1036	Alt. 1037	Alt. 1038	Alt. 1039	Alt. 1040	Alt. 1041	Alt. 1042	Alt. 1043	Alt. 1044	Alt. 1045	Alt. 1046	Alt. 1047	Alt. 1048	Alt. 1049	Alt. 1050	Alt. 1051	Alt. 1052	Alt. 1053	Alt. 1054	Alt. 1055	Alt. 1056	Alt. 1057	Alt. 1058	Alt. 1059	Alt. 1060	Alt. 1061	Alt. 1062	Alt. 1063	Alt. 1064	Alt. 1065	Alt. 1066	Alt. 1067	Alt. 1068	Alt. 1069	Alt. 1070	Alt. 1071	Alt. 1072	Alt. 1073	Alt. 1074	Alt. 1075	Alt. 1076	Alt. 1077	Alt. 1078	Alt. 1079	Alt. 1080	Alt. 1081	Alt. 1082	Alt. 1083	Alt. 1084	Alt. 1085	Alt. 1086	Alt. 1087	Alt. 1088	Alt. 1089	Alt. 1090	Alt. 1091	Alt. 1092	Alt. 1093	Alt. 1094	Alt. 1095	Alt. 1096	Alt. 1097	Alt. 1098	Alt. 1099	Alt. 1100	Alt. 1101	Alt. 1102	Alt. 1103	Alt. 1104	Alt. 1105	Alt. 1106	Alt. 1107	Alt. 1108	Alt. 1109	Alt. 1110	Alt. 1111	Alt. 1112	Alt. 1113	Alt. 1114	Alt. 1115	Alt. 1116	Alt. 1117	Alt. 1118	Alt. 1119	Alt. 1120	Alt. 1121	Alt. 1122	Alt. 1
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General Contractor Bid Results

GENERAL CONTRACTOR	BASE BID	ALTERNATE 1: PV FOR SITE AND BUILDING	TOTAL BID W/ ALTERNATES	TOTAL GC WORK (GC BIDS ONLY)	TOTAL SUB-TRADE WORK (GC BIDS ONLY)
GENERAL CONTRACTOR	\$99,000,000.00 (Budget)	\$4,500,000.00 (Estimate)	\$103,500,000.00		
Brait Builders Corporation	\$92,335,000.00	\$2,620,000.00	\$94,955,000.00	\$57,208,671.00	\$35,126,329.00
Bacon Construction Co., Inc.	\$97,277,700.00	\$2,685,000.00	\$99,963,200.00	\$62,151,371.00	\$35,126,329.00

ALTERNATE 1:

The furnishing and installation of complete Photovoltaic (PV) Systems at both Hosmer and Cunniff

- Furnished under section 26 00 00 (Electrical Sub-Contractor)
- Includes labor, materials, equipment, transportation, appurtenances, and related services
- Includes arrays, mounting hardware, terminal boxes, inverters, disconnects, circuit breakers, panel boards/switchgear

Alternate 1 Details

Alternate #1 included:

- 1,169 solar panels for Cunniff with an estimated production of **559 KWh** and
- 1,920 solar panels for Hosmer with an estimated production of **943 KWh**

The Design and OPM team **recommends incorporation** of Bid Alternate #1 into the construction contract for the following reasons:

1. Alternate #1 allows the Committee to take a definitive and significant step toward the established goal of achieving Net-Zero on these projects.
2. The bid price of \$2,620,000 is **SUBSTANTIALLY** less than the estimated costs of \$4.5 million.
3. The General Contractor total bid price of \$92.335 million is substantially less than the established budget of \$99.0 million and affords the Town the capacity to incorporate the Solar panels into the construction project and take ownership of the panels. This can be done without committing any of the discretionary funds (\$2.558 million), construction contingency (\$7.4 million) or owner contingency (\$1.1 million) previously identified in the budget.
4. Ownership of the solar panels allows the Town to reap the benefits of all energy generated by the panels.
5. Although the Design and OPM team recommended the Committee evaluate the possibility of a Power Purchasing Agreement (PPA), this recommendation was made when it was unclear if the project budget could support the full costs of the solar panels. The purpose of including the solar panel alternate in the construction bid was to identify the exact costs of the panels. The result is the solar panels can be purchased within the established project budget.
6. The Construction Contract Award, including alternate #1, must be made within 30 day of receipt of bids.

Watertown Public Schools Building Committee

Elementary Schools Project Vote:

General Contractor & Alt 1

▲ Vote to accept bids and request that the Town Manager take necessary steps to execute an Owner/Contractor Agreement with Brait Builders in the amount of \$92,335,000

- Discussion
- Roll Call Vote

▲ Vote to request that the Town Manager also include Bid Alternate 1 in the amount of \$2,620,000 within the Owner/Contractor Agreement such that the total value of the contract is \$94,955,000

- Discussion
- Roll Call Vote

Those members of the public joining via Zoom, please use the Q&A button at this time to ask questions or email questions to Vinny Piccirilli (vpiccirilli@watertown-ma.gov)

Elem. Schools Request for Proposals:

Testing & Inspection

Construction Testing/Inspection by Owner

- Request for Proposals (RFP) for Testing and Inspection Services have been advertised
- Testing & Inspection Proposals are due June 4th
- Seeking two volunteers to join in the review of RFPs

Elementary Schools Website Update

- **Watertown Elementary Schools Website**
- The three elementary schools new website is scheduled to be substantially completed by May 22nd
 - Hill will work with the Town to get the website up and running live by May 29th

Approval of Invoices (All Projects)

▲ Summary of Invoices

- Elementary Schools
- Watertown High School
- Discussion
- Roll Call Vote

Summary of Invoices: Elementary Schools

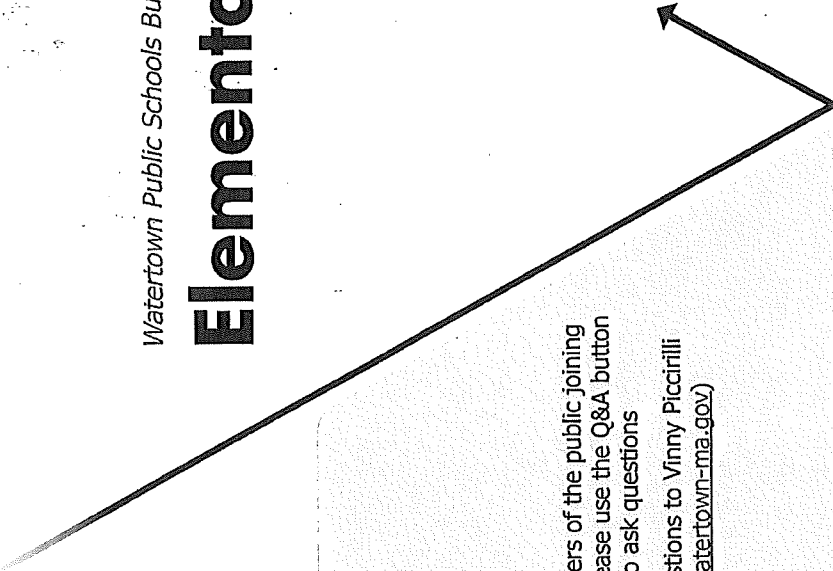
VENDOR	PROJECT	INVOICE DATA	INVOICE NUMBER	INVOICE AMOUNT
Hill International	Elementary Schools	02/19/2020	0000008	\$38,725.00
Hill International	Elementary Schools	03/20/2020	0000009	\$57,275.00
Hill International	Elementary Schools	04/07/2020	0000010	\$57,275.00
Hill International	Elementary Schools	05/08/2020	0000011	\$75,760.00
Ai3 Architects	Elementary Schools	02/29/2020	0024B-1610.00	\$372,301.36
Ai3 Architects	Elementary Schools	02/29/2020	0019E-1610.00	\$36,783.75
Ai3 Architects	Elementary Schools	02/29/2020	0006R-1610.00	\$4,840.72
Ai3 Architects	Elementary Schools	03/31/2020	0025B-1610.00	\$304,823.47
Ai3 Architects	Elementary Schools	03/31/2020	0020E-1610.00	\$118,622.00
Ai3 Architects	Elementary Schools	03/31/2020	0007R-1610.00	\$484.00
Ai3 Architects	Elementary Schools	04/30/2020	0026B-1610.00	\$224,966.57
Ai3 Architects	Elementary Schools	04/30/2020	0021E-1610.00	\$462.00
Ai3 Architects	Elementary Schools	04/30/2020	0008R-1610.00	\$30,650.10
Beacon Integrated Solutions	Elementary Schools	03/09/2020	2020-WAT-1	\$3,288.63
Beacon Integrated Solutions	Elementary Schools	04/05/2020	2020-WAT-2	\$1,008.63
Beacon Integrated Solutions	Elementary Schools	05/11/2020	2020-WAT-3	\$280.00
Colliers International	Elementary Schools	01/31/2020	005090	\$10,820.00
Colliers International	Elementary Schools	02/29/2020	005410	\$6,969.81
Colliers International	Elementary Schools	04/30/2020	006056	\$10,347.79

Summary of Invoices: Watertown High School

VENDOR	PROJECT	INVOICE DATA	INVOICE NUMBER	INVOICE AMOUNT
Compass Project Management	High School	01/31/2020	CPM 77-07	\$10,425.00
Compass Project Management	High School	02/29/2020	CPM 77-08	\$9,644.00
Compass Project Management	High School	03/31/2020	CPM 77-09	\$11,024.50
Compass Project Management	High School	04/30/2020	CPM 77-10	\$6,376.00
AI3 Architects	High School	02/29/2020	0005B-1902.00	\$46,634.20
AI3 Architects	High School	02/29/2020	0002E-1902.00	\$21,048.50
AI3 Architects	High School	03/31/2020	0006B-1902.00	\$46,634.20
AI3 Architects	High School	03/31/2020	0003E-1902.00	\$8,970.50
AI3 Architects	High School	04/30/2020	0007B-1902.00	\$46,634.20
AI3 Architects	High School	04/30/2020	0004E-1902.00	\$20,949.50

Watertown Public Schools Building Committee

Elementary Schools Discussion / Other Business



Those members of the public joining
via Zoom, please use the Q&A button
at this time to ask questions
or email questions to Vinny Piccirilli
(vpiccirilli@watertown-ma.gov)

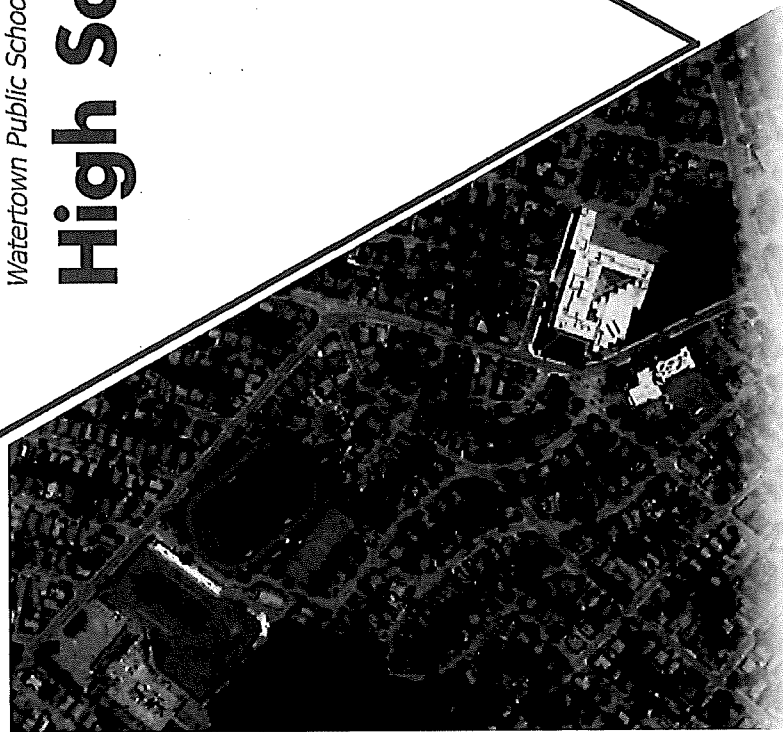
High School Project Update

▲ Revised Project Timeline Review

- Vote to request extension of Feasibility Study Agreement with MSBA

▲ High School Project Website Update

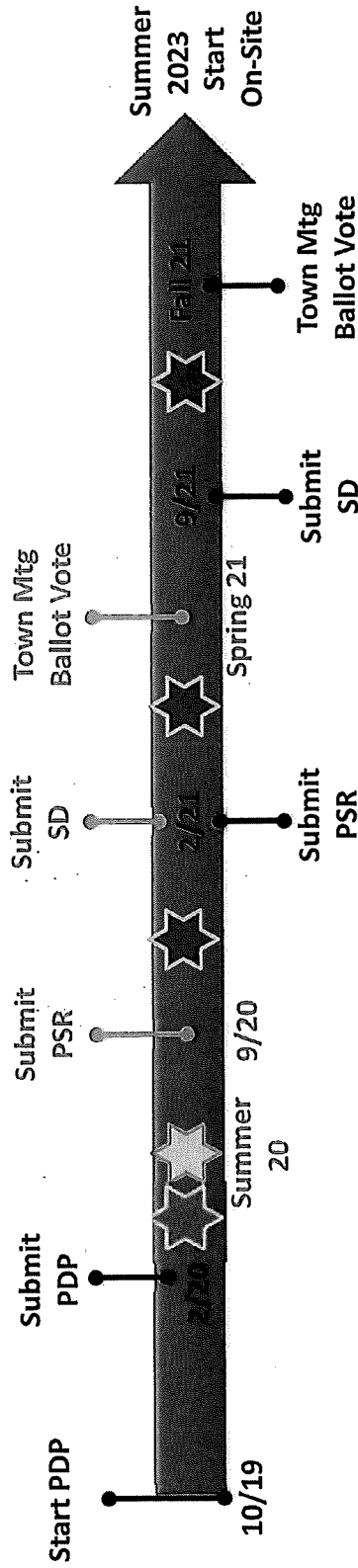
- Review Comments
- Obtain approval to "go live"
- Buying a domain vs. using the *Building for the Future* site





Possible REVISED TIMELINE

Community Forum



PDP: Preliminary Design Plan | PSR: Preferred Schematic Report | SD: Schematic Design Report

Watertown Public Schools Building Committee

High School Website Update

► Watertown High School Website

- The website address for initial review: <https://sites.google.com/site/watertownhighsch/Home>

Watertown Public Schools Building Committee

High School Discussion / Other Business

Those members of the public joining
via Zoom, please use the Q&A button
at this time to ask questions
or email questions to Vinny Piccirilli
(vpiccirilli@watertown-ma.gov)

Watertown Public Schools Building Committee

Meeting Updates

▲ Neighborhood Meeting Updates

- Cunniff Elementary School
- Hosmer Elementary School

▲ Public Input Meeting Updates

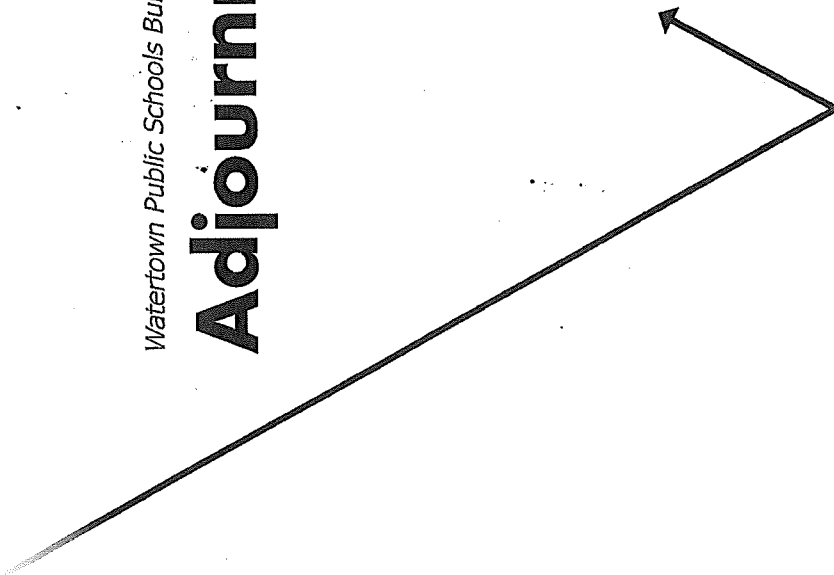
- Watertown High School

Watertown Public Schools Building Committee

Adjournment

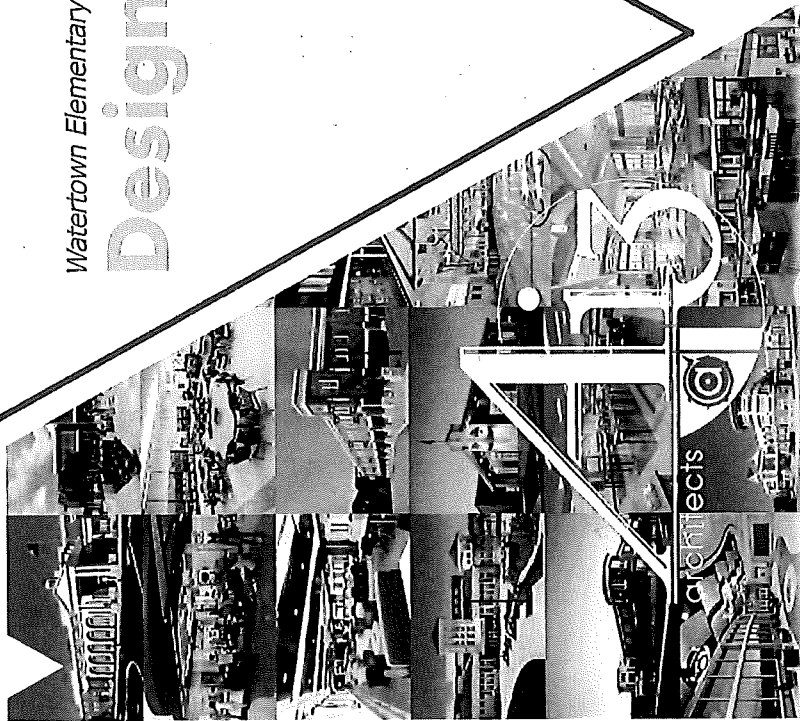
▲ Adjournment

- Roll Call Vote



Watertown Elementary Schools Building Project

Design Watertown



Presentation to Town Council for funding approval
Ai3 Architects, LLC
June 9, 2020

Design Watertown
**Cunniff
Elementary
School**

- Elementary School serving 385 students in Grades K-5
- 82,355 SF



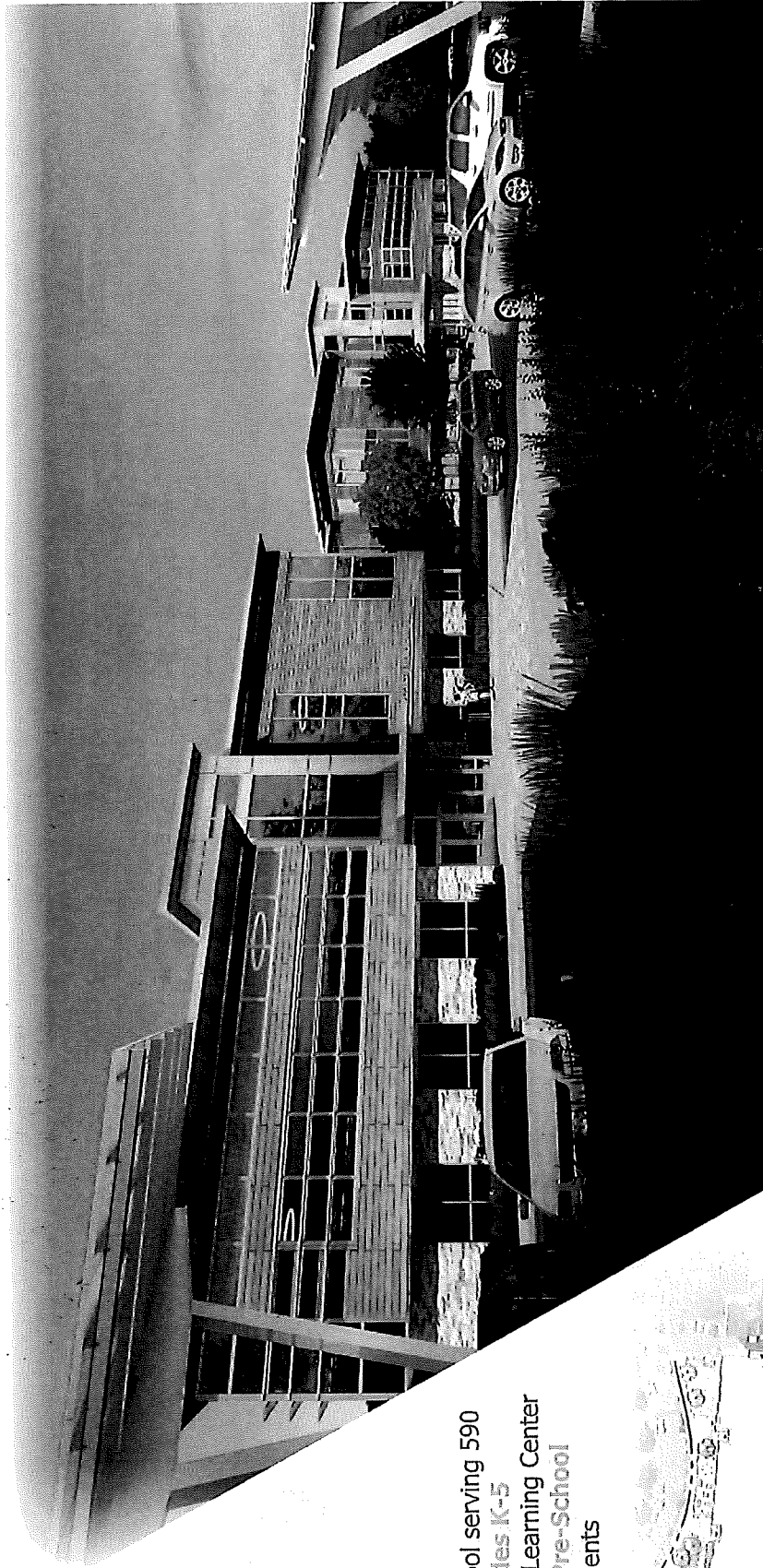
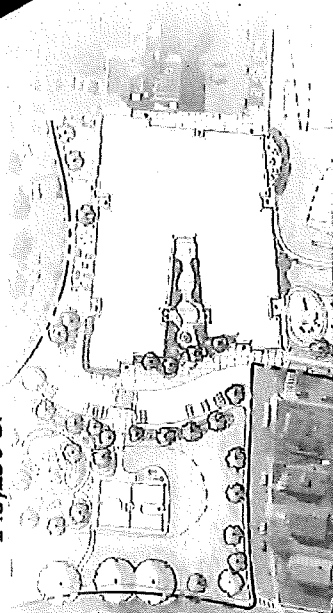
*View of the new Cunniff Elementary School
from Warren St. (Winter 2021/2022)*



Design Watertown

Hosmer Elementary School

- Elementary School serving 590 students in Grades K-5
- Early Childhood Learning Center for Pre-K and Pre-School serving 200 students
- 143,250 SF

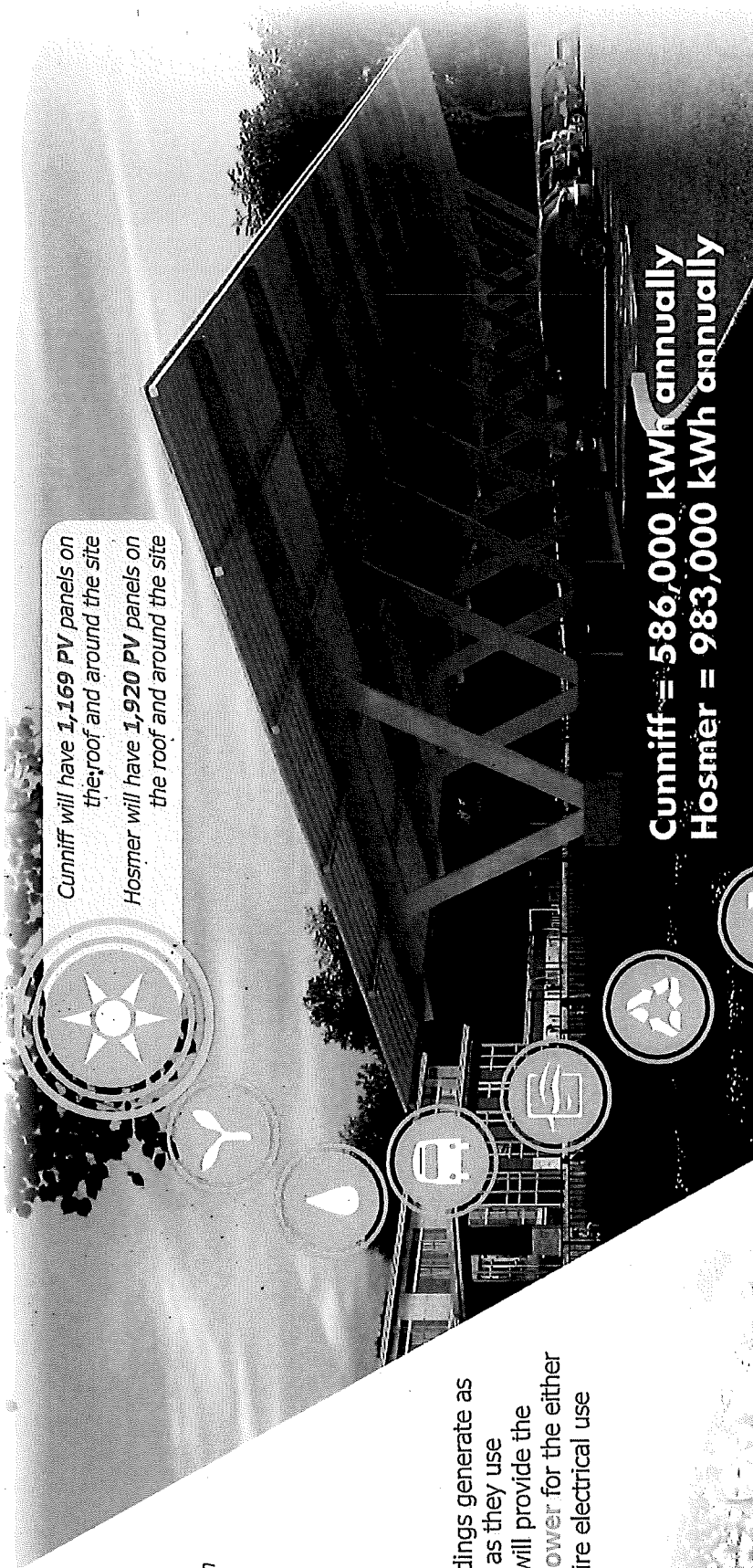


View of the new Hosmer Elementary School from the corner of Concord Rd. and Chauncey St. (Summer 2022)

Design Watertown

Net-Zero Design

- Net-Zero buildings generate as much energy as they use
- Solar panels will provide the necessary power for the either building's entire electrical use



Cunniff will have 1,169 PV panels on the roof and around the site
Hosmer will have 1,920 PV panels on the roof and around the site

Cunniff = 586,000 kWh annually
Hosmer = 983,000 kWh annually

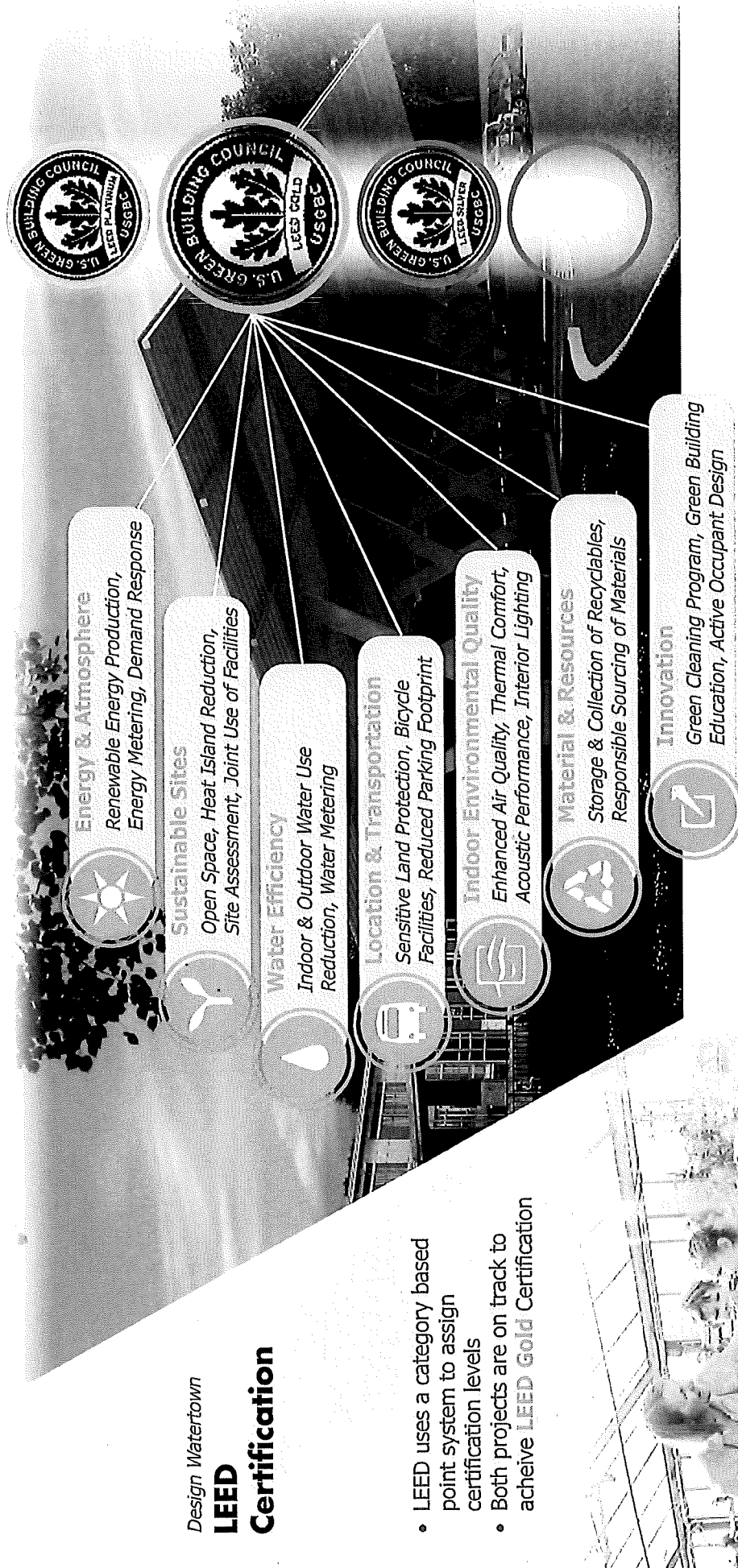
Example of a ground-mounted solar canopy that still allows for parking below



Design Watertown

LEED Certification

- LEED uses a category based point system to assign certification levels
- Both projects are on track to achieve LEED Gold Certification



Design Watertown

Innovative Learning Environments

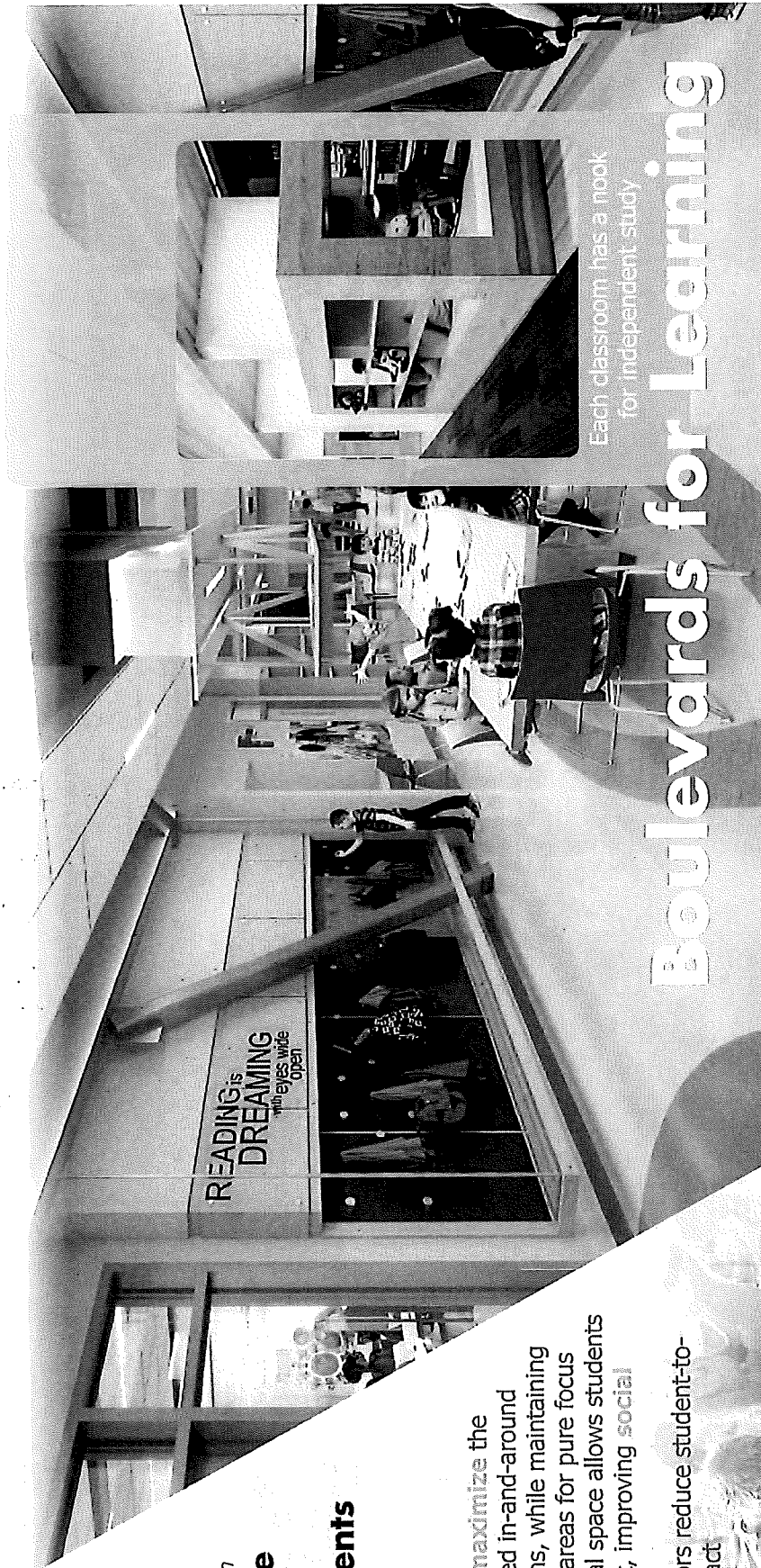
- The schools maximize the space provided in-and-around the classrooms, while maintaining independent areas for pure focus
- The additional space allows students to spread out, improving social distancing
- Wider corridors reduce student-to-student contact



READING is
DREAMING
the eyes wide open

Each classroom has a nook
for independent study

Boulevards for Learning



Design Watertown

Innovative Learning Environments

- The Maker Space, Media Center, and Garden Classroom provide additional resources for teachers to generate diverse lesson plans

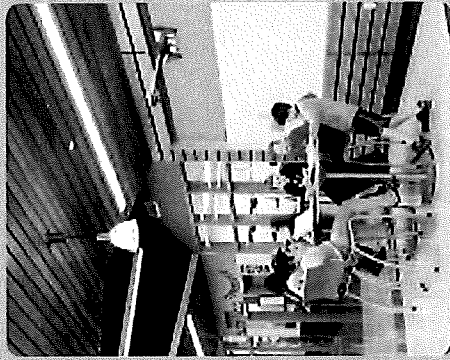


Spaces to foster gardening,
building, music, arts +

Maker Spaces & Media

Design Watertown
**Innovative
 Learning
 Environments**

- Because not every student learns the same, **small group** instruction is facilitated by inviting break-out spaces within the academic neighborhoods



Each pair of classrooms includes a Small Group Room

Instruction

Design Watertown

Innovative Learning Environments

- By introducing Learning Commons spaces into the school's programming, there are now flexible spaces for project-based learning at a greater scale
- Allows students more educational space and improves social distancing



Learning Commons allow for entire grade levels to assemble

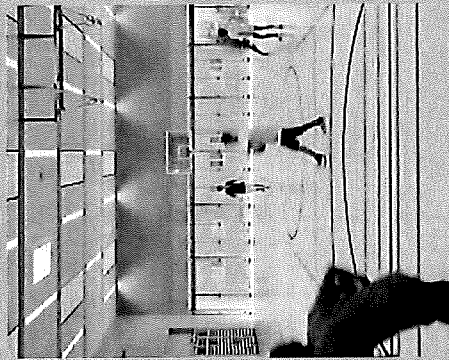
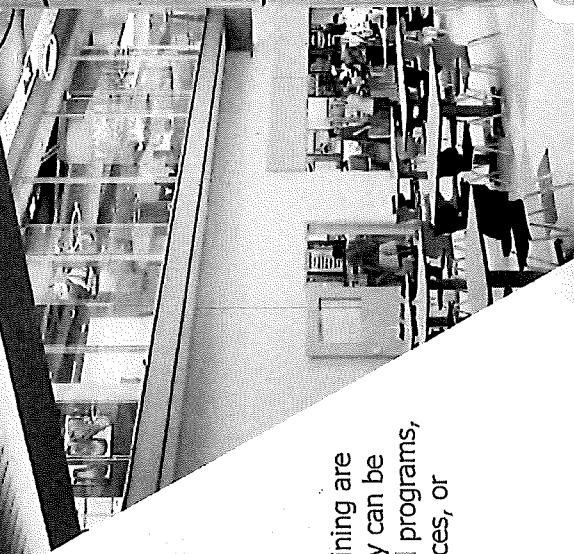
Large Group Instruction



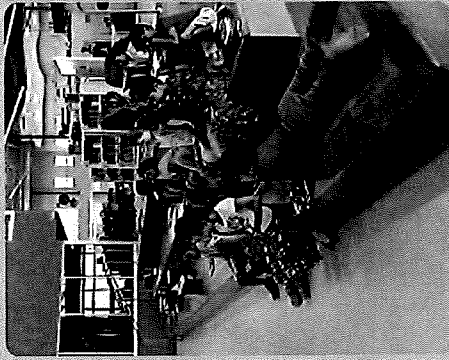
Design Watertown

Community Consideration

- Spaces like Student Dining are large enough that they can be used for after school programs, large-scale performances, or community meetings



Will provide two, new, full-size gyms for Watertown



Areas for meetings, small performances, assemblies +

Community Involvement

Design Watertown

Engaging the Neighborhood

- Maintaining as much outdoor open space as possible remained a priority throughout design
- This includes outdoor learning opportunities

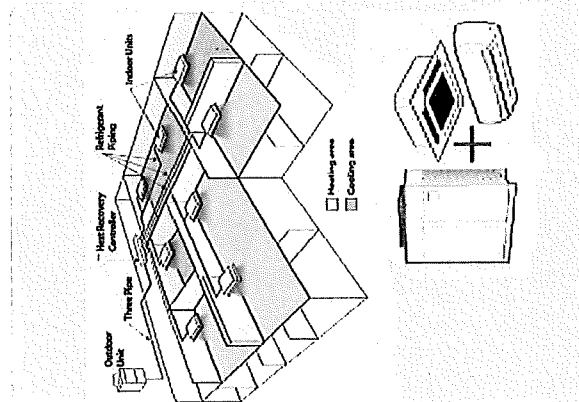
Neighborhood Resources

U12 Soccer field, softball fields, T-ball, sport courts

Playgrounds to meet all ages with varied types of play

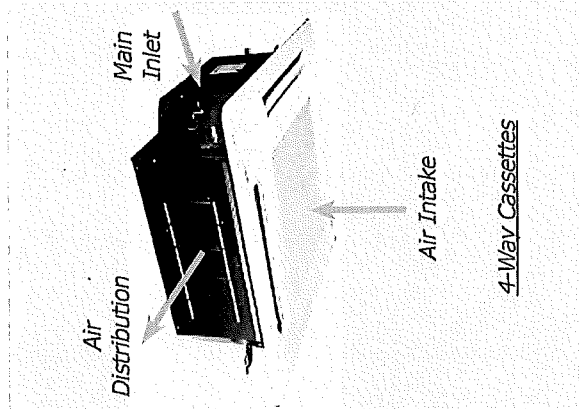
Community gardens & rain gardens/bioswale systems

Efficiency of Systems: HVAC & Electrical



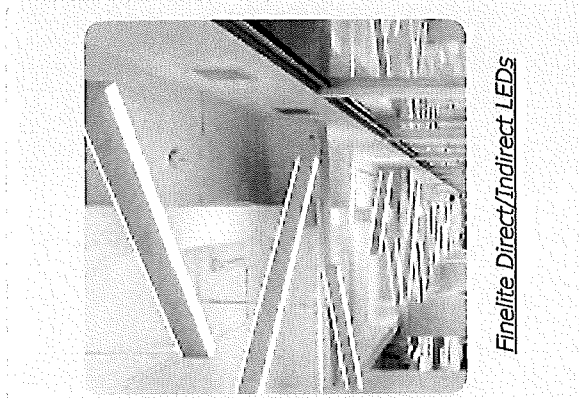
Variable Refrigerant Flow

- VRF varies the flow of refrigerant to indoor units based on demand
- Provides tempered hot/cold air
- Buildings fully air-conditioned



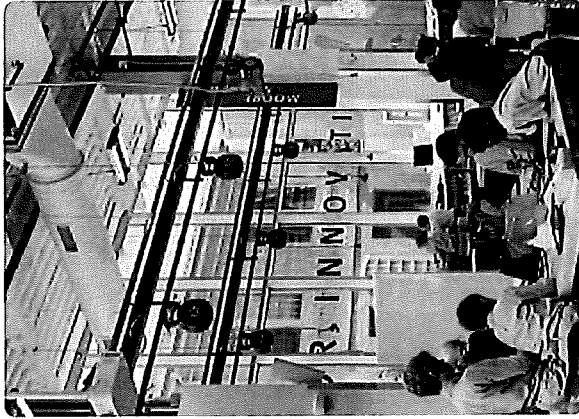
Air Source Heat Pumps

- Delivers conditioned air flow in four directions
- Dedicated units for each classroom reduces potential for cross contamination between spaces



LED Lighting & Sensors

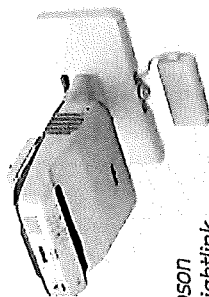
- Daylight and occupancy sensors provided to reduce electricity use
- High efficiency direct/indirect fixtures



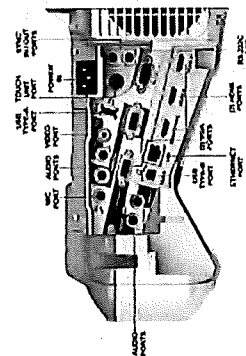
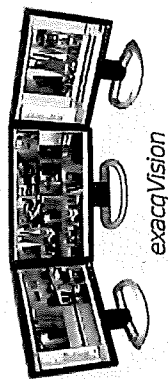
The aesthetic includes many exposed systems to promote an understanding of the building's systems

Design Watertown

Efficiency of Systems: Technology & Security

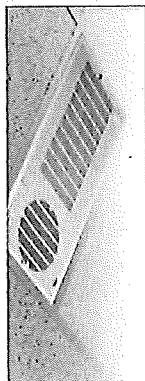


Epson
Brightlink



Interactive Projector

- Doesn't require a whiteboard, just a firm surface
- Wireless, LCD projector
- Integrates with other technology



TopCat System by LightSpeed



Over 200' range and no interference from other networks or devices



Voice Amplification System

- Freedom to place unit in best location within the classroom
- One unit provides coverage for entire classroom

Video Surveillance

- Will continue to use exacqVision across the District
- Easy to deploy, configure, and manage



Wireless access, speakers, and data points throughout

Watertown Building Committee: Rationale for New Construction

After a comprehensive vetting of the renovation/addition options versus the new construction options, the Committee ultimately **supported all-new construction** at the **Cunniff** and **Hosmer** sites.

This decision was subsequently supported by the Town Council, the School Committee, and the neighborhoods.

Educational Goals

- ✓ Provide a 21st Century educational environment
- ✓ Improve the functional organization of each school
- ✓ Meet the visioning/educational programming goals of the School Department and all participating parties, per the Master Plan Study from 2016
- ✓ Accommodate the projected enrollment for the schools
- ✓ Accommodate preschool and pre-kindergarten future goals

Sustainability Goals

- ✓ Provide a "Green and Sustainable" facility that eliminates carbon emissions and has ultra-low energy usage
- ✓ Create a new facility that would meet LEED Gold guidelines and requirements
- ✓ Incorporate the use of alternative energy to offset building energy use

Community Goals

- ✓ Increase open space and green space on each of the sites
- ✓ Improve parking and circulation conditions
- ✓ Create additional outdoor recreational and educational opportunities
- ✓ Maintain existing playfields
- ✓ Incorporate neighborhood input into the site and building development

Design Watertown
**Building for
the Future**

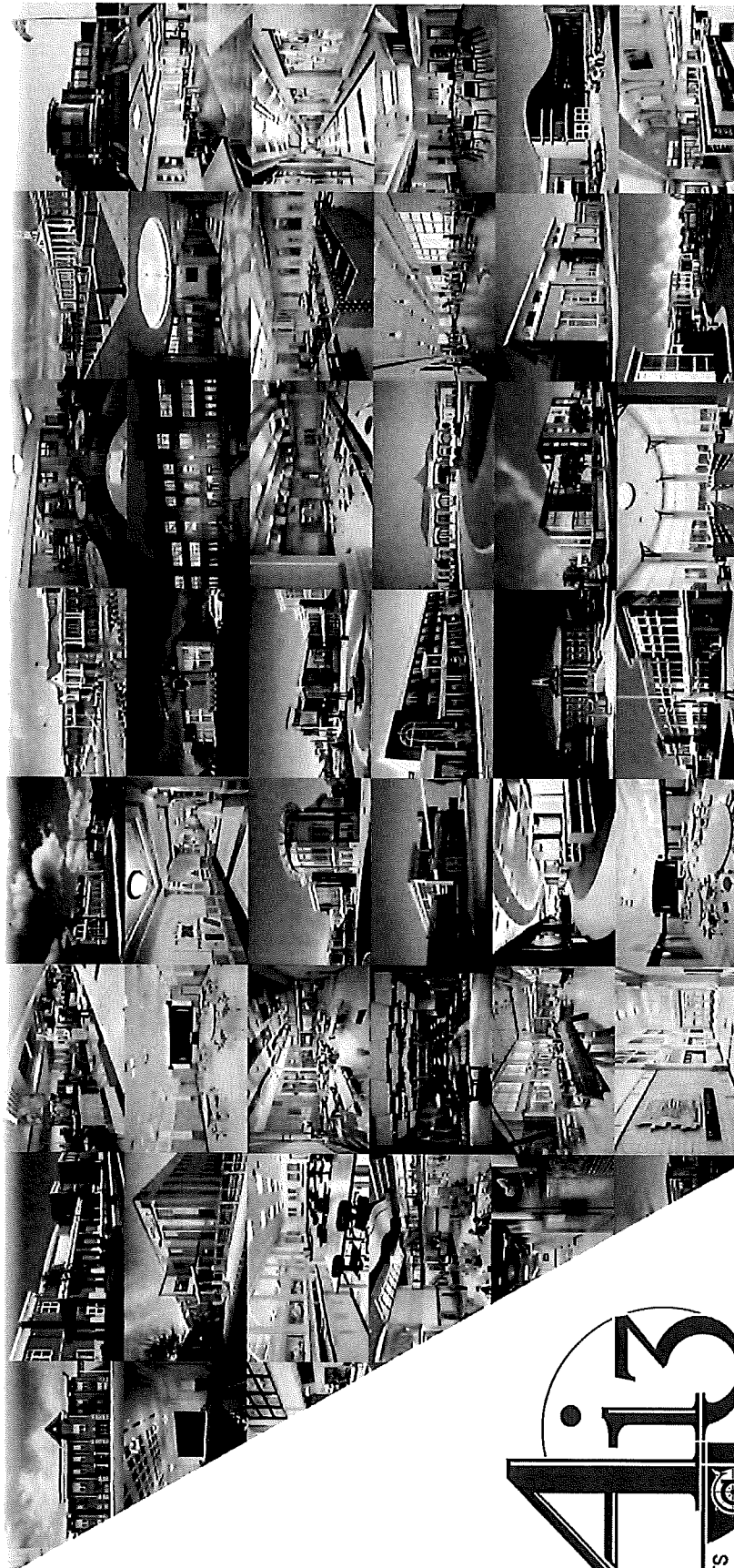
- After years of planning, the projects remain on schedule & under budget.



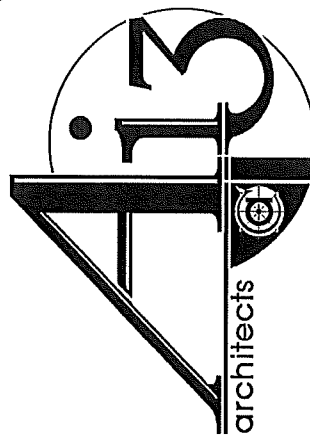
Winter 2021/2022

Summer 2022

Hosmer Elementary School &
Early Childhood Learning Center



Questions?
Thank you





Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

TO: Honorable City Council

FROM: Thomas J. Tracy, Acting City Manager

DATE: March 3, 2022

RE: Agenda Item – Proposed Loan Order

On March 23, 2021 the Honorable City Council adopted 33 conceptual recommendations on the Fiscal Year 2022-2026 CIP.

Conceptual recommendation #26 reads in part as follows:

Refer to the Public Works Committee, for policy guidance, plans for the FY 22 \$2,500,000 loan order (FY 22 CIP Lines 299 & 305) for local road construction projects in summer 2022.

On November 23, 2021, the Honorable City Council approved the list of streets to be included in the Fiscal Year 2022 Road Program (see attached excerpt from the November 23, 2021 City Council Minutes and Committee on Public Works Report).

Therefore, given all of the above, I respectfully request the attached Proposed Loan Order of \$2,500,000 be placed on the March 8, 2022 City Council Agenda as a first reading.

Thank you for your consideration in this matter.

cc: Steve Magoon, Acting Deputy City Manager
Greg St. Louis, DPW Superintendent
Matt Shuman, City Engineer
Melissa Morrissey, Treasurer/Collector



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

March 4, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Street and Sidewalk Bonds

Dear Tom:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of street and sidewalk improvements:

ORDERED: That the sum of \$2,500,000 is appropriated to pay costs of constructing, reconstructing, paving, repairing or otherwise improving streets and sidewalks, including if necessary, convenient or desirable improving underground ducts and conduits and paying all other costs incidental and related to such street and sidewalk work; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Jay Gonzalez

Committee on Public Works Report Regarding the Review and Recommendations of the 2022 Local Road Construction Program - Vincent J. Piccirilli, Chair

ACTION ITEMS:

1. That the City Council approve the Recommendations by the Department of Public Works for the Road Reconstruction Program which includes Boylston Street (Fairfield Street to Porter Street), Chester Street, Locke Street, and Chapman Street (Main Street to Highland Avenue) and the Recommendations for the Long Street and Connector Program which includes Highland Avenue, Morse Street, and Fifth Avenue
2. That the City Council approve an increase in the 5 year Capital Improvement Program to Accelerate Road and Sidewalk Repairs and to Accommodate Price Escalations and Required Stormwater Improvements

Councilor Piccirilli read the Committee report. Councilor Piccirilli moved to accept the report; Councilor Palomba seconded the motion. The motion was adopted unanimously on a roll call vote.

Councilor Piccirilli moved to approve the recommendations of the Department of Public Works for the Road Reconstruction Program which include Boylston Street (Fairfield Street to Porter Street), Chester Street, Locke Street, and Chapman Street (Main Street to Highland Avenue) and the recommendations for the Long Street and Connector Program which include Highland Avenue, Morse Street, and Fifth Avenue; Councilor Palomba seconded the motion.

In the discussion, a comment was made that the plans for Highland Avenue, Morse St., and Fifth Avenue do not seem to be finalized. Highland Avenue is a long road and there are a number of driveway cuts that need to be dealt with. Morse Street has several disabled and low-income residents and is also the only connector between Galen Street and Watertown Street. The timing may be an issue as there may be questions about gas service and water and sewer matters.

It was noted that Highland Avenue is planned for the summer of 2022 and Morse Street in the summer of 2023, but some significant planning needs remain to be completed. Mr. St. Louis, Superintendent of the Department of Public Works, stated at the Committee meeting that gas work needs to be done on Morse Street; therefore, he felt Highland Avenue should be completed first.

The motion was adopted unanimously on a roll call vote.

Watertown Town Council
Committee on Public Works

Councilor Piccirilli, Chair, Councilor Donato, Vice Chair, Councilor Palomba, Secretary

Committee Report

October 18, 2021, 5:00 PM

The Committee on Public Works met on Monday, October 18, 2021 at 5:00 PM in the Phillip Pane Lower Hearing Room. This was an in-person meeting. The purpose of the meeting was to review and make recommendations on the 2022 local road construction program.

Those attending the meeting included the three members of the Committee, Councilors Piccirilli, Donato, and Palomba as well as Councilor Feltner, Councilor Bays, Department of Public Works Superintendent Greg St. Louis, Town Engineer Matt Shuman, Laura Wiener, Senior Transportation Planner at the Department of Community Development and Planning, Andy Compagna and Hannah Rakoff from the Watertown Bicycle and Pedestrian Committee, and residents Dan McKinley and Collin Snow.

Matt Shuman gave a power-point presentation, “2022 Road Program” that is available at <https://www.watertowndpw.org/191/Annual-Road-Program>. Highlights of the presentation included the following.

- 1) All of the 2020/2021 road reconstruction projects have been completed with a few minor items left to be finished. These include Nichols Avenue (Boylston Street to Quimby Street), Wheeler Lane, Alden Road, Sheldon Road, Hazel Street (Quimby Street to Dexter Avenue), Gertrude Street, Elmwood Avenue, and Grandview Avenue (Chapman Street to Copeland Street).
- 2) Green Street was reconstructed following the Complete Streets protocol and included raised intersections, ADA compliance, new sidewalks, and significant stormwater improvements.
- 3) The reconstruction of lower Waverley Avenue (Orchard Street to Belmont Street) also followed the Complete Streets protocol and is completed. Funding for this project came from the Long Streets and Collector Program of \$1.5 million in FY 2020.
- 4) There are a variety of techniques used to maintain, repair, and reconstruction streets. Limited mill and overlay, full depth patching, and sealing of cracks are used to extend the life of a road. It was noted that roads that receive pavement preservation such as mill and overlay are not automatically pushed to the back of the line and then not considered for full depth reconstruction/reclamation in future years. Funding for road maintenance and repair typically comes from Chapter 90 monies allocated to Watertown from the Commonwealth.
- 5) Full depth reconstruction/reclamation of a roadway includes completely replacing the road, installing granite curbing, concrete sidewalks, driveway aprons, and handicap ramps, adding or rehabilitating planting strips, tree planting, and improvements to stormwater management.

Candidates for this work need to be approved by the Town Council and are funding by annual borrowing of \$2.5 million.

6) A **Pavement Condition Index (PCI)** is used to measure the level of distress of a road's surface. The PCI uses a scale of 0 – 100 with 0 representing a “roadway failure” and 100 representing a roadway that is “perfect conditions with no repairs needed”. PCI for Watertown's roads in 2012 was 59 and in 2016, the last time a PCI was performed, was 65.

7) The Department is using new technology to measure the PCI, specifically three dimensional video recording and GPS to survey streets. (They are also using his technology to survey sidewalks.) They anticipate that the new PCI will be lower than the PCI in 2016 due to the greater level of detail provided by the new technology, increased gas and water repairs, and the general deterioration of the roads due to increase use.

8) The Department creates a “Universe of Projects” based on the 2012 and 2016 PCI, maintenance records, capital projects, windshield surveys, and resident input via work orders. The Universe is then further refined to determine which roads are recommended for full reconstruction/reclamation. The factors used to determine the recommended roads include what streets are in the greatest state of disrepair, available funding, planned utility improvements, ongoing preventive maintenance, and geographic equity.

Mr. Shuman then announced the Department's recommendations for Road Reconstruction in FY 2022 – **Boylston Street** (Fairfield Street to Porter Street), **Chester Street**, **Locke Street** and **Chapman Street** (Main Street to Highland Avenue). There are a number of steps and reviews that are required before the Department requests bids for the work in December. These include reviews of driveways, street trees, and water services and fire hydrants, and a review by the Complete Streets Working Group.

Mr. Shuman also announced the Department's recommendations for the Long Streets and Collector Program – **Highland Avenue** during the 2022 construction season (April to November) using FY 2021 monies, and **Morse Street and Fifth Avenue** in the 2023 construction season using FY 2022 monies.

Councilor Feltner, the District B Councilor, commented on aspects of the presentation and shared information about a number of roads in her District.

1) She is pleased that DPW has contracted with Streetscan and is using new technology to collect data on street and sidewalk conditions. She had recommended this a number of years ago. She also believes residents will appreciate seeing new transparency tools, like “story map” used.

2) She would like to see increased maintenance on Brigham Street and Jackson Road. She also believes the Town needs to address the issue of the Private Way classification. We repair potholes but there is no permanent solution regarding maintenance of these roads.

3) She is pleased to see Fifth Avenue on the list of the Long Streets and Collector Program and believes it is an ideal street for additional green space, bio-retention, and bike accommodations given the extra street width.

4) She hopes for full reconstruction/reclamation of Morse Street for a number of reasons, besides its longstanding poor conditions, including that it is the only direct connection between Galen and Watertown Streets, that it is a school walking and bus route, and that even more traffic is anticipated with the 66 Galen Street project improvements.

5) She was under the impression that Irving Street was to realize full reconstruction/reclamation, including sidewalk improvements, through Arsenal Street developer mitigation. She is interested in learning the status now since mill and overlay was recently done instead between Arsenal Street and Mt. Auburn Street.

The Committee then entertained two Action Items.

Councilor Donato made the following motion:

That the Committee on Public Works recommends that the Town Council approve the recommendations by the Department of Public Works for the 2022 Road Reconstruction Program which includes Boylston Street (Fairfield Street to Porter Street), Chester Street, Locke Street, and Chapman Street (Main Street to Highland Avenue) and the recommendations for the Long Street and Connector Program which includes Highland Avenue, Morse Street and Fifth Avenue.

Councilor Palomba seconded the motion and it passed 3 – 0.

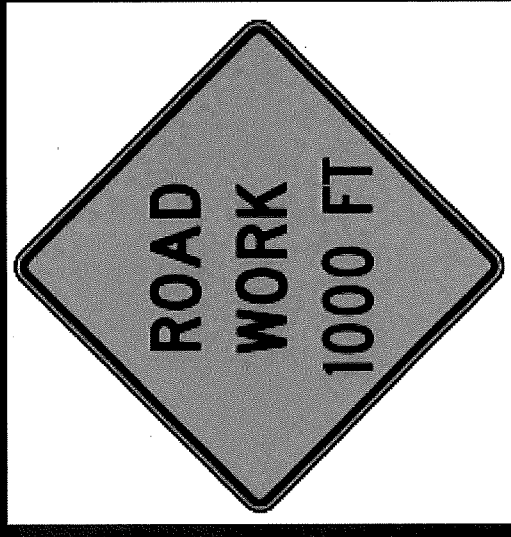
Councilor Piccirilli made the following motion:

That the Committee on Public Works recommends that the Town Council approve an increase in the 5 year Capital Improvement Program to accelerate road and sidewalk repairs and to accommodate price escalations and required stormwater improvements.

Councilor Donato seconded the motion and it passed 3 – 0.

The meeting adjourned at 6:05 PM. The minutes were prepared by Councilor Palomba

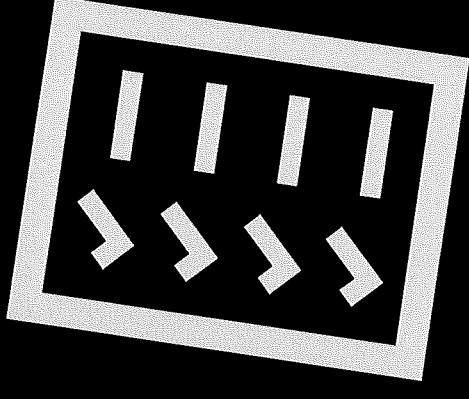
2022 Road Program



Public Works Subcommittee Presentation
October 18, 2021

Agenda

- Road Program Updates
- Pavement Management Goals
- 2022 Road Reconstruction List
- Long Streets & Collector Program
- Recommendations
- Questions



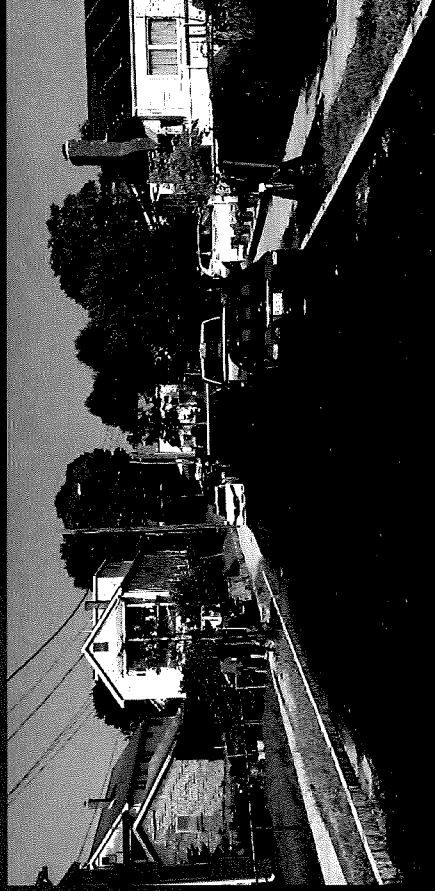
Road Program Updates

2020/2021 Construction Updates

- Nichols Ave. (Boylston Street to Quimby Street)
- Wheeler Lane
- Alden Road
- Sheldon Road
- Hazel Street (Quimby Street to Dexter Ave.)
- Gertrude Street
- Goldie Street
- Elmwood Ave.
- Grandview Ave. (Chapman St. to Copeland St.)

Road Program Updates

Complete Streets/Green Streets



- Raised intersections
- Curb extensions
- ADA compliance
- Completing the sidewalk network

Road Program Updates

Complete Streets/Green Streets



- 7 drywells
- 13 stormwater tree trenches
- 4.75 lbs/year of phosphorus treated

Road Program Updates Waverley Ave.



Pavement Management Goals

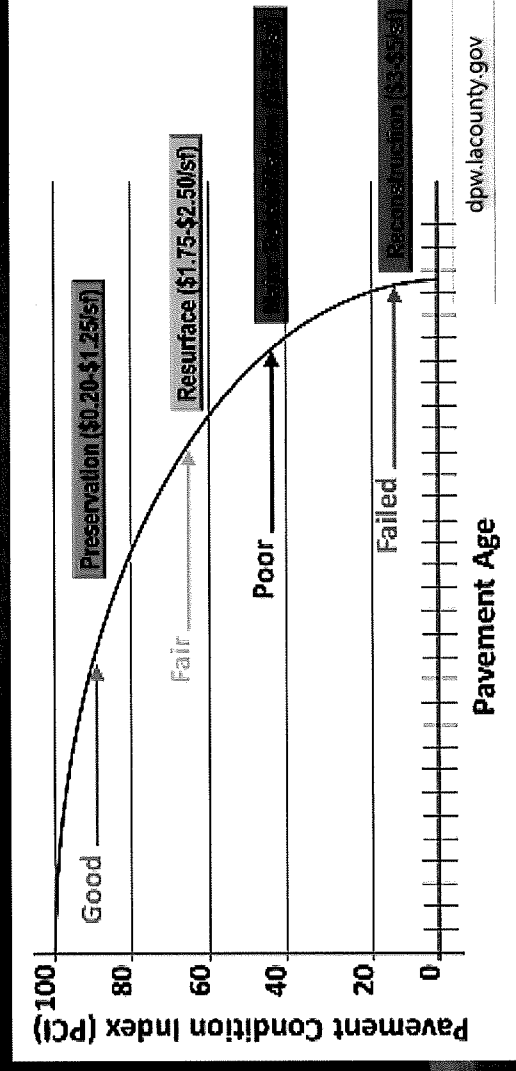
Maintenance, Repair & Reconstruction

- Use a variety of preservation treatments to prolong the useful life of our roadways
- Coordinate road repairs and reconstruction activities with capital planning and utility work
- Take a “Complete Streets” approach to roadway reconstruction to improve pedestrian and bicycle facilities, connectivity, and streetscape
- Seek alternative funding sources for large-scale projects

Pavement Management Goals

Pavement Management Techniques

- Pavement Preservation Techniques
 - Limited mill and overlay repairs
 - Full depth patch
 - Crack sealing
- Road Reconstruction Techniques
 - Road reclamation (reconstruction)



Pavement Management Goals

Pavement Preservation Techniques

- Prolong the useful life of road surfaces
- Cost-effective over time versus complete reconstruction
- Does not address other needs or desires, such as sidewalks and curbing



Pavement Management Goals

Pavement Reconstruction Techniques

- Roadway reclamation
 - Addresses the structural integrity of the roadway
 - Fully replaces the pavement surface (4-inch thickness)
 - Scope of work also includes:
 - Installation of granite curbing, concrete sidewalks, driveway aprons and handicap ramps
 - Rehabilitation or addition of a planting strip
 - Review of driveway openings for compliance with Zoning
 - Drainage and stormwater management improvements
 - Tree plantings
- Streets proposed for road reconstruction are submitted to Town Council for review

Pavement Management Goals

Pavement Management Metrics

- PCI – Pavement Condition Index
- Scaled from 0 to 100 based on level of distress of the road surface
 - 100 – perfect, no repairs necessary
 - 0 – roadway failure
- Based on field surveys of all streets in Town
- 2016 Town-Wide Pavement Condition Index: 65 (2012 – 59)
- 2016 Total Work Backlog: \$88 million (2012 - \$92 million)

2020 Pavement Management Study underway

Pavement Management Goals

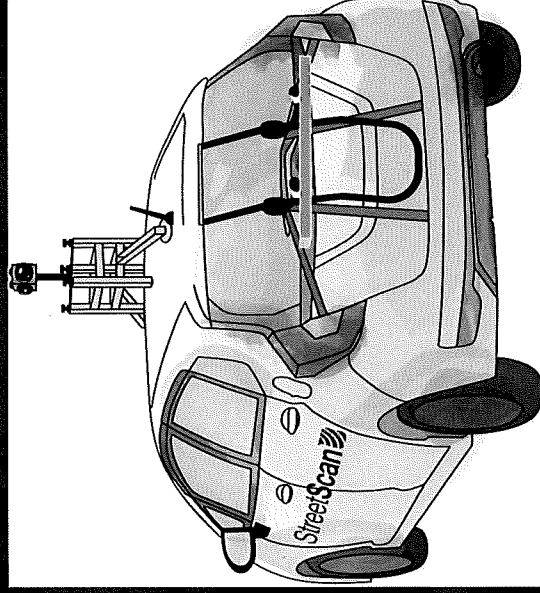
2016 Pavement Condition Index Map



Pavement Management Update

Streetscan

- Uses three dimensional video recording and GPS to survey street and sidewalks
- Computerized algorithms develop PCI map
- Maps roadway conditions, such as patches, cracking, bumps, etc.



Pavement Management Update

Streetscan

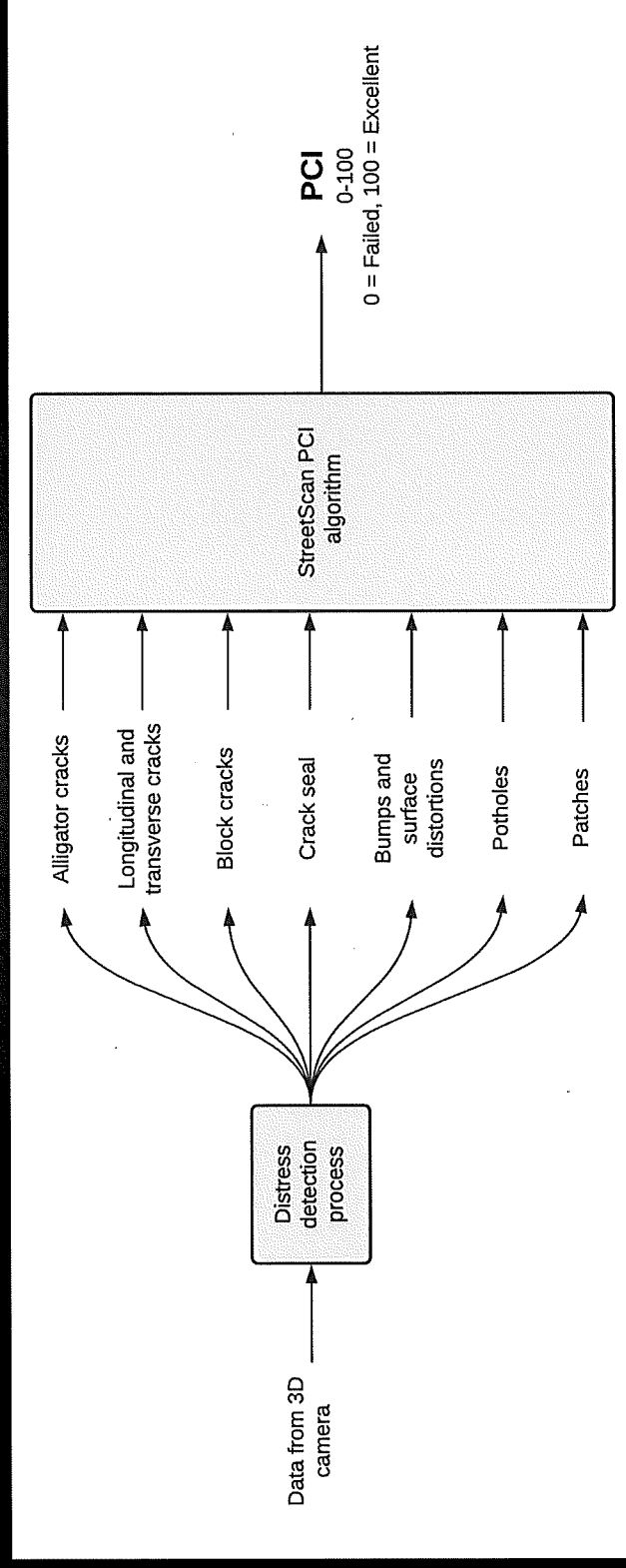
- Other useful information also collected
 - Street trees, manhole covers, sign locations
- Similar process used to develop a sidewalk condition index
- Bumps and settlement, uplifting due to trees



Pavement Management Update

StreetScan

- Develop GIS database
- Overlay with utility data for increased coordination
- Planning level repair recommendations
- Video recordings available to document conditions



Pavement Management Update

Status

- All field work complete
- Draft mapping being reviewed
- Updating for recent mill/overlay work
- Expect PCI to be similar or lower than 2016

Pavement Management Goals

Road Reconstruction Progress



7 Miles of Roadway Reconstructed Since 2017

2022 Road Reconstruction Program

Developing a “Universe of Projects”

- 2012 & 2016 Pavement Management Inventory
- Windshield surveys
- Maintenance records
- Capital projects (proposed and completed)
- Resident input (work orders)

2022 Road Reconstruction List

Developing the List

- Prioritize streets in greatest state of disrepair
- Consider project readiness
- Develop a program that fits within funding constraints
- Continue ongoing preventative maintenance
- Consider alternative funding sources
- Consider geographic equity

2022 Road Reconstruction

Utility Coordination & Capital Planning

- Water main replacement program (1,500 feet)
 - Bromfield Street
 - Highland Ave. (Olney St. to Lexington St.)
- Sewer and drain repairs and replacements
 - Robbins Road Extension
 - Howard Street (200 feet)
- Substandard water service replacements—90 locations
- National Grid gas main replacements (3 miles)

2022 Road Reconstruction List

Proposed Streets

- Boylston Street (Fairfield Street to Porter Street)
- Chester Street
- Locke Street
- Chapman Street (Main Street to Highland Ave.)



2022 Road Reconstruction List

Boylston Street—Fairfield Street to Porter Street



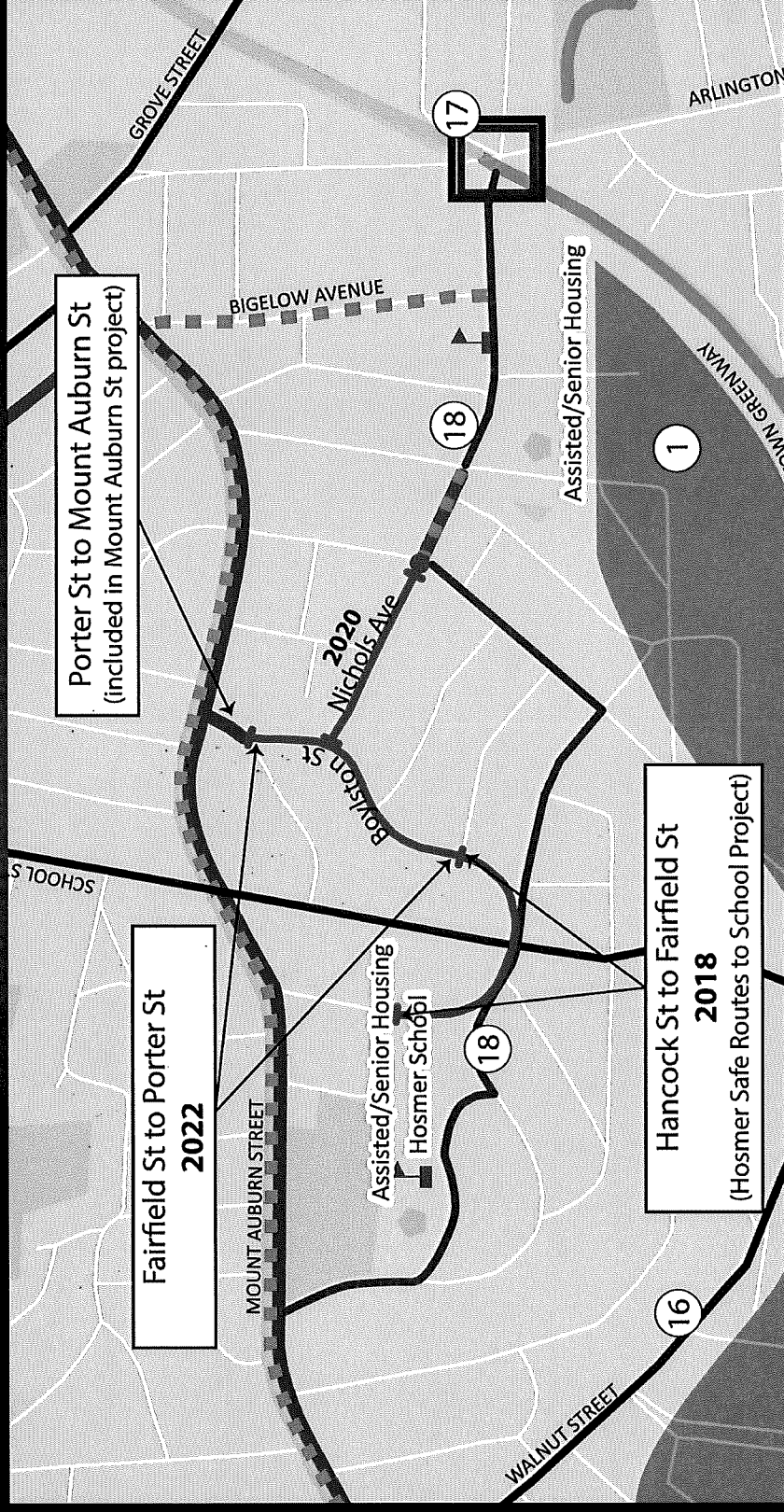
Boylston Street

- Gas main replacement in 2017
- Sewer replacement in 2012
- Alligator cracking, trench patches
- Concrete sidewalks in poor condition
- No curb

990 feet long – 34 feet wide

2022 Road Reconstruction List

Boylston Street—Fairfield Street to Porter Street



- Pedestrian route between Mt. Auburn Street and Watertown/Cambridge Greenway
- Access to Hosmer School

Bicycle and Pedestrian Plan

2022 Road Reconstruction List

Boylston Street—Fairfield Street to Porter Street



- Potential location for bioretention

Green Infrastructure Planning Grant

2022 Road Reconstruction List

Chester Street



Chester Street

- Gas main replacement in 2016
- Water main replacement in 2014
- Alligator cracking, trench repairs
- Asphalt sidewalks in poor condition
- No curb

650 feet long – 24 feet wide

2022 Road Reconstruction List

Locke Street



Locke Street

- Gas main replaced in 2016
- Alligator cracking, pavement buckling, pavement unraveling
- Concrete sidewalks in poor condition
- No curb

840 feet long – 28 feet wide

2022 Road Reconstruction List

Chapman Street—Main Street to Highland Ave.



Chapman Street

- Gas main replacement in 2016
- Sewer repairs in 2020
- Alligator cracking, cross trenching
- Concrete and asphalt sidewalks
- No curb

875 feet long – 24 feet wide

2022 Road Reconstruction List

Next Steps

- Review driveways with DCDP
- Review street trees with Tree Warden
- Review water services and fire hydrants
- Green infrastructure review
- Finalize concepts, where applicable
- Complete Streets working group review
- Supplemental survey, where necessary
- Notify residents of future work
- Maintain schedule for December bid

Long Streets and Collector Program

Description

- \$1.5 million supplemental funding from Town Council for longer streets & collectors
- Short list streets:
 - Waverley Ave. *Under construction*
 - Highland Ave.
 - Morse Street
- Considerations
 - Future utility needs
 - Traffic volumes
 - Connection to existing bike and pedestrian facilities, and important destinations

Long Streets and Collector Program Highland Ave.

- Included in Town's *Complete Streets Prioritization Plan* (#11) for pedestrian safety improvements
- Pedestrian facility and complete streets priority area in *Bicycle and Pedestrian Plan*
- Key walking route to Cunniff School & Middle School
- Preparation for temporary Watertown High School at Moxley Field

<http://www.watertowndpw.org/DocumentCenter/View/303/Watertown-Complete-Streets-Plan-Final>

Long Streets and Collector Program Highland Ave.

- 2016 gas main replacement
- 2021 water main replacement—Lexington to Olney
- 2021 water service repairs



Long Streets and Collector Program Highland Ave.

- Next steps
 - Survey
 - Complete Streets review
 - Develop concept plans
 - Consider bidding with Chapman Street for work in 2022 construction season

Long Streets and Collector Program

Morse Street

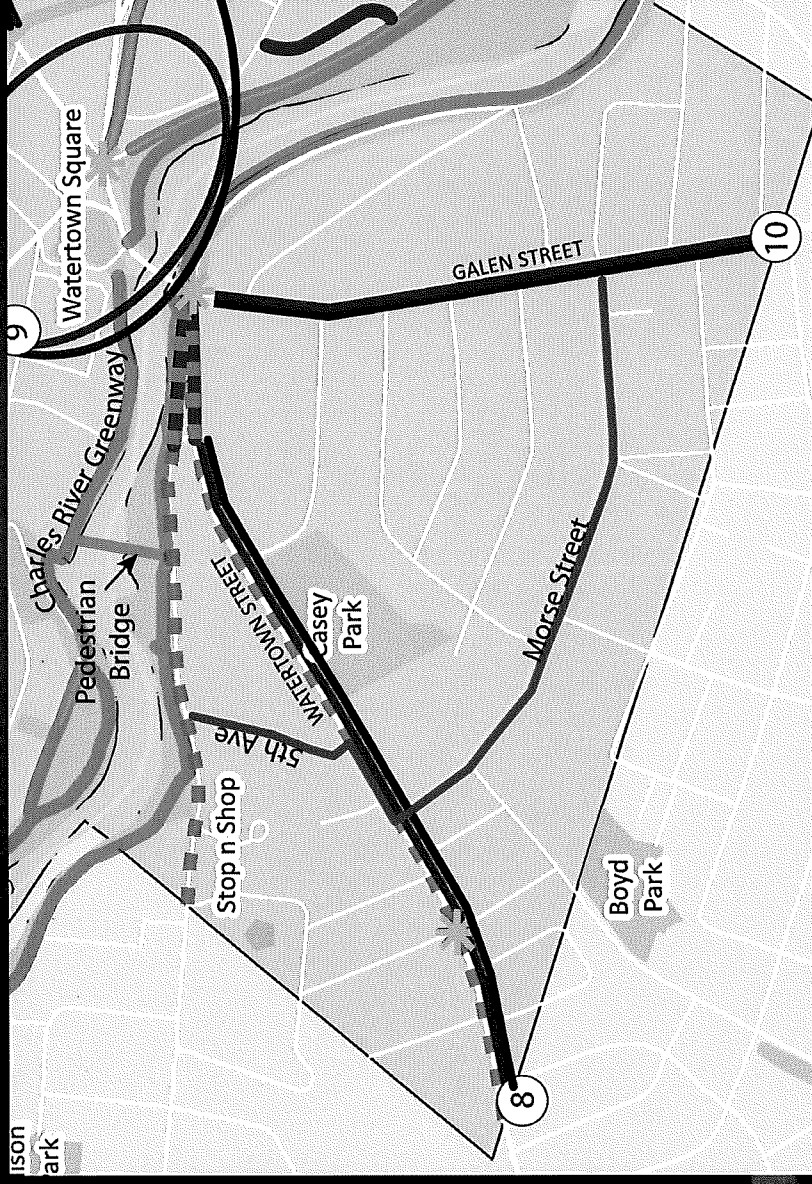
- 2014 gas main replacement
- 2020 improvements at Watertown St.
- 2021 sewer repairs (planned)
- 2021 water service replacements (planned)



Long Streets and Collector Program

Morse Street & Fifth Ave.

- Connection to Charles River Paths
- Alternative Route around Galen Street/Watertown Square



Long Streets and Collector Program

Morse Street & Fifth Ave.

- Wide width on Fifth Ave. provides opportunities for improved bike/ped accommodations

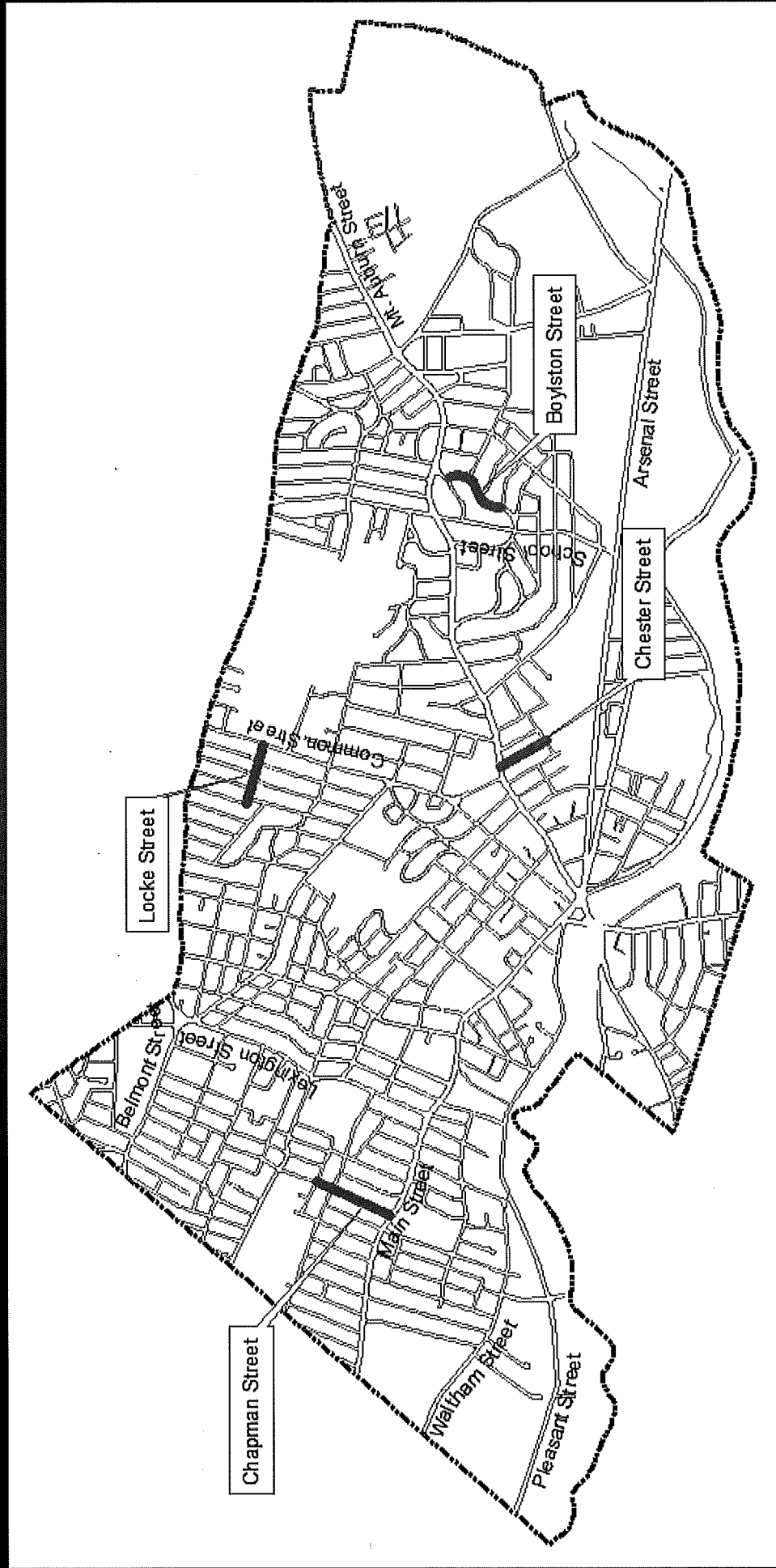


Long Streets and Collector Program Morse Street & Fifth Ave.

- Next steps
 - Gas main replacement on Fifth Ave.
 - Complete sewer repairs
 - Sub-standard water service replacements
 - Complete Streets review
 - Develop concept plans
 - Bid for 2023 construction season

2022 Road Reconstruction List

Proposed Streets



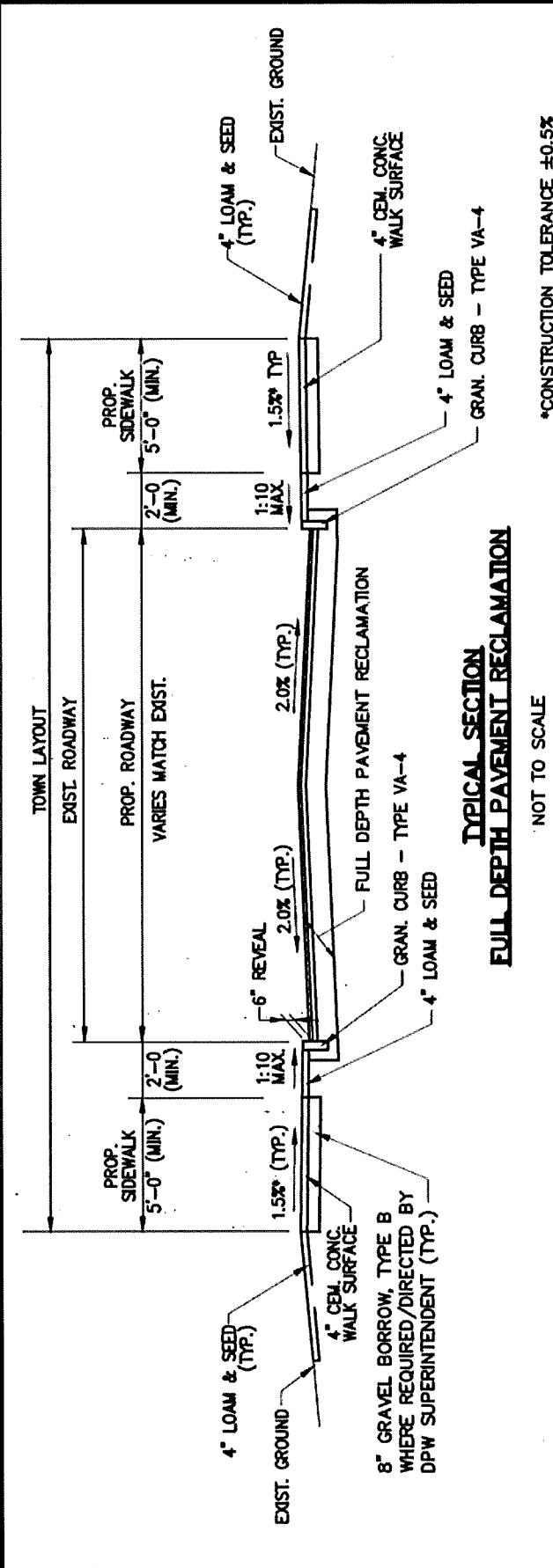
Recommendations

Proposed Streets

- 2022 Road Program Streets
 - Boylston Street (Fairfield Street to Porter Street)
 - Chester Street
 - Locke Street
 - Chapman Street (Main Street to Highland Ave.)
- Long Streets/Collector Program
 - Highland Ave.--2022
 - Morse St. & Fifth Ave.--2023

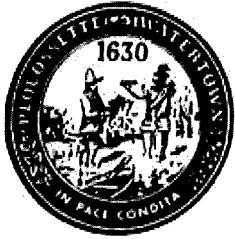
Recommendations For Further Consideration

- Accelerate street and sidewalk repairs
 - Account for price escalations in capital planning
 - Dedicate funding for drainage/stormwater repairs
 - Increase mill/overlays as a pavement preservation technique
- Review bidding processes and requirements to complete more work per year



Questions?

<http://www.watertowndpw.org/191/Annual-Road-Program>



TOWN OF WATERTOWN

DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

(P) 617-972-6420
(F) 617-972-6402

Gregory St. Louis, PE
Superintendent

TO: Honorable Council Members of Committee on Public Works

FROM: Matthew I. Shuman, P.E., Town Engineer

DATE: October 18, 2021

RE: Pavement Preservation and Sidewalk Maintenance Work

Please see the list of pavement and sidewalk maintenance work performed during 2021, listed below:

<u>Pavement Preservation</u> (Mill and Overlay)	<u>Sidewalk Repair</u>
• Auburn Court • Bancroft St. (Lexington St. to Edenfield Ave.) • Bancroft St. (Westminster Ave. to Waverley Ave.) • Barnard Ave. (Orchard St. to Columbia St.) • Belmont Street (Waltham Line to Harrington Street) • Channing Road (Orchard Street to Mason Road) • Desmond Ave. • Dexter Ave., Nichols Ave. to Willow Park • Duff Street (Madison Ave. to Belmont Street, east side only) • Emerson Rd. (Main St. to #34 Emerson Rd.) • Evans St. (#70 Evans St. to #113 Evans St.) • Fairview Ave. (Wilson Ave. to Hall Ave.) • Fitchburg Street (Waverley Ave. to Springfield Street) • Garnet St. (Irving St. to Phillips St.) • Harnden Ave. (Whitney Street to Waverley Ave.) • Homer St. • Hudson St. • Irving St. (N. Beacon St. to Mt. Auburn St.)	• California Street at Fifth Ave. • Watertown Street at Morse St., Belknap Ter., and Fifth Ave. • Whites Ave. • York Ave. (Harnden Ave. to Lowell Ave.) • Marcia Road • Garnet Street, between Irving St. and Phillips Street • Town Hall • Library • Fairview Ave. (Bradford Rd. to Hardy Ave.) • Dexter Ave. (vicinity of #199) • Bigelow Ave. (vicinity of #25) • Yukon Ave. • Robbins Road Extension • Bailey Road

• Lexington Street (Warren St. to Bradshaw St.) • Marlboro Terrace • Mason Road • Robbins Rd. (Orchard St. to Columbia St.) • Rose Ave. (Madison Ave. to Carey Ave.) • Sparkill Street (Grant Ave. to Belmont Street) • Spring St. (Summer St. to Palfrey St.) • Standish Road (22 Standish Road to Bellevue Road, Bellevue Road to Locke Street) • Stuart Street • Sycamore Street (#226 to #256 Sycamore Street) • Washburn St. (Franklin St. to Otis St.) • Whites Ave. (Main St. to Hudson St.) • Whitman Rd. (Main St. to Town line) • Worcester Street (Waverley Ave. to Springfield Street) • York Ave. (Lowell Ave. to Harnden Ave.)	
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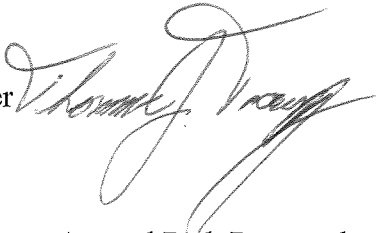


Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
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Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

TO: Honorable City Council

FROM: Thomas J. Tracy, Acting City Manager 

DATE: March 3, 2022

RE: Agenda Item – Transfer of Funds Request Arsenal Park Pre-purchase of Equipment

As you are aware, during the City Council's January 11, 2022 meeting Watertown's design consultant CDM Smith made a presentation on Arsenal Park Improvements. CDM Smith discussed the cost savings as well as the benefit to the overall project scheduling if Watertown was to pre-purchase the play equipment ahead of awarding the construction contract. For further information please see the attached email from Steve Magoon, Acting Deputy City Manager.

The attached Transfer of Funds is in the amount of \$551,044 which represents the cost of the play equipment. The planned debt account can be reduced to fund this transfer due to the fact that we will not be actually borrowing for Arsenal Park Improvements during FY 22 as originally planned and budgeted.

Therefore, I am respectfully requesting that the attached Transfer of Funds be placed on the City Council's Agenda for the March 8, 2022 meeting.

Thank you for your consideration in this matter.

cc: Steve Magoon, Acting Deputy City Manager
Greg St. Louis, DPW Superintendent
Peter Centola, Recreation Director

TRANSFER AMOUNT \$551,044

FROM: FY 22 DEBT RETIREMENT- PLANNED DEBT \$ 551,044
0171000-590927

TO: FY 22 TRANSFER TO CAP. PROJECTS - ARSENAL PARK IMPROVE. \$ 551,044
0193059-596502

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

3/4/22
DATE

Sharon A. Dallas
CITY AUDITOR

Osmond, Marsha

From: Magoon, Steve
Sent: Thursday, March 3, 2022 3:46 PM
To: Tracy, Tom
Cc: Hand, JoAnna; Osmond, Marsha; Howard, Glenn; Schwab, Laurel; Schreiber, Gideon; St. Louis, Gregory; Centola, Peter
Subject: Arsenal Park Prepurchase of Equipment

As you will recall, our design consultants CDM Smith, presented the park improvements plan with the City Council on January 11, 2022. Since that meeting, the Conservation Commission has confirmed their support for the park improvements, and the prepurchase of the play equipment for a cost of \$551,044. As indicated in the presentation, if we are able to purchase the play equipment ahead of the awarded construction contract, it will allow for considerable savings and assist with project scheduling. The cost savings will come from the combination of avoiding price increases as well as the mark up that would typically occur if our general contractor purchased the equipment as part of the project. In terms of project schedule, if we wait to award the contract, then with supply chain issues we wouldn't receive the equipment until after our scheduled installation.

I would therefore respectfully request that we include a request to approve the prepurchase of the play equipment for \$551,044 on the Council agenda for approval.

Steve Magoon
Acting Deputy City Manager, Director, Community Development and Planning
Watertown Administration Building
149 Main Street
Watertown, MA 02472
Office 617 972-6417
Cell 617 987-1136

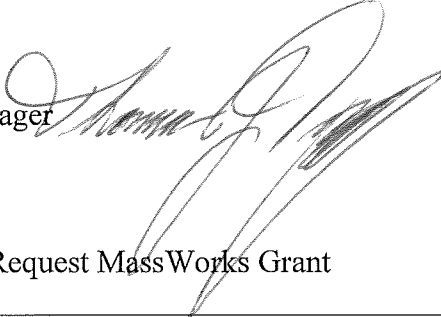


Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

TO: Honorable City Council

FROM: Thomas J. Tracy, Acting City Manager 

DATE: March 3, 2022

RE: Agenda Item – Transfer of Funds Request MassWorks Grant

As you are aware, Watertown has been awarded a \$3,400,000 MassWorks Grant from the Commonwealth of Mass. for improvements along the Arsenal Street Corridor.

For additional information, please see attached emails.

This grant includes a matching share of \$1,700,000 from Alexandria Real Estate, and \$1,700,000 from the City. It is recommended that the matching share of \$1,700,000 will be as follows:

Development Mitigation Funds	\$900,000
City of Watertown	\$800,000

The total improvements to the Arsenal Corridor will be \$6,800,000.

In order to achieve the City's \$800,000 portion of the matching share, I am respectfully requesting that the attached Transfer of Funds be placed on the City Council's Agenda for the March 8, 2022 meeting.

Thank you for your consideration in this matter.

cc: Steve Magoon, Acting Deputy City Manager
Greg St. Louis, DPW Superintendent

TRANSFER AMOUNT \$800,000

FROM: FY 22 CITY COUNCIL RESERVE \$ 800,000
0111152-570780

TO: FY 22 TRANSFER TO CAP. PROJ. - ARSENAL ST. CORRIDOR IMPR. \$ 800,000
0193059-596502

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

3/4/2022
DATE

Sheela
CITY AUDITOR

Osmond, Marsha

From: Magoon, Steve
Sent: Thursday, March 3, 2022 2:19 PM
To: Tracy, Tom
Cc: Osmond, Marsha; Field, Larry; St. Louis, Gregory; Schreiber, Gideon; Shuman, Matthew; Wiener, Laura
Subject: FW: MassWorks Grant Match

Mr. Tracy, please see below some information related to the Massworks Grant the City has received for the reconstruction of Arsenal Street, and the City contribution needed for the project to proceed. As indicated, the City needs to commit to funding of \$1.7 million. We already have funding in place for \$900,000 of that through mitigation payments from other development. Therefore, we need the Council to approve the additional commitment of \$800,000 in order to complete the City match for this project. The project will reconstruct Arsenal Street from Greenough Boulevard to Arsenal Way. The design work for this project is well under way, and we expect the project to commence with construction later this summer.

Therefore, I would respectfully request this be placed on the City Council agenda for consideration. Thanks

Steve Magoon
Acting Deputy City Manager, Director, Community Development and Planning
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149 Main Street
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From: Field, Larry <lfield@watertown-ma.gov>
Sent: Friday, January 21, 2022 10:51 AM
To: Magoon, Steve <smagoon@watertown-ma.gov>
Subject: MassWorks: draft text--for your edits

The \$3.5 million in matching funds for the Arsenal Street Corridor Improvements come from at least \$1,804,000 in private sources and \$1,700,000 in funds controlled by the City of Watertown.

Alexandria Real Estate spent \$104,000 for the 75% design work completed prior to the MassWorks filing. The developer has committed an additional \$1,700,000 for the project, including \$345,000 for the remaining design work. These funds are secured.

The City of Watertown will provide the remaining \$1,700,00 from its own funding, which includes private developer mitigation contributions of \$900,000 committed to by other projects already approved. It will also include Town funds of \$800,000, which need to be scheduled before the City Council.

**Watertown City Council
Committee on Human Services**

Members Present: Councilor Tony Palomba, Chair; Councilor Caroline Bays, Vice Chair; Councilor John Gannon, Secretary

Tuesday, February 8, 2022 at 6:30pm

The Committee on Human Services held a public meeting on Tuesday, February 8, 2022, at 6:30pm. The meeting agenda was duly posted. On the agenda was the consideration of the re-appointment of Cynthia Galligan as a member of the Watertown Housing Authority.

1. Call to Order

Committee Chair Palomba called the meeting to order at 6:30pm and introduced the other committee members present: Committee Vice Chair Caroline Bays and Committee Secretary John Gannon. Also present was Cynthia Galligan.

Chair Palomba introduced Cynthia Galligan. Ms. Galligan has been the labor representative of the Watertown Housing Authority (WHA). She spoke about her longtime service as a member of the WHA, and she and the committee discussed the activities of the WHA, the low-income housing needs of Watertown and the services that WHA provides to residents of the Town. She also discussed her career as a nurse and as a co-founder with her husband Frank of the Friends of Matt, which has provided invaluable assistance to disabled residents of the town.

Action Item: Councilor Bays made a motion that Cynthia Galligan be reappointed as a member of the Watertown Housing Authority. Councilor Gannon seconded the motion. The vote was 3-0 in favor.

The meeting was adjourned at 6:53pm by a unanimous roll call vote of 3-0.

Respectfully submitted,

John Gannon
Secretary