

Newburyport Redevelopment Authority
Newburyport Public Library
March 14, 2013
Minutes

1. Call to Order

A regular meeting of the Newburyport Redevelopment Authority was called to order at 7:00 p.m. by Chair Tom Salemi.

2. Roll Call

In attendance were members James Shanley, Patty Dorfman, Tom Salemi and Adam Guild. John Morris was absent.

3. Reading of Mission Statement

Patty Dorfman read the mission statement.

4. Public Comment

None

5. Minutes

Tom Salemi tabled approval of minutes until next meeting when Gretchen (notetaker) is present.

6. RFP Status Report - Legal and Regulatory Issues

Adam Guild explained the RFP process for Environmental and Geotechnical Services. 4 out of 6 contractors responded to the NRA's request for proposal as follows:

GZA GeoEnvironmental, Inc.

ESS Group, Inc.

Weston and Sampson

McPhail Associates

February 7th, Adam issued Bid Documents to the four firms that accepted the Bid Invitation.

February 7th, Adam hosted a Bid Walkthrough for the four firms.

February 8th, Adam issued an updated "Scope of Work-Version 1" (on file in City Planning Office) based on information that was gathered from the bidders during the walkthrough so that the Scope of Work was more comprehensive and in line with the NRA's overall objectives.

February 22nd, Adam received Bid Proposals from the four firms.

A Matrix summarizing the bid responses, the actual bid responses, and the Scope of Work for the responses are all on file in the City Planning office.

7. RFP Status Report: Construction, Environmental and Geotech Items

James Shanley made a motion to approve the GZA GeoEnvironmental Bid. Motion as follows: "The services contractor will be GZA GeoEnvironmental for soil borings to be undertaken pursuant to requirements set forth in the RFP dated, based upon the submitted bid cost being the lowest price and upon a representation they are qualified to perform the services required. A services contract will be prepared and signed by the parties subject to the sole satisfaction of the NRA." Tom Salemi seconded the motion, all were in favor. Andy Port will forward contract terms sample for review by NRA members to help to manage the contractor throughout this process.

Questions from the Public were posed to Andy Port and to NRA Members regarding the feasibility and economics of underground parking. The public questioned maps showing higher "highwater mark", and the new FEMA maps. Andy explained that the modified flood zone map can be viewed on the City web site. He pointed out that the City Planning office and the NRA are fully aware of appropriate regulations as they apply to this site and that they are being adhered to. He pointed out that FEMA maps deal with current conditions, and that Chapter 91 deals with historic mean water lines as there was apparently confusion about this from the general public.

8. Treasurer's Report

The balance in the Business Checking account is \$7247.27, and the Money Market Account is \$177,480.59. The bill from National Grid is \$217.47, James Shanley made a motion to approve, Adam Guild seconded, all were in favor.

December parking revenues were \$3619.88

9. New Business

Chamber of Commerce Riverfront Concert plans were presented by Ann Ormond. It is scheduled for Saturday, August 31, 2013. She wished to adhere to the same arrangements as last year. A completed application is on file with the City Planning Office. James Shanley made a motion to approve, the motion was seconded by Patty Dorfman, all were in favor.

Geordie Vining presented to latest version of the Clipper City Bike Trail. The City web site has pictures of this latest version.

Andy Port suggested that City purchase filing cabinets to hold NRA files currently stored with Carol Powers. The City will then present the NRA with an invoice to cover the expense. The files will then be stored at City Hall.

10. Motion to Adjourn

James Shanley made a motion to adjourn at 8:25pm, Adam Guild seconded, all were in favor.