



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY22 FUNDING CYCLE
APPLICATION COVER PAGE**

1. PROJECT INFORMATION

PROJECT NAME: Somerville Junction Park Design Services
 PROJECT LOCATION: Somerville Junction Park, Somerville, MA
 LEGAL PROPERTY OWNER OF RECORD: City of Somerville
 ONE SENTENCE DESCRIPTION OF PROJECT: Design and engineering funding for the expansion of Somerville Junction Park

Please indicate (X) all categories that apply to this project (minimum of one) in the chart.

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation	✓	✓		
Preservation				
Support				
Rehabilitation/Restoration	✓	✓		

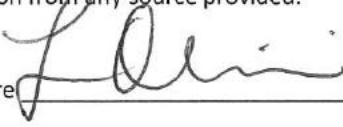
ESTIMATED START DATE: 11/2021
 ESTIMATED COMPLETION DATE: 8/2022
 CPA FUNDING REQUEST: \$100,000.00
 TOTAL BUDGET FOR PROJECT: \$100,000.00

2. APPLICANT INFORMATION

APPLICATION NAME / ORGANIZATION: City of Somerville, Public Space and Urban Forestry (PSUF)
 CO-APPLICATION NAME / ORGANIZATION: _____
 CONTACT PERSON: Luisa Oliveira, Director
 MAILING ADDRESS: Somerville City Hall, 93 Highland Avenue, Somerville, MA
 PHONE: (617) 625-6600 x 2529 EMAIL: loliveira@somervillema.gov

3. SIGNATURES

I (we) certify that all information provided in this entire submission is true and correct to the best of my (our) knowledge and that no information which might reasonably affect funding has been excluded. I (we) authorize the Community Preservation Committee and/or the City of Somerville to obtain verification from any source provided.

Name (printed) Luisa Oliveira Signature  Date 9/12/21
 Name (printed) _____ Signature _____ Date _____



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**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY22 FUNDING CYCLE
SUBMISSION REQUIREMENTS CHECKLIST**

Please check (✓) each item included in your submission, which should include the applicable items in the order listed below.

GENERAL:

- Application Cover Page (form provided)
- Submission Requirements Checklist (this form)
- Narratives (prompts provided in instruction packet)
- Project timeline: a project schedule showing all major milestones (i.e., study, design, environmental, permitting, construction, etc.), including receipt of other funding sources
- Grant and Trust Funds Disclosure Form (form provided)
- Campaign Contribution Mandatory Disclosure and Certification Form (form provided- only needed if requesting \$50,000 or more in CPA funds)
- Ordinance to Safeguard Vulnerable Road Users Acknowledgement (form provided)

FINANCIAL:

- Budget Summary (form provided- construction projects must include cost for permanent CPA dedication sign)
- Itemized budget of all project costs, including the proposed source for each cost
- Three written quotes for project costs. If quotes cannot be secured, detailed cost estimates may be used if a thorough explanation of the estimates is included.
- Proof of secured funding (e.g., commitment letters or bank statements), if applicable. If providing bank statements, please redact identifying information such as account numbers.

VISUAL:

- Map of the property location showing all features pertinent to the project, including current or future rapid transit stations
- Photos of the project site (not more than 4 views per site); include digital copies

OWNERSHIP/OPERATION (NON-CITY):

- Documentation of site control or written consent of the property owner to undertake the project, if the owner is not the applicant
- City has signed on as a co-applicant for community projects proposed on City land.
- Certificates of Good Standing from the [City](#) and the [State](#), if applicable
- 501(c)(3) certification, if operating as a non-profit
- Purchase and sale agreement or copy of current recorded deed, if applicable

COMMUNITY SUPPORT (RECOMMENDED):

- Letters of support from residents, community groups, other City boards, commissions, or departments, or from City, state, or federal officials

HISTORIC RESOURCES PROJECTS (REQUIRED):

- Letter of Approval from the Historic Preservation Commission

HISTORIC RESOURCES PROJECTS:

- Documentation that the project is listed on the State Register of Historic Places or a written determination from the Somerville Historic Preservation Commission that the resource is significant in the history, archeology, architecture, or culture of Somerville.
- Photos documenting the condition of the property
- Report or condition assessment by a qualified professional describing the current condition of the property, if available.

PLANS AND REPORTS (IF AVAILABLE; SUBMIT DIGITAL COPIES ONLY)

- Renderings, site plans, engineering plans, design and bidding plans, specifications, and any MAAB variance requests
- Applicable reports (e.g., 21E, historic structure report, appraisals, survey plans, feasibility studies).

Community Preservation Committee FY22 Funding Cycle

Somerville Junction Design Services – Application Narrative

Project Description

Link to Somerville Junction Project Page: <https://www.somervillema.gov/departments/psuf-public-space/somerville-junction-park>

The City of Somerville Public Space and Urban Forestry Division (PSUF) is seeking funding for design and engineering services for the expansion of Somerville Junction Park. The existing Somerville Junction Park is located on the site of a former rail depot that closed in the 1930s. The land was used as a dumping ground for decades, but an EPA cleanup in 2006-2008 made it possible to turn the land into a park. Somerville Junction is currently a 0.60 acre passive park offering lawn, shrubs, benches and paths. The cap installed as part of the brownfield cleanup prevents the planting of large trees or the breaking of the cap on the site, but the park benefits from its large shrubs, as well as tall trees on abutting land. It is a pleasant place, valued as a passive resting spot for members of surrounding the surrounding neighborhood and commuters on the future community path.

PSUF has submitted a \$400,000 PARC grant funding application that will enable Somerville to take advantage of two major opportunities to enhance the park. First, Somerville recently reassumed control over a 0.83 acre city-owned lot immediately adjacent to Somerville Junction that had been subject to an easement and used for parking. Combining the two spaces will increase Somerville Junction to 1.43 acres, making it one of Somerville's larger parks, and eliminate 0.83 acres of impermeable asphalt.

Second, the Massachusetts Bay Transit Authority (MBTA) Green Line Extension Project is extending the Somerville Community Path, which currently ends at Lowell Street, past the entire length (both existing and new) of Somerville Junction Park. The Park will no longer be an isolated green space surrounded by city streets and the rail line, it will be linked to an easily accessible, ADA compliant, dedicated multi-use path that stretches across Somerville and into Cambridge.

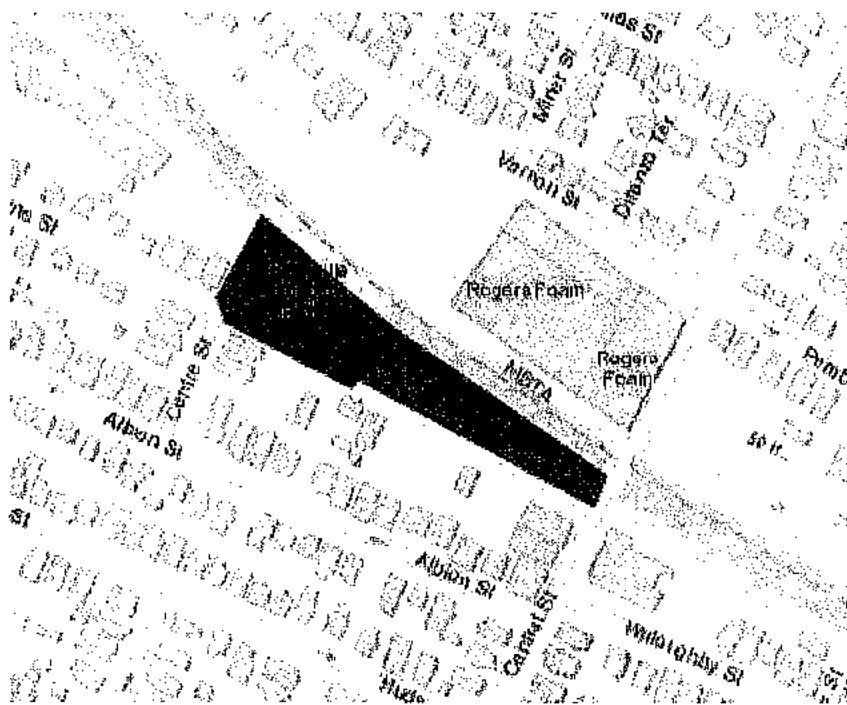


Figure 1. Location of Somerville Junction Park

On July 7, 2021 PSUF hosted a public “listening session,” at which 47 residents suggested and discussed numerous possibilities for the renovated and expanded park, including trimming greenery in the current park to open up the space and connect it to the new area, planting large trees in the new area (which is unaffected by the environmental cap), and adding possible splash pad, fitness area for teens and adults, dog parks and community gardens.

Environmental Justice/Community Needs/Park Equity/Increased Recreational Opportunities

Somerville Junction is located in a small non-“Environmental Justice” (EJ) pocket inside an EJ neighborhood that covers the eastern two-thirds of Somerville. It is also half a mile from a large EJ neighborhood for minority/income. Hoyt-Sullivan Playground is across the street from Somerville Junction, and Albion Playground is 0.3 miles away, but both of these are designed for young children. Somerville Junction is the only park that could serve older children and adults within a mile-plus radius. The renovated and expanded Somerville Junction will retain the original passive greenspace while adding a water element—which is available at Albion Playground but not at Hoyt-Sullivan. The splashpad area will become a destination for cyclists and walkers of all ages using the Community Path and an important amenity for older residents and Community Path exercisers who would feel uncomfortable using the splashpad at Albion, where they would be surrounded by small children. Somerville Junction will also add two elements much in demand in Somerville—a fitness area and community gardens. Somerville is a high-density city; residents who lack a gym membership have little or no space to exercise and very few residents of any description have room to grow food. City-sponsored fitness and garden areas will bring additional equity to this large EJ area.

Climate Resiliency and Tree Planting

The City of Somerville's Climate Forward Plan calls out 13 action items to strategically solve the problem of climate change. Two of the 13 items are focused on stormwater management and expanding the tree canopy. As mentioned, the existing portion of Somerville Junction Park, a former brownfield, has an environmental cap that limits planting of tall trees with deep roots, but the park does have tall, bushy shrubs, and benefits from tall trees on abutters' land. There is also the possibility of planting trees in the new section of the park. Somerville's renovations will support existing large plantings and provide improvements such as retaining walls and screening fencing between the park and abutters' property to enhance their property where it meets the park and protect existing mature trees. In March 2021 Somerville's City Council passed a native planting ordinance that requires at least 75% of new plantings in City-owned parks (along with 50%-100% of new plantings on other types of City-owned properties) to originate in North America east of the Mississippi River. Somerville believes its ordinance to be the first in the country to include percentage metrics. In choosing plantings for the existing and new areas of the park Somerville will adhere to this ordinance. Regarding stormwater and water management: in reconstructing the Central Street entrance to the park, the MBTA is installing drainage to address peak flow flooding in the area. Although, for health reasons, splashpad water cannot be used to water the community gardens in which edible vegetables may be grow, it can and will be used to water trees within the park.

This project is consistent with numerous priorities in CPA's Community Preservation Plan including:

- Improving accessibility for all members of the community
- Incorporating sustainable practices and design
- Receiving endorsement from other Somerville boards, commissions, departments, or community groups or from city, state, or federal officials
- Achieving goals and priorities established in other current planning documents but not explicitly addressed in this plan (Open Space and Recreation Plan)
- Using CPA funding strategically by leveraging state grant funding, addressing a long-standing need in the community, and taking advantage of exceptional, time-sensitive opportunity

To include the Somerville artist community in the project, the budget includes \$15,000 for custom signage that will help improve the identity of the Park. PSUF plans to solicit proposals from local artists to provide art for this signage.

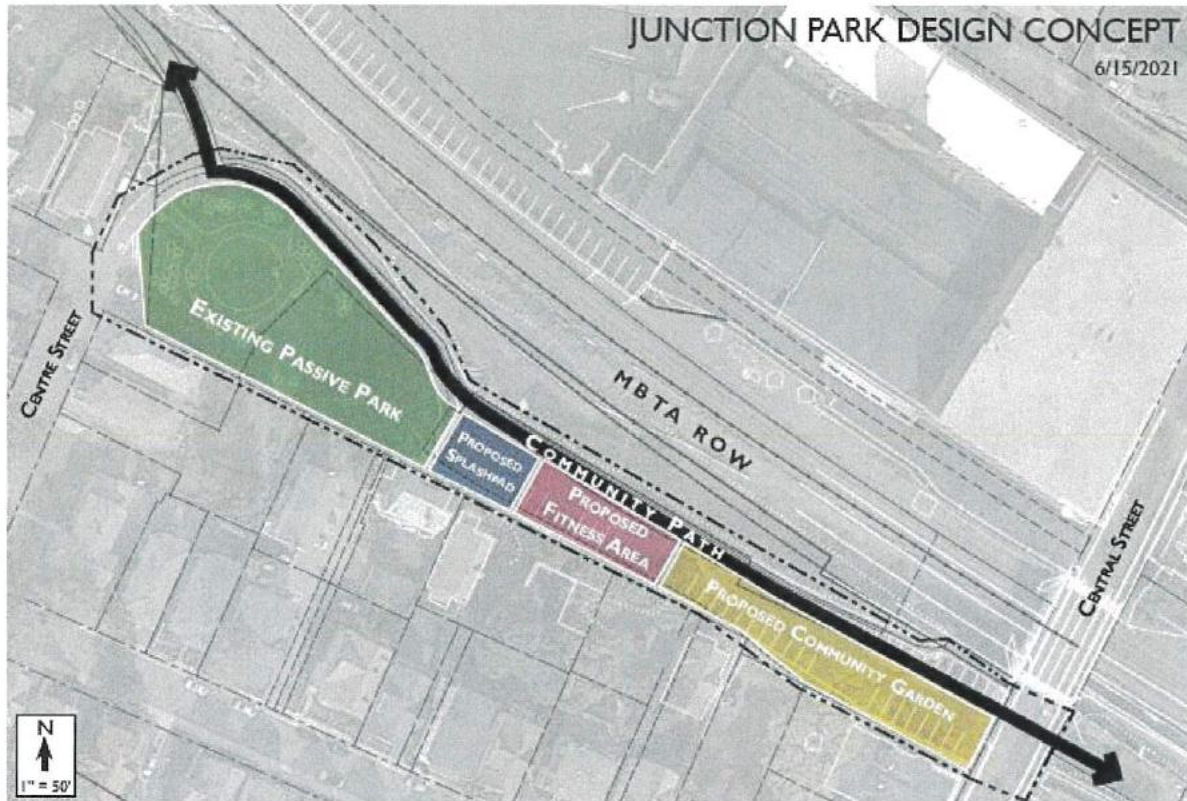


Figure 2 Draft Concept Plan for Somerville Junction Park Expansion

Measuring Success

The table below identifies the project’s goals and correlate measures of success used to evaluate the project’s impact

Project Goal	Measure of Success
1. Increase the quantity of open space in Somerville	How much new open space did this project create?
2. Increase community access to community garden space	How much new community garden area was created through this project? How many additional community members have access to community garden plots because of this project?
3. Engage Somerville artist community with project’s design	Was a local artist or group of artists involved with the project’s design?
4. Increase community access to water play	How much new water recreation area did this project create?
5. Increase community access to fitness equipment	How much new public fitness area did this project create?
6. Improve accessibility in Somerville Junction Park	How much new accessible open and recreational was created through this project?
7. The project will incorporate the use of	What alternative design practices or materials

sustainable materials and practices	were used to reduce the project environmental impact?
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Financial

Somerville based its site development plans and cost estimates for this CPA application and the PARC grant application on actual costs for recent projects containing similar elements. The design and engineering fees are based on the estimated project budget. PSUF looks forward to working with design consultant and residents to determine the exact design for the new Somerville Junction Park.

The budget below summarizes the anticipated cost of constructing the planned community garden expansion improvements based on the preliminary concept design that PSUF has put together. This budget will be refined as the design process moves forward. Once the design and engineering phase of the project is complete, PSUF plans to apply for additional FY23 CPA funding to fund the construction of the project.

Junction Park Preliminary Budget

Total Eligible Project Cost	\$ 1,062,000.00
PARC Grant Program Request	\$ 400,000.00
Municipal Share Breakdown:	
FY22 Community Preservation Act Grant (Design Services)	\$ 100,000.00
FY23 Community Preservation Act Grant (Construction)	\$ 375,000.00
Bond Authorization	\$ 187,000.00

Project Element	
Design Costs	
Design Services, Permitting and Other Soft-Costs	\$ 100,000.00
Design Sub-Total	\$ 100,000.00
Construction Costs (Rough Estimate)	
Mobilization	\$ 10,000.00
Demolition/Site Preparation	\$ 30,000.00
Intersection Improvements	\$ 35,000.00
Earthwork and utilities	\$ 65,000.00
Drainage Improvements	\$ 50,000.00
Retaining Wall	\$ 70,000.00
Asphalt Paving and pavement markings	\$ 45,000.00

Concrete and curbing	\$ 35,000.00
Fencing	\$ 45,000.00
Site Furnishings (seating, bike racks)	\$ 55,000.00
Community Garden (Bed, raised beds, utility areas)	\$ 60,000.00
Fitness equipment and rubber surfacing	\$ 60,000.00
Splashpad	\$ 100,000.00
Signage	\$ 15,000.00
Landscape Improvements	\$ 65,000.00
Construction Sub-Total	\$ 740,000.00
Contractor OH &P (15%)	\$ 111,000.00
Contingency (15%)	\$ 111,000.00
Total Project Cost	\$ 962,000.00

Project Management

This project is being proposed by and will be managed by the City’s Public Space and Urban Forestry (PSUF) Division within the Office of Strategic Planning and Community Development (OSPCD). A PSUF staff person will oversee the project. PSUF has applied for, received, and completed numerous CPA-funded open space projects since 2015 including Hoyt Sullivan Playground, Prospect Hill Park, and Winter Hill Community Innovation School. In all cases, previous PSUF-sponsored CPA-funded projects have greatly benefitted the Somerville community.

If awarded the CPA-funding for this project, we anticipate completing the design and public input process in fall 2021 with the view to permitting and bidding the project in winter 2022. The project will require sign-off and permits from Inspectional Services Division (ISD) and engineering department. Once a contractor has been selected, construction will begin in spring/summer 2022 with the hope of having the project complete and operational by summer 2023. PSUF will oversee the implementation of the project.

Accessibility Requirements

As public project on City-owned land the design is required by law to meet all requirements of the Massachusetts Architectural Access Board (MAAB) and Americans with Disabilities Act (ADA).

Somerville will enhance the existing accessible entrance to Somerville Junction’s passive park to ensure ADA accessibility. The MBTA, as part of the Green Line/Community Path Extension, will reconstruct the sidewalk along busy Central Street at the new end of the park and add a new ADA curb ramp and crosswalk. The splashpad will be fully accessible to persons of all abilities. Fitness section amenities will be usable in many different ways so that people of differing abilities can all enjoy them; pictorial (non-verbal) instructional signage will make this clear. The community garden paths will be wide enough for a wheelchair, and the garden will include ADA accessible raised beds. The park will be fully ADA accessible by bike and foot from the Community path, as well as by the MBTA #88 and #90 buses, which drop

passengers within 0.2 miles of the park entrance; the park will also be within 0.25 of a mile from the new Magoun Square Green Line T stop on Lowell Street.

Existing Site Photos







GRANT AND TRUST FUNDS DISCLOSURE FORM
PURSUANT TO CITY OF SOMERVILLE CODE OR ORDINANCES SEC. 15

(copies of the Ordinance are available upon request)

Instructions: All applicants for grant and/or trust funds administered by the City must complete this form as part of its application submission to the City of Somerville. Complete all sections of this form.

Section 1

Legal Name of Applicant:

Indicate whether the applicant had any grant, contract, or agreement with a federal, state or local agency terminated within the last three (3) years.

Check One:

- Yes (If yes, please identify the grant, contract, or agreement including parties, term, and cause of termination on an additional page.)
- No

Section 2

Applicants are required to disclose any circumstances constituting a conflict of interest or potential conflict of interest arising from or relating to the proposed grant or trust disbursement, whether real or apparent.

Conflict of Interest Prohibited. No employee, officer or agent of the grantee shall participate in any particular matter, including but not limited to, the selection, or in the award or administration of a contract, grant or subgrant, or employment agreement administered by way of funds received by the City of Somerville if a conflict of interest, real or apparent, would arise. Such a conflict would arise when:

- 1) an employee, officer or agent, or
 - 2) any member of his or her immediate family, or
 - 3) a business organization in which he or she is serving as officer, director, trustee, partner, or employee; or
 - 4) any person or organization with whom he or she is negotiating or has any arrangement concerning prospective employment,
- has a financial or other interest in the person or entity selected for an award, or a contract, grant, subgrant, or employment agreement of the grantee or the funds for which originate from or are awarded through the city.

Check One:

- No Conflict Of Interest**
- Potential or Actual Conflict of Interest** (If checked, disclose in detail all relevant facts, including names of individuals or organizations, relevant contract, grant, subgrant or employment agreement, and source of funding on an additional page.)

Section 3

Attach a copy of applicant's policy addressing conflicts of interest that may arise involving management, employees and the members of its board of directors or other governing body. See the *City of Somerville Code of Ordinances Section 15-42(c)* for complete requirements. Should the policy be revised during the grant term, a copy of the revised policy must be submitted to the City within thirty (30) days of being revised.

Section 4

Identify all officers, employees, contractors, subgrantees or other persons providing any type of service in relation to the proposed grant activity, in the following format. Use additional page(s) as necessary.

Name (Individual or Entity)	Association	Service Provided	Value of Service (\$)	Amount of City Funds Supporting Service (\$)	Mark "X" if individual or entity has had any grant, contract, or agreement with a federal, state or local agency terminated within the last 3 years.*

*If yes, please identify the grant, contract, or agreement including parties, term, and cause of termination on an additional page.

Section 5

This form is hereby completed on behalf of the applicant named above. Through the undersigned individual, the applicant hereby certifies that the completed form is true and accurate. The applicant acknowledges that it has read, understands, and agrees to comply with, the requirements of *City of Somerville Code of Ordinances Section 15*.

During the term of any grant, grantees have a continuing obligation to submit an updated Disclosure Form to the City of Somerville immediately as to any circumstances which constitute a potential or actual conflict of interest.

Signature: 

Print Name of Authorized Individual: Luisa Oliveira

Title: Director, PSUF

Date: 9/12/21



**CITY OF SOMERVILLE CAMPAIGN CONTRIBUTION ORDINANCE SEC. 15-72*
MANDATORY DISCLOSURE AND CERTIFICATION FORM**

INSTRUCTIONS: APPLICANTS, PLEASE COMPLETE THE ENTIRE FORM AND FILE WITH THE SAME CITY OFFICE OR AGENCY WITH WHOM YOU FILED OR WILL FILE BELOW APPLICATION.

PART I. APPLICATION FOR ITEM

Describe the item you have, or will apply for, relating to this disclosure:

ITEM:	CPA Application - Somerville Junction Design Services
TYPE (X):	<input type="checkbox"/> Contract <input type="checkbox"/> Zoning Relief <input type="checkbox"/> Real Estate <input type="checkbox"/> Financial Assistance
CITY DEPT. OR AGENCY:	City of Somerville - Department of Public Space and Urban Forestry.

PART II. APPLICANT INFORMATION

Provide the following information for the Applicant:

NAME:	Arn Franzen or Luisa Oliveira - Department of Public Space and Urban Forestry
ADDRESS:	City Hall - 93 Highland Avenue
TELEPHONE NO.:	A. Franzen cell: 781-859-7803
E-MAIL:	afranzen@somervillema.gov. & loliveira@somervillema.gov

On Schedule A, you must also provide the same information for the Applicant’s principals, chief executive officer, president, chief financial officer, treasurer, chief operating officer, chief procurement officer, directors, or persons performing similar functions, or shareholders in excess of ten percent and managing agent to the extent applicable. **Please complete Schedule A. If not applicable, please check N/A on Schedule A.**

PART III. CAMPAIGN CONTRIBUTION DISCLOSURE

On Schedule B, Applicants must disclose all contributions made by the applicant during the 12 months prior to the application (identified in Part I), to any person who was a candidate for elective office of the City of Somerville (mayor, board of aldermen, and school committee). The attribution rules in Section 15-73 of the Somerville Code of Ordinances shall apply to the contributions that must be disclosed. **On Schedule B**, applicants must also disclose such contributions made by persons attributed to the applicant under the ordinance. If the applicant is an individual, any such contributions made by the individual, any spouse of the individual, and any children of the individual must be disclosed. If the applicant is not an individual but a corporation, partnership or limited liability corporation, then any contributions made by any of its chief executive officer, president, chief financial officer, treasurer, chief operating officer, chief procurement officer, directors, members, managers, principals, or persons performing similar functions, or shareholders in excess of ten percent, and their spouses and children, must be disclosed. **Please complete Schedule B. If disclosure is not required, please check N/A on Schedule B.** *Note: Contributions made before January 1, 2017 are not required to be disclosed.*

* Please see the Pay to Play and Campaign Contribution Ordinance for definitions and all requirements.

PART IV. SUBCONTRACTOR INFORMATION

Have you applied for a Contract and intend to use a subcontractor on this Contract? Yes No

If "Yes", complete Schedule C. If "No", proceed to Part V.

PART V. SIGNATURE, CERTIFICATION, AND ATTESTATION:

I, the undersigned applicant, hereby further certify as follows: If awarded the item that is applied for (as identified above) under subsections (a), (b), (c), or (d) in Section 15-72 of the Somerville Code of Ordinances, the Applicant, and anyone attributed to the Applicant, and if the application is for a contract any subcontractor used on the contract, will not make any contribution in any calendar year in an amount in excess of \$500.00 to any individual incumbent or to any individual candidate for elective office of the City of Somerville for the next four (4) calendar years following the award of the item, or for the duration of the term of the contract, whichever is longer.

Signed under the pains and penalties of perjury:

Signature of Affiant: Arn Franzen  Title: Senior Project Manager - PSUF

Printed Name of Affiant: Arn Franzen Date: 9/09/21

Subscribed and sworn before me this ___ day of _____, 2____. _____ (Witnessed or attested by)
My Commission expires: This can be provided upon request. (Seal)
-Arn Franzen

THIS FORM SHALL BE OPEN TO PUBLIC INSPECTION



SOMERVILLE ORDINANCE TO SAFEGUARD VULNERABLE ROAD USERS
CITY OF SOMERVILLE CODE OF ORDINANCES ARTICLE VIII, SEC. 12-117 et seq.

Prospective contractors must familiarize themselves with the City of Somerville’s Ordinance to Protect Vulnerable Road Users. The full text of this local law can be found [here](#).

1. **Request for Inspection:** Inspections are conducted on Thursdays from 4pm-7pm at the Somerville Department of Public Works, located at 1 Franey Road. Each inspection takes approximately 20 minutes.
 - a. Any vendor covered by this Ordinance shall complete an inspection request form and email it to fleetinspections@somervillema.gov.
 - b. Please submit request form no later than 3pm on the Tuesday before the requested inspection date.
2. **Fee:** The fee for the initial inspection is \$100. The fee for a renewal inspection (every two years) is \$50.
 - a. Payment of the fee is due upon scheduling of the inspection. The fee can be paid via check or credit card. Checks should be made out to the City of Somerville and include the vendor’s phone number.
3. **Approval:** Vehicles inspected and approved by the Fleet Division will have an inspection approval sticker affixed to the windshield of the vehicle. A copy of the inspection report and certificate of inspection shall be issued to the vendor.
 - a. Inspection stickers are not transferable.
 - b. Any major overhaul of safe guard equipment shall be required to be re-inspected.
4. **Rejection:** If a vehicle is rejected for failing to comply with any of the technical specifications outlined in the ordinance, it shall be corrected and henceforth re-inspected within 30 days at no additional fee.
 - a. If a second inspection results in a rejection, a fee of \$50 will be required for any subsequent inspections.
 - b. Any vendor who fails to comply within 60 days of their first inspection may be subject to having their contract cancelled.
5. **Questions:** Please direct questions about vehicle inspections to Fleet Superintendent Ron Bonney at rbonney@somervillema.gov or at (617) 625-6600, ext. 5524.

Acknowledgement

In accordance with Sec. 12-119 “Requirements” in the Ordinance, bidders must sign the following:

Unless certified that the Ordinance is not applicable to this contract or otherwise waived by the City, I acknowledge that my company has installed (or will install prior to commencing work for the contract) side guards, cross-over mirrors or equivalent blind spot countermeasures, convex mirrors or equivalent blind spot countermeasures, side-visible turn signals, and appropriate warning signage, in accordance with SCO Chapter 12, Article VII on all large vehicles it uses or will use within the City of Somerville in connection with any contract.

Luisa Oliveira  
 Authorized Signatory’s Name Date

City of Somerville, PSUF

 Company Name

I certify that the Ordinance does not apply to this contract for the following:
 Vehicles do not meet or exceed Class 3 GVWR Vehicles do not exceed 15 MPH No vehicles on project
 Other: _____