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## Second Institutional Master Plan Amendment

*Submitted Pursuant to Article 80 of the Boston Zoning Code*



### SIMMONS COLLEGE

### SCHOOL OF MANAGEMENT AND QUAD PROJECT

The Fenway and Avenue Louis Pasteur, Boston, Massachusetts

#### Submitted to:

Boston Redevelopment Authority  
One City Hall Square  
Boston, MA 02201

#### Submitted by:

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Boston, MA 02115

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## **1.0 EXECUTIVE SUMMARY/MISSION AND GOALS**

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### **1.1 Introduction**

Simmons College ("Simmons"), located in the Fenway neighborhood of Boston, was the first women's college in the nation to combine liberal arts and sciences programs with career preparation programs. Since its founding in 1899, Simmons has grown into a distinguished, innovative college focused on academic excellence and noted for its commitment to women and diversity.

Simmons prepared an Institutional Master Plan ("IMP" or "Master Plan") in 2000, which presented information on the existing campus and discussed the mission and goals of the College, as well as its long-range plans. The Boston Redevelopment Authority ("BRA") approved the Master Plan on October 13, 2000, and the Boston Zoning Commission approved it on December 6, 2000, and designated Simmons' Fenway Campus as an Institutional Master Plan Area. The Institutional Master Plan remains in effect for eight years from the date of its effective approval by the Boston Zoning Commission.

On October 8, 2003, Simmons submitted an Institutional Master Plan Notification Form ("IMP/NF") for the first amendment to the IMP for the new library replacement project. In April 2004, Simmons received BRA approval for the IMP amendment to allow for the construction of a new five-story library building replacing the existing, two-story 24,900± square foot Beatley Building and renovations to the adjacent Lefavour Hall building to architecturally integrate the new construction and a newly proposed building entrance with the existing Lefavour Hall.

Simmons is currently proposing a second amendment to the 2000 IMP for the School of Management and Quad Project located on Simmons' Main Academic Campus. Simmons proposes to relocate the existing School of Management program from the Back Bay/Kenmore neighborhood to a new five-story building of approximately 66,500 square feet situated between the Park Science Center and One Palace Road, and construct a new below-grade garage for approximately 715 vehicles, a portion of which will serve as the foundation of the new building ("Project"). As part of the proposed Project, a new green quadrangle above the garage will be introduced on its Academic Campus. The relocation of the School of Management was listed as a proposed future project in Simmons 2000 IMP.

The School of Management and Quad Project was described in a combined Project Notification Form/Institutional Master Plan Notification Form ("PNF/IMP/NF") submitted to the BRA on June 20, 2005, and followed by a 30-day public comment and review period, and the BRA's issuance of Scoping Determinations for the preparation of an Institutional Master Plan Amendment and Draft Project Impact Report ("DPIR").

Simmons is presenting this IMP Amendment to consider the cumulative impacts of the Project when added to the existing uses and other institutional projects described in the Master Plan. This IMP Amendment also is organized to address the elements presented in the BRA's Scoping Determination dated August 5, 2005 (see **Appendix A**). A Draft Project Impact Report ("DPIR") for the School of Management and Quad Project is being filed in a separate document concurrently with this IMP Amendment. The DPIR includes detailed analysis of transportation, environmental, infrastructure, and other impacts as well as proposed mitigation associated with the School of Management and Quad Project.

The first section of this IMP Amendment provides an overview of the College's mission and goals and rationale for the amendment to the existing Master Plan. Section 2 presents a summary of the College's facilities and programs. Section 3 summarizes and outlines the College's program and physical needs, as well as updated information on student population and housing needs, as requested by the BRA Scoping Determination. Section 4 reviews the proposed future projects, which have been presented in the 2000 Master Plan and recent IMPNF. Sections 5 and 6, respectively, discuss the proposed School of Management and Quad Project in relation to transportation and circulation aspects, and urban design guidelines. Section 7 presents an overview of the community benefits plan portions of the Master Plan, with updated information to address the BRA Scoping Determination.

## **1.2 College Overview**

The Simmons College campus consists of a Main Academic Campus and a Residence Campus in the Longwood Medical and Academic Area ("LMA"). The Main Academic Campus is located on The Fenway between Avenue Louis Pasteur and Palace Road. The Residence Campus is bordered by Brookline Avenue and Pilgrim Road, and is separated from the Main Academic Campus by the campus of Emmanuel College. The existing School of Management is located in the Back Bay in 407, 409, 411 Commonwealth Avenue and 451 Marlborough Street.

Chartered in 1899 to prepare women for meaningful careers, Simmons offers more than 40 undergraduate majors and programs for women, as well as graduate programs for men and women. Educational opportunities have expanded over the years to include coeducational and graduate programs in such fields as health studies, education, liberal arts, communications management, social work, and library and information science.

In the 2004-2005 academic year, Simmons enrolled 4,554 full-time and part-time students, including 2,742 graduate and 1,812 undergraduate students. The College of Arts and Sciences combines liberal arts, sciences, and professional studies for its undergraduate students. The five graduate schools include the College of Arts and Sciences Graduate Studies Program, the Graduate School of Library and Information Science, the School of Health Studies, the School of Management, and the School of Social Work. The School of Management offers the only MBA in the world designed specifically for women. In addition to these master's programs, Simmons offers doctoral programs in the Graduate School of Library and Information Science, the School of Health Studies, and the School of Social Work.



### 1.3 Mission Statement

Founded a century ago, Simmons was the first woman's college in the nation to combine liberal arts and sciences education with career preparation, and still emphasizes that balance today. Over the past 100 years, Simmons has grown into a distinguished, innovative college that has kept pace with the changing world. Today, Simmons provides many educational opportunities through its undergraduate programs for women and graduate programs for men and women. The College of Arts and Sciences combines liberal arts, sciences and professional studies for its undergraduate students. Simmons's graduate programs currently enroll students in the College of Arts and Sciences Graduate Studies Program, the Graduate School of Library and Information Science, the School for Health Studies, the School of Management (the only business school in the world designed for women), and the School of Social Work.

The College developed a Strategic Plan in 1999, which was revised in 2002, and is updated annually. The Simmons Strategic Plan articulates the mission and primary strategic directions for the College: *that Simmons will be known for educating students for the professions and leadership through programs known for academic excellence and distinguished by a commitment to women and diversity.*

Priorities of the Simmons Strategic Plan are:

- Developing Expertise – Simmons supports the scholarly and professional activity of faculty, focusing on innovative teaching, research and knowledge dissemination in the targeted areas of the College's educational mission and strategic positioning: women, the professions, leadership, and diversity.
- Increasing the Diversity of the Curriculum and Community – Simmons is preparing students to work with a diversity of ideas and people as a critical management and leadership competency in today's organizations and communities by increasing the diversity of faculty, staff and students and by broadening the coverage of global and multicultural issues in scholarly efforts, the curriculum and the co-curriculum.
- Expanding College Awareness – Simmons is ensuring that its strengths of being women-centered, preparing students for the professions, developing leaders, and embracing diversity are recognized locally and nationally by cultivating strategic partnerships with corporations and professional associations, conducting research, presentations and publications, and collaborating on conferences and events such as the annual Women Leadership Conference.

## **1.4 2000 Institutional Master Plan and First Amendment**

Simmons completed its Institutional Master Plan in the summer and fall of 2000, after undertaking a comprehensive strategic planning process to ensure that its campus would be utilized in the most efficient and effective manner possible. After the IMP approval, the College completed construction for the Graduate Center (One Palace Road) project, as described in the IMP. This building opened in 2002. Simmons' other building project, the library replacement project, followed in 2004 after the approval of the First IMP Amendment. The new library and the exterior of Lefavour Hall will be completed by February 2006, to be followed by renovations to the interior of Lefavour Hall, anticipated to be completed by May 2007. Simmons has also continued with its proposed maintenance and improvement program for the existing buildings on its campus to make certain that pressing space and deferred maintenance needs would be met, including improvements and rehabilitation of the dormitories at the Residence Campus.

The only other potential development project identified in the 2000 Simmons IMP was the relocation of the School of Management, presently located in the Back Bay, to a new building on the Main Academic Campus. This Project is the subject of this Second Amendment to the IMP.

## **1.5 Rationale for School of Management and Quad Project**

The School of Management's ("SOM") vision for its future is to "strengthen its identity as the center for women, leadership and management," a brand which already distinguishes SOM as perhaps Simmons's most distinctive, visible academic unit. The SOM offers a demanding management education to women MBA and undergraduate students. SOM is also a leading-edge provider of executive education, consulting services, and applied research to senior management in business, government, and the nonprofit sector.

The proposed construction of a new School of Management ("SOM") on the Main Academic Campus will serve to unify the School's undergraduate and graduate programs, and more closely connect SOM and the remainder of the Simmons community. In recent years Simmons has moved significantly towards becoming one institution with separate but interdependent parts. The College's Trustees have placed great emphasis on collaboration, reduction in duplication of resources, sharing of resources across Simmons's academic units, and creation of a sense of the whole. Having SOM on the Main Academic Campus will advance that goal. The rest of Simmons will benefit from having a closer relationship to the strong brand recognition of the SOM. The undergraduate college will especially benefit from the close proximity of the other women's-only part of the institution. The other graduate programs could better benefit from the SOM's expertise in leadership and women, which could easily be infused into and used as a differentiator in the other professional programs. In addition, many SOM faculty and staff participate in College-wide committees or task forces, so that bringing the School physically closer to the rest of Simmons will benefit SOM employees and enhance the School's connection to the whole campus.

As part of the SOM relocation, the proposed new below-grade parking garage will provide several advantages. The garage will not only replace existing surface spaces for the uses and buildings that exist at Simmons, but it will serve the parking needs of the proposed new SOM building.

Construction of the below-grade parking garage as part of the SOM project will result in the least disruption during the construction process (from construction activity including truck traffic, odor control, etc.) when compared to incremental building of the SOM, a small parking garage, followed at a later date, by parking garage expansion. This will represent the final amount of parking sought on the Main Academic Campus.

The new garage also represents a significant opportunity for Simmons to plan for its long-term future needs, and, by building this sub-level parking in its entirety, the College will be able to create a beautiful landscaped quadrangle on the open space over the below-grade garage. This new grass quadrangle would enhance greatly Simmons' sense of place and the academic community on the Main Academic Campus, and will provide an even better location for the College's Commencement or other ceremonial occasions than presently available. In order to justify costly expenditures in landscaping the proposed green quadrangle, it is prudent to complete below-grade construction at one time. Simmons cannot invest in costly trees and landscaping treatments if these amenities will be uprooted again for an expansion in the future. It is also important to note that to delay the completion of the garage would also delay the design and construction of the landscaped quadrangle.

Placing parking below-grade also serves to enhance the visual representation of Simmons as one institution, created by enclosing the Main Academic Campus's fourth side with a new internal space.



## **2.0 EXISTING PROGRAMS AND FACILITIES**

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### **2.1 Existing College Facilities**

The Simmons College campus is located in the Longwood Medical and Academic Area and is comprised of the following separate geographical components: the Main Academic Campus, the Residence Campus, the satellite School of Management in the Back Bay/Kenmore Square neighborhood, and the President's House in Brookline. **Figure 2-1** provides a map of the Simmons Residence and Academic Campus in the context of the Longwood Medical and Academic Area.

#### **2.1.1 Main Academic Campus**

The Main Academic Campus consists of five buildings: The Main Academic Building, Park Science Center, Lefavour Hall, the Simmons Library, and One Palace Road. **Table 2-1** lists the buildings comprising the Main Academic Campus.

As outlined in the 2000 IMP, the College's planning process identified a campus-wide maintenance and improvement program over an 8-year period; developing a plan for updating existing buildings; and carrying out improvements to insure better space utilization on the Main Academic Campus and Residence Campus, as needed. Simmons remains committed to its campus-wide maintenance and improvement program (see also **Section 3.3**, Campus Maintenance and Improvement, of this IMP Amendment).

#### **2.1.2 Residence Campus**

The Residence Campus, located on Pilgrim Road and Brookline Avenue, consists of nine dormitory buildings, a dining hall, Alumnae Hall, the Sports Center, and the Health Center.

**Table 2-2** lists the buildings located on the Residence Campus.



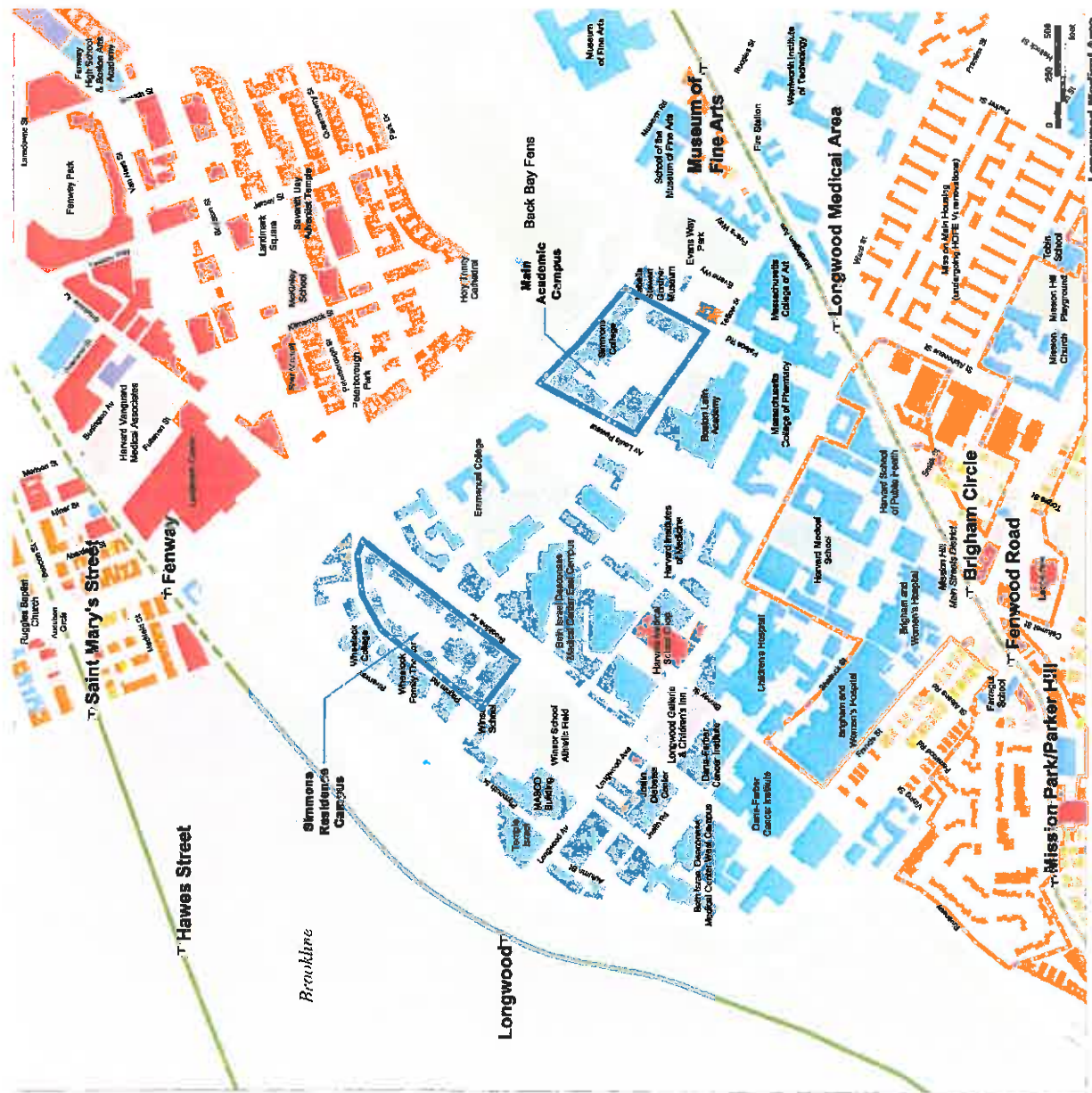
**Legend**

- 1 Family Residential
- 2 Family Residential
- 3 Family Residential
- Apartment/Condos
- Mixed Use (Res./Comm.)
- Commercial
- Institutional
- Industrial
- Open Space
- Surface Parking
- Main Streets District

- Legend**
- 1 Family Residential
  - 2 Family Residential
  - 3 Family Residential
  - Apartments/Condos
  - Mixed Use (Res./Comm.)
  - Commercial
  - Institutional
  - Industrial
  - Open Space
  - Surface Parking
  - Main Streets District
  - MBTA Stations
  - MBTA Surface Subway Line
  - MBTA Underground Subway
  - Commuter Rail
  - Below Ground Commuter
  - Water Transit Facilities
  - Water Transit Routes
  - Bus Routes
  - Simmons College**

- | Main Academic Campus Legend      | Residence Campus Legend   |
|----------------------------------|---------------------------|
| 1. Main Academic Campus Building | 6. Simmons Residence Hall |
| 2. Simmons New Library           | 7. Morse Residence Hall   |
| 3. Lefavour Hall                 | 8. Meick Residence Hall   |
| 4. Park Science Center           | 9. Evans Residence Hall   |
| 5. One Palace Road               | 10. South Residence Hall  |
|                                  | 11. Bartol Dining Hall    |

**Context Land Use Map**  
Source: Boston Redevelopment Authority, 2004







**Table 2-1: Main Academic Campus**

<b>Building/Address</b>	<b>Total Square Footage</b>	<b>Uses</b>	<b>Building Stories/Height</b>	<b>Year Constructed</b>	<b>Proposed Action</b>
Main Academic Building 300 The Fenway	192,600	Classrooms Offices Cafeteria Conference Room Bookstore Mail Room Copy Center	3 - 4 stories 51 - 67± feet	1904 - Main Building 1909 - East Wing 1929 - West Wing	Upkeep & Maintenance  Small Remodeling Efforts
Simmons Library Building 300 The Fenway	72,500	Classrooms Offices Library	5 stories 62± feet	2005	Upkeep & Maintenance
Lefavour Hall 300 The Fenway	50,400	Classrooms Offices Library	5 stories 59.5± feet	1961	Re-clad exterior & Remodel interior
Park Science Center 300 The Fenway	103,200	Classrooms Offices Biology Labs Physics Labs Chemistry Labs Physical Therapy Labs X Ray Room Psychology Labs	4 stories 59.5± feet	1972	Upkeep & Maintenance  Remodel 1st + 2 <sup>nd</sup> floors
One Palace Road 1 Palace Road	60,000	Classrooms Offices Computer Lab	4 stories 59.5± feet	2002	Upkeep & Maintenance
<b>Subtotal (Main Academic Campus): 478,700 GSF</b>					

Table 2-2: Residence Campus

Building/Address	Total Square Footage	Uses	Building Stories/Height	Year Constructed	Proposed Action
Alumnae Hall	7,600	Function Hall	1 story	1905	Upkeep & Maintenance
321R Brookline Avenue		Stage Area	17± feet ±		
Arnold Hall	22,000	Residence Hall	4 stories	1951	Upkeep & Maintenance
78 Pilgrim Road			42± feet		
Bartol Hall	25,400	Cafeteria	1 story	1953	Upkeep & Maintenance
84 Pilgrim Road		Mail Room	18± feet ±		ATM to be added
Dix Hall	22,000	Residence Hall	4 stories	1953	Upkeep & Maintenance
30 Pilgrim Road			45± feet		
Evans Hall	31,900	Residence Hall	5 stories	1938	Upkeep & Maintenance
305 Brookline Avenue			59.5± feet		
Health Center	5,400	Offices/Meeting Rooms	2 stories	1966	Upkeep & Maintenance
94 Pilgrim Road		Exam Areas	21.5± feet		
Holmes Sports Center	53,100	Athletic Center	3 stories	1989	Upkeep & Maintenance
331 Brookline Avenue			47.5± feet		
Mesick Hall	25,900	Residence Hall	4 stories	1961	Renovation
291 Brookline Avenue			45± feet		
Morse Hall	22,000	Residence Hall	4 stories	1953	Renovation
275 Brookline Avenue			45± feet		
North Hall	26,000	Residence Hall	5 stories	1907	Upkeep & Maintenance
86 Pilgrim Road			54± feet		
Simmons Hall	34,400	Residence Hall	4 stories	1956	Renovation
255 Brookline Avenue			44± feet		
Smith Hall	32,400	Residence Hall	4 stories	1964	Renovation
54 Pilgrim Road		Café	43± feet		
South Hall	26,100	Residence Hall	5 stories	1905	Upkeep & Maintenance
321 Brookline Avenue			53± feet		
<b>Subtotal (Residence Campus):</b>					<b>334,100 GSF</b>

### **2.1.3 Off-Campus Facilities Owned By Simmons**

#### **Back Bay Facilities**

The School of Management occupied seven buildings in the Back Bay neighborhood of Boston consisting of: 407, 409, 411, 413, 415 and 419 Commonwealth Avenue and 451 Marlborough Street. These Back Bay buildings, originally constructed as single-family residential townhouses in the late 1800s, rise four to five stories in height, with the exception of the single-story 451 Marlborough Street which dates to 1970s.

All of these structures have been sold by Simmons College, thereby returning the properties to the real estate tax roll. It is expected they will eventually be redeveloped for residential use by others. Simmons is presently leasing 407, 409, and 411 Commonwealth Avenue and 451 Marlborough Street until completion of the new School of Management building on the Main Academic Campus.

#### **Brookline Facility**

The President's House, located on 245 Lee Street in Brookline, is a two-story brick veneer dwelling with a basement and an unfinished attic, built in the 1930s. The interior has detailed woodwork and masonry, while the exterior is of brick construction with a slate roof. In addition to providing lodging for the President and his family, the house is often used for College functions.

## **2.2 Existing College Programs**

While the mission of Simmons has remained constant over the years, the curriculum has changed to reflect the social, economic, technological, and global changes present today. The depth of the curriculum continues to provide students with a well-rounded liberal arts education. The undergraduate curriculum is known for its flexibility and focus on individual responsibility, with a distinctive program that links challenging academic study to the world of work.

Simmons prides itself on outstanding undergraduate programs taught by high-quality faculty. Simmons is deeply committed to outstanding teaching, small class size, and innovative programs that encourage students to engage actively with their studies, their communities, and the world. Grounded in individualized attention and the intersection of theory and practice, a Simmons education results in valued relationships among students; between faculty and students; and among faculty, students, and alumnae.

Like the undergraduate program, the graduate schools and programs celebrate a rich history of excellence in curriculum. Graduates emerge as self-directed learners dedicated to excellence and leadership. Simmons graduate education is coeducational, with the exception of the School of Management. Simmons' programs of study are summarized below.

### **College of Arts and Sciences (CAS)**

Simmons College of Arts and Sciences offers over 40 majors and programs for undergraduates. The OPEN program (Option for Personalized Educational Needs) allows students to custom design majors. Among the Simmons' programs are a number of integrated undergraduate and graduate programs, and special academic programs.

BA degrees are offered in: Africana Studies; Art; Art & Music; Arts Administration; Biology; Biochemistry; Chemistry; Chemistry-Management; Children's Literature; Communications; Computer Science; East Asian Studies; Economics; Education; English as a Second Language; English; Environmental Science; French; Gender/Cultural Studies; Graphic Design; History; Information Services; Information Technology; International Relations; Management; Managerial Finance; Management Information Systems; Marketing; Marketing Communications/Public Relations; Mathematics; Modern Languages & Literatures; Music; Nursing; Nutrition; Pharmacy; Philosophy; Physical Therapy; Physics; Physics of Materials; Physician Assistant; Political Science & International Relations; Pre-Medicine; Pre-Law; Psychobiology; Psychology; Public Policy; Public Relations; Retail Management; Science Information Technology; Social Studies / Education; Society & Health; Sociology; Spanish; Statistics; Special Education; and Women's Studies.

Simmons has four graduate schools as well as graduate programs in the College of Arts and Sciences. Graduate studies in the College of Arts and Sciences include Master's degrees in: Children's Literature (MA); Communications Management (MA); Education (MSEd); English (MA); Gender/Cultural Studies (MA); History and Archives Management (MA); and Teaching (MAT) and Liberal Arts.

### School for Health Studies (SHS)

In 1902, Simmons was the first New England institution to offer a formal academic education for nurses. The School for Health Studies offers master's degrees in health administration, nursing, and nutrition, as well as a doctor of physical therapy degree. Degree programs include:

- Health Care Administration
  - Master of Health Administration (MHA)
  - Certificate of Advanced Graduate Study (CAGS)
- Nursing
  - MSN for Baccalaureate Prepared Nurses
  - Direct-Entry Program for Non-nurses
  - R.N. to MS Diploma and Associate Degree Nurses
  - MSN for Practicing Nurse Practitioners
  - Dual-degree Program with Harvard School of Public Health- Occupational Health
  - Dual-degree Program with Harvard School of Public Health- Maternal/Child Health
  - Post-Master's Certificate of Advanced Graduate Study (CAGS)
- Nutrition
  - Master of Science in Nutrition and Health Promotion
  - Certificate in Sports Nutrition
  - Dietetic Internship Program
- Physical Therapy
  - Professional Doctorate in Physical Therapy (DPT)
  - DPT Bridge Program

### Graduate School of Library and Information Science (GSLIS)

The Graduate School of Library and Information Science's programs reflect a concern for the social, economic, and technological aspects of information organization and transfer. A wide range of opportunities is available to the library and information professional, and the School accordingly offers a rich and varied curriculum. The Graduate School of Library and Information Science ranks among the world's top library science programs. It offers a master's degree as well as a doctorate in library science. Degree programs include:

- Archives Management MS/LIS
- Preservation Management MS/LIS
- School Library Media Specialist MS/LIS
- Competitive Intelligence MS/LIS

- Dual Degree Programs
  - History/Archives, MS (LIS)/MA (HIS)
  - Education, MS (LIS)/MAT (EDU)
  - Double Degree, MS (LIS)/DA
- Doctor of Arts, Library and Information Science

### School of Management (SOM)

Renowned for innovative teaching, research and discourse on women, leadership and management, the School of Management offers a demanding management education to women MBA and undergraduate students. SOM is also a leading-edge provider of executive education, consulting services, and applied research to senior management in business, government, and the nonprofit sector. The School of Management has an entrepreneurial, collaborative learning environment for women who want to accomplish something meaningful for their organizations, communities, and themselves. SOM is for women of purpose who intend to use their leadership skills to make a lasting difference in the world. The School of Management offers the following:

- *MBA Program* – The MBA Program helps students master the essentials of strategy, finance, marketing, economics, entrepreneurship, operations, quantitative analysis and organizational behavior. Just as important, its students learn more effective ways to lead, manage, and influence people. Simmons graduates develop a range of competencies employers covet: mental agility, strategic thinking and analytic ability plus superior leadership, communication and team-building skills.
- *The Entrepreneurship Initiative* – As part of the MBA program, the Entrepreneurship Initiative educates current and future entrepreneurs across many disciplines, informing and inspiring them to think and act as entrepreneurs in new ventures or in their existing organizations.
- *Executive Education* – Simmons' Executive Education programs give women the knowledge, skills, and abilities to become organizational leaders, learning from faculty experts in organizational behavior and in gender and organizational effectiveness. Future clients often credit their Simmons experience with job and career advancement.
- *Undergraduate Management* – The Undergraduate Management program offers four majors: management, marketing, retail management and finance, all sharing a common set of prerequisites and required core courses. Students are also encouraged to double major or minor with other Simmons programs such as economics, communications, arts administration or computer science.

- *Center for Gender in Organizations* – The Center for Gender in Organizations (“CGO”), SOM's research arm, is committed to improving organizational effectiveness by strengthening gender equity in the workplace. Founded with the help of a Ford Foundation grant, the CGO – through its vibrant research initiative, speaker's bureau, and customized consulting – is an international resource on diversity and organizational change for scholars, executives and practitioners in all fields.
- *Leadership Conference* – The annual Leadership Conference is the world's premier leadership event for women, consistently attracting world-class leaders from business, government, education, media and the arts. The Conference is a generous source of MBA scholarships.

### School of Social Work (SSW)

Founded in 1904, the Simmons College School of Social Work is the oldest of its kind in the country. The School of Social Work, which offers both an MSW and a PhD program, was the first academically affiliated school of social work in the nation. Degree programs offered include:

- Master in Social Work (MSW)
- MSW Urban Leadership Program
- MSW Part-Time Program
- MSW/Hebrew College Certificate Program
- Social Work Doctoral Degree Program (PhD)





## **3.0 PROGRAM AND PHYSICAL NEEDS AND OBJECTIVES**

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### **3.1 Simmons Strategic Master Planning Efforts**

#### **3.1.1 Introduction**

Simmons is committed to continuous institutional strategic planning. In 1998-1999 the university's leadership team – Trustees, President, Deans, Vice Presidents and faculty leaders – initiated the first institutional strategic planning effort in many years, and pledged to continue to update the plan on a regular basis. The College revisited the Strategic Plan in 2001 and reaffirmed its mission and development of new initiatives by which to accomplish it. This plan was approved by the Board in 2002.

Most initiatives in the 2002 Strategic Plan were intended for a three to five year initial implementation, with the next plan envisioned for development in 2005 and approval by the Board in early 2006. However, when President Cheever announced his intention to retire in June 2006, the leadership group decided to have the new president on board before engaging in the next major planning process. While the leadership council has continued to work as a group and with the Board of Trustees on short-term strategic priorities, the next full strategic planning process is now scheduled for 2007, with anticipated approval from the Board in October 2007 or January 2008. This will give the new president, anticipated to start in July 2006, a crucial six months to get situated before embarking on such a critical undertaking for the institution.

#### **3.1.2 Long-Term Goals**

Simmons' goals are:

1. To provide students with an excellent education that prepares them for a lifetime of success;
2. To enhance its competitive positions and establish Simmons as one of the country's recognized, small, urban universities;
3. To ensure its financial health and strength; and
4. To build a diverse community of students, faculty and staff to enhance learning and prepare students for citizenship, leadership and the professions.

While these goals are broad and may be similar to other academic institutions, the implementation of unique initiatives will differentiate the College from its competitors and help achieve its overall strategy.

### 3.1.3 Overview of Strategy and Initiatives

The College's strategy is: *To position Simmons as an authority on women, education for the professions, leadership, and diversity.* There are two key assumptions implicit in this strategy. First, being an authority on women means that Simmons is a women-focused institution. It does not mean that all Simmons students are female or that all Simmons's efforts are directed towards women. Rather, being an authority on women is Simmons's unique area of expertise and will be the focus of its efforts.

Second, the hallmark of a Simmons education, at both the undergraduate and graduate levels, is the curricular focus on the intersection of theory and practice, which promotes active learning and provides a solid preparation for professional success. In order to be successful in the professional world, a student must be well rounded and prepared as a critical thinker, reader, and writer; these skills are honed by the integration of education for the professions and a liberal arts and sciences curriculum.

Initiatives that will help achieve the College's strategy and differentiate Simmons from its competitors are:

- Ensuring Academic Excellence – *Simmons will support an active faculty, rigorous curriculum, high quality students, outcomes assessment, and effective utilization of technology for learning in order to ensure academic excellence.*

Each school speaks to academic excellence in its plan. Additional support for faculty research and a focus on teaching (peer review, evaluating methods of teaching, supporting new ways of pedagogy) are prominent across plans. In addressing enrollment, most schools do not plan just to increase the number of students but to improve the quality of applicants and the yield of the best qualified applicants. Each school and Student Life intends to evaluate teaching and learning outcomes and incorporate this information into a review of the curriculum to insure relevance and quality.

Technology continues to be a priority. Instead of focusing on building infrastructure and ensuring that the network and basic equipment and processes are in place, Simmons is now taking the next step: investing in initiatives centered on leadership, training, assessment, and the impact of these technological advances on the educational goals of the institution. Initiatives include the effective use of technology by faculty in instruction (GSLIS, SSW, SOM, CAS), implementation of student competencies to give graduates a competitive edge in the workplace (SSW, CAS), and the creation of online courses (SHS).

- Increasing Diversity – *Simmons will increase the diversity of students, faculty, staff and curriculum to enhance the classroom experience and better prepare students for the global, professional world.*

Each plan details strategies for attracting more ALANA and/or international students through targeted recruitment and scholarships. For example, GSLIS will match the American Library Association Spectrum Scholarships to attract additional minority students, The Project team is actively exploring a variety of options to determine what is fiscally possible and prudent SHS will enhance recruitment in minority communities, CAS will support Admissions' staff travel and outreach to the Boston Public Schools, and Student Life will increase support and funding for Student Advocates in Multiculturalism, a student-led diversity initiative which will strengthen current efforts to build a diverse community.

There is concerted attention given to increasing diversity in the faculty, curriculum and scholarly efforts. For example, SOM will increase the diversity of faculty in order to ensure a range of perspectives in the classroom, the relevance of the curriculum to students of diverse backgrounds, and the recognition that diversity is an essential competency in today's organizations. SSW will increase courses in multicultural caregiver competence and seek to hire an accomplished scholar in multicultural practice. CAS will expose students to global and international issues in the curriculum and co-curriculum. GSLIS and SHS plan to sponsor events, institutes, and continuing education related to diversity.

- **Building Brand: Women, Education for the Professions and Leadership** – *Simmons will be known as an authority on women, education for the professions, leadership and diversity, in order to define the distinctiveness of each of its programs and the College as a whole and solidify its brand image.*

For example, SHS plans to brand Simmons as “a place for women’s health”; SSW as a recognized authority on domestic violence and multicultural practice (important issues for women); CAS as an institution preparing women leaders and preparing women to enter prestigious professions; GSLIS as a leader in the use of technology in the field; SOM as an authority on women in leadership and management; and Student Life as co-sponsor of the annual Women Student Leadership Conference.

In order to strengthen its brand, each school also will enhance its competitive position. All units plan to garner additional media attention that advances Simmons’ brand.

### **3.1.4 Academic and Program Goals**

Specific goals that will help achieve the College’s strategy are the following:

- The undergraduate college is bolstering programs for women and science and technology, including an advanced Materials Science collaboration with Cornell University. The College of Arts and Sciences is also furthering its commitment to experiential learning to prepare women as leaders, through hands-on internships, service learning opportunities, and career preparation services of particular relevance to women.

- The School of Management (“SOM”) is pursuing AACSB accreditation. Recent executive education programs for senior women executives at leading corporations include Time Warner, AOL, Deloitte & Touche, and American Express. SOM is working on a new entrepreneur initiative that educates women from numerous disciplines who want to launch or improve their own businesses.
- The School of Health Studies (“SHS”) recently launched a national center on hygiene and health in the home and community, aimed at helping the public better understand how to minimize the growing risk of infections acquired in the community, including a completely on-line doctorate in physical therapy. In response to a growing need for health and service providers to acquire specific training in clinical genetic concepts, a Certificate in Clinical Genetics (“CCG”) is being offered jointly by the School for Health Studies at Simmons College and the Brandeis University.
- The School of Social Work (“SSW”) is developing its recognition as an authority on domestic violence and multicultural practice through courses, events and partnerships, including an online training module on domestic violence. SSW and SHS have been collaborating on the development of a certificate in management and leadership for health and mental health professionals. SSW received a Gero-Rich grant from the Council on Social Work Education to infuse geriatric content throughout the social work curriculum.
- The Graduate School of Library and Information Science (“GSLIS”) was recently selected by the United States government to educate directors of the major libraries in Iraq, part of the rebuilding of that war-torn nation and similar to work GSLIS has underway in Vietnam and Kosovo. GSLIS is committed to local partnerships as well, and this school year arranged a very successful book drive, and then processed and labeled hundreds of books for the Farragut School.
- Simmons is emphasizing the evaluation of teaching and learning outcomes, and incorporating this information into regular reviews of its curriculum to insure relevance and quality.
- All programs are focusing on the effective utilization of technology for teaching and learning, including implementing discipline specific student technology competencies to promote interactive learning and give graduates a competitive edge in the workplace.

### **3.2 Programmatic Space Needs**

Space needs remain as outlined in the 2000 Master Plan, and are as follows:

- Reflect the intent of the Strategic Plan;
- Create equity among the departments;
- Allow for future growth and flexibility;
- Use standard office sizes to the extent allowed by the different buildings;
- Co-locate departments in suitable space, incorporating technology as appropriate;
- Create appropriate adjacencies among departments;
- Minimize the number of moves to limit short-term disruption and cost; and
- Accommodate programs in existing buildings to the extent possible.

### **3.3 Campus Maintenance and Improvements**

In order for Simmons to accomplish these goals, the College developed a long-term maintenance and improvement program (as described in the 2000 IMP) for its existing buildings on campus, which includes the updating of existing structures (including communications and electrical systems as well as cosmetic and other infrastructure improvements), relocating departments to provide better adjacencies among academic and administrative departments, and utilizing space on the Main Academic Campus more efficiently. The College will continue to adjust and refine its space usage to meet its programmatic needs.

Improvements will also continue to be made at the Academic and Residence Campus including the extensive rehabilitation of the dormitories which have not yet been rehabilitated.

### **3.4 Student Population Served**

**Table 3-1** lists Simmons' actual student population statistics from the 1991-1992 academic year through the current academic year. **Table 3-2** presents projections through the 2009-2010 academic year, as updated from the previous Institutional Master Plan Amendment and are based on the impact of new programs, such as the BA/MBA accelerated degree and Education PhD programs.

**Table 3-1: Historical Student Population Statistics**

Year	Full Time Undergrad.	Full Time Graduate	Total Full Time	Undergrad. Students at Simmons*	Part Time Undergrad.	Part Time Graduate	Total Headcount	Percent Change Total Headcount
1991-1992	1,209	549	1,758	1,352	171	952	2,881	—
1992-1993	1,173	597	1,770	1,305	159	985	2,914	+1.2%
1993-1994	1,164	713	1,877	1,279	141	1,316	3,334	+14.4%
1994-1995	1,190	657	1,847	1,333	170	1,439	3,456	+3.7%
1995-1996	1,129	632	1,761	1,327	225	1,631	3,617	+4.7%
1996-1997	1,061	653	1,714	1,369	336	1,689	3,739	+3.4%
1997-1998	1,053	662	1,715	1,212	184	1,717	3,616	-3.3%
1998-1999	1,055	660	1,715	1,186	155	1,530	3,400	-6.0%
1999-2000	1,090	612	1,702	1,208	143	1,448	3,293	-3.2%
2000-2001	1,090	652	1,742	1,200	134	1,182	3,058	-7.1%
2001-2002	1,125	535	1,660	1,250	150	1,489	3,299	+7.9%
2002-2003	1,236	644	1,880	1,349	140	1,763	3,783	+14.7%
2003-2004	1,364	730	2,094	1,517	184	1,657	3,935	+4.0%
2004-2005	1,627	908	2,535	1,812	185	1,834	4,554	+15.7%

Note: At any given time, 2% of enrolled students are studying off-campus in internships, off-site programs, etc.

**Table 3-2: Student Population Projections**

<b>Year</b>	<b>Full Time Undergrad.</b>	<b>Full Time Graduate</b>	<b>Total Full Time</b>	<b>Undergrad. Students at Simmons*</b>	<b>Part Time Undergrad.</b>	<b>Part Time Graduate</b>	<b>Total Headcount</b>
2005-2006	1,790	861	2,651	1,696	200	1,936	4,787
2006-2007	1,969	873	2,842	2,126	215	1,981	5,038
2007-2008	2,053	851	2,904	2,283	230	2,046	5,180
2008-2009	2,096	860	2,956	2,340	244	2,089	5,289
2009-2010	2,096	836	2,932	2,340	244	2,103	5,279

### **3.5 Student Housing Plan**

The BRA Scoping Determination requested that the IMP Amendment provide updated information on the need for housing by Simmons students and Simmons' objectives to address those needs. This information is updated from the previous IMP Amendment.

Simmons College continues to work towards its long-range goal of increasing the number of students living on campus by improving and renovating its existing dormitory space, and of providing additional services on campus. The College completed renovations in the Residence Campus of Arnold Hall in 2003 and Smith Hall in 2004.

The College, however, also recognizes that many students, particularly graduate students, prefer to live off-campus. Simmons College believes that its effort to provide students an appealing on-campus option, and support for those students choosing to live off-campus, is the right balance.

#### **3.5.1 Existing Conditions**

Current trends in housing indicate that students choosing between living on and off-campus are concerned with security, services and cost. For Simmons College, which has a female undergraduate population, security is a key factor for both students and parents.

Based on the shift in age of graduate students, to a younger average age, more of these students are considering on-campus housing in place of the independence older students traditionally seek in an off-campus environment.



**Table 3-3** depicts the number and type of housing units on the Simmons College Residence Campus, as well as the number of student beds. As shown in the table, at present, there are 570 housing units on the Simmons College campus. This housing currently accommodates a total of 1,042 students including 963 undergraduate students and 79 graduate students. There are 100 undergraduate students living in off-campus Simmons housing at 1047 Beacon Street and 610 Huntington Avenue. These properties were rented by Simmons in the 2004-2005 academic year to accommodate the housing need for both returning students and incoming freshman.

Simmons College remains committed to the goal outlined in the 2000 IMP to supply housing for all undergraduates (and graduates) who desire on-campus accommodations. The only requirement for housing is that a student must be enrolled at Simmons, either part-time or full-time. Preference for housing is given to full-time students.

In an effort to support its students living locally, the College assists them in many ways. Simmons provides a service that helps match Simmons students in off-campus housing. The College has a very active Commuter Student Organization. All commuter students are given an orientation about the issues surrounding off-campus living. All commuter students have a student advisor to help them deal with any concerns that may arise and a commuter awareness week is organized each year for these students.

<b>Table 3-3: Simmons Residence Campus, Type and Number of Housing Units</b>				
		<b>Student Beds (1,042 total)</b>		
<b>Building</b>	<b>Address</b>	<b>Dormitory Rooms</b>	<b>Simmons Undergrads.</b>	<b>Simmons Grads.</b>
Arnold Hall	78 Pilgrim Road	61	124	-
Dix Hall	30 Pilgrim Road	65	126	-
Evans Hall	305 Brookline Avenue	50 suites	70	-
Mesick Hall	291 Brookline Avenue	67	120	-
Morse Hall	275 Brookline Avenue	61	129	-
North Hall	86 Pilgrim Road	68	-	68
Simmons Hall	255 Brookline Avenue	90	212	-
Smith Hall	54 Pilgrim Road	55	102	-
South Hall	321 Brookline Road	53	80	11
<b>TOTAL</b>		<b>570</b>	<b>963</b>	<b>79</b>

### **3.5.2 Impact on the Surrounding Neighborhoods**

Approximately one-quarter of all Simmons students live in the College's dormitories. Of Simmons students not in campus dormitories, approximately 25% live in the City of Boston. The majority of Simmons' students live outside Boston, with the highest concentrations of undergraduates traditionally located in Brookline, Newton, Cambridge, and Somerville.

Of those students not living on campus, there is no specific information on their impact on the rental market. However, based on the existing market, the small number of Simmons students residing in Boston off-campus, and the widespread geographic distribution of off-campus students, impacts to any specific neighborhood are believed to be negligible.

In addition, as previously discussed, many of the students who live off-campus are living at home rather than in apartments in the surrounding neighborhood and, as such, do not adversely impact the local rental market. Simmons students living in the local neighborhoods are often considered an asset to these areas.

By improving the quality of the existing residence halls, the College is working to create an environment that may draw even more students back to campus.

### **3.5.3 Long-Term Housing Plans**

The College's main long-term housing goal remains to increase the number and percentage of Simmons students living on-campus. The current renovations of its housing facilities (discussed below), along with the addition of many on-campus services should continue to increase these projections. As student enrollments have increased, Simmons has filled its existing capacity, and given that enrollments are predicted to continue to increase, the College's future plans are to reconfigure and expand on-campus beds over the next 5 to 10 years. Simmons continues to remodel dormitories to make them more conducive to current student preferences, and is converting many spaces to suites, which will have annual fluctuations, and may slightly reduce the number of beds in the dormitories.

#### **Dormitory Renovations**

Simmons College is responding to ongoing trends in order to be able to market housing options to students, which appeal to their current interests and demands. Since 1999, the College has completely renovated six of nine dormitories. These efforts provide:

- More attractive accommodations;
- Updated furniture;
- In-room internet, phone and cable hook ups (phone and in-room internet are provided as basic services);

- A new option of suite-style living (one to five rooms sharing a living room and bathroom);
- Individually controlled heat; and
- Air-conditioning for use during the summer term.

Further, changes are being made to the residences to improve handicapped accessibility, including the addition of elevators. All nine dormitories are wired for internet, cable and phone hook-ups.

The provision of these amenities has helped to keep students living on-campus and to increase retention of undergraduate students over the past several years. More than 55% of undergraduate students traditionally live on-campus (96% of freshmen live on-campus). While Simmons houses a significantly smaller percentage of graduate students, its current housing stock allows Simmons the flexibility in configuration to accommodate more of these students as demand grows.



## **4.0 PROPOSED FUTURE PROJECTS**

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### **4.1 Introduction and Background**

In 2000, Simmons identified the following projects and improvement programs over the 8-year period of its Institutional Master Plan:

- Maintenance and improvement program for existing buildings
- Improvements at Residence Campus dormitories
- The Graduate Center Project (One Palace Road)
- Re-Use of Existing Space (Lefavour Hall)
- Parking (Short-Term and Long-Term)
- Landscape Improvement Plan (Short-Term and Long-Term)
- The School of Management (Proposed Future Project)

The Graduate Center project (One Palace Road) was completed in the summer of 2002. The College also received BRA approval for an IMP Amendment for the following project:

- Beatley Library Replacement Project (presently under construction).

At this time, however, Simmons seeks approval to carry out the relocation of the School of Management, and amend its existing IMP to allow for the new below-grade parking facility for 715 vehicles and construction of a new green quadrangle. As noted in the IMP, it has been the College's goal to enclose the Boston Latin side of its campus with new structures to create a campus quadrangle as it has done along Palace Road. In addition, the College has hoped to replace as much of the surface parking as is economically feasible with below-grade parking, including parking for the new School of Management, thereby allowing green space above. Information on the current project and proposed future projects is provided below.

### **4.2 Institutional Master Plan Projects**

#### **4.2.1 School of Management and Quad Project**

The existing School of Management in the Back Bay/Kenmore Square neighborhood occupies approximately 90,000 gross square feet of space at 407-19 Commonwealth Avenue and approximately 5,500 gross square feet of space at 451 Marlborough Street.

The Project includes a five-level below-grade parking garage, for up to 715 cars (380 net new spaces) and various mechanical spaces. The garage replaces existing surface spaces and is being designed to address future demand, not only from staff and students, but also from attendees at management conferences and Executive Education programs associated with that school. Building a larger below-grade parking garage to accommodate projected future needs for Simmons, as opposed to incremental building of the garage in stages, will allow the least disruption from construction impacts on the College and abutters.

Removal of the existing surface parking lot at this time as part of the below-grade garage will also provide the College with the opportunity to create a landscape quadrangle ("quad"), envisioned as a unifying element for the entire campus. It will allow Simmons to invest in more permanent landscaping and trees for the quad that would not be possible were these amenities to be uprooted again for potential expansion in the future.

Of particular note, the new building will create a new entrance on the south edge of the campus, replacing the vehicle-oriented edge that currently exists with a pedestrian-friendly axis from Palace Road to Avenue Louis Pasteur. Pedestrian access will be improved through the design of the new quad. Simmons will have a green space that accommodates pedestrian circulation between all buildings on its central campus.

Vehicular access and egress to the School of Management building and parking garage will occur from Avenue Louis Pasteur. Egress to Palace Road from the new parking garage will also be available. The existing service and loading facility at the southeast corner of the MCB will be enhanced, with access provided from Palace Road. The existing loading dock at the Park Science Center is also expected to remain.

Construction of the Project will begin with construction of the parking garage. Excavation for the first underground level and earth retention system is expected to begin in Spring/Summer 2006. Garage completion is expected within two years, with occupancy sought for approximately 200 vehicles on the P1 and P2 parking levels approximately one year after start of garage construction. The School of Management superstructure is expected to begin construction in Spring 2007 with completion and occupancy in Fall 2008, along with the completion of grass quad landscaping improvements.

Please refer to Project plans and photographs in **Appendix B**.

**Table 4-1: Approximate Project Dimensions**

	<b>Proposed New Building</b>
Total Gross Square Feet:	66,500± s.f.
Building Footprint Area:	14,400± s.f.
Number of Stories/Building Height:	5 stories/69.5 feet <sup>1</sup>
Number of Parking Spaces (New):	380 net new parking spaces 715 total (in five below-grade levels)

<sup>1</sup> Measured to the top of the highest occupied floor (excluding mechanicals)

**Table 4-2: Gross Square Foot Area by Floor**

<b>Floor</b>	<b>Gross Square Foot Area</b>
1	14,400± s.f.
2	13,600± s.f.
3	14,300± s.f.
4	14,300± s.f.
5	9,900± s.f.
<b>Total: 66,500± s.f.</b>	

**a) Site location and approximate building footprint:**

The Project is located at the southeast corner of the Simmons Main Academic Campus in the Fenway neighborhood of Boston. With respect to the campus context, the new building will be located between the Park Science Center and One Palace Road (the Graduate Center). The estimated first floor building footprint is approximately 14,400 square feet.

**b) Square feet of gross area and principal uses:**

The SOM building will contain approximately 66,500 square feet and will house departments associated with the School of Management as well as facilities related to the Simmons College of Arts and Sciences, including classrooms, and administrative and faculty offices, and event spaces.

**c) Gross square feet of space that is demolished in existing building:**

No building demolition is required for this Project.

**d) Floor area ratio (FAR):**

Current buildings on the Main Academic and Residence Campuses house 812,800 square feet of space. The land area on the Main Academic and Residence campuses includes 574,862 square feet, which results in an FAR of 1.4.

The Project will add a new building of approximately 66,500 square feet, resulting in a total of 879,300 square feet of space, and a new FAR of 1.5.

**e) Building height in approximate feet and stories:**

The height of the tallest portion of the proposed building will be five stories, approximately 69.5 feet, measured to the top of the highest occupiable floor (not including rooftop mechanicals).

**f) Parking areas or facilities to be provided:**

The Project will include a drop-off area to serve arriving vehicles. An underground parking garage containing 5 sub-levels is proposed which will provide 715 new parking spaces (380 net new).

**g) Estimated development impact payments:**

In accordance with Article 80B-7 of the Boston Zoning Code, Simmons expects to enter into a Development Impact Project ("DIP") Agreement with the BRA. Based on current formulas, the estimated DIP payments are as follows:

66,500 s.f. @ \$7.18/square foot (housing)	= \$477,470
66,500 s.f. @ \$1.44/square foot (jobs)	= <u>\$ 95,760</u>
<b>Total:</b>	<b>\$573,230</b>

These payments have been calculated taking into account that the completed One Palace Road (60,000 square feet) and 40,000 square feet of the Beatley Library Project constitute the 100,000 square foot exception called for in Section 80B-7 of the Boston Zoning Code.

**h) Current zoning of site:**

The entire Simmons college campus constitutes an Institutional Master Plan Area, as established by the Boston Zoning Commission. Upon approval of this proposed IMP Amendment by the BRA, the Project will be deemed to comply with the use, dimensional and other zoning controls applicable to the Simmons college campus.

**i) Total project cost:**

The Project construction cost is estimated at approximately \$67 million.



**j) Development timetable:**

Simmons plans to commence work on the Project following approval of this IMP Amendment and completion of Article 80 Large Project Review. Construction of the Project is expected to commence during the second quarter of 2006 and be completed during the second quarter of 2009.

**4.3 Proposed Future Projects**

**4.3.1 Future Academic Building**

The potential for future long-term development beyond the current Institutional Master Plan timeframe on the Main Academic Campus may include a future additional academic building, estimated to contain approximately 75,000 to 100,000 square feet of floor area. Construction of a new building on the Main Academic Campus would complete the enclosure of the campus, but is not projected to start before 2012, contingent upon funding.

**4.3.2 Future Residence Campus Improvements**

Simmons has estimated that the future long-term renovation, between 2010 and 2015, of existing halls and new construction serving its undergraduate and graduates and associated support space on the Residence Campus could potentially provide up to 221,000 square feet of new floor area. This may include replacement of residence dining Bartol Hall and Alumni Hall structures with new dining facility and new dormitories; replacement of Simmons Hall and construction of a new dormitory; and a new connector between Mesick and Morse Halls for expanded dormitory space in conjunction with complete renovations to the existing structures.

#### 4.4 Zoning

The Simmons College campus is governed by the approved Simmons College Institutional Master Plan, approved by the Boston Zoning Commission on December 6, 2000 and effective December 8, 2000. The Master Plan sets forth the use and dimensional zoning controls on the Simmons College campus, including permitted uses, maximum floor area ratio ("FAR"), and maximum height allowed.

The Project will comply with applicable zoning controls, and will not cause the FAR at Simmons College campus to exceed the stated maximum of 1.5. After construction of the Project, the FAR for the Simmons College campus will be 1.5. See **Table 4-3** below.

Table 4-3: Zoning Controls	
Permitted Uses:	College or University Uses*, including, without limitation, business uses such as a food or convenience store, café, restaurant, automatic teller machine, bookstore, or drug store, when such uses are intended primarily for the convenience of students and employees of Simmons College and nearby educational, medical, cultural, or other institutions.
Floor Area Ratio*	1.5
Height*:	75 feet
Parking:	As set forth in the Institutional Master Plan, or as otherwise determined pursuant to the provisions of Article 80 of the Boston Zoning Code

\*As defined by the Boston Zoning Code.

## 4.5 Project Costs

The estimated budget for the proposed School of Management and Quad Project is approximately \$67 million. The budget for the maintenance and improvements program over the next five to seven years is updated from the 2000 Master Plan as follows:

▪ Main Academic Building	\$20,000,000
▪ Park Science Center	\$10,700,000
▪ Lefavour Hall	\$12,000,000
▪ Residence Campus	\$30,800,000
▪ One Palace Road	\$ 200,000
▪ School of Management	\$ 900,000

These budgets are subject to modification due to the College's changing needs and market conditions. These improvements include building system upgrades, enhanced technology improvements, new roofs, and other work needed to maintain the campus buildings in good order. The Residence Campus improvements are discussed in more detail in **Section 3.5.3**.



## **5.0 TRANSPORTATION AND CIRCULATION**

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### **5.1 Introduction**

This section of the IMP Amendment include a description of the Simmons' existing transportation and parking characteristics, a description of the parking to be provided, a projection of impacts associated with the IMP, and a set of transportation goals and mitigation measures to address these impacts. These issues, as well as a discussion of the pedestrian circulation issues, are addressed in the following sections.

### **5.2 Existing Conditions**

#### **5.2.1 Roadway Network**

The existing roadway network consists of the following signalized intersections:

- Louis Prang Street/Ruggles Street/Huntington Avenue;
- Louis Prang Street/Ruggles Street/Huntington Avenue;
- Evans Way/Huntington Avenue;
- Longwood Avenue/Huntington Avenue;
- The Fenway/Louis Prang Street/Evans Way South; and
- Longwood Avenue/Blackfan Street.

In addition, the following unsignalized intersections are included in the network:

- The Fenway/Avenue Louis Pasteur;
- The Fenway/Park Drive Connector;
- The Fenway/Palace Road;
- The Fenway/Evans Way North
- Simmons Driveway/Tetlow Street/Palace Road;
- Tetlow Street/Evans Way North/Evans Way;
- Evans Way/Evans Way South;
- Longwood Avenue/Avenue Louis Pasteur;
- Longwood Avenue/Palace Road
- Simmons Driveway/Avenue Louis Pasteur; and
- Blackfan Street/Avenue Louis Pasteur (through connection to Longwood Avenue not yet opened).

### **5.2.2 Traffic Operations**

Traffic operations for Existing Conditions are good at eleven of the sixteen intersections. The following five locations exhibit poor Level of Service ("LOS") under Existing Conditions:

- Longwood Avenue/Huntington Avenue operates at an overall LOS F in the P.M. peak hour;
- The Fenway approach at Louis Prang Street/Evans Way South operates at LOS F during the P.M. peak hour, but all other approaches operate at LOS D or better;
- Longwood Avenue/Blackfan Street operates at an overall LOS F in the P.M. peak hour;
- Northbound turns turning right or left from Palace Road at The Fenway operate at LOS F during the A.M. and P.M. peak hours; and
- The southbound left-turn from Avenue Louis Pasteur to Longwood Avenue operates at LOS F during the A.M. and P.M. peak hours.

### **5.2.3 Simmons Population**

The population at Simmons consists of approximately 666 full-time faculty and staff and 4,554 full- and part-time students, including 1,812 undergraduate students and 2,742 graduate students. Simmons provides housing for a total of 1,042 students. While approximately 55 percent of undergraduate students (963 of 1,812) live on campus, approximately 3 percent (79 of 2,742) of all graduate students are housed on campus. As a result, Simmons has approximately 3,987 potential student, staff, and faculty commuters, or approximately 77 percent of the total population, when taking into consideration both full-and part-time students, with the exception of the 2 percent of enrolled students living off campus on internships or off-site programs.

### **5.2.4 Parking**

Table 5-1 summarizes existing parking supply on the Simmons Main Academic and Residence campuses.

**Table 5-1: Existing Parking Supply**

	Type	Number of Spaces
<i>Main Campus (478,700 gsf) Parking</i>	<b>Surface Lot</b>	
	Striped	275
	Valet	30
	Subtotal Lot	305
	<b>One Palace Road Garage</b>	
	Striped	215
	Valet	30
	Subtotal Garage	245
	Total Main Campus	550
	Parking Ratio	1.15
<i>Residence Campus (334,100 gsf) Parking</i>	<b>Pilgrim Road Parking Lots</b>	
	54 Pilgrim Road	14
	82 Pilgrim Road	16
	Total Residential Campus	30
	Parking Ratio	0.09
<b>Total Campus Parking Spaces</b>		<b>580</b>
<b>Overall Campus Parking Ratio</b>		<b>0.71</b>

Parking is allowed by permit in the existing surface lot behind the Main Academic Building at 300 The Fenway and the One Palace Road Garage for Simmons faculty, staff, and commuting students. About 750 permit holders park in the 550 spaces on the Main Academic Campus on an average day for a turnover of 1.36. An additional 30 spaces are used for parking on the Residential Campus. Parking fees by permit type are shown in **Table 5-2**.

Table 5-2: Parking Fee Structure	
User Type	Rates
Full-time Student	\$275/Fall semester permit \$275/Spring semester permit
Part-time Student	\$9/day coupon parking \$135/day pack of 15 coupons \$7/evening coupon parking \$105/evening pack of 15 coupons
Full-time Faculty/Staff	\$1,300/12-month permit (on-campus) \$500/12-month permit (off-campus)
Part-time Faculty/Staff	\$9/day coupon parking \$135/day pack of 15 coupons \$7/evening coupon parking \$105/evening pack of 15 coupons

A summary of full- and part-time daytime parking permits in use over the past seven years is included in Table 5-3.

Table 5-3: Daytime Parking Permits Issued								
Type	Academic Year							Change, 1998- 2005
	1998-99	1999-00	2000-01	2001-02	2002-03	2003-04	2004-05	
Faculty/Staff	319	344	115	132	310	318	249	-70
Student	203	195	169	148	241	331	325	122
<b>Total Permits</b>	<b>522</b>	<b>539</b>	<b>284</b>	<b>280</b>	<b>551</b>	<b>649</b>	<b>574</b>	<b>52</b>
Off-site (Landmark)	33	0	210	143	0	0	80	47
Total Day Coupons	366	528	313	68	703	904	1,021	654
Total Parkers on Main Campus: Typical Day	547	596	322	354	644	774	734	187

As shown above, the number of daytime Main Academic Campus parking permits issued to faculty, staff, and students has grown by only 52 since 1998. Daytime coupon usage for part-time faculty, staff, and students has increased to 1,021 coupons in 2004-2005, but the coupons are not typically used every day. Off-site parking in the Landmark Garage has been used to varying degrees over the years; its use was highest when One Palace Road was under construction. The Simmons lots and garage are typically very well utilized on an average day, as is most off-street parking in the Longwood Medical Area.



In 2004–2005, a total of 1,675 permits and coupons were issued, and about 750 people parked on the Academic Campus on a typical day. On-street parking not reserved for Fenway Resident Permit Parking is also well utilized during weekdays.

### **5.2.5 Public Transportation**

Simmons College is served primarily by the MBTA Green Line on Huntington Avenue, MASCO and MBTA bus service to the Orange Line and Commuter Rail at Ruggles Station, and other MASCO and MBTA bus routes, including two Crosstown Express bus routes.

### **5.2.6 Pedestrians**

The many colleges, schools, and medical institutions in the area produce significant pedestrian trips throughout the study area. Particular to Simmons College are student trips between the Residence Campus across Brookline Avenue and the Main Academic Campus. Typically, this trip is made either along The Fenway or through the Emmanuel College campus across Avenue Louis Pasteur. Sidewalks are generally in good condition, and most have adequate width to move significant pedestrian volumes. Simmons improved crosswalks at Avenue Louis Pasteur in conjunction with approval of the One Palace Road project.

### **5.2.7 Bicycles**

About 2 percent of Simmons College employees and students bicycle to work or school, based on the December 2004 *Rideshaing Update Report* completed by TransAction Associates. Simmons provides 12 bicycle spaces in racks on its Main Academic Campus.

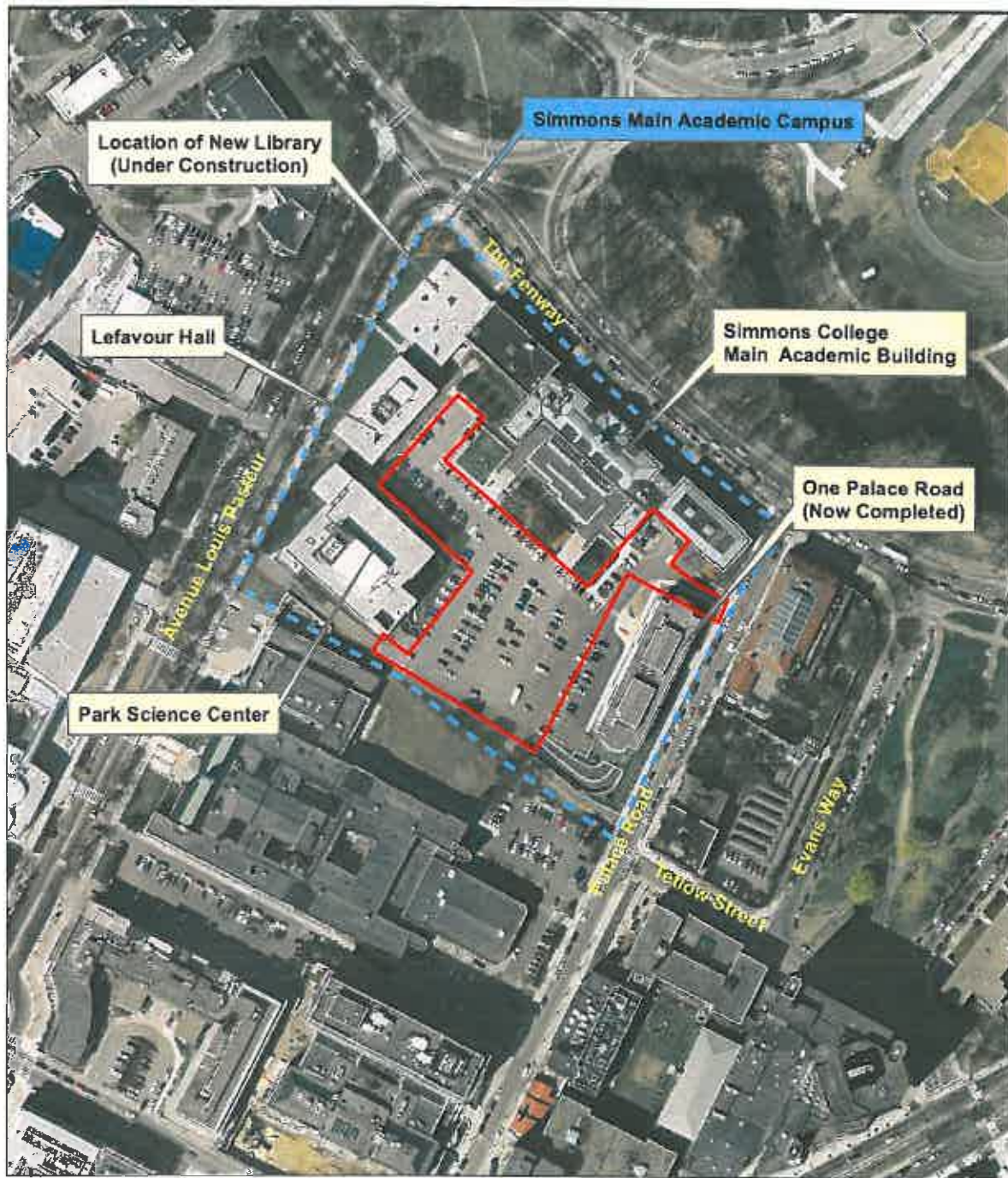
### **5.2.8 Loading and Service**

Loading and service take place at two locations on the Simmons Main Academic Campus. The Main Academic Building has a loading dock located to the east of the building along Palace Road. The Park Science Center has a separate loading space at the rear of the building immediately north of the main driveway on Avenue Louis Pasteur. To use either loading dock, trucks cross the parking lot, unload, and exit via the main entrance. A curb cut on Palace Road behind the Main Academic Building loading dock is currently gated and used for emergency access only. A survey of loading activity was conducted on September 15, 2005, from 6:00 A.M. to 6:00 P.M. The main vehicle delivering to Simmons is an SU-30 or smaller truck. Primary delivery needs are for food service, school supplies, and trash removal. Deliveries are scheduled at off-peak hours to avoid peak-hour traffic flow.

### **5.2.9 Existing Site Plan**

Figure 5-1 shows the existing site plan, including driveways, surface parking spaces and circulation, One Palace Road garage entrance and exit, and loading facilities.





Source: Daylor Consulting, Inc.

**Figure 5-1.**  
**Existing Site Plan**



### **5.2.10 Transportation Demand Management Program**

Simmons College has been a leader among MASCO institutions in terms of commitment to Transportation Demand Management (“TDM”) measures to reduce auto use. Besides participating in MASCO’s carpool and vanpool programs, Simmons combines parking management with transit incentives in its own TDM program to encourage the use of alternative modes.

In terms of parking management, all campus parking is strictly controlled through a permit system. Visitors, students, faculty, and staff are encouraged to use public transportation on the Simmons Web site. Students who live closer than 1.5 miles away from the campus, including resident students, are not eligible to purchase parking. Coupons are available for part-time students. Evening students are not allowed to purchase daytime coupons. A limit of 60 per semester is set on the number of day or evening coupons purchased by a student. Market rates are charged for parking.

Student MBTA passes are available through discounted pre-order programs and by purchasing directly from the cashier on-campus. Also on-campus, students may purchase either the MBTA 20-percent-discount student pass or a regular T pass, and staff and faculty may purchase a 60-percent-discount T pass.

### **5.3 Evaluation of Long-term Transportation Impacts**

Simmons College anticipates an increase in the community student population between 2005–2010 by approximately 418 students, including 136 full-time undergraduate students and 282 graduate SOM students relocated from the Back Bay buildings when the new, 66,500-square foot on-campus building is finished. Staff commuters to the Main Academic Campus are projected to increase by 181 between 2005 and 2010, including 99 additional faculty and staff to meet projected enrollment growth and 82 faculty members moving from the Back Bay to the new SOM. The traffic analysis is summarized below; detailed analysis is found in the *Draft Project Impact Report* for the School of Management and Quad Project. This increase in commuting students and staff requires Simmons to emphasize transit and alternative modes of transportation during the enrollment process to reduce the number of impacts from drive-alone trips. Other factors that continue to influence campus travel include trends toward more evening and weekend classes and consolidation of individual class schedules into fewer days per week to fit with student work schedules. As shown by occupancy surveys, Simmons’ off-street parking is typically well utilized during the day, in the evening, and on weekends, and public, on-street parking in the area is both limited in supply and heavily used as well. Until major transit improvements like the Urban Ring take place, this situation is likely to occur for Simmons as well as other LMA institutions.

### **5.3.1 Traffic Operations: 2010 No-Build Conditions**

No-Build traffic volumes were developed by applying a general traffic growth factor, along with specific study area traffic added to the street network by individual projects. The No-Build and Build street networks also reflected the Blackfan Street Extension between Longwood Avenue and Avenue Louis Pasteur, scheduled to be open by the end of 2007. No-Build traffic additions caused a number of intersection approaches in the study area to operate at or below LOS D.

The following intersections or approaches will operate at LOS D or worse under No-Build Conditions:

- Louis Prang Street/Ruggles Street/Huntington Avenue is expected to worsen from LOS C to LOS E during both peak hours. The operations at a number of approaches at this intersection will worsen to LOS F.
- Longwood Avenue/Huntington Avenue is expected to worsen from LOS C to LOS D during the A.M. peak hour. The Huntington Avenue northbound left-turn approach will worsen from LOS A to LOS F during the A.M. peak hour, due to a significant increase in left-turn volume. During the P.M. peak hour, the intersection will continue to operate at an overall LOS F.
- The Fenway westbound through approach at Fenway/Louis Prang Street/Evans Way South will operate at LOS F during both peak periods.
- Longwood Avenue/Blackfan Street is expected to worsen from LOS C to LOS D during the A.M. peak hour. The intersection will continue to operate at LOS F during the P.M. peak hour, although a number of approaches will worsen to operate at LOS F.
- The Fenway westbound left-turn approach at Fenway/Avenue Louis Pasteur will worsen from LOS B to LOS F during the A.M. peak hour. The Avenue Louis Pasteur northbound right-turn approach will worsen from LOS D to LOS F during the A.M. peak hour and from LOS C to LOS F during the P.M. peak hour.
- The southbound right-turn approach at Longwood Avenue/Avenue Louis Pasteur will worsen from LOS C to LOS F during the A.M. peak period.
- The eastbound left-turn approach at Blackfan Street/Avenue Louis Pasteur will operate at LOS F during both peak hours. The remaining approaches of the intersection will operate at LOS C or better.

### **5.3.2 Traffic Operations: 2010 Build Conditions**

Build traffic volumes included both anticipated SOM traffic and traffic from 350 underground garage parking spaces proposed to be leased to a medical institution. Under Build Conditions, traffic operations change only slightly from No-Build Conditions, due primarily to the staggered work schedules of the medical institution parkers and Simmons staff and students. With the SOM

in place, only five intersection approaches during the A.M. peak hour and three intersection approaches during the P.M. peak hour are expected to have slightly increased delay.

Several local circulation alternatives were analyzed at the request of the Boston Transportation Department ("BTD"), the findings of which are discussed below. The alternatives were:

1. Change the direction of Palace Road from northbound to southbound;
2. Make Palace Road two-way;
3. Provide an entrance and exit to the Simmons campus from Palace Road instead of an exit only;
4. Provide a connection to Huntington Avenue for Simmons parking and Palace Road eastbound traffic via Tetlow Street and Evans Way from the Simmons Palace Road driveway; and
5. Provide a full public access Tetlow Street connection between the Simmons campus and Boston Latin School from Avenue Louis Pasteur to Palace Road.

Detailed analysis of these options is found in the *Draft Project Impact Report* for the SOM.

The conclusion of the studies was that volumes that would be affected by any of the circulation changes are relatively small: about 140 vehicles during the morning peak hour and 280 during the evening peak hour. Although the SOM design does not preclude the Tetlow Street Extension, making this roadway segment a public way would provide no access benefit to Simmons College.

### **5.3.3 Parking Impacts**

The construction of the 715-space, below-grade, SOM garage will replace all 275 existing striped surface spaces and the 60 current permitted valet spaces.<sup>1</sup> The SOM garage will also address future demand, not only from staff and students, but also from attendees at management conferences and Executive Education programs associated with that school. Simmons expects both the number of these sessions and the size of the audiences to grow in the future. Increasing the Executive Education program is a key element of the School of Management's strategic plan, and the SOM has hired a new director and staff to support this program. Credit hours increased 43 percent in the last year and are expected to continue to increase by at least another 6 percent per year for the next 10 years. Demand for the spaces in the new Main Academic Campus garage is discussed below. The new garage will replace 335 surface and valet spaces in use today and add 380 net new spaces.

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<sup>1</sup> Up to 17 surface parking spaces will be maintained, including 5 spaces adjacent to the Main Academic Building for loading/service vehicles and 12 spaces adjacent to the new SOM for short-term visitors. Total net new spaces will not exceed 380.

The new Simmons Library project added 47,600 sf of net new floor space, for an allowance of 36 parking spaces, per BTD guidelines. The SOM will add 66,500 square feet of building space on-campus. Based on the LMA guideline (0.75/1,000 square foot ratio), this equates to an additional 50 spaces. Peak SOM staff demand is actually estimated at 38 spaces and student demand at 49 spaces, based on the vehicle trip generation presented in the DPIR. Simmons has also projected a need for 23 additional visitor and guest spaces, for a total of 110 spaces, based on faculty, staff, and student travel patterns and growth projections for the Executive Education programs as described above.

Though difficult to quantify, the potential for future long-term development (beyond the current master plan period) on both the Residence and Main Academic campuses, at this pre-planning stage, is estimated at up to an additional 90,000 sf (Academic Campus) and up to an additional 221,000 sf (Residence Campus), generating a demand for an additional 234 spaces at the 0.75/1,000 sf ratio for non-residential space and 0.75/dwelling unit ratio for residential space.

**Table 5-4** summarizes the changes to Simmons College's on-campus parking supply. The addition of the Project will increase the total existing campus parking supply from 580 to 960 spaces, for a net new increase of 380 parking spaces. As a result, the on-campus parking ratio will increase from 0.71 to 0.81 spaces per 1,000 sf, very close to the 0.75/1,000 sf LMA guideline.

<b>Table 5-4: Proposed Simmons Parking Summary</b>		
	<b>Parking Spaces</b>	<b>Ratio</b>
Existing Spaces	580	0.71
Removal of surface and valet parking spaces	(335)	—
Proposed Parking Garage	715	—
<b>Net Change</b>	<b>380</b>	<b>—</b>
<b>Total</b>	<b>960</b>	<b>0.81</b>

Due to financial constraints, the College's intention is to lease approximately 350 of the 715 spaces in the short- to mid-term. The College is in discussion with an LMA institution that is willing to enter into a 15-year lease to partially replace 555 spaces that will be lost when current leases elsewhere in the area expire by the end of 2007. Leasing space to this tenant will allow Simmons to guarantee financing for the new garage.



### **5.3.4 Transit, Pedestrian, and Bicycle Impacts**

The SOM project will generate about 410 transit trips over the course of a day. These will basically be relocated trips that are now traveling to and from the Back Bay campus. These trips, which are already on the system, will not cause any significant impact on transit service. Added pedestrians will use existing pathways along The Fenway, Avenue Louis Pasteur, and Palace Road, as well as improved pathways through the new landscaped quadrangle made possible by moving the parking to the underground garage.

### **5.3.5 Loading and Service**

Due to construction of the new School of Management and Quad, vehicles will no longer be able to access the Main Academic Building loading and service area through the College's main entrance on Avenue Louis Pasteur. To address this issue, the study team evaluated a number of loading alternatives, including accessing the Main Academic Building loading area via Palace Road; construction of a loading area within the new below-grade parking garage; consolidation of loading activities at the Park Science Center; and construction of an access road through the new quad. Trash removal would remain at the existing Main Academic Building loading and service area under all scenarios.

The study team determined that accommodation of loading and service activities for the new School of Management at the existing Main Academic Building loading area, with access via Palace Road, would be the most feasible option. The loading and trash removal area at the Park Science Center will remain in service.

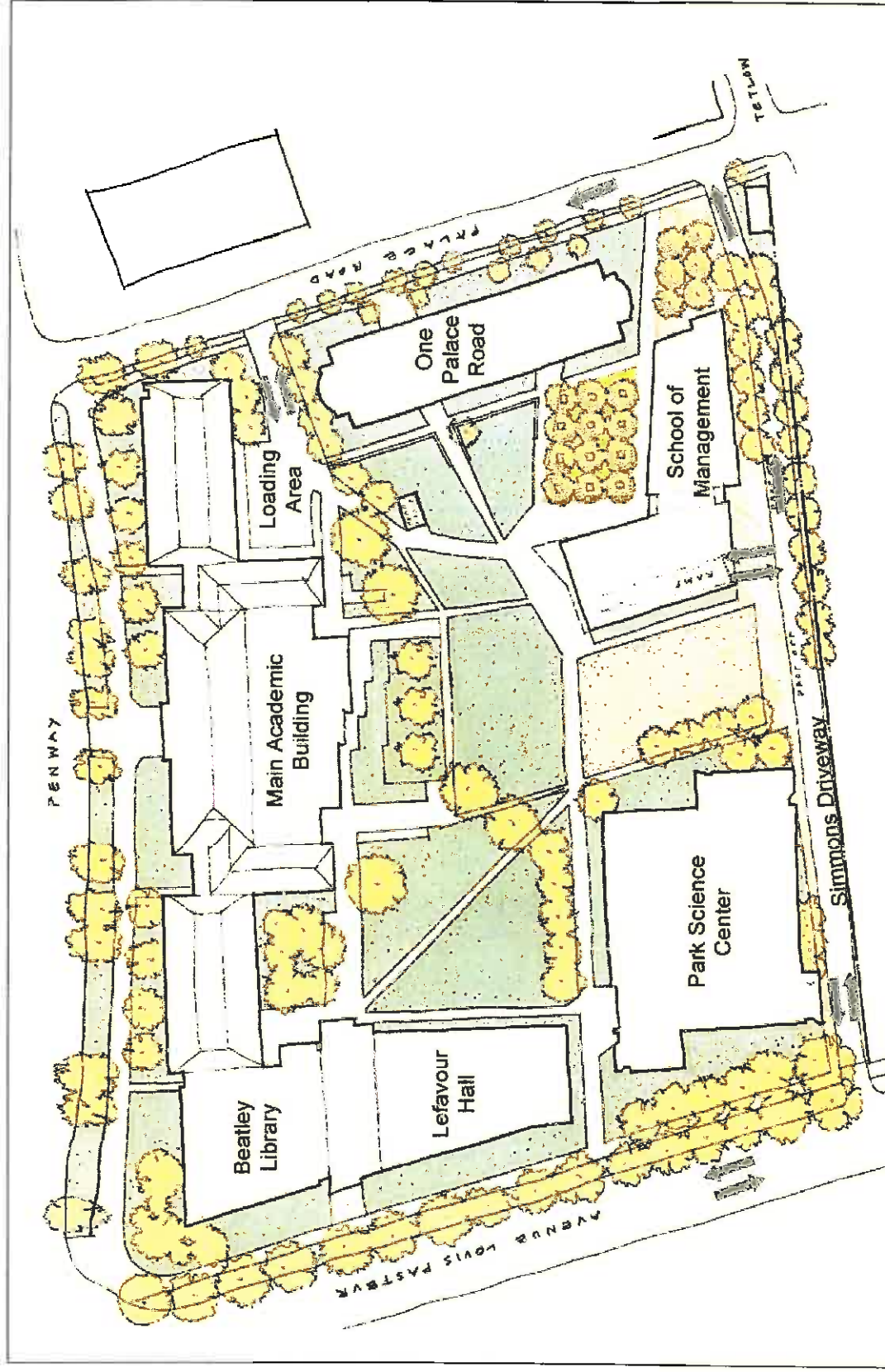
### **5.3.6 Future Site Plan**

Figure 5-2 shows the future site plan with the new academic building and garage entrance and exit. A new garage exit ramp is located at the west side of the proposed SOM building footprint. The ramp will be designated as a two-lane, exit/entry (for use of the garage). The existing ramp at One Palace Road will be abandoned. Traffic will circulate in and out at the main entrance at Avenue Louis Pasteur. The Palace Road exit will be maintained to expedite peak-hour egress.

### ***5.3.7 Transportation Demand and Parking Management***

As stated above, Simmons College has consistently worked to reduce the number of drive-alone trips to the campus, both through its own efforts and through participation in programs sponsored by MASCO, the local Transportation Management Association. The primary components of Simmons' Transportation Demand Management program are an increase to 70 percent of the MBTA pass subsidy for faculty and staff, a 20 percent MBTA pass subsidy for students, convenient transit pass sales on-site, and promotion of alternative means of transportation. These measures are combined with a constrained parking supply, a tightly controlled permit system, and market fees charged for parking to help reduce drive-alone trips to the college.

Simmons will continue to participate with MASCO and BTD on transportation planning and operational improvements in the Longwood Medical Area as this project and future projects move through permitting.



**Figure 5-2.  
Future Site Plan**



## **6.0 URBAN DESIGN GUIDELINES**

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### **6.1 Introduction**

Simmons identified six key urban design guidelines in the 2000 Master Plan that have not changed. They are:

- Create an urban oasis on each campus, residential and academic.
- Develop any new buildings in scale and in harmony with the existing campus and surroundings.
- Encourage the use of public transportation and remote parking, but provide adequate on-site parking for students, faculty and employees who must come by car.
- Screen existing parking from the surrounding neighborhood and work to eventually place it all below grade in order to create a green campus.
- Provide pedestrian entries to and routes on each campus appropriate to its use.
- Encourage interaction among the adjacent Colleges of the Fenway by creating entries and pedestrian paths that allow students to move from one campus to the other.

### **6.2 Relation to Urban Design Guidelines**

The new School of Management and Quad Project is consistent with these goals (see figures in **Appendix B** of this report). More information and additional information on the Project is also contained in the Draft Project Impact Report, submitted under separate cover to the BRA.

#### **Streets and Blocks**

The Project Site is bordered by The Fenway to the north, Palace Road to the east, and Avenue Louis Pasteur to the west. The proposed School of Management is envisioned as completing the public street wall of the campus block by occupying the final open parcel at the southeast corner of the campus. The new quadrangle will create an organizing element within the context of the buildings forming the academic campus, and will also organize pedestrian routes through the Project Site from the surrounding neighborhood. The site will be open to public pedestrian travel at all times (all main circulation pathways will be illuminated during evening hours for security); all pathways through the Project Site will be designed and maintained so as to be accessible to the handicapped in compliance with the Massachusetts Architectural Access Board ("AAB") requirements.

The School of Management will be provided with a drop-off adjacent to the Campus' south driveway. A drop-off will also be provided adjacent to the southwest portion of the new quad; this feature will allow vehicles to drop off passengers traveling to the Simmons Campus. The entrance to the new parking

garage is also configured to allow a passenger to be dropped off at the sidewalk in front of the new SOM as their vehicle is entering the new garage.

The School of Management and garage structures are organized at the south edge of the Project Site so that they either align with or are set back from an imaginary line extending parallel to the south face of the Park Science Center building. This arrangement ensures that the proposed School of Management and Quad Project would not preclude the creation of a Tetlow Street extension (one of the city's long-range plans discussed in the LMA Interim Guidelines) through the Simmons Academic Campus and the northeast corner of the Boston Latin High School property.

### **Building Form and Massing**

Situated in the southeast corner of the Main Academic Campus, the School of Management ("SOM") building does not front on any major public streets and is largely internal to the Main Academic Campus. The "L" shaped building concept seeks to both form and articulate the newly proposed internal quadrangle ("quad") with the creation of a main central space and smaller more contemplative gardens. The new building contains the School of Management on the southern five-story bar as well as College classrooms and support space in the four-story portion of the structure. These two main programs are separated by a vertical central lobby and stair. This "townhouse" concept recalls the SOM's previous home on Commonwealth Avenue. The stepped building massing creates a sense of scale and harmony with the existing campus and surroundings.

The north leg of the "L" shaped building contains four stories to relate to the building heights of the structures at the east, north, and northwest edges of the campus. The south leg of the "L" is five stories, similar to the height of the Park Science Center building directly to the west. As noted, this relationship creates a consistent building height and street wall alignment along the south edge of the campus. The south façade is conceived as creating a signature vista for the College in recognition of the signature views created along Palace Road. The second floor of the south wing cantilevers over the first to create a covered drop off and walkway, which is a continuation of the proposed sidewalk from Avenue Louis Pasteur to Palace Road.

The "L" shaped building is made up of two interlocking volumes which contain the SOM and the College classrooms and support space. While the central lobby and stair serve to separate these two programs, the building's facades also underscore this concept. The "College" leg which protrudes into the quad is clad in limestone and has a punched window façade which is in harmony with the rest of the Simmons fabric. The SOM bar is clad in curtainwall which mediates between opaque, translucent and transparent. This more corporate articulation further enhances the façade of the building which looks towards the Boston Latin High School. This signature piece identifies Simmons College as a forward-looking institution at the same time as articulating the street line towards Boston Latin.

The roof of the four-story wing is conceived as an accessible roof garden enhancing the program space on the fifth floor of the south wing, and allowing views of the new quadrangle and The Fenway in the distance.

## Access to Parking Garages

The main vehicular entry to the Simmons Academic Campus will occur via a driveway from Avenue Louis Pasteur to Palace Road. This drive will have a sidewalk on the north side to separate cars from pedestrians and also to introduce the public to the quad. The new driveway will be designed very much like a street and will be designed to enhance the reputation of Simmons College by creating a new edge to the campus. The proposed driveway includes a sidewalk along its north edge that will extend along the south façade of the new building. The façade is adjacent to the main corporate entrance and vehicle drop-off for the building.

The Project Site will be arranged to suspend use of the Palace Road Garage Ramp, converting this corner of the site into a landscaped plaza. The One Palace Road Garage may be connected on all levels to the new SOM garage (P1, P2, P3), or possibly only at the P1 levels. These options are being evaluated by the College. The garage can be accessed only via Avenue Louis Pasteur, necessitated by the one-lane drive that is proposed east of the new garage ramp.

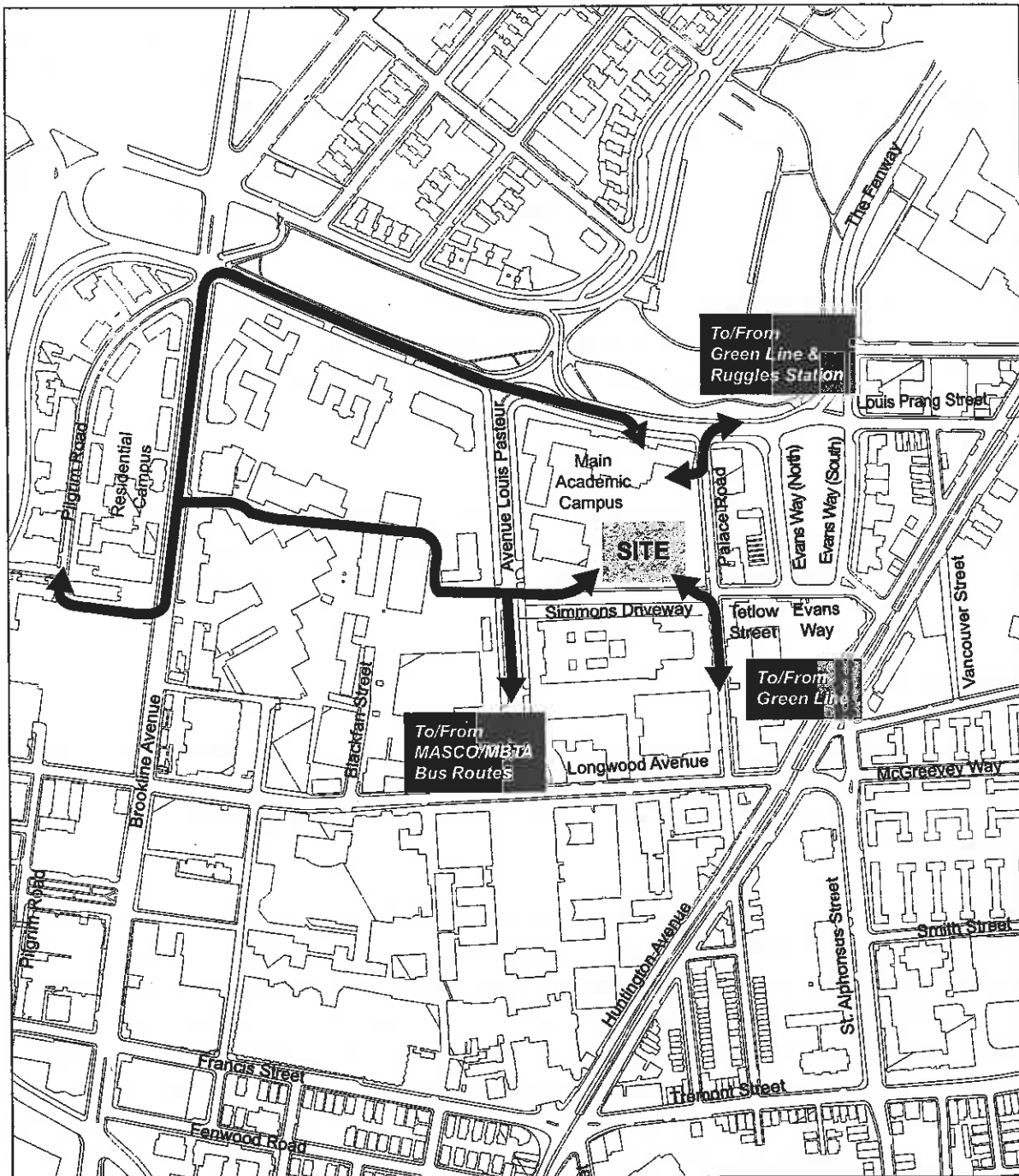
The new garage exit ramp is located within the footprint of the proposed School of Management, at the west edge of the proposed structure. The ramp will be designed as a two-lane, entry/exit (for users of the garage utilizing card-key access). The existing ramp at One Palace Road garage will be deleted as previously described.

## Pedestrian Circulation

The Project will offer improved pedestrian connections within the campus. Pedestrian paths, based on existing trends, are shown in **Figure 6-1**. The main pedestrian pathway from the Residence Campus to the Main Campus is across Brookline Avenue at the Sears Rotary and then along The Fenway to the Main Academic Building.

The Project will offer improved pedestrian connections within the Main Academic Campus. Along the new driveway, pedestrians will have access to the quad paths where they connect to the sidewalk that runs along the northern edge of the driveway. The new main entrance to the SOM will be directly off this new drive. This entrance will have a drop-off area parallel to the drive. The new building lobby is proposed to be available for passage during business hours and revert to card access only after 6:00 PM. The exterior spaces around the building will be designed to be safe and comfortable for students and the public. The perimeter of the building is largely hardscaped to allow for ease of travel and rainwater runoff. A pathway from the northern leg of the building will offer a connection directly to the Fens cafeteria in the Main Campus Building.

The new pedestrian route at the south college driveway will be provided with a distinctive paving pattern where it traverses the parking garage entry and exit. Pedestrians will be protected from vehicles entering / exiting the garage through the use of bollards or other site elements. The inclusion of new crosswalks will be reviewed at the termination of the new sidewalk at Palace Road adjacent to the intersection with Tetlow Street.



**Figure 6-1**  
**Pedestrian Circulation**



## 7.0 COMMUNITY BENEFITS PLAN

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### 7.1 Community Outreach and Service

Simmons College has partnered with the City of Boston to provide numerous outreach programs that benefit the local community, including Fenway and Mission Hill charitable and non-profit agencies. Simmons gives to the community, through extensive volunteer, internship, service learning and other partnerships, and it invites the community into its campus, through numerous events, and employment and educational opportunities. Simmons' work in the community uses a combination of College resources, grant monies and federal work-study funds.

Simmons College has over 40 programs and initiatives that reach out to the community through partnerships with more than 200 non-profit organizations, hospitals, schools, and government agencies; the majority are located in Boston. Over 1,800 students, faculty, staff, and alumnae/i volunteer in the community, and 1,500 students engage in internships and service learning placements in the local Fenway neighborhood, the Boston community, and beyond.

**Appendix C** contains a comprehensive summary of Simmons' programs and services. Highlights of Simmons's community partnership efforts and outreach are provided below.

- The College's commitment to serving Boston was nationally recognized when Washington Monthly magazine ranked Simmons College 20<sup>th</sup> nationally in the highest amount of federal work-study funds directed towards the community.
- More than half of Simmons' 1,500 undergraduates volunteer *each week* in Boston's schools and social service agencies. In the 2002-2003 academic year, approximately 184 students contributed 276,000 hours of direct service in the local community.
- Simmons' graduate students, especially those in Education, Social Work, Health Studies, and Library Science, provide extensive volunteer service in the Boston community.
- Simmons has a strong partnership with MissionSAFE, which serves at-risk youth 12 to 19 years of age. Simmons allows use of space on campus for the After-School Programs, Saturday Programs, and Explorer Academy, and students serve as volunteers and tutors.
- Simmons has a partnership with the Farragut, Timilty, Egleston and other Boston Public Schools. For example, the *Farragut Afterschool Program* is served by 15 to 25 Simmons students each semester. At Boston's *James P. Timilty School*, Simmons students serve as teacher aides, assistants in the annual science fair and well over 20 faculty and staff participated in the Promising Pals program. At the *Greater Egleston Community High School*, each year from 6 to 10 Simmons students serve as teacher aids and mentors.

- Simmons and its student-run community service program provides programs and sponsorship of community events, such as Operation Peace, Safe Halloween Party, College Awareness Program, and America Reads.

## 7.2 Scholarships

Simmons is committed to making higher education accessible to all qualified people. Over \$1 million in scholarships are offered annually. Simmons history of awarding monies to Boston Public School graduates include:

	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	Total
<b>Totals</b>	<b>\$595,010</b>	<b>\$487,649</b>	<b>\$451,623</b>	<b>\$534,707</b>	<b>\$551,000</b>	<b>\$633,315</b>	<b>\$3,253,304</b>

In the 2004-2005 school year, the College provided over \$1.9 million of institutionally funded scholarships to 185 undergraduate students whose families reside in Boston. Twenty-nine percent, or 53, of these students are African American. In addition, donors have established 15 scholarships for students of color. There are two funds in honor of the legendary Betty Rawlins, and funds established by such alumnae as Anne Fudge, Harriet Elam-Thomas and Joyce Wein.

## 7.3 Training and Employment Initiatives

Table 7-1 depicts the numbers of full- and part-time faculty and staff employed at Simmons.

<b>Table 7-1: Faculty and Staff by Boston Residency</b>			
	<b>Total</b>	<b>Boston Residents</b>	<b>% Boston Residents</b>
Full-Time Staff	448	132	30%
Full-Time Faculty	218	42	19%
Contract Employees	159	99	62%
Part-Time Staff	141	49	35%
Part-Time Faculty	288	48	17%
<b>TOTAL</b>	<b>1,254</b>	<b>370</b>	<b>30%</b>

Approximately 28% of Simmons' Boston employees live in Mission Hill, Fenway, and Jamaica Plain (up from 22% in 2003). Boston residents are employed across the board, and in all capacities, at Simmons, from housekeeping and food services, to positions requiring Master's level degrees such as librarian, to upper administration, such as the Senior Vice President for Administration and Planning.

Simmons College embraces workforce diversity, including both: (1) a commitment to recruit and hire persons from traditionally under-represented groups; and (2) the welcoming of job candidates who reside in the City of Boston.

## Workforce Initiatives

Simmons College embraces workforce diversity, including both: (1) a commitment to recruit and hire persons from traditionally under-represented groups, and (2) the welcoming of job candidates who reside in the City of Boston.

Recent efforts that have resulted in increased percentages of employees from local or diverse backgrounds include: participation in the New England African-American women in higher education network; advertising on the Multicultural Advantage web site; hiring external search firms with specific diversity recruitment expertise; joining the Latino Professional Network, participating in the Boston Herald Workplace Diversity Job Fair, El Mundo Latino Career Expo, and Hispanic and Black MBA Career Fair; attending the AIRS/BostonWorks Diversity Sourcing and Recruiting Summit; special recruitment, and advertising through the Boston Banner, El Mundo, Boston Herald, and Boston Globe. In partnership with the Colleges of the Fenway, Simmons hired Global View Communications to develop a diversity recruiting plan. The College recently agreed to serve as employer partner with the MASCO/Mission Main Resident Services Corporation grant submission.

Described below are activities and accomplishments of the Office of Employee Services and Resources ("ESR"). Such activities and accomplishments clearly demonstrate the College's commitment to workforce diversity.

- (1) The ESR Office actively participates in the Workforce Development Initiative currently being coordinated by the Medical Academic and Scientific Community Organization ("MASCO"). With support of its Board, which includes Simmons College, MASCO launched an area-wide LMA Workforce Development Initiative. MASCO members employ 37,000 individuals, 35% of whom are Boston residents. With the goal of continuing to strengthen the LMA's connections to surrounding neighborhoods in Boston, a leadership group from MASCO and its member institutions has been working to identify members workforce development needs and resources and opportunities to develop new or strengthen existing partnerships with community workforce development providers. Simmons has been an active participant in the Workforce Development Initiative. One of the first actions of this group was to identify entry-level jobs at MASCO organizations. More specific strategies and plans are still being developed.
- (2) Simmons relies heavily on Internet recruiting. In addition to posting job openings on websites such as BostonWorks (which is affiliated with the Boston Globe); HigherEdJobs.com; and Simmons' own web site ([www.simmons.edu](http://www.simmons.edu)), the College actively searches for web sites and organizations targeted to women and persons of color. For example, jobs have been posted on the following web sites:
  - Women in Development of Greater Boston;
  - New England Consortium of Black Admissions Counselors ("NECBAC");
  - The Hispanic Outlook in Higher Education; and

- [www.diversitylink.com](http://www.diversitylink.com)

(3) In print advertising of employment opportunities, Simmons includes a more compelling phrase, "*Simmons is committed to excellence in education and employment through diversity.*" rather than the traditional phrase used in employment advertising: "*We are an EEO/AA employer.*" Because of the high cost of print advertising, the College relies more heavily on Internet recruiting and direct sourcing to fill open positions.

(4) Simmons uses direct mail as a means of encouraging applicants from traditionally under-represented groups. For example, within the past few years, to recruit new employees, the College outreach has included the following efforts:

- Sending cover letters and job postings to senior executives of color at FleetBoston Financial Foundation and United Way;
- Sending a job posting to the National Association of Black Accountants when they held their national meeting in Boston in the summer of 2003;
- Sending letters and job postings directly to members of NECBAC (see # 3 above);
- Using the Black Pages of New England as a source of African-American organizations in the Boston area;
- Posting jobs with Boston-area outplacement firms (e.g., Lee Hecht Harrison, Drake Beam Morin);
- Sending job postings to local African-American organizations such as the Sportsmen's Tennis Club in Dorchester; the Urban League; and historically black churches in the Boston area;
- Sending job postings to The Resource Partnership which focuses on job placement for persons with disabilities ([www.resourcepartnership.org](http://www.resourcepartnership.org)); and
- Contacting the Massachusetts Black Librarians Network.

## **APPENDIX A – BRA SCOPING DETERMINATIONS**

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# Boston Redevelopment Authority

Boston's Planning & Economic  
Development Office

Thomas M. Menino, *Mayor*  
Clairence I. Jones, *Chairman*  
Mark Maloney, *Director*

One City Hall Square  
Boston, MA 02201-1007  
Tel 617-722-4300  
Fax 617-248-1937

August 5, 2005

Lisa G. Chapnick, Senior Vice President for Administration and Planning  
Simmons College  
300 The Fenway  
Boston, MA 02115

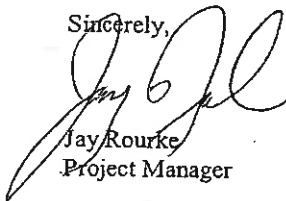
Dear Ms. Chapnick:

Re: **Simmons College**  
**Second Amendment to the Institutional Master Plan and New School of**  
**Management Project Scoping Determinations**

Please find enclosed the Scoping Determinations for the Simmons College Institutional Master Plan Second Amendment and New School of Management Project. The Scoping Determinations describe information required by the Boston Redevelopment Authority in response to the Institutional Master Plan Notification Form and the Project Notification Form which were submitted under Article 80 of the Boston Zoning Code on June 20, 2005. Additional information may be required during the course of the review of the proposals.

If you have any questions regarding the Scoping Determinations or the review process, please contact me at (617) 918-4317.

Sincerely,



Jay Rourke  
Project Manager

Cc. Tom Miller  
Jay Russo  
Keith Craig





**BOSTON REDEVELOPMENT AUTHORITY  
SCOPING DETERMINATIONS  
FOR  
SIMMONS COLLEGE  
INSTITUTIONAL MASTER PLAN SECOND AMENDMENT  
AND  
NEW SCHOOL OF MANAGEMENT PROJECT**

**PREAMBLE**

Simmons College ("Simmons" or "Proponent") completed an Institutional Master Plan ("IMP" or "Master Plan") in 2000. The Boston Redevelopment Authority ("BRA") Board of Directors approved the Master Plan on October 13, 2000 and the Boston Zoning Commission approved it on December 6, 2000. Under the Boston Zoning Code, a Master Plan has a dual purpose of meeting the needs of the institution and relating the campus to its context in a positive way. On October 8, 2003 the Proponent submitted a Institutional Master Plan Notification Form ("IMP/NF") to the BRA for the first amendment to the 2000 IMP for the library replacement project. Simmons currently proposes its second amendment to the 2000 IMP with a new school of management (the "Proposed Project"). The Proposed Project was referenced in the Simmons 2000 IMP (section 4.3.1) but was described in limited detail therefore requiring an amendment to the IMP. The BRA congratulates Simmons for implementing the Proposed Project and achieving their goals. Simmons is required to respond to the specific elements outlined in these Scoping Determinations. Written comments constitute an integral part of the Scoping Determinations and should be responded to in the Second Amendment to the Simmons IMP (the "IMP Second Amendment") and the Draft Project Impact Report (the "DPIR").

Specific concerns below are highlighted for additional emphasis and consideration:

- As outlined Simmons is proposing to create 715 below grade parking spaces. More discussion is needed through transportation studies, trip generation and a needs analysis.
- With any future development projects highlighted in the Master Plan and IMP Second Amendment, Simmons should consider and document how it would use the Leadership in Energy and Environmental Design (LEED) standards. Integrating green building components into the planning and design of new projects improves energy efficiency and promotes responsible and sustainable building practices.
- On February 3, 2003, the BRA adopted the LMA Interim Guidelines. The LMA Interim Guidelines set forth development parameters relating to urban design, transportation, and workforce development. The Proponent will be required to demonstrate consistency with the LMA Interim Guidelines.
- We applaud Simmons for not precluding the option of a Tetlow Street extension which may or may not happen in the future.
- Groundwater is a great concern to the city as a whole. Proper steps need to be taken to ensure the safety of the Proposed Project and neighboring buildings (Gardner Museum and Simmons Main Academic Building) so that no water depletion occurs during construction or in the future.
- An exciting aspect of the Proposed Project is the landscaped quadrangle that will result from the expansion of the below grade parking garage. A detailed timeline needs to be submitted with estimated start and completion dates.

- As the development of Simmons College continues, the Proponent should yield any and all ideas for future growth. Planning and development needs should be acknowledged in this process and introduced over the next phase of submission.

## SUBMISSION REQUIREMENTS

FOR

### THE SIMMONS COLLEGE INSTITUTIONAL MASTER PLAN SECOND AMENDMENT

The Boston Redevelopment Authority ("BRA") is issuing this Scoping Determination ("Scope") pursuant to Article 80D-5.3 of the Boston Zoning Code ("Code"). On June 20, 2005, Simmons College ("Simmons" or "Proponent") filed an Institutional Master Plan Notification Form ("IMP/NF") with the BRA seeking an Adequacy Determination for the approval of an amendment to the Simmons Institutional Master Plan ("IMP" or "Master Plan"), approved in 2000. The proposed IMP Second Amendment contemplates a new School of Management project as outlined in the IMP/NF (the "IMP Amendment"). Pursuant to Article 80D-5.3(d), if a proposed amendment to an approved IMP is limited to one or more proposed institutional projects to the IMP and does not involve renewal of the IMP, the BRA shall limit the scope of review of such proposed amendment to an examination of the impacts of such proposed institutional projects. Therefore, the scope of review for the IMP Second Amendment shall be limited to consideration of the cumulative impacts of the proposed new School of Management project (the "Proposed Project") when added to the existing uses and other institutional projects in the Master Plan. However, the Proponent is also required to provide additional information and materials as outlined in this Scope. The IMP Second Amendment, along with any additional or supplemental information required by the BRA, together with the approved Master Plan and the First Amendment will be acted on as the Amended Master Plan. Notice of the receipt by the BRA of the IMP/NF was published in the Boston Herald on June 20, 2005 initiating the public comment period that ended on July 21, 2005. In conjunction with the submission of the IMP/NF, Simmons also submitted a Project Notification Form ("PNF") which seeks Large Project Review, under Section 80B of the Code, for the Proposed Project. A separate Scoping Determination for the Proposed Project is being issued contemporaneously with the Scope for the IMP Second Amendment.

Pursuant to Section 80D-5.3(c) of the Code, a scoping session was held on July 6, 2005 with the City's public agencies and members of the Impact Advisory Group ("IAG") where the proposed IMP Second Amendment and Proposed Project, as outlined in the IMP/NF/PNF, were reviewed and concerns were discussed. In addition, a copy of the Notice and IMP/NF/PNF were provided to residents of the Mission Hill and Fenway neighborhoods. A public community scoping session, the Longwood Medical and Academic Area ("LMA") Forum, was held on June 27, 2005 where Simmons presented the IMP/NF/PNF and issues were discussed. Following the scoping sessions and based on the BRA's review of public comments, comments from the City's public agencies, and the IMP/NF/PNF, the BRA hereby issues its written Scope pursuant to Section 80D-5.3 of the Code. Comments from the City's public agencies and the public, found in **Appendix 1, 2** respectively, are incorporated as a part of this Scope.

The Scope requests information required by the BRA for its review of the proposed IMP Second Amendment in connection with the following:

1. Approval of the Simmons IMP Second Amendment pursuant to Article 80D and other applicable sections of the Code;
2. Recommendation to the Zoning Commission for approval of the Simmons IMP Second Amendment.

Simmons IMP Second Amendment should be documented in a report of appropriate dimensions and in presentation materials which support the review and discussion of the IMP Second Amendment at public meetings. 30 copies of the full report should be submitted to the BRA. An additional 50 copies of the document should be available for distribution to the LMA Forum participants, community groups, and other interested parties in support of the public review process. The IMP Amendment should be a separate and distinct section of an impact report submitted to the BRA in meeting the requirements of Large Project Review for the Proposed Project. The IMP Second Amendment may reference or include information from said impact report. The IMP Second Amendment should include this Scope text, maps, plans, and other graphic materials sufficient to clearly communicate the various elements of said Amendment. The IMP Second Amendment should include the following elements.

## **I. SUMMARY OF SIMMONS MASTER PLAN**

It is useful for Simmons to provide a summary of the Master Plan in the IMP Second Amendment. The summary should include, but not be limited to, the following elements:

- The mission of Simmons should be described. The description should articulate the larger, as well as the local, aspects of the mission;
- The Simmons role in the local community should be discussed. Services to the local community are of particular interest;
- The population served by Simmons and the major programs conducted need to be described;
- Simmons should describe not only those elements of the proposed IMP Second Amendment but also anticipated future developments beyond the Master Plan timeframe;
- The longer term needs, goals, and objectives of the Master Plan should be reiterated in sufficient detail; and
- The Master Plan's expected growth in the number of students should be provided along with any change in the number since the Master Plan was approved. In addition to the expected growth, it is useful for Simmons to provide the 1991-2005 breakdown of student population and the percentage change over those years.

## **II. SECOND AMENDMENT TO SIMMONS MASTER PLAN**

### **SUBMISSION REQUIREMENTS**

#### **A. IMP Second Amendment Description**

A description of the Proposed Project as outlined in the IMPNF should be summarized. Included in the description should be current and future trends that are impacting Simmons and shaping program objectives. Projection of changes on campus populations, new or expanded programs, research, housing, parking, Simmons enterprises, and other activities that require space on the Simmons campus in the next 5 years should be included.

#### **B. Student Population and Housing Needs**

The impact of student housing demand is of particular concern to the City. A discussion of the need for housing by students of Simmons and Simmons objectives to address the need should be included in this section. The purpose of this request is to gain an understanding of the impact of Simmons students on Boston neighborhoods, especially the private housing market, and of the efforts of Simmons to mitigate such impacts. In addition, a description and assessment of the effectiveness of Simmons oversight management of student life in private housing should be provided.

The IMP Amendment should include a Student Housing Plan that discusses the need for housing by Simmons students and Simmons' objectives to address the need. The Student Housing Plan should address the following specifics:

- The number of full-time undergraduate and graduate students currently attending Simmons, and the number of students projected to attend during the term of the Master Plan;

- The number of full-time undergraduate and graduate students (including the % of Simmons students) living in housing facilities owned or operated by Simmons, including a breakdown by type of degree program (undergraduate or graduate) and type of housing facility (dormitory, apartment, or cooperative housing facility);
- The number of housing units owned or operated by Simmons by type of housing facility (dormitory, apartment, or cooperative housing facility);
- Any housing requirements or restrictions Simmons places on its students (e.g., eligibility for on campus housing, vehicle ownership and parking, requirement to live on campus);
- The process by which Simmons directs its students to housing facilities;
- Simmons' short-term and long-term plans for housing its undergraduate and graduate students on-campus and off-campus;
- A plan for mitigating impacts of Simmons student housing demand on surrounding neighborhoods; and
- Such other information on Simmons student housing needs, current facilities, and plans as the BRA shall determine are necessary for an adequate description and evaluation of Simmons Proposed Project.

#### C. Urban Design

##### Issues

In preparing the IMPNF the Proponents have been responsive to BRA recommendations regarding site planning, vehicular circulation, massing and landscape. The Proponent shall address the following issues in preparing the IMP Second Amendment. The response will require appropriate diagrams, drawings, photographs, and other graphic images as well as text to fully explain the Proponents' intent.

##### A. Streets and Blocks

The city wishes to insure adequate vehicular access, relief from traffic congestion, enhancement of Simmons' identity as a part of the LMA, and safe delivery of students to the adjacent Boston Latin School. To achieve these goals the city has identified the extension of Tetlow Street between Avenue Louis Pasteur and Palace Road as an important component and has included the street extension in the Interim Guidelines.

The city therefore requests that the Simmons College IMP Second Amendment Master Plan include adequate distance between the southern property line and the south facade of the Proposed Project to construct the street extension at a time when its neighbors and abutters agree that the project be implemented, and that no Master Plan element, above grade or below, preclude the future construction of the Tetlow Street extension.

##### B. Building Form and Massing

As the Master Plan is implemented its general organization will become more apparent as an academic quadrangle characterized by a primarily green interior landscape enclosed by buildings and bounded by existing and proposed streets. Anticipating this evolution the Proposed Project will have two main facades, one fronting on the interior landscape and the other on the exterior street.

The design of the building should recognize the general Master Plan organization by treating the south facade as an important front give the building presence on the proposed street and enhancing the identity of the institution.

C. Access to Parking Garages

The Proponent should design access to proposed and future parking facilities in such a way as to enhance the overall Master Plan concept, treating the existing and proposed surrounding streets as handsome urban elements and not as private driveways or service roads. The existing ramp access to the parking garage under the School of Social Work and new ramps to proposed and future underground garages should be integrated with the design of the Proposed Project and with future buildings so that the access ramps are concealed.

D. Pedestrian Circulation

As the Colleges of the Fenway become more integrated with each other and more students are cross-registering with formerly separate institutions, the need for more visible and safer pedestrian connections becomes more important. The design of the Master Plan should include clear pedestrian routes not only between the Simmons' residential and academic campuses but also between the academic campus and the sidewalks that connect it with Wentworth, Northeastern, and Wheelock campuses. In that regard a program designed to enhance way finding should be a Master Plan element to be implemented in coordination with MASCO's efforts.

Submission Requirements

The Proponent shall submit materials to allow for a thorough review of the options available to address the issues cited above as well as others that may arise in further development and examination of the IMP Amendment. The submission shall include all of the items listed in the Code, Article 80D-3, 2 and 4, i.e., existing property and proposed projects of Simmons including those items listed in the text of the article as those which the proponent "may include". In addition the Proponent shall provide

- A. a series of neighborhood plans at a scale of 1"=100' showing existing and proposed building heights, building uses, pedestrian circulation, and vehicular circulation of cars and service vehicles; the area to be included in the plans shall extend not less than 1,000 feet in all directions from the proposed project site;
- B. diagrammatic sections through the neighborhood cutting north-south and east-west at the scale and distance indicated above;
- C. true-scale three-dimensional graphic representations of the area indicated above either as aerial perspective or isometric views showing all buildings, streets, parks, and natural features;
- D. a study model at a scale of 1"=40' showing the proposal in the context of other buildings extending 500 feet in all directions from the project site;
- E. a table listing all buildings owned or leased by the college, both on and off the LMA campus, and indicating
  - 1. total area including area below grade,
  - 2. uses and area devoted to each use,
  - 3. height in feet and number of floors, including floors below grade,
  - 4. age,
  - 5. condition,
  - 6. proposed action (rehabilitation, demolition, replacement, or other) during the next seven years, and

7. proposed uses with area devoted to each use.

The items above except the model shall be submitted in both printed form and as printable and duplicable digital files.

D. Community Benefits Summary

1. Training and Employment Initiatives

Provide a description of the Simmons current workforce and project future employment needs concerning proposed future projects. There is particular interest in learning about that part of the workforce drawn from Boston neighborhoods, particularly adjacent neighborhoods to Simmons, the types of jobs Boston residents hold, and about programs to recruit, train and promote this population.

2. Other Benefits

Identify current community benefits as well as any other benefits that minimize or mitigate detrimental and adverse impacts on the local community from Simmons and proposed future development.

E. Public Notice

The Proponent will be responsible for preparing and publishing in one or more newspapers of general circulation in the city of Boston a Public Notice of the submission of the IMP Amendment to the BRA as required by Section 80A-2. This Notice shall be published within five (5) days after the receipt of the IMP Second Amendment by the BRA. Public comments shall be transmitted to the BRA within sixty (60) days of the publication of this notice, unless a time extension has been granted by the BRA in accordance with the provisions of Article 80 or to coordinate Simmons Institutional Master Plan Review with the Large Project Review.

Sample forms of the Public Notices are attached as Appendix 3.

Following publication of the Public Notice, the Proponent shall submit to the BRA a copy of the published Notice together with the date of publication.

## SUBMISSION REQUIREMENTS

### FOR

#### THE SIMMONS COLLEGE NEW SCHOOL OF MANAGEMENT PROJECT - DRAFT PROJECT IMPACT REPORT

The Boston Redevelopment Authority ("BRA") is issuing this Scoping Determination ("Scope") pursuant to Section 80B-5 of the Boston Zoning Code ("Code"), in response to a Project Notification Form ("PNF") which Simmons College ("Simmons" or "Proponent") filed on June 20, 2005 for the new school of management (the "Proposed Project"). Notice of the receipt by the BRA of the PNF was published in the Boston Herald on June 20, 2005 initiating the public comment period that ended July 21, 2005. Pursuant to Section 80A-2 of the Code, the Notice and the PNF were sent to all public agencies of the City and other interested individuals and parties. Written comments in response to the Notice and the PNF that were received by the BRA prior to the end of the public comment period are included in the Appendices of this Scope. The Scope requests information that the BRA requires for its review of the Proposed Project in connection with the following:

- (a) Certification of Compliance and approval of the Proposed Project pursuant to Article 80, Section 80B of the Code; and
- (b) Certification of Consistency with the Simmons College Institutional Master Plan pursuant to Article 80, Section 80D-10 of the Code.

The BRA is reviewing the Proposed Project pursuant to Article 80, Section 80B, Large Project Review, which sets out comprehensive procedures for project review and requires the BRA to examine the urban design, transportation, environmental, and other impacts of proposed projects. Simmons is required to prepare and submit to the BRA a Draft Project Impact Report ("DPIR") that meets the requirements of the Scope by detailing the Proposed Project's expected impacts and proposing measures to mitigate, limit, or minimize such impacts. The DPIR shall contain the information necessary to meet the specifications of Section 80B-3 (Scope of Review; Content of Reports) and Section 80B-4 (Standards for Large Project Review Approval) as required by the Scope.

Subsequent to the end of the sixty (60) day public comment period for the DPIR, the BRA will issue a Preliminary Adequacy Determination ("PAD") that indicates the additional steps necessary for the Proponent to complete in order to satisfy the requirements of the Scope and all applicable sections of Article 80 of the Code. If the BRA finds that the PNF/DPIR adequately describe the Proposed Project's impacts and, if appropriate, proposes satisfactory measures to mitigate, limit or minimize such impacts, the PAD will announce such a determination and that the requirements for the filing and review of a Final Project Impact Report are waived pursuant to Section 80B-5.4(c)(iv) of the Code. Before reaching said findings, the BRA shall hold a public hearing pursuant to Article 80 of the Code. Sections 80B-6 and 80D-10 require the Director of the BRA to issue a Certification of Compliance and a Certification of Consistency, respectively, before the Commissioner of Inspectional Services can issue any building permit for the Proposed Project.

#### **I. PROPOSED PROJECT DESCRIPTION**

The Proposed Project contemplates erecting a 66,000 square foot new School of Management building with 715 below grade parking spaces to be located at the southern end of the Simmons Campus, closest to Boston Latin School. The building is proposed to be five stories (approximately 74 feet in height) and will allow the School of Management to relocate from its site at 407-419 Commonwealth Avenue and 451 Marlborough Street to the main campus. The Proposed Project will allow for reorganized and efficient faculty offices, classrooms, meeting space, graduate program, and connection to the main campus. Furthermore, five levels of below grade parking for 715 spaces will allow for the conversion of the Proponent's current parking area to be transformed into open green-space quadrangle. Finally, the current

at grade loading area will also be refitted in the proposed garage area so that no unnecessary burdens are placed on abutting neighbors.

## **II. DEVELOPMENT REVIEW REQUIREMENTS - ARTICLE 80**

### **SUBMISSION REQUIREMENTS**

In addition to full-size scale drawings, 30 copies of a bound report containing all submission materials reduced to size 8-1/2" x 11", except where otherwise specified, are required. The report should be printed on both sides of the page. In addition, an adequate number of copies must be available for community review. A copy of this Scope should be included in the report submitted for review.

#### **A. GENERAL INFORMATION**

1. Applicant Information
  - a. Development Team
    - (1) Names
      - (a) Developer (including description of development entity and type of corporation)
      - (b) Attorney
      - (c) Project consultants and architect
    - (2) Business address and telephone number for each
    - (3) Designated contact for each
  - b. Legal Information
    - (1) Legal judgments or actions pending concerning the Proposed Project
    - (2) History of tax arrears on property owned in Boston by the Applicant
    - (3) Evidence of site control over the project area, including current ownership and purchase options of all parcels in the Proposed Project, all restrictive covenants and contractual restrictions affecting the proponent's right or ability to accomplish the Proposed Project, and the nature of the agreements for securing parcels not owned by the Applicant.
    - (4) Nature and extent of any and all public easements into, through, or surrounding the site.
2. Financial Information (See Appendix 4 for required financial information, which may be submitted under separate cover).
3. Project Area
  - a. An area map identifying the location of the Proposed Project
  - b. Description of metes and bounds of project area or certified survey of project area
4. Public Benefits
  - a. Anticipated employment levels including the following:
    - (1) Estimated number of construction jobs
    - (2) Estimated number of permanent jobsThe Proponent is expected to provide a workforce development plan and needs assessment for the Proposed Project. The Proponent should describe the efforts it will undertake to ensure that an appropriate share of new jobs and construction jobs will be filled by Boston residents.



- b. Current activities and programs which benefit adjacent neighborhoods and the city at large, such as: child care programs, scholarships, internships, elderly services, education and job training programs, etc.
- c. Other public benefits, if any, to be provided.

5. Regulatory Controls and Permits

- a. Existing zoning requirements, zoning computation forms, and any anticipated requests for zoning relief should be explained.
- b. Anticipated permits required from other local, state, and federal entities with a proposed application schedule should be noted.
- c. A statement on the applicability of the Massachusetts Environmental Policy Act (MEPA) should be provided. If the Proposed Project is subject to MEPA, all required documentation should be provided to the BRA, including, but not limited to, copies of the Environmental Notification Form, decisions of the Secretary of Environmental Affairs, and the proposed schedule for coordination with BRA procedure.

6. Community Groups

- a. Names and addresses of project area owners, abutters, and any community or business groups which, in the opinion of the applicant, may be substantially interested in or affected by the Proposed Project.
- b. A list of meetings held and proposed with interested parties, including public agencies, abutters, and community and business groups.

B. PROJECT DESCRIPTION AND ALTERNATIVES

1. Project Description

The DPIR shall contain a full description of the Proposed Project and its components, including its size, physical characteristics, development schedule, costs, and proposed uses. This section of the DPIR also shall present analysis of the development context of the Proposed Project. Appropriate site and building plans to illustrate clearly the Proposed Project shall be required.

2. Project Alternatives

A description of alternatives to the Proposed Project that were considered shall be presented and the primary differences among the alternatives, particularly as they may affect environmental conditions, shall be discussed. In addition, any alternative development studies requested by the Boston Landmarks Commission should be discussed.

C. TRANSPORTATION COMPONENT

Please refer the comments and information requested by the Boston Transportation Department ("BTD") included in Appendix 1.

D. ENVIRONMENTAL PROTECTION COMPONENT

Please refer to the comments and information requested by the Boston Environment Department ("BED") and John Walser's BRA Environmental Review included in Appendix 1. In addition, the Proponent is requested to provide information on the following:

- Simmons should consider and document how it would use the Leadership in Energy and Environmental Design (LEED) standards. Integrating green building components into the planning and design of new projects improves energy efficiency and promotes responsible and sustainable building practices.

## E. URBAN DESIGN COMPONENT

### Issues

In preparing the DPIR the Proponent shall address the following issues providing diagrams, photographs, drawings, and models as well as text to fully explain the intent of the response.

#### A. Streets and Blocks

The city wishes to insure adequate vehicular access, relief from traffic congestion, enhancement of Simmons' identity as a part of the LMA, and safe delivery of students to the adjacent Boston Latin School. To achieve these goals the city has identified the extension of Tetlow Street between Avenue Louis Pasteur and Palace Road as an important component and has included the street extension in the Interim Guidelines.

The city therefore requests that the Simmons IMP Second Amendment include adequate distance between the southern property line and the south facade of the Proposed Project to construct the street extension and to build that portion of the extension that is on Simmons' property and will serve as access to the existing and proposed parking facilities.

The Proponent should design this access drive to meet Boston Public Works Department and Transportation Department standards for city streets including sidewalks, street trees, street lights, curbs, carriageway, and drains.

#### B. Building Form and Massing

As the Master Plan is implemented its general organization will become more apparent as an academic quadrangle characterized by a primarily green interior landscape enclosed by buildings and bounded by existing and proposed streets. Anticipating this evolution the proposed New School of Management will have two main facades, one fronting on the interior landscape and the other on the exterior street.

The design of the building should recognize the general Master Plan organization by treating the south facade as an important front give the building presence on the proposed street and enhancing the identity of the institution.

Specifically the Proponents should design active uses on the south side of the building with a high degree of transparency. The proposed arcade should be taller than proposed, at least two floors high, to insure a well-daylighted entrance space adjacent to the drop-off curb line and a dignified presence on the entrance drive.

The design of the curb line should be normal and straight rather than set back for drop-off functions because traffic on the entrance drive will be light until such time as the complete Tetlow Street extension is implemented.

#### C. Access to Parking Garages

The Proponent should design access to proposed and future parking facilities in such a way as to enhance the overall Master Plan concept, treating the existing and proposed

surrounding streets as handsome urban elements and not as private driveways or service roads. The existing ramp access to the parking garage under the School of Social Work and new ramps to proposed and future underground garages should be integrated with the design of the Proposed Project and with future buildings so that the access ramps are concealed.

The new ramp to the proposed below-grade parking facility should be designed to intrude as little as possible on the interior quadrangle landscape. Maintaining a constant sidewalk level rather than cutting the curb for the access ramp should strengthen the continuity of pedestrian movement along the access drive.

D. Pedestrian Circulation

As the Colleges of the Fenway become more integrated with each other and more students are cross-registering with formerly separate institutions, the need for more visible and safer pedestrian connections becomes more important. The design of the Master Plan should include clear pedestrian routes not only between the Simmons residential and academic campuses but also between the academic campus and the sidewalks that connect it with Wentworth, Northeastern, and Wheelock campuses. In that regard a program designed to enhance way finding should be a Master Plan element to be implemented in coordination with MASCO's efforts.

E. Building Design

The design of the Proposed Project, while being respectful of the best buildings on the academic campus, *i.e.*, 300 The Fenway, should reinforce the new attitude toward building design exemplified by the New Library Building. A contemporary expression using contemporary materials and detailing to strengthen the traditional character of part of the campus will be appropriate.

In this regard the building design should strive to meet contemporary standards of sustainable design and should incorporate energy efficient systems to achieve a LEED certification.

### Submission Requirements

The Proponent must submit the following items at the required scale and in a printed form that is reproducible and in electronic file form:

- A. a written description of program elements and space allocation for each element;
- B. black and white 8"x10" photographs of the site and neighborhood;
- C. plans and sections for the area surrounding the project at an appropriate scale (1"=100' or larger) showing relationships of the Proposed Project to the surrounding area and district regarding
  - 1. massing,
  - 2. building height,
  - 3. open space,
  - 4. major topographic features,
  - 5. pedestrian and vehicular circulation, and
  - 6. land use;
- D. sketches and diagrams of alternative proposals to clarify design issues and massing options;
- E. eye-level perspectives showing the proposal in the context of the surrounding area;

- F. aerial views of the project in perspective or isometric form;
- G. a site plan at 1"=16' or larger showing
  - 1. relationships of proposed and existing adjacent buildings and open spaces, open spaces defined by buildings on adjacent parcels and across streets,
  - 2. location of pedestrian ways, driveways, parking, service areas, streets, and major landscape features,
  - 3. accessible pedestrian, vehicular, and service access and flow through the parcel and to adjacent areas,
  - 4. phasing possibilities clearly indicating the scheme for completing the improvements, and
  - 5. construction limits;
- H. site sections at 1"=16' or larger showing relationships to adjacent buildings and spaces;
- I. a massing model at 1"=40' showing all buildings in the area and a study model at 1"=16' showing facade design;
- J. drawings at an appropriate scale (e.g., 1"=8') describing architectural massing, facade design, and proposed materials including
  - 1. site plans before and after construction,
  - 2. elevations in the context of the surrounding area;
  - 3. sections showing organization of functions and spaces, and
  - 4. building plans showing ground floor and typical upper floor;
- K. a site survey at 1"=40' showing nearby structures, utilities and bench marks; and
- L. the schedule for submittal of Design Development materials.

The Boston Civic Design Commission (BCDC) will vote to review the Proposed Project on December 2, 2003. The Proponent should expect to produce a presentation at the January 2004 BCDC meeting. When sufficient material has been developed, the Proponent should contact David Carlson, Executive Director of the BCDC. The BRA Urban Design reviewer will also assist in determining the Proponent's readiness for presentation. Monthly meetings of the BCDC are scheduled on the first Tuesday of each month. Attached is a memorandum, which briefly describes requirements (which should be considered prerequisites) for this scheduling.

#### INFORMATION REQUIREMENTS FOR BCDC PRESENTATION

BCDC Review is established by Article 28 of the Code and is a part of the Article 80 Project and Plan review processes. BCDC review is advisory to the BRA and should occur before the BRA Board takes action pursuant to the Article 80 process. In special cases, where this threshold is not applicable, BCDC review should occur during the schematic phase of project design or plan evolution so as to maximize the potential benefit of BCDC comments.

The Proponent should have available for presentation to the BCDC the full schematic design submission requirements as set forth in the BRA Development Review Procedures booklet. BRA Urban Design Staff shall have reviewed the Proponent's submission materials to assess their level of completeness before a Project is submitted for BCDC review. BCDC Project Summary Booklets (15) shall be prepared and delivered to the Executive Director at least one week before the first scheduled hearing before the Commission. Summary booklets need not repeat full PNF/ENF, NPC, Master Plan, or DPIR information, but should contain a brief narrative and fact sheet explaining the Project or Plan as well as sufficient photographs, drawings and sketches to fully understand the Project as proposed in its design and neighborhood context.

In general, the following must be included:

- Site Plan with context (one or more city blocks, depending on Project size);
- Elevations, Sections, and eye-level perspectives with context (adjacent buildings and more, depending on site) showing comparative heights and relationships to buildings, structures, or topography across the street(s) or to the rear. Models are encouraged;

- Fact Sheet with underlying zoning background (including design guidelines, district criteria, status of other public reviews, etc.) as well as proposed height(s), FAR, setbacks, and all other data directly or indirectly affecting the Public Realm (parking supplied vs. required, i.e.); and
- Other Materials deemed necessary by BRA or BCDC staff.

Unless advised otherwise, presentations will be limited to a MAXIMUM of 15 minutes. Please bring easels or other equipment necessary for your presentation. BRA staff working on a Project should be present to answer questions raised by Commissioners. The major reviewing community group(s) should be informed of the presentation beforehand and asked to be represented at the meeting. Proponents should be prepared to submit presentation material to the BRA the morning of the day before a hearing, for BRA urban design staff review. David Carlson can be reached at 617-918-4284. Fax is 617-918-4329. Email is David.Carlson.BRA@ci.boston.ma.us.

F. LMA INTERIM GUIDELINES

The Proponent should evaluate the Proposed Project and document its consistency with the LMA Interim Guidelines.

G. HISTORIC RESOURCES COMPONENT

The Proposed Project site is located near a number of historic properties listed in the National and state Registers of Historic Places. The DPIR shall identify, map, and describe these historic resources and any other historic properties in the vicinity of the Proposed Project's site and shall evaluate the anticipated effects of the Proposed Project on these resources. Particular attention shall be given to the design, scale, height, massing, materials, and other architectural elements of the proposed buildings as these relate to the significant architectural and historic resources in the proposed project's vicinity. In addition, the visual impacts of the proposed development, especially from the Olmsted Park System along the Fenway, also shall be evaluated. The DPIR must also include an assessment of the potential presence of archaeological resources that may be disturbed by the Proposed Project. Simmons should also respond to the comments of the Boston Environment Department outlined in Appendix 1.

H. INFRASTRUCTURE SYSTEMS COMPONENT

The standard scope for infrastructure analysis is given below:

1. Utility Systems and Water Quality
  - a. Estimated water consumption and sewage generation from the Proposed Project and the basis for each estimate. Include separate calculations for air conditioning system make-up water;
  - b. Description of the capacity and adequacy of water, storm drain and sewer systems and an evaluation of the impacts of the Proposed Project on those systems;
  - c. Identification of measures to conserve resources, including any provisions for recycling;
  - d. Description of the Proposed Project's impacts on the water quality of Boston Harbor or other water bodies (Muddy River) that could be affected by the project, if applicable;

- e. Description of mitigation measures to reduce or eliminate impacts on water quality;
- f. Description of impact of on-site storm drainage on water quality;
- g. Detail methods of protection proposed for infrastructure conduits and other artifacts, including BSWC sewer lines and water mains, during construction; and
- h. Detail the energy source of the interior space heating; how obtained, and, if applicable, plans for reuse of condensate.

Thorough consultation with the planners and engineers of the utilities will be required, and should be referenced in the Infrastructure Component section.

## 2. Energy Systems

- a. Description of energy requirements of the Proposed Project and evaluation of the Proposed Project's impacts on resources and supply; and
- b. Description of measures to conserve energy usage and consideration of the feasibility of including solar energy provisions or other on-site energy provisions.

Additional constraints or information required are described below. Any other system (emergency systems, gas, steam, optic fiber, cable, etc.) impacted by this development should also be described in brief.

- The location of transformer and other vaults required for electrical distribution or ventilation must be chosen to minimize disruption to pedestrian paths and public improvements both when operating normally and when being serviced, and must be described.
- Sewer systems and storm water systems must be separated if possible; utilization of combined systems should be avoided. Thorough analysis and continuing discussions with BWSC are required.
- Water supply systems adjacent to the Proposed Project and servicing the Proposed Project should be looped so as to minimize public hazard or inconvenience in the event of a main break.

In addition, the Proponent should respond to the comments by the Boston Water and Sewer Commission found in Appendix 1.

## I. DEVELOPMENT IMPACT PROJECT COMPONENT

Universities and Colleges in the city of Boston at the time an Institutional Master Plan is developed are allowed a one-time 100,000 square foot exclusion from development impact project exactions for proposed projects within the Master Plan. Simmons has utilized the Master Plan exclusion and therefore will be required to make development impact project exactions based on the proposed 66,000 square feet of development.

Calculation of Proposed Project Exactions pursuant to Section 80B-7 of the Code should be included in the DPIR to the extent that Section 80B-7 is applicable to the Proposed Project.

## J. PUBLIC NOTICE

The Proponent will be responsible for preparing and publishing in one or more newspapers of general circulation in the city of Boston a Public Notice of the submission of the Draft Project Impact Report (DPIR) to the BRA as required by Section 80A-2. This Notice shall be published within five (5) days after the receipt of the DPIR by the BRA. It is anticipated that the DPIR will be submitted in conjunction with the IMP Second Amendment and run concurrent with the IMP Second Amendment filing. Therefore, public comments shall be transmitted to the BRA within sixty (60) days of the publication of this Notice.

Sample forms of the Public Notices are attached as **Appendix 3**.

Following publication of the Public Notice, the Proponent shall submit to the BRA a copy of the published Notice together with the date of publication.





**APPENDIX 1**  
**COMMENTS FROM CITY PUBLIC AGENCIES**





BOSTON  
TRANSPORTATION  
DEPARTMENT

ONE CITY HALL PLAZA/ROOM 721  
BOSTON, MASSACHUSETTS 02201  
(617) 635-4680/FAX (617) 635-4295

July 21, 2005

Mr. Jay Rourke  
Project Manager  
Boston Redevelopment Authority  
City Hall, 9<sup>th</sup> Floor  
Boston, MA 02201

Dear Mr. Rourke:

Thank you for the opportunity to comment on the Simmons College Project Notification Form / Institutional Master Plan Notification Form (PNF/IMPNF). The Master Plan proposes a new 66,000 square foot School of Management Building with an attached below grade parking garage to accommodate 715 parking spaces. The 715 space below grade parking garage will provide approximately 380 net new parking spaces to the campus because it will relocate 275 existing surface parking spaces underground and accommodating 60 existing valet parking spaces. The total campus will increase from 812,800 square feet and 580 parking spaces (0.71 spaces/1,000 sf) to 878,800 square feet and 960 parking spaces (1.09 spaces/1,000 sf).

In the long run, the Master Plan proposes 221,000 square feet of additional residential space and 90,000 square feet of additional academic space. No new parking is proposed for the long term, therefore, the campus parking ratio would be approximately 0.81 spaces/1,000 sf.

The PNF stated that the new 66,000 School of Management Building will accommodate approximately 282 full- and part-time graduate students and approximately 82 full- and part-time staff by 2014. It estimated that the project will generate 358 daily vehicle trips entering and leaving the campus, including 32 vehicle trips in the AM peak hour and 30 vehicle trips in the PM peak hour. BTD is concerned that the trip generation estimate in the PNF did not include the vehicle trips that would result from leasing approximately 350 parking spaces to Children's Hospital. These peak hour trips need to be included in the trip generation analysis using the appropriate trip rates.

The PNF/IMPNF is the start of a comprehensive public review for this Master Plan. The Boston Transportation Department has reviewed the PNF/IMPNF, attended the community meeting June 27, 2005, and attended the scoping session on July 6, 2005. Attached is BTD's Scope of Work for Simmons College Draft Project Impact Report (DPIR). Some key issues that need to be addressed in the DPIR are discussed below:



**Trip Generation.** The trip generation and mode share analysis in the PNF shall be re-evaluated in more detail. Trip generation rates in the PNF appear to be underestimated because it did not take into account the proposed plan to lease parking spaces to Children's Hospital. Trip generation rates and mode share assumptions shall be determined for full- and part-time employees (Simmons and Children's Hospital), and full- and part-time students (including on- and off-campus residential students).

**Parking.** Parking is a major concern for this project. The LMA is congested today and additional parking will further exacerbate the traffic congestion.

- Despite what the PNF stated on page 4-8, the proposed parking spaces exceed the LMA Interim Guidelines which call for a maximum of 0.75 spaces/1,000 square feet.
- The parking demand estimated in the PNF shall be re-evaluated in detail:
  - Determine the actual parking demand for full-time and part-time employees and students, including on-campus and off-campus residential students. Simmons College student parking policies and the number of parking permits issued shall be provided and will help to determine the future parking demand.
  - What is the existing parking supply and demand for the Simmons School of Management facility in the Back Bay?
  - Parking shall be justified for every land use for which it is proposed.
  - For how long will Simmons College lease parking spaces to Children's Hospital?
  - What is Children's Hospital existing parking supply, demand and transportation demand management measures to reduce their parking demand?
  - Can the development of the parking garage be built over-time (phased)? This option should not be eliminated without a detailed analysis in the DPIR.

**Study Area.** To fully understand the existing and future traffic conditions in the project area and the project impacts, the following intersections shall be included in the DPIR (in addition to what was provided in the PNF):

- Longwood Avenue/Huntington Avenue
- Longwood Avenue/Blackfan Street
- Longwood Avenue/Palace Road
- Avenue Louis Pasteur/Blackfan Street
- Evans Way (north)/Tetlow Street
- Evans Way/Huntington Avenue
- Fenway/Park Drive connector

**Traffic Circulation.** The PNF proposed a two-way access roadway off of Avenue Louis Pasteur and a one-way exit onto Palace Road. However, there are many campus traffic access options that should be analyzed in detail in the DPIR. Some examples include 1) Changing the direction of Palace Road or making Palace Road two-way. 2) Providing direct access from Simmons College to Huntington Avenue using Tetlow Street (may reduce traffic on the Fenway). 3) Providing an entrance and exit onto Palace Road instead of an exit only (may reduce traffic on Avenue Louis Pasteur). The DPIR shall analyze these and other potential traffic circulation options in detail.

**Public Transportations.** A comprehensive analysis of the study area's public transportation shall be provided, as detailed in the attached Scope of Work.

- One issue is that as more underground parking structures are built in the LMA, the space for an underground transit tunnel is becoming more limited. The proposed parking garage shall not preclude a potential Urban Ring tunnel. An option to consider is for Simmons to build their underground parking garage foundation so that it can


- accommodate a transit tunnel (as was agreed by Beth Israel Deaconess and Lyme Properties for the recently approved Longwood North Research Center parking garage).
- Another issue how will Children's Hospital employees who park on Simmons Campus get to work (i.e. shuttle bus)?

**Construction Management Plan.** The DPIR shall provide a general Construction Management Plan, ultimately to be provided in detail under separate cover to BTM. A key issue is how will existing Simmons campus parking be addressed during construction?

**Mitigation.** The proposal to develop a 715 space underground parking garage for a 66,000 square foot building warrants significant mitigation to address the new traffic and parking added to an already congested area. The mitigation may include roadways and sidewalk improvements, intersection improvements, shared parking arrangements, public transportation improvements or advancing public transportation projects, traffic management improvements, and exception transportation demand management measures.

Thank you again for the opportunity to comment on the Simmons College PNF/IMPNF. Attached is the detailed Scope of Work for the Simmons College Master Plan. BTM looks forward to working with the BRA, Simmons College and community on this Master Plan.

Sincerely,

  
Adam Shulman, AICP  
Transportation Planner  
BTM Policy and Planning

Cc: Vineet Gupta, Director of Policy and Planning  
John DeBenedictis, Director of Engineering



**BOSTON TRANSPORTATION DEPARTMENT**  
**SIMMONS COLLEGE**  
**MASTER PLAN AND SCHOOL OF MANAGEMENT BUILDING**  
**TRANSPORTATION ACCESS PLAN GUIDELINES**  
**And**  
**SCOPE OF WORK**

Boston is a dense city, with high levels of vehicular congestion, pedestrian traffic, and parking demand. New development of all types increases travel demand, and will have transportation impacts that require analysis, review, and mitigation. Through the City of Boston's Article 80 development review process, the Boston Transportation Department (BTD) works with development team (the "project proponent") to ensure that they thoroughly evaluate the transportation impacts associated with the proposed project, propose and analyze ways to mitigate these transportation impacts, and implement appropriate mitigation measures.

The project proponent is responsible for assessing and mitigating the short-term and long-term impacts of the proposed project. The project proponent shall cover the impact analysis and mitigation commitments in the following documentation, to be submitted to BTD:

1. **Transportation Access Plan.** The Transportation Access Plan shall fully describe all transportation-related issues surrounding the proposed project. It should include the following principal components:
  - **Description of Existing Transportation Conditions.** A summary of existing traffic, public transit, pedestrian, bicycle, and parking conditions in the study area.
  - **Evaluation of the Proposed Project's Long-Term Transportation Impacts.** A detailed description of the proposed project and a detailed analysis of the project's long-term impacts on traffic, public transit, pedestrian, bicycle, and parking conditions.
  - **Mitigation of the Project's Long-Term Transportation Impacts.** Identification of appropriate measures to mitigate project impacts, including physical and operational improvements, travel demand management (TDM), and long-term project impact monitoring.
  - **Description of the Project's Short-Term Construction Impacts and Proposed Mitigation.** General overview of the project's construction impacts, construction schedule and phasing, and measures to mitigate the short-term impacts. This is a summary of the more detailed Construction Management Plan (CMP) to be submitted to BTD under separate cover.

The Access Plan typically comprises the transportation component(s) of the proposed project's various environment filings, such as the Draft Project Impact Report (DPIR) or the Final Project Impact Report (FPIR); in special cases, the Access Plan may be a separate document. In any case, the Access Plan should adhere to the guidelines and scope of work set forth below. If the project proponent believes that certain provisions are not applicable to the development in question, the proponent shall obtain BTD's explicit approval to alter those provisions.

2. **Construction Management Plan.** The Construction Management Plan (CMP) shall include a detailed proposal for the proposed project's construction: schedule, phasing, occupancy of the public right-of-way, access and delivery requirements, transportation

impacts, and mitigation. The proponent shall submit the CMP to BTB, under separate cover from the Access Plan. The project's general contractor typically prepares the CMP. Guidelines for preparation of the CMP are available from BTB. The CMP shall be completed prior to the issuance of a Building Permit from the City of Boston's Inspectional Services Department (ISD).

3. **Transportation Access Plan Agreement.** The Transportation Access Plan Agreement (TAPA) is a formal legal agreement between the project developer and BTB. The TAPA formalizes the findings of the Access Plan, the mitigation commitments, elements of access and physical design, and any other responsibilities of the developer and BTB. Since the TAPA must incorporate the results of the technical analysis, physical design, and assessment of mitigation requirements, it must be executed after these processes have been completed. However, the TAPA must be executed prior to approval of the project's design through the City of Boston's Public Improvements Commission (PIC). An electronic copy of the TAPA form is available from BTB. It is the proponent's responsibility to complete the TAPA so that it reflects the specific findings and commitments for the project, and to get BTB review and approval of the document.

## STUDY AREA

The Access Plan shall consist of a thorough analysis of the proposed project's transportation impacts throughout the relevant study area. BTB has designated the study area based on:

- Scale of the project.
- Land use type and expected impacts.
- Trip distribution, trip assignment and connections to the regional transportation system.
- Roadways, intersections, public transit nodes, or other features of the transportation system that have been identified by previous studies or neighborhood input as being of particular concern.

The resulting study area typically includes all adjacent roadways, intersections, public transit supply, and other elements of the transportation system. For larger projects including master plans, the study area will often include a collection of more broadly distributed roadways and intersections that provide connections to the regional roadway system and are used by a concentration of project-related trips.

The study area shall comprise the public right-of-way and important transportation elements of the primary intersection listed below:

- a. Fenway/Avenue Louis Pasteur
- b. Fenway/Park Drive connector
- c. Fenway/Palace Road
- d. Fenway/Evans Way South (indicate Fenway vehicle volumes that turn right onto Evans Way South, that stay on Fenway, and that continue to Louis Prang Street)
- e. Fenway/Evans Way North/Louis Prang Street
- f. Louis Prang Street/Huntington Avenue
- g. Avenue Louis Pasteur/Blackfan Street
- h. Avenue Louis Pasteur/Simmons driveway
- i. Palace Road/Simmons driveways



- j. Evans Way South/Tetlow Street
- k. Evans Way North/Tetlow Street
- l. Evans Way/Huntington Avenue
- m. Longwood Avenue/Blackfan Street
- n. Longwood Avenue/Avenue Louis Pasteur
- o. Longwood Avenue/Palace Road
- p. Longwood Avenue/Huntington Avenue

The proponent shall review all relevant project proposals and planning studies that will affect the study area intersections, and incorporate them into the transportation analysis, as appropriate. This includes, but is not limited to:

Planning Studies:

- Urban Ring Phase 2 DEIR, (MBTA, 2004)
- Longwood Medical and Academic Area Interim Guidelines (City of Boston, 2003)
- Fenway Neighborhood Transportation Plan (Vollmer Associates, 2001)
- West Fenway/Longwood Strategies Study (Howard/Stein-Hudson, 1999)
- Huntington Avenue Reconstruction project.

Under Construction/Proposed/Approved Development Projects:

- Brigham and Woman's Master Plan
- Beth Israel Deaconess Master Plan
- Harvard Medical School
- Emmanuel College Master Plan
- Blackfan Research Center
- Longwood North Research Center
- Fenway Mixed Use project
- Wentworth College Dormitory
- Joslin Diabetes Center
- Museum of Fine Arts

## DEFINITION OF TASKS

### Task 1. Description of Existing Transportation Conditions

The Existing Conditions component shall summarize the current status of the transportation system within the study. It shall focus on the issues listed below, and shall identify any existing problems or deficiencies in the transportation system. The Existing Conditions analysis will form the basis for projecting future conditions, and enable comprehensive assessment of the proposed project's transportation impacts.

- 1.1 Project Site Conditions. Describe general conditions in the vicinity of the project site, and for Simmons College in general, including:
  - Existing land use, including existing total square footage, building square footage, number of employees and students, zoning provisions, and other applicable information. Maps and associated inventory of all Simmons College owned or leased property shall be provided.
  - Physical condition of the site, existing access and egress.
  - Major streets and intersections in the vicinity of the site

- On-street curb regulations.
- Include a survey of existing conditions.

- 1.2 Traffic. The Access Plan shall include traffic volume counts at the study area intersections for weekday morning and evening peak periods under existing conditions. Automatic Traffic Recorder (ATR) counts will be done for Fenway, Avenue Louis Pasteur, Longwood Avenue, Palace Road and Tellow Street.

Existing capacity analyses shall be performed to determine the level of service, queuing, delay and volume/capacity at all study area intersections. Analyses shall reflect realistic peak period characteristics, including pedestrian volumes, pedestrian phases, curb operations (bus stops, pick-up / drop-off), usable lanes, grade, and percentage of heavy vehicles. Appropriate traffic models will be discussed below.

- 1.3 Parking. The Access Plan shall provide a detailed analysis of the existing parking supply associated with Simmons College. The parking inventory shall include:
- a. Location (block face for on-street spaces, facility for off-street spaces). Include a graphic representation of the parking supply locations and number of spaces.
  - b. Type of Space
    - On-street (metered, resident parking, unregulated, etc.)
    - Off-street (surface lot or garage, user type: resident, employee, commercially-available, etc.)
  - c. Parking fees, by type of space
  - d. Percent utilization during parking peak (assume 12 noon)
  - e. Indicate if the parking spaces are owned or leased.

Describe Simmons College parking permit program, including how many permits have been issued (i.e. over the past 5 years for faculty, staff and students), describe the student parking policy and campus parking fees. Discuss any transportation demand management measures (TDM) offered by Simmons College and describe the utilization of the programs.

Provide off-street parking ratio's based on total campus gross square feet and by land use (academic campus, residential campus, etc.)

Identify available public and commercial parking spaces and peak hour utilization within ¼ mile from campus.

- 1.4 Transit. The Access Plan shall describe the study area's mass transit system:

- a. Transit Supply
  - Massachusetts Bay Transportation Authority (MBTA) services, proximity to site
    - Service (mode of transit, line, closest station stop)
    - Service characteristics (frequency during peak periods, geographic connections)
    - Physical characteristics (station conditions, rolling stock):
  - Private transit services (summarize characteristics above)
  - Other transit and high-occupancy vehicle (HOV) services
- b. System Utilization

- Capacity by line during peak periods
- Current ridership and percentage capacity utilization by line during peak periods
- Clearly describe the number and percentage of employees that utilize transit by transit line or bus.

The Urban Ring is a critical project to improve the transit capacity in the Longwood Medical Area. Existing Phase I service must be graphically displayed and described, including ridership and headways. Future proposed service (Phase II and Phase III) shall be described and graphically displayed.

- 1.5 Pedestrians. The Access Plan shall include a description of pedestrian conditions on sidewalks and intersections adjacent to the site, including major pedestrian routes and desire lines in and around the site, volumes of pedestrians on these routes, and the conditions of these corridors, including any deficiencies or barriers.

Pedestrian volumes shall be counted and pedestrian level of service shall be calculated at all study area intersections.

Describe pedestrian accommodation at signalized intersections in the study area (i.e. exclusive vs. concurrent, crossing time, pedestrian signal and ramp conditions).

- 1.6 Bicycles. The Access Plan shall describe existing bicycle usage, primary bicycle routes, accommodation of bicycles in the public right-of-way, and the current supply and location of any existing bicycle racks on or adjacent to the project site. On a day with good weather (record date and weather conditions), survey bicycle rack utilization by location. Document the storage of bicycles in locations without bicycle racks. Include bicycle volume counts at all study area intersections.

- 1.7 Loading and Service. The Access Plan shall describe any existing loading and service uses on the site, including number of deliveries per day or per week and time of day, as well as any special conditions relative to loading and service in the surrounding area. A map illustrating the loading locations and routes from regional highway systems shall be provided. Describe any loading or service prohibitions, such as, route and time of day restrictions.

## **Task 2. Evaluation of Proposed Project's Long-Term Transportation Impacts**

The central component of the Access Plan is the evaluation of the proposed project's long-term transportation impacts. The Access Plan must evaluate these impacts in detail, for all the transportation modes and aspects that will be affected, including traffic, parking, public transit, pedestrians, bicycles, and service and loading. These impacts must be compared to the appropriate baseline condition and a Future No-Build Condition. The following are the principal issues, modes, and conditions that must be analyzed.

- 2.1 Project Description. The Access Plan shall include a summary of all master plan projects including the proposal to lease parking spaces to Children's Hospital. The project description shall include:
  - Project name and location
  - Anticipated construction start and completion dates
  - Relevant zoning regulations with respect to use, parking and other characteristics

- Required permits, variances, and licenses
- Project's gross square footage and floor-area ratio (FAR)
- Other relevant variables (e.g. number of full and part-time employees and students)
- Number of parking spaces, specified by user type (specify the number of parking spaces and new parking spaces).
- Number of loading bays, dimensions of bays, design size of loading vehicles

2.2 Trip Generation Analysis. The Access Plan shall include a clear and detailed trip generation analysis for the master plan. It may be most appropriate to conduct a trip generation analysis for the School of Management Building and another trip generation analysis for the entire Simmons College campus master plan taking into account a proposed increase in employees, students, and leased parking spaces over the life of the master plan. This analysis shall include:

- a. Person-Trip Generation. The Access Plan shall summarize the proposed project's person-trip generation, for daily, AM peak, and PM peak trips.

The person-trip calculations shall be based on appropriate trip generation rates, typically the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 6<sup>th</sup> Edition. The ITE manual includes comprehensive vehicle-trip generation rates based on surveys in suburban locations throughout the United States. Because Boston benefits from an excellent public transit system and pedestrian access, ITE vehicle-trip generation rates are not directly applicable to resulting vehicle trips. ITE rates shall be used to generate total person-trips by correcting for vehicle occupancy rate (VOR). For this master plan, trip generation rates shall be supplemented by survey data or information from other sources (subject to BTM requirement and/or approval). The person-trip generation analysis shall be summarized in a clear table, in the body of the Access Plan, including all of the following information:

- Land use type
- Square footage, by land use type
- Vehicle-occupancy rate (VOR) assumption, by land use type (for translation of vehicle-trip rates to person-trip rates)
- Daily person-trip generation (by land use and overall)
  - Daily person-trip generation rate (per 1,000 square feet, or per unit)
  - Resulting daily person-trip ends
- AM peak hour person-trip generation (by land use and overall)
  - AM peak hour person-trip generation rate
  - AM peak hour person-trips, entering
  - AM peak hour person-trips, exiting
- PM Peak hour person-trip generation (by land use and overall)
  - PM peak hour person-trip generation rate
  - PM peak hour person-trips, entering
  - PM peak hour person-trips, exiting
- Source for trip generation rates
- Trip Generation rates and mode split assumptions must be supported by surveys of existing trips to/from Simmons College. Provide copies of recent DEP rideshare reports. Also, create a table comparing trip generation assumptions with ITE rates,

BTD rates, US census rates, and other recent LMA projects, such as Emmanuel College and Wentworth College.

- b. Mode Split and Vehicle Occupancy Rate. Person-trips shall be apportioned among the various principal modes (automobile, public transit, walking, bicycling) using an appropriate mode split and occupancy rate. The mode split shall be presented as percentages of automobile, public transit, walk and bicycle travel. Current data shall be provided to back up mode share assumptions, including a comparison to other projects recently approved in the LMA. The Proponent may obtain mode split and trip distribution data from BTD as a starting point in the trip generation analysis.
- c. Trip Distribution. The trip distribution shall identify the directional split (i.e. north, south, west) of person-trips and vehicle-trips for the specific location and trip types of the proposed project. Trip Distribution should be based on resident and student surveys (home addresses), Children's Hospital employee home addresses, and BTD trip generation data.
- d. Trip Assignment. The distributed trips shall be assigned to the appropriate means of accessing the project: highway routes, surface streets, surface intersections, sidewalks, crosswalks, site access / egress points, and public transit lines. If the project expects to rely upon an off-site parking supply, trips shall be assigned appropriately to these locations. Drop-off, pick-up, and valet trips shall also be assigned appropriately, i.e. both entering and exiting the site access, and entering or exiting an off-site parking area.

2.3 Future No-Build Condition. The analysis of the proposed project's transportation impacts must be based on a comparison with an appropriate baseline condition. The proposed project's impacts would be felt fully during some future "horizon year" when the project is expected to be complete, occupied, and operating. The effects of the proposed project (under the "Future Build Condition") are most appropriately demonstrated in comparison to projected transportation conditions during the horizon year without the effects of the proposed project.

- The horizon year shall be ten years in the future, unless specific circumstances require that a different time frame be used.
- The Future No-Build Condition shall be based on the Existing Conditions assessment, with the addition of development and infrastructure projects that have been proposed and are expected to be complete and operational by the horizon year (per BTD and BRA instructions). This includes Brigham and Woman's Hospital, Fenway Mixed Use Project, Blackfan Research Center, Longwood North Research Center, Joslin Diabetes Center, Merck Building A, Museum of Fine Arts and Wentworth College dormitory.
- The Future No-Build Condition traffic, transit, and pedestrian volumes shall also include a background growth rate consistent with other LMA projects added to existing traffic volume counts, transit ridership, and pedestrian counts, unless otherwise specified by BTD.

2.4 Future Build Condition. The central component of the Access Plan is the assessment of the proposed project's long-term impacts. This shall include evaluations of the project's effects on all transportation modes and aspects, throughout the study area.

a. Traffic Impacts.

- i) Traffic and Pedestrian Volumes. The traffic analysis shall include diagrams of pedestrian flows and vehicle turning movement volumes for both the existing conditions and for the future no build and build conditions at all study area intersections. AM and PM peak hours shall be determined. Therefore, the Access Plan shall include pedestrian and vehicular turning movement volume diagrams for AM Peak and PM Peak hour for the following conditions:
  - a) Existing Conditions (based on current traffic counts)
  - b) Future No-Build Conditions (Existing Conditions, plus appropriate future changes and growth factor)
  - c) Project-Generated Traffic Volumes (based on trip generation)
  - d) Future Build Conditions (Future No-Build Conditions, plus Project-Generated Traffic Volumes)
  - e) Future Build Conditions with Mitigation (if the proponent plans to undertake any roadway or signalization changes in order to mitigate traffic impacts of the proposed project)
- ii) Traffic Capacity Analysis Software. The Access Plan shall include traffic capacity analyses for Existing Conditions, Future No-Build Conditions, and Future Build Conditions. The capacity analysis shall be performed using the latest version of Syncho.
  - The proponent shall use the latest Synchro computer model. The model shall be calibrated to reflect field conditions.
  - The computer model output shall be attached to the Access Plan as an appendix and an electronic version must be supplied on a computer disk.
  - A summary of the traffic analysis assumptions and parameters shall be included in the Access Plan.
- iii) Traffic Capacity Analysis Results Summary. The Access Plan shall include a tabular summary of the traffic capacity analysis, for all conditions (Existing, No-Build, Build) for each intersection as a whole and for each approach of every intersection. The summary shall include the volume-to-capacity ratio (v/c), level of service (LOS), delay, and estimated queue lengths for each study intersection, and for each approach of every intersection. A summary table shall highlight changes to intersection and individual approach LOS that result from site-generated traffic.
- iv) Traffic and Pedestrian Counts. The proponent shall submit, turning movement count summary sheets for each intersection in the study area. Data shall be collected and tabulated in 15-minute intervals for 7:00 AM to 6:00 PM and include hourly totals for each intersection approach and pedestrian crossing.

b. Parking Impacts. The Access Plan shall include an analysis of projected parking demand and proposed parking supply.

- i) Parking Demand Analysis. The Access Plan shall include an analysis of total parking demand in the horizon year, broken down by land use and user type (e.g. employee, students (on and off-campus residents), and visitor. The parking demand analysis shall include:

- Daily vehicle-trip generation by land use and user type (consistent with mode split and VOR)
- Parking turnover by land use and user type
- Parking demand peaks by land use and user type
- Overall parking demand and peak parking demand, based on shared parking among all land uses and user types included in the proposed project

The student parking demand should be determined by analyzing the existing number of full-time and part-time students, resident and non-resident students, number of parking permits requested and issued, and existing student parking policies.

- ii) **Proposed Parking Supply.** The Access Plan shall include a summary of the project's proposed off-street parking supply and parking ratio. Parking supply, and parking costs, play a central role in determining mode split and vehicular traffic impact. In general, parking shall be limited to minimum supply that is appropriate to the neighborhood, the project's transit access, and the project's mode split. The information below shall be summarized in a clear table.
  - Total Spaces
    - Existing
    - Future No-Build (if applicable)
    - Future Build Parking Conditions
  - Parking Allocation
    - Space allocation among various land uses
    - Parking ratios: spaces per thousand square feet or per unit, by land use
    - Specially-designated parking spaces, e.g. vanpools, livery vehicles, rental cars, car-sharing
    - Treatment of existing parking spaces, including displacement of existing parking spaces and how the parking demand for these spaces would be met in the Future Build Condition
  - Comparison of Parking Supply and Demand
    - Projected shortfall or surplus of parking spaces, by land use
    - Proposed management of shortfall or surplus
  - Provide a plan of all parking facilities, including layout, access, and size of spaces.
- iii) **Off-Site Parking Supply.** Describe any anticipated utilization of off-site parking supply (as described in the Existing Conditions section, amended to reflect Future No-Build Conditions) required to satisfy project-generated parking demand.
  - On-Street Parking Supply
  - Off-Street Parking Supply
    - Number and type of spaces required (i.e. publicly-available, employee, residential)
    - Resulting parking utilization at 12 noon on a weekday (additional parking survey times may be required, depending upon the nature of the project)
- iv) **Proposed Parking Management Plan**
  - Description of Proposed Parking Operations
  - Access control

- Valet operations. Detailed information must be provided on how the proposed new parking garage.
  - Pass or payment medium
  - Management of operations to prevent illegal parking, violation of 5-minute idling law
  - Parking Fees
  - Management of Specially-Designated Parking Spaces (e.g. vanpool, carpools, rental cars, car-sharing)
    - Location
    - Parking fees
    - Accommodation of increased supply if demand warrants
- c. **Transit Impacts.** Describe the anticipated impacts of the project on the mass transit system, based on the information about Existing Conditions and the projected transit person-trips (based on trip generation – trip distribution – mode split calculations). Future transit conditions shall be based on transit supply and capacity that is expected to be available in the horizon year; if there is some doubt, the proponent shall consult with BTM and/or the MBTA. The proponent may use generally available MBTA ridership data as a basis for this analysis. The Access Plan shall include the following information:
- i) **Transit Trip Distribution**
    - Distribution of project-generated transit trips by zone
    - Distribution of project-generated transit trips by transit line / route
  - ii) **System Utilization**
    - Existing Conditions: Capacity and utilization by line
    - No-Build Conditions: Capacity and utilization by line
    - Build Conditions: Capacity and utilization by line

The Urban Ring is a critical project to improve the transit system capacity in the Longwood Medical Area and must be incorporated into the short-term and long-term impacts of the project. Existing Urban Ring components (ie. CT2 and CT3) must be described and documented for ridership and headway. Phase II bus rapid transit (BRT) and Phase III light rail must be described and graphically displayed for its relationship and impacts to the proposed master plan.

- d. **Pedestrian Impacts.** Describe future pedestrian conditions in the study area:
- Pedestrian access to and from the project, pedestrian circulation routes
  - Pedestrian accommodation in the project's public spaces (e.g. sidewalk, adjacent intersections, plaza spaces, benches, etc.)
  - Pedestrian level of service (LOS) at all surveyed crosswalks, sidewalks and other locations
    - Existing Conditions
    - Future No-Build Conditions
    - Future Build Conditions

**NOTE:** The traffic capacity analyses must also assume appropriate accommodation of pedestrians in all signalization assumptions. The pedestrian impacts analysis shall describe the assumptions regarding accommodation of pedestrians in the



traffic analysis, i.e. pedestrian walk rate and percentage of cycles in which pedestrian phase is called (verify with BTB).

- e. Bicycles. Describe bicycle access to, from, and within the project site. Describe bicycle storage and other amenities (e.g. shower and changing facilities) to be provided. BTB will provide guidelines on bicycle storage requirements based on project type and size. The Access Plan must specify the proposed location (also shown on project site plan) and number of bicycle parking spaces.
- f. Loading and Service. The project must accommodate loading and service facilities in an off-street location. The loading and service plan shall not rely upon loading facilities and truck back-up maneuvers in the public right-of-way.

Describe service and loading requirements:

- Number of loading bays
- Services to be provided (e.g. garbage compactor, garbage collection, restaurant service, move-in / move-out, etc.)
- Level of loading and service activity (number of trucks per day or per week)
- Loading and service schedule, schedule restrictions (proponent shall prohibit or strictly limit loading and service activities during peak periods)
- Design vehicle(s)
- Required truck turning movements (show design vehicle turning movements on site plan)
- Major loading and service vehicle routes for site access and egress
- Access for emergency vehicles

- 2.5 Site Plan. Provide an engineered site plan showing Build Conditions (contrast with existing conditions):

- Public right-of-way layout
  - Roadways
  - Sidewalks
- Vehicular access and circulation
- Service and loading
- Parking
- Bicycle storage
- Proposed on-street regulations

### **Task 3. Mitigation of the Project's Long-Term Transportation Impacts**

Major development projects offer benefits, but they also consume public services and create impacts on public resources. Chief among these impacts is a development's effect on the transportation system. The project proponent is required to quantify and analyze these impacts through the Access Plan. It is then the responsibility of the project proponent, working with BTB, to develop alternatives for reducing and mitigating these impacts. Existing transportation studies, along with community and public sector input, should form the basis for transportation mitigation strategies. These strategies will typically include travel demand management (TDM) measures and improvements to Boston's transportation system.

These transportation system improvements and mitigation measures have associated costs. The proponent should view these costs as an integral component of the overall project cost,

necessary to enable the transportation system to accommodate the project's impacts. The mitigation measures benefit the users of the transportation system, in particular the new users associated with the proposed project. Project proponents shall allocate appropriate funding for the mitigation. The mitigation measures associated with a development project will be specified in the project's Transportation Access Plan Agreement (TAPA) between the proponent and BTM.

- 3.1 Travel Demand Management (TDM). Travel demand management comprises a variety of strategies designed to reduce single-occupancy vehicle (SOV) travel and encourage "alternate modes" of transportation (public transit, walking, bicycling). TDM programs are critical due to the disproportionate impacts of SOV travel on congestion, parking demand, air quality, and quality of life. TDM programs are especially important for projects that generate higher trip volumes, create concentrated peaks of demand, and create more impacts related to roadway congestion, parking demand, and vehicle emissions. TDM programs are required even when proponent uses the default analysis assumptions for mode split and VOR, since these default assumptions reflect long-standing TDM efforts and Transportation Management Association programs.

Appropriate TDM measures and requirements will vary depending upon the type of development, the neighborhood, the impact analysis assumptions, and other circumstances. For example, many of the measures below would not apply to a residential development. In the case of commercial office development, some (but not all) of the measures below would be the responsibility of the tenants, rather than the proponent. The proponent will be required to implement those TDM measures that are within its control, and should at least encourage and facilitate such measures. However, if the proponent seeks to base its impact analysis on aggressive assumptions (e.g. a high transit mode share), the proponent must require appropriate TDM measures in its lease agreements with tenants.

In the TAPA, the proponent will be required to implement the following TDM measures (as appropriate to the specific project):

- a. Transportation Coordinator. Designate a full-time, on-site employee as the development's transportation coordinator. The transportation coordinator shall oversee all transportation issues. This includes managing vehicular operations, service and loading, parking, and TDM programs. In addition, the transportation coordinator will be responsible for the monitoring program and will serve as the contact and liaison for BTM and the Transportation Management Association (TMA).
- b. Ridesharing / Carpooling. Facilitate ridesharing through geographic matching, parking fee discounts, and preferential parking for carpools / vanpools. May be accomplished through membership in a TMA, participation in MASSRIDES, and/or use of computerized ridesharing software.
- c. Guaranteed Ride Home Program. Offer a "guaranteed ride home" in order to remove an obstacle to transit use and ridesharing
- d. Transit Pass Programs. Encourage employees to use transit through the following measures:
  - Offer on-site transit pass sales or participate in the MBTA Corporate T-Pass Program
  - Offer federal "Commuter Choice" programs, including pre-tax deductions for transit passes and subsidized transit passes

- e. Information and Promotion of Travel Alternatives
  - Provide employees and visitors with public transit system maps and other system information
  - Provide an annual (or more frequent) newsletter or bulletin summarizing transit, ridesharing, bicycling, alternative work schedules, and other travel options
  - Sponsor an annual (or more frequent) "Transportation Day" at which employees may obtain information on travel alternatives and register to participate in ridesharing programs
  - Provide information on travel alternatives for employees and visitors via the Internet
  - Provide information on travel alternatives to new employees
- f. Transportation Management Association (TMA) Membership. Maintain membership in MASCO.
- g. Bicycle Facilities and Promotion
  - Provide secure bicycle storage (number of spaces and locations must be specified)
  - Provide additional publicly-accessible bicycle storage (number of spaces and locations must be specified)
  - Provide shower and changing facilities for bicycle commuters
  - Promote bicycles as an alternative to SOV travel, provide promotional material on bicycle commuting and bicycle safety, and provide incentives for bicycle use.
- h. Parking Management
  - Charge market-rate parking fees
  - Offer preferential parking to carpools and vanpools
  - Offer reduced parking rates to carpools and vanpools
  - Offer parking "cash-out" option
  - Offer garage space for car rentals
  - Offer parking space for car-sharing
  - Offer parking space, charging facilities for electric vehicles
  - Offer parking / layover space for livery vehicles (hotel development)
  - Enforce a 5-minute limit on vehicle idling for all users of the Development, in accordance with Massachusetts state law
- i. Trip Reduction Strategies. To the degree possible, the Developer shall implement the following strategies for its own on-site employees. The Developer shall also encourage tenants to implement these strategies as well.
  - Telecommuting. Reduce overall trip demand by enabling employees to telecommute.
  - Flexible Work Schedules. Reduce peak hour and overall trip demand by enabling employees to telecommute, work a compressed work week, or work hours that enable off-peak commuting.
  - Local Hiring. Recruit and hire employees from the local area. Such local employees can more easily use alternatives to SOV travel, including walking, bicycling, and transit.
- j. Transportation Monitoring and Annual Reporting. Monitor transportation conditions, conduct employee transportation surveys, and provide BTM with an annual report on findings. This information will be useful to BTM in identifying and addressing issues with travel and access, including transit service, pedestrian and bicycle access, parking, and traffic. This information will enable BTM to pursue improved access for

the project, and provide benefits to the proponent. BTB will provide employee survey forms and transportation monitoring forms to ensure uniformity of data.

- 3.2 Transportation System Improvements. In order to meet Boston's mobility needs as its population, density, and land development increase, Boston's transportation system requires improvements. These improvements offset the transportation impacts of new development. In addition, these improvements can make the traveling experience easier in the vicinity of the project, which accrues to the benefit of the proponent and the development's users.

- a. Geometric Changes and Improvements to the Public Right-of-Way. The proponent may be required to make geometric changes and improvements to roadways, sidewalks, and other elements in the vicinity of the proposed project. These changes and improvements may be necessary in order to enable new circulation patterns resulting from the project and mitigate impacts of new vehicle or pedestrian trips. Changes and improvements shall be designed by the proponent's consultant in consultation with BTB. The project proponent will be required to directly fund and implement all changes and improvements to the public right-of-way, and to obtain any required permits. The proponent shall obtain the approval of the City of Boston's Public Improvements Commission (PIC) for any changes to the public right-of-way. These improvements shall be made with input from BTB, per specifications provided by BTB, by a contractor approved by BTB, and subject to final BTB inspection and approval.

- Analyze the Tetlow Street extension idea (Tetlow Street from Huntington Avenue to Avenue Louis Pasteur) as shown in the LMA Interim Guidelines.

- b. Traffic Signal Improvements. BTB operates most of the traffic signals in Boston. Improvements to traffic signals in the vicinity of the proposed project may be necessary to manage the increased travel demands placed on the intersection. Improving the operations of these signals can reduce congestion and improve conditions for pedestrians, bicycles, transit vehicles, and general traffic. Typical traffic signal improvements that BTB may require include:

- i) Traffic signal equipment
  - Signal controller
  - Signal heads and pedestrian heads
  - Signal poles and mastarms
- ii) Traffic monitoring equipment
  - System detectors
  - Video monitoring cameras
- iii) Traffic signal communications equipment
  - Communications conduit (4" PVC)
  - Signal interconnect cable

The project proponent will be required to directly fund and implement all traffic signal improvements, and to obtain any required permits. These improvements shall be made with input from BTB, per specifications provided by BTB, by a contractor approved by BTB, and subject to final BTB inspection and approval.

- c. Public Transit System Improvements. New development can add significantly to public transit demand and have other impacts on the transit system. In order to manage this demand and mitigate the impacts, the proponent may be required to

make or contribute to transit system improvements. These improvements shall be determined in consultation with BTD and the MBTA. Improvements may include:

- Physical improvements to MBTA system stations and stops
- Physical improvements and/or funding implementation of the Urban Ring in the Longwood Medical Area.
- Supplemental transit services. Public transit is the most desirable means of achieving transit access, and the proponent shall make every effort to facilitate transit access to the proposed project via public services. However, there may be some situations in which private supplemental transit services, such as shuttle buses, are necessary.
  - Overall transit demand in the area is too low to justify public transit service, but the proposed project requires transit access
  - The proposed project generates a concentration of trips to and from certain locations, such that a shuttle is feasible and useful in reducing auto trips (e.g. a hotel with airport and/or convention shuttles)

#### **Task 4. Description of the Project's Short-Term Construction Impacts and Proposed Mitigation**

The Access Plan shall include an overview of construction period transportation impacts and proposed short-term mitigation. This shall be a summary of the more detailed Construction Management Plan (CMP) that must be submitted to BTD under separate cover. The construction management summary in the Access Plan shall provide an appropriate level of information regarding the analysis and proposed management of the impacts of the project during the construction period, including:

- The need for full or partial street closures, street occupancy, sidewalk closures, and/or sidewalk occupancy during construction
- Frequency and schedule for truck movements and construction materials deliveries, including designated and prohibited delivery times
- Designated truck routes
- Plans for maintaining pedestrian and vehicle access during each phase of construction
- Parking provisions for construction workers
- Mode of transportation for construction workers, initiatives for reducing driving and parking demands
- Coordination with other construction projects in the area
- Distribution of information regarding construction conditions and impact mitigation to abutters



## MEMORANDUM

**TO:** Jay Rourke

**FROM:** John Walser

**DATE:** July 20, 2005

**SUBJECT:** Simmons College Institutional Master Plan Notification Form (IMPNF) /Project Notification Form (PNF) – Large Project Review

The Proposed Simmons College Project involves the construction of a new five-story, 66,000 square foot building for the School of Management and a below-grade parking garage to accommodate 715 parking spaces. The Proposed Project is located on the southern edge of the Simmons College Main Campus off The Fenway between Avenue Louis Pasteur and Palace Road in Boston.

I have reviewed the IMP Notification Form and Project Notification Form (PNF) dated June 20, 2005 and submit the following Scoping Determination for the Environmental Protection Component of the IMP/Draft Project Impact Report (DPIR). As applicable, the analyses shall be required for the project proponent's preferred alternative as well as for any other alternative(s) that may be required to be studied by this Scoping Determination.

### Wind

The qualitative analysis of the potential pedestrian level wind impacts performed for the Palace Road building in July 3, 2000 should be updated. This analysis shall determine potential pedestrian level winds adjacent to and in the vicinity of the project site (e.g., the Back Bay Fens, entrances to the Isabel Stewart Gardner Museum and existing Boston Latin High School, the Fenway) and shall identify any areas where wind velocities are expected to exceed acceptable levels, including the Authority's guideline of an effective gust velocity of 31 mph not to be exceeded more than 1% of the time.

The qualitative analysis shall evaluate the effects of the major winds for the Boston area, including northwest, southwest, and easterly storm (northeast, east, southeast) winds, as well as annual winds. The evaluation shall include, in addition to the BRA's effective gust criterion, an analysis of the Melbourne comfort criteria for the locations tested. Additional testing locations should be considered in consultation with the BRA. Tables presenting the wind analysis data and maps clearly indicating analysis locations, anticipated wind flow patterns, and existing and future anticipated Melbourne comfort categories shall be included in the assessment.

For areas where wind speeds are projected to exceed acceptable levels, measures to reduce wind speeds and to mitigate potential adverse impacts shall be identified.

## Shadow

A shadow analysis shall be required for existing and build conditions for the hours 9:00 a.m., 12:00 noon, and 3:00 p.m. for the vernal equinox, summer solstice, autumnal equinox, and winter solstice and for 6:00 p.m. during the summer and autumn. It should be noted that due to time differences (daylight savings vs. standard), the autumnal equinox shadows would not be the same as the vernal equinox shadows and therefore separate shadow studies are required for the vernal and autumnal equinoxes.

The shadow impact analysis must include net new shadow as well as existing shadow and must clearly show the incremental impact of the proposed new building. For purposes of clarity, new shadow should be shown in a dark, contrasting tone distinguishable from existing shadow. The shadow impact study area shall include, at a minimum, the entire area to be encompassed by the maximum shadow expected to be produced by the Proposed Project (i.e., at the winter solstice). The build condition(s) shall include all buildings under construction and any proposed buildings anticipated to be completed prior to completion of the Proposed Project. Shadow from all existing buildings within the shadow impact study area shall be shown. A North arrow shall be provided on all figures. Shadows shall be determined by using the applicable Boston Azimuth and Altitude data as provided in Exhibit 1 (Sun Altitude/Azimuth Table, Boston, Massachusetts) below.

Particular attention shall be given to existing or proposed public open spaces (e.g., the campus quad) and pedestrian areas, including, but not limited to, the existing and proposed sidewalks and pedestrian walkways within, adjacent to, and in the vicinity of the Proposed Project and the existing and proposed plazas, park areas, and other open space areas within and in the vicinity of the proposed development, and any other public and private open space areas that potentially could be affected by project-generated shadows.

Design or other mitigation measures to minimize or avoid any adverse shadow impact shall be identified.

The above shadow analysis shall be required for any alternative required to be studied by the Scoping Determination as well as the preferred development option.

### **SUN ALTITUDE/AZIMUTH TABLE – Exhibit 1**

#### **Boston, Massachusetts**

Latitude: N42.36

Longitude: W71.06

	<u>Altitude</u>	<u>Azimuth</u>	<u>Time</u>
<u>21 March</u>			Standard



9:00 a.m.	33.0	125.7
12:00 Noon	48.0	-176.9
3:00 p.m.	30.5	-121.8

#### 21 June

Daylight Savings

9:00 a.m.	39.9	93.5
12:00 Noon	68.8	149.4
3:00 p.m.	56.5	-113.7
6:00 p.m.	23.9	- 79.3

#### 21 September

Daylight Savings

9:00 a.m.	25.9	115.3
12:00 Noon	47.4	166.0
3:00 p.m.	37.4	-132.9
6:00 p.m.	7.3	- 96.0

#### 21 December

Standard

9:00 a.m.	14.2	141.9
12:00 Noon	24.1	-175.6
3:00 p.m.	10.0	-135.1

Source: Autocad/MassGIS

#### Daylight

A daylight analysis for both build and no-build conditions should be conducted by measuring the percentage of skydome that is obstructed by the Proposed Project building and evaluating the net change in obstruction. If alternative massing studies are requested as part of the Article 80 development review process, daylight analysis of such alternatives shall also be conducted for comparison. The study should treat the following elements as controls for data comparison: existing conditions, the context of the area, and the as-of-right background zoning envelope. The areas of interest include viewpoints along the southern edge of the campus adjacent to Boston Latin High School and Palace Road. Daylight analyses should be taken for each new major building façade, or grouping thereof within the limits of the Boston Redevelopment Authority Daylight Analysis (BRADA) program, fronting these public or quasi-public ways. The midpoint of each roadway or public accessway should be taken as the study point. The BRADA program must be used for this analysis.

#### Solar Glare

If the design of the Proposed Project incorporates substantial glass-facades, an evaluation of potential solar glare impacts shall be required.

This analysis shall measure potential reflective glare from the building onto potentially affected streets and roadways, and nearby public open spaces (including the campus quad) in order to determine the potential for visual impairment or discomfort due to reflective spot glare for pedestrians/students and motorists. Mitigation measures to eliminate any adverse reflective glare shall be identified. Technical data used for the analysis shall be included.

The solar glare analysis also shall examine the potential for solar heat buildup in any nearby buildings receiving reflective sunlight from the Proposed Project. In some cases, this condition can result in overheating or the receiving structure or incapacitation of its air conditioning system. Mitigation measures shall be described for any identified negative impacts on nearby buildings.

#### Air Quality

The DPIR shall describe the existing and projected future air quality in the project vicinity and shall evaluate ambient levels to determine conformance with the National Ambient Air Quality Standards (NAAQS). Particular attention shall be given to mitigation measures to ensure compliance with air quality standards.

A future air quality (carbon monoxide) analysis shall be required for any intersection (including the proposed garage entrances/exits) where level of service (LOS) is expected to deteriorate to D and the Proposed Project causes a 10 percent increase in traffic or where the level of service is E or F and the Proposed Project contributes to a reduction of LOS.

The study shall analyze the existing conditions, future No-Build and future Build conditions only. The methodology and parameters of the traffic-related air quality analysis shall be approved in advance by the Boston Redevelopment Authority and the Massachusetts Department of Environmental Protection. The results of the air quality analysis shall be compared to the Massachusetts State Implementation Plan to determine project compliance with the Plan. Mitigation measures to eliminate or avoid any violation of air quality standards shall be described.

An indirect source air quality analysis of the operation of the parking garage shall be prepared to determine potential air quality impacts on nearby sensitive receptors and compliance with air quality standards. Garage emissions should be estimated using appropriate U.S. EPA guidance. The EPA SCREEN3 model should be used to calculate maximum CO impacts from the garage at the various sensitive receptors.

A description of the project's heating and mechanical systems and of the parking garage ventilation system, including location of intake and exhaust vents and specifications, and an analysis of the impact on pedestrian level air quality and on any sensitive receptors from operation of the heating, mechanical, and exhaust systems, including the building's

emergency generator, shall be required. Measures to avoid any violation of air quality standards shall be described.

#### Solid and Hazardous Wastes

The presence of any contaminated soil or groundwater and any underground or aboveground storage tanks at the project site shall be evaluated and remediation measures to ensure their safe removal and disposal shall be described in the DPIR. As applicable, the DPIR should summarize, in detail, the results of any studies or findings, including types and concentrations of contaminants encountered and shall include appropriate tables and maps. The reports shall be made available to the BRA.

If asbestos, asbestos-containing materials, lead paint or other hazardous compounds (e.g., PCBs) are identified during demolition, renovation or removal activities, the handling and disposal must be in compliance with Massachusetts Department of Environmental Protection, the Boston Public Health Commission and the Inspectional Services Department guidelines and requirements.

The DPIR shall quantify and describe the generation, storage, and disposal of all solid wastes from the construction and operation of the Proposed Project. In addition, measures to promote the reduction of waste generation and recycling, particularly for paper, plastics, glass, metals, and other recyclable products, and compliance with the City's recycling program, shall be described in the DPIR.

#### Noise

The DPIR shall establish the existing noise levels at the project site and vicinity and shall calculate future noise levels after project completion based on appropriate modeling and shall demonstrate compliance with applicable Federal, State, and City of Boston noise criteria and regulations. The noise evaluation shall include the effect of noise generated by the area's traffic, and other noise sources. Future noise levels shall include the noise generated by the Proposed Project's mechanical equipment. Measures to minimize and eliminate adverse noise impacts on nearby sensitive receptors, including the project itself, from traffic noise and mechanical systems shall be described.

#### Flood Hazard Zones/Wetlands

Compliance with Boston and Federal flood hazard regulations, including requirements regarding construction within flood zones must be addressed in the DPIR. The potential impact of the Proposed Project on existing wetlands and wetland resource areas must also be described, including a demonstration of compliance with the Massachusetts Wetlands Protection Act (MWPA), as applicable. Maps detailing the site in relation to applicable buffer zones shall be provided.

#### Water Quality and Resources

The DPIR shall include a description of the project's site drainage system how it will connect to the Boston Water and Sewer Commission (BWSC) system. Parking garage drainage and measures to prevent adverse water quality impacts to the Muddy River also shall be described in detail.

### Stormwater Management

The DPIR shall contain an evaluation of the project site's existing and future stormwater drainage and stormwater management practices. The DPIR shall fully illustrate existing and future drainage patterns from the project site and shall describe and quantify existing and future stormwater runoff from the site and the Proposed Project's impacts on site drainage.

The Proposed Project's stormwater management system, including best management practices to be implemented, measures proposed to control and treat stormwater runoff and to maximize on-site retention of stormwater, measures to prevent groundwater contamination, and compliance with the Commonwealth's Stormwater Management Policies, also shall be described. The DPIR shall describe the project area's stormwater drainage system to which the project will connect, including the location of stormwater drainage facilities and ultimate points of discharge.

If the Proposed Project involves the disturbance of land of one acre or more, a National Pollution Discharge Elimination System (NPDES) General Permit for Construction from the U.S. Environmental Protection Agency and the Massachusetts Department of Environmental Protection will be required. If an NPDES permit is required, a stormwater pollution prevention plan must be prepared prior to the commencement of any construction-related activities.

### Geotechnical Impact/Groundwater

An analysis of existing sub-soil conditions at the project site, groundwater levels, potential for ground movement and settlement during excavation and foundation construction, and potential impact on adjacent buildings, utility lines, and the roadways shall be required. This analysis shall also include a description of the foundation construction methodology, the amount and method of excavation, and measures to prevent any adverse effects on adjacent buildings (e.g., Boston Latin High School, Isabel Stewart Gardner Museum, the project itself), utility lines, roadways and the Muddy River.

Measures to ensure that groundwater levels will be maintained and will not be lowered during or after construction shall be described in detail. Installation of observation monitoring wells, preferable on public land, will be required if existing wells are not already present. Identification of existing wells and well installation should be made in consultation with the Boston Groundwater Trust (the "Trust"). In addition, monitoring data must be provided to the Trust. If dewatering is necessary during construction, a replenishment system must be installed and levels maintained. Upon completion of construction, monitoring wells will need to be assigned to the Trust by the developer with an agreement granting the Trust access if

wells are on private property. A description of the recharging system or recirculation program must be provided.

Levels reported shall be based on Boston City Base (BCB).

Contact information for the Trust:

Boston Groundwater Trust  
234 Clarendon Street  
Boston, MA 02116

Attention: Elliott Laffer, Executive Director  
617-859-8439

In addition, a vibration monitoring plan must be provided that ensures potential vibration impacts from project construction on adjacent buildings and infrastructure will be mitigated.

### Construction Impacts

A construction impact analysis shall include a description and evaluation of the following:

- (a) potential dust and pollutant emissions and mitigation measures to control these emissions, including participation in the Commonwealth's Clean Construction Initiative.
- (b) potential noise generation and mitigation measures to minimize increases in noise levels.
- (c) location of construction staging areas and construction worker parking; measures to encourage carpooling and/or public transportation use by construction workers.
- (d) construction schedule, including hours of construction activity.
- (e) access routes for construction trucks and anticipated volume of construction truck traffic.
- (f) construction methodology (including foundation construction), amount and method of excavation required, disposal of the excavate, description of foundation support, maintenance of groundwater levels, and measures to prevent any adverse effects or damage to adjacent structures and infrastructure.
- (g) Method of demolition of existing buildings on the site and disposal of the demolition waste.
- (h) potential for the recycling of construction and demolition debris, including asphalt from the existing parking lot. –

- (i) identification of best management practices to control erosion and to prevent the discharge of sediments and contaminated groundwater or stormwater runoff into the City's drainage system and into the adjacent river and harbor waters during the construction period.
- (j) coordination of project construction activities with other major construction projects being undertaken in the project vicinity at the same time, including scheduling and phasing of individual construction activities.
- (k) impact of project construction on rodent populations and description of the proposed rodent control program, including frequency of application and compliance with applicable City and State regulatory requirements.
- (l) measures to protect the public safety.

#### Sustainable Design

A new development project presents opportunities for sustainable design and construction to prevent damage to the environment, consistent with the goals of Executive Order 385. As stated in the IMPNF/PNF, the DPIR shall describe appropriate environmentally protective technologies and practices that will be incorporated into the design and operation of the proposed development and the project proponent's commitment to include such measures into the Proposed Project. Measures shall include, but not be limited to, the following:

- Participation in the U.S. Environmental Protection Agency's Energy Star/Green Lights program and adoption of the Leadership in Energy and Environmental Design (LEED) standards for the project.
- Optimize natural day lighting, passive solar gain, and natural cooling, specify energy efficient HVAC and lighting systems, appliances, and other equipment, and solar preheating of makeup air.
- Favor building materials and purchases of supplies that are non-toxic, made from recycled materials, and made with low embodied energy.
- Application of cool roofing material for energy conservation, including reduction in cooling energy use.
- Build easily accessible recycling system infrastructure into the project's design.
- Incorporate additional opportunities to conserve water beyond water-saving technologies required by law.
- Make the building design adaptable for the future inclusion of innovative energy and environmental technologies as they develop over time.

- Conduct annual audits of energy consumption, waste streams, and the use of renewable technologies.

In addition, The Boston Green Building Initiative requires high performance "Green" building and development in the City of Boston. The project should include significant green features such as native landscaping, increased water and energy efficiency, improved indoor air quality, green roof systems, and renewable energy technologies. The DPIR should describe commitments to the following:

- Sustainable Sites (public transportation access, bicycle storage, alternative fueled vehicles, stormwater management, green roofing, light pollution reduction)
- Water Efficiency (water use reduction, water efficient landscaping, innovative wastewater technologies)
- Energy & Atmosphere (energy performance, CFC reduction in HVAC&R equipment, renewable energy)
- Materials & Resources (Recycle content, construction waste management, local/regional materials)
- Indoor Environmental Quality (Environmental tobacco smoke control, ventilation effectiveness, low emitting materials (adhesives & sealants, paints, carpets, composite wood), daylight and views)
- Innovation & Design Process (innovation in design)

For more information on the Boston Green Building Initiative, please visit: [www.BostonGreenBuilding.org](http://www.BostonGreenBuilding.org).







CITY OF BOSTON • MASSACHUSETTS

THOMAS M. MENINO  
Mayor

**BOSTON CENTERS FOR YOUTH & FAMILIES**

ROBERT LEWIS, JR.  
Executive Director

July 21, 2005

Mr. Keith Craig  
Project Manager  
Boston Redevelopment Authority  
Boston City Hall, Room 910  
Boston, MA 02201

VIA FACSIMILE (617) 742-4464

Dear Mr. Craig,

On behalf of Boston Centers for Youth & Families (BCYF), I am pleased to express our support of Simmons College and its plans for a new building. BCYF serves over 80,000 residents each year through our network of 46 community centers. We provide programs and services for infants, children, young adults, families and elders in every neighborhood of Boston. Our programs range from childcare and summer camps, to senior wellness and youth violence prevention programming.

As one of the largest human service agencies in the City of Boston, we recognize the importance of creating partnerships and leveraging the wealth of resources institutions offer. Simmons College believes and acts on this principle of collaborating with its neighbors and the City to strengthen communities. They understand that something as simple as having student interns in BCYF Community Centers will strengthen the connection between Simmons College and the community at-large, while fostering new relationships and engaging students in our communities.

BCYF, like Simmons College, is committed to supporting youth and nurturing their development as young leaders. Through this shared commitment we look forward to building our partnership and ask for your support of the new building plans.

Sincerely,

  
Robert Lewis, Jr.  
Executive Director

1483 Tremont Street • Boston • Massachusetts • 02120  
Phone: (617) 635-4920 • Fax: (617) 635-4524

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# Boston

Jay Rourke  
Project Manager  
Boston Redevelopment Authority  
One City Hall Square  
Boston, MA 02201-1007

June 30, 2005

Dear Mr. Rourke:

Regarding the Project Notification Form for the Simmons College New School of Management Building project submitted to the BRA on June 20, 2005 the Boston Fire Department requires the following issues addressed by a qualified individual.

1. Emergency vehicle site access to the new buildings as well as existing buildings that might be affected.
2. Impact on availability and accessibility of hydrant locations for new buildings as well as for any existing buildings that might be impacted.
3. Impact on availability and accessibility to siamese connection locations for new buildings as well as for any existing buildings that might be impacted.
4. Impact that a transformer vault fire or explosion will have on the fire safety of the building. Particularly as it relates to the location of the vault.
5. Need for Boston Fire Department permit requirements as outlined in the Boston Fire Prevention Code, the Massachusetts Fire Prevention Regulations (527 CMR), and the Massachusetts Fire Prevention Laws (MGL CH148).
6. For projects involving air-supported structures, it is critical that the impact of the design has on fire safety relative to the interaction of the area underneath the structure to the structure as well as to the interaction of the structure to the area underneath the structure.
7. Due to the increasing popularity of private wireless communication services, it has become increasingly difficult and costly for the Fire Department to locate our emergency communications equipment at appropriate sites. At the same time, the need for antenna sites has grown as development continues in downtown/Back Bay. We would appreciate it if the BRA, as part of its development review process for high-rise towers, could assist the Fire Department in obtaining rooftop access for our communications equipment as a public benefit too meet this critical public safety need.



Thomas M. Menino, Mayor/FIRE DEPARTMENT/115 Southamptn Street 02118

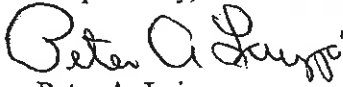


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These items should be analyzed for all phases of the construction as well as the final design stage. This project will need permits from the Boston Fire Department as well as the Inspectional Services Department.

Respectfully,

A handwritten signature in cursive script, appearing to read "Peter A. Laizza".

Peter A. Laizza  
Fire Marshal

Pjm

Cc: Paul Donga, FPE, Plans Unit, BFD

July 26, 2005

Stephen R. Pritchard, Secretary  
Executive Office of Environmental Affairs  
100 Cambridge Street, Suite 900  
Boston, MA 02114  
Attention: Anne Canaday, MEPA Office

Mark Maloney, Director  
Boston Redevelopment Authority  
Boston City Hall, Room 925  
Boston, MA 02201  
Attention: Jay Rourke

Re: Simmons College School of Management and Quad Project Environmental  
Notification Form, EOE #13567, Project Notification Form and Institutional Master Plan  
Notification Form

Dear Secretary Pritchard and Director Maloney:

The City of Boston Environment Department has reviewed the Environmental Impact  
Report (ENF), Project Notification Form (PNF) and Institutional Master Plan Notification  
Form (IMP NF) and offers the following comments.

The proponent, Simmons College, proposes to construct a five-story, 82-foot high (zoning  
height) building with 715 parking spaces on eight levels of a parking facility - five below-  
grade and three above-grade that will connect with three existing levels of parking.  
Demand is listed as 36 for the new library project, 50 for the School of Management and  
60 for visitors, guests and Executive Education. Simmons states that the 715 spaces will  
include replacements for 275 striped surface parking spaces and 60 valet parking spaces  
and that they represent 380 net new. Two-hundred and thirty-four (234) of the spaces  
are not currently necessary. The proponent expects to need the spaces at a time when  
the campus build-out is increased by 310,000 square feet (SF). Three-hundred and fifty  
spaces will be leased - discussions are underway with Children's Hospital for a 15-year  
lease.

The project site is currently a parking lot adjacent to Simmons' Park Science Center and the Graduate Center at 1 Palace Road. The building will house the School of Management, event areas, classrooms and administrative and faculty offices. A landscaped quadrangle, to be used in the future for teaching and other uses, will be located above the garage.

The parking is described as replacing "existing surface spaces for the uses and buildings that exist at Simmons", serving the parking needs of the new building and providing for the future, including attendees at management conferences and Executive Education programs associated with the School of Management.

Construction is expected to start during the second quarter of 2006 and be completed during the second quarter of 2009.

Simmons plans to modify its 2000 Institutional Master Plan (IMP) to include the proposed project. The IMP was amended in 2004 to add the library project, now under construction. The IMP term ends in 2008.

Simmons plans to increase part- and full-time student enrollment and offer Executive Education programs for middle managers and women business leaders. Enrollment is expected to grow as follows:

- Full-time undergraduates from 1,125 in 2001-2002 academic year to 1,790 in academic year 2009-2010.
- Part-time undergraduates from 160 in 2001-2002 academic year to 244 in academic year 2009-2010.
- Full-time graduate students from 536 in 2001-2002 academic year to 836 in academic year 2009-2010.
- Part-time graduate students from 1,489 in 2001-2002 academic year to 2,103 in academic year 2009-2010.

The proposed building is expected to allow for the projected growth.

Current staff and faculty numbers are:

- Full-time staff - 448.
- Part-time staff - 141
- Contract employees - 159.
- Full-time faculty - 288.
- Part-time faculty - 141.

Simmons is remodeling dormitories and plans to expand dormitory space over the next five to 10 years. Six of nine dormitories have been completely renovated since 1999. Individually controlled heat and air conditioning were added to rooms and suites.

The IMP indicates that the proponent expects to construct about 221,000 SF of new space on the residence portion of the campus and a 75,000-100,000 SF academic building between 2010 and 2015. Some existing buildings will likely be demolished.

Existing parking resources are identified as 580 spaces - 275 striped spaces in the main surface lot, 215 striped spaces in the Graduate Center parking garage. Sixty valet spaces are distributed between the two.

Simmons is a member of the Medical and Scientific Area Community Organization, Inc. (MASCO) and it offers the following Transportation Demand Management (TDM) measures:

- a Transportation Coordinator;
- carpool matching;
- vanpool arrangements;
- preferential parking for car/vanpools;
- charging market rates for parking;
- bicycle incentives that include bicycle storage areas;
- walk programs;
- transit pass subsidies of 60 percent (page 4-3) or 70 percent (page 4-7) for full-time employees;
- payroll deduction for and on-site sale of transit passes;
- posted bus schedules, routes and rates;
- coordination with the Massachusetts Bay Transportation Authority (MBTA) on bus service; and
- offering Telecommuting.

Trip generation estimates for the School of Management are provided for full-time students and staff. They show a 42-50 percent vehicle mode share, 28-35 percent transit mode share and a 22-27 percent walk/bike/other mode share.

## RESPONSE

Mayor Thomas M. Menino, having received a recommendation from his Green Building Task Force (GBTF), has determined that the United States Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED<sup>R</sup>) Green Building Rating System will be the City's benchmark in his ongoing, multi-faceted plan to make Boston a national leader in sustainability. Both rehabilitation and new construction provide many opportunities to create positive benefits for project residents, the neighborhood and the City of Boston, protect the environment and construct high performance buildings that minimize utility costs through the use of energy and resource conserving materials, practices, technologies and equipment that exceed code. The installation of energy efficient appliances, lighting and cooling/heating systems and use of green-building technologies will help conserve both

limited natural resources, minimize impacts on the local grid, provide for a healthy work and living environment and reduce living/operating costs.

Sustainable technologies, practices and materials include:

- Obtaining building materials from within 500 miles of the project site.
- Installing green roofs.
- Installing high-performance windows.
- The on site reuse of materials and/or off-site recycling.

If renovations at dormitories include the replacement of clothes washers and dryers, we recommend that they be EnergyStar<sup>R</sup>-certified. A front-loading, EnergyStar<sup>R</sup>-certified clothes washer will use 35-50% less water and 50% less energy per load than a non-qualified appliance. An EnergyStar<sup>R</sup>-certified clothes dryers will provide a similar energy benefit.

We encourage the proponent to adopt LEED<sup>R</sup> standards and develop a certifiable project for the School of Management and to use as many sustainable technologies, materials and practices in the renovation and operation of other campus buildings. As there is no mention of sustainability in the ENF, IMPNF or PNF, we request that all future documents regarding this project and the IMP discuss Simmons' policy and practices in this regard with specific plans referenced for the School of Management.

In order to attain compliance with the Commonwealth's anti-idling law (MGL 90 s16A and 310 CMR 7.11), we ask that "No Idling" signage be posted in several locations on each parking level and at the surface parking area. CO monitors in the parking facility should be direct-read with visual and audible alarms.

It is unclear if Simmons' solid waste recycling program extends to the residential campus. We request clarification on the extent of the program.

We concur with the BRA that an updated wind study with additional locations should be provided in the Draft Project Impact Report (DPIR). As requested by staff of the Boston Landmarks Commission (BLC), the wind study should include locations at the Boston Latin School as should the shadow study.

This department thanks Simmons for the commitment to install permanent "Don't Dump..." plaques at all stormdrains.

Exterior lighting should meet safety needs while not contributing to light pollution. Fixtures should be shielded and downward directed. We recommend as a resource, the



Campaign for Dark Skies and their "Solutions and Problems: Good and bad lighting" information which can be accessed at <http://www.star.le.ac.uk/~dbl/cfds/goodvbad.htm?60>.

The Fenway neighborhood is particularly vulnerable to groundwater drawdown. The Isabella Stewart Gardner Museum is constructed on wood piles and is in close proximity to the Museum of Fine (MFA) an institution planning a major construction project. It is likely that Boston

Latin School was constructed on wood piles and The Winsor School, built in 1910, may have been similarly constructed. We understand that Simmons' main academic building is constructed on wood piles. The BLC is particularly concerned with this issue.

Recent monitoring around the MFA has shown drawdown in one area and evaluation is being conducted to determine the cause. Building heights, existing below-grade infrastructure, the number and characteristics of previously approved below-grade structures the need to preserve subterranean area for Phase III of the Urban Ring project and the effect that the Urban Ring will have on groundwater levels are all elements of a comprehensive study that must be conducted to determine if maintaining safe groundwater levels can be accomplished with the project as proposed. The DPIR should provide information on each of these issues and on the status of work with the Boston Groundwater Trust (BGWT).

Staff of the BLC looks forward to reviewing detailed elevation drawings of the proposed new School of Management Building. The building will be constructed behind the main academic building of Simmons College (when viewed from The Fenway), and form the rear of a quadrangle. The site is between two buildings (the Simmons Main Academic Building and the Boston Latin School) that are eligible for listing on the State and National Registers of Historic Places. Its relationship to these two resources will be a consideration for the BLC in any future review of this project.

It is the understanding of BLC staff that the new School of Management Building will primarily reference the surrounding Simmons building in its orientation and architectural vocabulary, but information about shadow and wind impacts to the Boston Latin School should also be included in future filings.

Locating the majority of any parking to a below-grade facility is always aesthetically preferable to above-grade parking garages. As environmental impacts such as ground water levels are likely to change the configuration and design of this garage, the BLC looks forward to reviewing revised drawings. The change for archaeological remains at the project site is low, due to landfill activities in this portion of the city.

BLC staff agree with BRA Urban Design staff that projects in the City should be constructed with traditional building materials and techniques rather than synthetic composite materials. Simulated materials such as exterior insulated finish systems (EIFS), and glass fiber reinforced concrete (GFRC) are inconsistent with Boston architecture and are unlikely to withstand decades of the City's freeze-and-thaw climate.

Dated cornerstones be incorporated into all new construction. This element will allow those who are attentive to and value the architecture of the City to appreciate the historical context in which structures were conceived.

The BLC receives complaints from occupants of historic buildings in the Fenway area about the vibration caused by construction vehicles on roadways and the dust generated by uncovered trucks and equipment that has not gone through a wheel wash or gravel egress. The BLC asks that the proponent inform contractors about precautions necessary to prevent such problems and protect resources.

One way to minimize air quality effects during the expected three-year construction period is to require that the general contractor and all sub-contractors participate in the Massachusetts Clean Air Construction Initiative (CACI), part of the Massachusetts Department of Environmental Protection's (DEP) Mobile Source Emissions Control Effort. According to the DEP, construction equipment contributes about 33 percent of mobile source particulate matter (PM) and ten percent of all oxides of nitrogen (NO<sub>x</sub>) pollution in the northeast. More than 90 percent of diesel engine particulate emissions are highly respirable and carry toxins deep into the lung, exacerbating human respiratory ailments. The CACI is designed to reduce air quality degradation also caused by emissions of carbon monoxide (CO), volatile organic compounds (VOC), and other air toxins from heavy-duty, diesel-powered construction equipment. Oxidation catalysts and catalyzed particulate filters reduce toxic emissions of formaldehyde, benzene, acrolein and 1-3 butadiene by as much as 70 percent. The CACI offers contractors a cost-effective way to decrease localized adverse impacts and reduce dust and odor complaints from project abutters and regulatory agencies. Experience with a pilot project that retrofitted 83 pieces of equipment working on the Central Artery/Tunnel (CA/T) project showed that:

- Vehicles did not experience significant power loss.
- There are no additional operation and maintenance (O & M) or fuel costs.
- Engine manufacturers continue to honor vehicle warranties.

More information on the CACI can be obtained from Steven G. Lipman, P.E. of DEP at 617-292-5698. We strongly urge the proponent to require that contractors use such retrofitted equipment in addition to on-road, low-sulfur diesel fuel (500 ppm) in off-road construction equipment.

We request that Simmons contact Steven G. Lipman, P.E. of DEP at 617-292-5698 to discuss the CACI and how it might be used to minimize adverse construction impacts from this project.

Regular vacuum cleaning of streets and sidewalks in the project area should be employed to ensure that they remain free streets of dust and debris.

The City of Boston's is seeking to minimize the number of motor vehicles that enter Boston each day, currently 600,000. Background traffic levels and parking conditions in the Longwood Medical and Academic Area (LMA) and surrounding residential neighborhoods are problematic on a daily basis. Accordingly, we request that the General Contractor and all sub-contractors be required to participate in a TDM plan. It may be that a plan can be coordinated with other area project for which construction periods overlap. A TDM plan should include:

- Providing MBTA pass subsidies for all workers with a *pro rata* subsidy for part-timers (please see CommuterCheck information for facts on tax benefits).
- Providing a ride-matching service that includes matches with contractors working on other LMA projects.
- Providing and posting information on public and private transit routes, schedules and rates.
- A method for ensuring that workers do not park in adjacent residential areas should be developed. The plan should be detailed in the DEIR/DPIR.

This department receives frequent complaints about noise generated at construction sites before 7:00 a.m. Complaints show that contractors often allow workers on site before that time. Noise is frequently related to the run-up of diesel equipment and the preparation and movement of materials. City of Boston Code Ordinance 16-26.4 allows construction from 7:00 a.m. to 6:00 p.m., Monday through Friday. No sound-generating activity is allowed to occur at the site prior to 7:00 a.m.

Simmons must ensure that the General Contractor and sub-contractors comply with MGL C. 85, Section 36 that requires that trucks be covered. A wheel wash, with proper provisions for runoff, should be installed and its use required of all vehicles exiting the site.

Contracts for the project should require the reprocessing, recycling and reuse of materials. We request that construction laydown areas contain sufficient space for the segregation of materials.

This department is particularly concerned with issues of parking and transportation.

Simmons had indicated in its initial IMPNF for the 2000 IMP that it was working with MASCO and MASCO consultants on an employee and student commuter survey to be conducted in the Spring term 2000. This department has asked in several comments that the survey and a compilation of responses be included in the IMP. Surveys provide information vital to effective TDM and follow-ups allow for the monitoring, evaluation and modification of TDM programs. An explanation for the absence of the survey and a plan for monitoring, evaluating and modifying TDM has not been provided despite our numerous requests. Environmental issues related to transportation are best addressed when comprehensive information is gathered about commuting habits. The lack of this information more than five years after the filing of the 2000 IMPNF is a troubling. We again request survey data and a discussion of its meaning. If no survey has been conducted, we ask that Simmons explain why it decided that a survey would not be useful.

In this department's November 10, 2003 comments on the PNF/IMPNF for the library, we noted that TDM for part-time employees, more numerous at Simmons than full-time employees, and contract employees was not discussed and that a plan to reduce single occupant vehicle (SOV) use and increase transit and other, high occupancy vehicle (HOV) commuting should be developed and submitted for review as part of the amended IMP. No plan was developed.

Thirty-one (31) percent of Simmons students used a car to commute to the college when Simmons filed its IMPNF in 2000. Students were eligible to purchase a semester MBTA pass at what was described as a 20% discount but the IMPNF did not indicate if the discount was that offered by the MBTA or represented a subsidy by Simmons. The IMP did not indicate if the discount was available to all students and did not disclose the numbers sold in 1999. This information should now be provided as part of a comprehensive picture of transportation at Simmons.

Information reported in the 2000 IMP from a March 2000 *Ridesharing Update Report* showed that 62% of Simmons' employees drove alone or in carpools. This was not useful information as it did not distinguish between SOV and HOV trips. Although the 2000 IMP had stated that less than 50% of drive trips were SOVs, the assumed car occupancy rate of 1.1 suggested that the rate of SOV trips was more than 50 percent.

In its March 2000 IMPNF, Simmons indicated that as of September 1, 2000, it would offer a 60% MBTA pass subsidy for full-time employees up to \$65 per month. An average of 155 passes were sold each month in 1999 when the maximum was \$40 per month. The total annual cost to Simmons was identified as \$40,000.

No trip generation or mode split data is provided for contract or part-time faculty/staff,

part-time students or workshop and Executive Education participants in the ENF/PNF/IMPNF for the School of Management project. Part-time students represent just over 45 percent of Simmons 2005-2006 student body. Projected enrollment for the academic year 2009-2010 shows that just over 44 percent of students will attend Simmons part-time. Just under 65 percent of faculty are part-time and just over 31 percent of staff work part-time. The DEIR/DPIR should provide this information for all categories of students and employees. This data should also include information on the mode splits for the School of Management in its current location. These figures should then be used to amend trip generation and mode split data.

No information is provided regarding the number annual of conferences that Simmons will sponsor and expected attendees or the number of individuals expected to participate in Executive Education each year. The manner in which parking demand for these activities was calculated is not clear. The DEIR/DPIR should provide details.

The 2000 IMP indicated that Simmons prohibits overnight parking on campus parking without permission but did not identify the circumstances under which students are allowed to bring a car. Its policy regarding resident students and cars. This information should be provided.

The March 2000 IMPNF had indicated that the annual, on-campus parking fee for full-time faculty/staff would be raised from \$450 to \$1,150 effective with the Fall 2000 semester. Based upon a five-day week, nine months per year (180 days), the \$1,150 charge breaks down to \$6.38/day.

The annual off-campus fee was identified as \$600 although the PNF for the Graduate Center had indicated that Simmons did not offer off-campus parking. A \$600 rate for 180 days would be \$3.33/day. Simmons should identify any off-campus parking it owns, operates, controls or leases, including spaces at the Landmark Center, the rates charged for use and any subsidy associated with those spaces.

The DEIR/DPIR should describe the parking rates for the following categories of users: full-time and part-time faculty; full-time, part-time and contract staff, students; visitors; guests; and conference and Executive Education attendees. Non-subsidized parking rates charged by other LMA institutions for LMA-sited parking facilities should be described for the sake of comparison.

The list of existing TDM measures includes some elements that need clarification.

- What are vanpool arrangements?
- Where is the location of preferential parking for car/vanpools?

- What bicycle incentives are offered?
- Are showers and lockers/changing rooms for walkers and bicyclists part of those incentives?
- What are walk programs?
- How does Simmons coordinate with the MBTA on bus service and what has resulted from that coordination?

Additional TDM measures that can increase non-SOV mode share include:

- an Emergency Ride Home program;
- bicycle parking that is secure and protected from the elements;
- offering occasional parking for transit commuters who may sometimes need to drive;
- offering direct deposit of paychecks;
- having an on-site ATM;
- shared services with institutional neighbors such as showers and changing/locker rooms;
- establishing a local hiring program (Walk to Work); and
- joining, as an institution, a car-sharing service such as Zipcar's Z2B (Zipcar for Business) program. The availability of a vehicle for trips during the day can obviate the need for some employees to commute by car.

There appear to be few incentives for non-resident students to use transit or HOV. The DEIR/DPIR should outline a TDM program aimed at the large number of students who commute to Simmons. Attention should also be paid ways in which conference and Executive Education attendees might be encouraged to use an HOV means of travel.

Given the percentages of part-time faculty and staff and the number of contract workers, a TDM program that does not include these employees will fail to maximize the opportunity for success. *Pro rata* transit pass subsidies should be offered to part-time faculty and staff. The employers of contract workers should be required to offer the same TDM benefits as employees of Simmons.

The distribution of the 60 valet parking spaces between the existing surface parking lot and the parking garage is not identified. Simmons indicated in an October 2003 PNF for the library project and the IMPNF for the associated IMP amendment that no new parking would be associated with the project and that some existing surface parking internal to the campus might be temporarily affected by construction activities. The IMP stated that about 30 surface parking spaces would be permanently lost and that those vehicles would be parked in the underground parking garage by a valet. So, it would seem that all

60 existing valet spaces would not be lost to the new project as each of those spaces is not located on the surface lot upon which the School of Management will be constructed. The DEIR/DPIR should indicate the number of valet parking spaces now located in the parking facility that will not be lost and, if appropriate, amend the number of proposed net new spaces.

Parking for 715 vehicles is clearly excessive. The number plus a planned 15-year lease of 234 spaces not needed by Simmons is inconsistent with the Interim Guidelines. The

parking proposal does not address residents' concerns for quality of life, will not help to control growth in the LMA and will not help to encourage growth in other locations. A more comprehensive TDM program should be instituted before a final parking number is established. If one has not been conducted recently, a transportation survey of students, faculty and staff should be used to assess needs and the additional measures that would make HOV commuting attractive.

Thank you for the opportunity to offer comment. We look forward to the DEIR/DPIR.

Sincerely,

Bryan Glascock  
Director





**Boston Water and  
Sewer Commission**



980 Harrison Avenue  
Boston, MA 02119-2540  
617-989-7000

July 25, 2005

Mr. Jay Rourke  
Project Manager  
Boston Redevelopment Authority  
One City Hall Square  
Boston, MA 02201

Secretary Stephen R. Pritchard  
Executive Office of Environmental Affairs  
Attn: MEPA Office  
Anne Canady – EOEA #13567  
251 Causeway Street-Suite 900  
Boston, MA 02114

Re: IMPNF/PNF/ENF for Simmons College – School of Management Building

Dear Mr. Rourke and Secretary Pritchard:

The Boston Water and Sewer Commission has reviewed the Institutional Master Plan Notification Form (IMPNF), Project Notification Form (PNF) and Environmental Notification Form (ENF) for the proposed relocation of Simmons College's existing School of Management.

The project site is located within the Main Academic Campus bordered by Avenue Louis Pasteur to the west, The Fenway to the north, Palace Road to the east, and Boston Latin High School to the south. Five buildings are situated on the Main Academic Campus. A surface parking lot providing 275-spaces is located internally to the rear of the Main Academic Building.

Simmons' School of Management (SOM) is currently housed at a satellite location on Commonwealth Avenue in the Back Bay. The proposed project consists of the relocation of the SOM from the Back Bay/Kenmore Square neighborhood to the Main Academic Campus, and to construct a new below-grade garage for approximately 715 vehicles. The new building of approximately 66,000 square feet will be situated on the current parking lot. The new building will also serve academic and administrative needs for the College, including event areas, classrooms, and administrative and faculty offices. As part of the Project, a new landscaped green quadrangle will be created above the garage.

Filing of the ENF is required because the project exceeds the MEPA review threshold of creating more than 300 new parking spaces and involves state action, in that Simmons may seek financing from a State Agency.

The proposed project is expected to increase sanitary sewage generation from the Simmons campus in this location by an estimated 10,000 gallons per day (gpd). Sanitary sewer service to the proposed SOM is expected to be provided via an existing 12-inch sewer on Avenue Louis Pasteur or an existing 18-inch sewer on Palace Road. A DEP Sewer Extension/Connection Permit is not anticipated because the sewage flows are not expected to exceed 15,000 per day.

Water demand is expected to increase by an estimated 11,000 gpd at this location due to the proposed development. It is anticipated that domestic water and fire service will be provided to the site via a 10-inch water main on Avenue Louis Pasteur or a 10-inch water main on Palace Road.

Some alteration to existing drainage patterns is expected, due to the elimination of the existing surface parking lot and the increase in landscaped area. There will be no increase in the peak rate of stormwater discharged from the property since impervious surface parking area will be eliminated. It is expected that stormwater runoff quality will improve because the stormwater will not be subject to vehicle pollutants that are typically found in parking lot runoff.

The Commission has the following comments regarding the proposed project:

#### **General**

1. To assist the Commission in evaluating the impacts of future development on the Simmons College campus, the proponent should provide the Commission with a utility plan showing all existing and proposed public and private water, sanitary sewer and storm drainage systems serving the College campus, including pipe sizes and service connections.
2. For the proposed construction the proponent must submit a site plan and a General Service Application to the Commission. The site plan must show the location of existing public and private water mains, sanitary sewers and storm drains which serve the project site, as well as the location of proposed service connections. With the site plan, the proponent must provide detailed and updated estimates for water demand, sanitary sewer flows and stormwater runoff generation for the proposed project. The amount of potable water required for landscape irrigation must be quantified and provided separately.

3. It is the proponent's responsibility to evaluate the capacity of the public water, sewer and storm drainage systems serving the college campus to determine if they are adequate to meet future project demands. A written summary of these evaluations should be included with the site plan for the project.
4. To assure compliance with the Commission's requirements, the proponent should submit site plans and General Service Applications to the Commission for review when project design is 50 percent complete.

#### **Sewage/Drainage**

5. The Commission's wastewater system maps show a privately owned sewer and storm drain on the site of the proposed construction. If relocation of these pipes is required in order to accommodate the proposed construction, design and construction will be at the proponent's expense and must be conformance with the Commission's Sewer Use and Water Distribution System regulations.
6. The College campus is served by separate sanitary sewers and storm drains. Separate sanitary sewer and storm drain services must be provided from the proposed new building to the respective pipe in the street.
7. The site plan must show in detail how drainage from building roofs and from other impervious areas will be managed. Roof runoff and other stormwater runoff must be conveyed separately from sanitary waste at all times.
8. In conjunction with the site plan and General Service Application, the proponent will be required to submit a Stormwater Pollution Prevention Plan. The plan must:
  - Identify specific best management measures for controlling erosion and preventing the discharge of sediment, contaminated stormwater or construction debris to the Commission's drainage system when construction is underway.
  - Include a site map which shows, at a minimum, existing drainage patterns and areas used for storage or treatment of contaminated soils, groundwater or stormwater, and the location of major control or treatment structures to be utilized during construction.
  - Specifically identify how the project will comply with the Department of Environmental Protection's Performance Standards for Stormwater Management both during construction and after construction is complete.

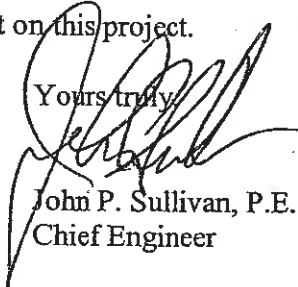
9. The proponent must fully investigate methods for retaining stormwater on site before the Commission will consider a request to discharge stormwater to the Commission's system. Under no circumstances will stormwater be allowed to discharge to a sanitary sewer. A feasibility assessment for retaining stormwater on site must be submitted with the site plan.
10. The discharge of dewatering drainage to a sanitary sewer is prohibited by the Commission. The proponent is advised that the discharge of any dewatering drainage to the storm drainage system requires a Drainage Discharge Permit from the Commission and an NPDES Permit issued by the Environmental Protection Agency (EPA).
11. The proponent is advised that a Drainage Discharge Permit is also required for the long-term (permanent) discharge to the drainage of infiltrated groundwater collected via an underdrain system, such as those that are commonly installed in below-grade parking garages.
12. Developers of projects involving disturbances of land of one acre or more are required to obtain an NPDES General Permit for Construction from the Environmental Protection Agency. The proponent is responsible for determining if such a permit is required and for obtaining the permit. If such a permit is required, a copy of the Notice of Intent and any pollution prevention plan prepared pursuant to the permit should be provided to the Commission prior to the commencement of construction.
13. The Commission requests that the proponent install a permanent casting stating: "Don't Dump: Drains to the Charles River" next to any new catch basin installed as part of this project. The proponent may contact the Commission's Operations Division for information regarding the purchase of the castings.
14. Oil traps are required on all drains discharging from all new and existing enclosed parking garages. Discharges from garage drains must be directed to a building sewer and not to a building storm drain. The requirements for oil traps are provided in the Commission's Requirements for Site Plans.
15. Grease traps are required in all new and existing cafeteria or kitchen facilities in accordance with the Commission's Sewer Use Regulations. The proponent is advised to consult with Mr. Richard Fowler, Deputy Superintendent of Field Operations prior to preparing plans for grease traps.

Water

16. The Commission utilizes a Fixed Radio Meter Reading System to obtain water meter readings. For new water meters, the Commission will provide a Meter Transmitter Unit (MTU) and connect the device to the meter. For information regarding the installation of MTUs, the proponent should contact the Commission's Meter Installation Department.
17. The proponent should explore opportunities for implementing water conservation measures in addition to those required by the State Plumbing Code. In particular the proponent should consider outdoor landscaping which requires minimal use of water to maintain. If the proponent plans to install in-ground sprinkler systems, the Commission recommends that timers, soil moisture indicators and rainfall sensors be installed. The use of sensor-operated faucets and toilets in common areas of buildings should also be considered.

Thank you for the opportunity to comment on this project.

Yours truly,

  
John P. Sullivan, P.E.  
Chief Engineer

JPS/as

cc: J. Walser, BRA  
M. Zlody, Boston Env. Dept.  
P. Laroque, BWSC



**APPENDIX 2**  
**COMMENTS FROM THE PUBLIC**





July 21, 2005

Mr. Jay Rourke  
Project Manager  
Boston Redevelopment Authority  
Boston City Hall, Rm. 910  
Boston, MA 02201

ISABELLA  
SEWART GARDNER  
MUSEUM

RE: **The Project Notification Form/Institutional Master Plan Notification Form  
for the Simmons College School of Management and Quad Project**

Dear Mr. Rourke,

Please accept this comment letter by the Isabella Stewart Gardner Museum on the combined Project Notification Form and Institutional Master Plan Notification Form (PNF/IMPNF) for the Simmons College School of Management and Quad Project.

The Isabella Stewart Gardner Museum is excited about Simmons College's plans for this really great project. The new building will be a welcome addition to the campus and the neighborhood landscape. We are also very pleased that Simmons plans to return the current surface parking area to a grassy quadrangle that will provide more public green space and improved pedestrian access between Avenue Louis Pasteur and Palace Road.

With any new development project in the surrounding area, the Museum is concerned with the impact on its historic building and collection, the safety of pedestrians and our visitors, and traffic congestion. With respect to this project, we have special concern that the School of Management building is specifically being sited to accommodate the future possible extension of Tetlow Street between Avenue Louis Pasteur and Palace Road. As the BRA knows, the Isabella Stewart Gardner Museum is strongly opposed to the extension of Tetlow Street in this manner. Not only would this extension absorb land from two private educational institutions (Boston Latin and Simmons College), it would directly impact the existing environment of Palace Road and Evans Way Park as traffic from the heavily congested LMA district would have an alternative outlet to Huntington Avenue. Currently Tetlow Street and Evans Way Park are both heavily used by the local pedestrian student population of the six schools in the immediate vicinity (Simmons College, Boston Latin, Mass College of Pharmacy, Mass College of Art, Wentworth Institute of Technology, and the Museum School) and by the Gardner Museum's visitors. To redirect traffic through this neighborhood would harm the pedestrian and student-friendly environment that currently thrives around Evans Way Park. Moreover, this park is a cultural and environmental resource that must be protected as an important passive recreational area for our surrounding community.

In addition, we trust that the BRA and Simmons College will work together to develop an appropriate number of parking spaces to be included as part of this project. We are concerned about the increased number of cars and congestion in our neighborhood and on the Fenway due to the project's proposed parking garage. The Fenway is a historic parkway designed as part of Frederick Law Olmsted's Emerald Necklace. The Museum and our many

visitors from Boston and around the world value the historic park as an urban treasure. Our Commonwealth's parkway system is not meant to accommodate high density traffic.

We appreciate the opportunity to comment on the Simmons College PNF/IMPNF. While excited about this project in many ways, we firmly believe that the Tetlow Street Extension would greatly exacerbate the already extant traffic problem in the surrounding community and would compromise the character of the cultural and environmental resources in the neighborhood.

We look forward to discussing these issues with you in more detail.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Anne Hawley', written in dark ink.

Anne Hawley  
*Norma Jean Calderwood Director*



# Local 103 OF GREATER BOSTON

*International Brotherhood of Electrical Workers*

256 FREEPORT STREET • DORCHESTER, MASSACHUSETTS 02122

TELEPHONE: (617) 436-3710 FAX: (617) 436-3299

TOLL FREE: (800) 218-0075

WEBSITE: [www.ibew103.com](http://www.ibew103.com)

75

July 19, 2005

Mr. Jay Rourke  
Boston Redevelopment Authority  
One City Hall Square, 9th Floor  
Boston, MA 02201

RE: Simmons College School of Management

Dear Mr. Rourke:

I am writing this letter in support of Simmons College's plan to erect a new, state-of-the-art building for the purpose of housing their School of Management.

As I am sure you are aware, the City of Boston's economy relies heavily on its many educational institutions and Simmons College is no exception. Not only do these institutions cause an influx of new residents who help support our many local businesses, but they also create jobs for many of our current residents, both during construction as well as permanent positions at the school.

Often times, the jobs created during the construction are called temporary, but I assure you that is certainly not the case. Because Simmons College has made a continued commitment to use contractors that are signatory to local agreements with the Boston Building Trades, they will be helping many of the City's high school graduates begin careers as construction workers. These careers offer good wages and fringe benefits, such as health insurance, pension and an annuity plan. These benefits begin in their apprenticeship and stay with the worker for the duration of their career.

We all know in a city, like Boston, a good job is a necessity, and Local 103, I.B.E.W., is committed to offering opportunities to the residents of all neighborhoods.

For these reasons and many more, Local 103, I.B.E.W., supports this project and we ask the Boston Redevelopment Authority to do the same.

Sincerely,

Gary Walker  
Business Agent



650 Huntington Ave. 11E  
Boston, MA 02115  
July 18, 2005

Mr. Jay Rourke, Project Manager  
Boston Redevelopment Authority  
Boston City Hall, Room 910  
City Hall Plaza  
Boston, MA 022

Re: Simmons College Proposal and Application for a new  
School of Management Building on the Fenway Campus

Dear Mr. Rourke,

I am writing this letter on behalf of Simmons College and its most recent request to the BRA for approval of its plan for additional construction on its academic campus including the relocation of above ground parking to underground parking. I think it also should be known that I am a graduate of the Simmons College School of Social Work, but more important related to the issues being questioned, I am and have been a resident of the Longwood Medical Area since 1965. I have therefore been a witness to many changes in the area, most of which have taken place within the last ten years. I do not share some of the views of what other persons in the neighborhood have raised at these meetings. For example, the fact that the college no longer provides access to its tennis courts to the neighborhood should not be held against it. The city has tennis courts within eye's view in the playground across the street. The issue of whether the College should be required to provide affordable housing because of the sale of some buildings that have not been housing for many years and are not in the Fenway, but come under other areas of the City also seems to me an issue for other consideration and the burden of that question go to those who have bought the buildings.

Given this preface, I have tried to present my thoughts under three topics.

1. Simmons Contribution to the City of Boston and Its Neighborhood
2. Simmons Contribution to the Medical Institutions in the Area
3. Simmons proposed building and impact of the scale of the building

1. Simmons Contributions to the City of Boston and its Neighborhood Population

Since the BRA is concerned with the impact of any plans for change in construction and facilities in any neighborhood, and the impact on the population of the City of Boston, I would like to emphasize what Simmons has done and will continue to do for the City of Boston. It has firstly for one hundred years, offered to the young women of Boston, an opportunity for an education which is

considered to be within the highest quality in any surveys of this level of College. I do not have figures to sustain the next statement, but my best guess is that it has also offered all along and now in most recent years, this opportunity on a scale quite remarkable for a College of its size to both young men and women of as diverse background as one can find in this City. Its reputation for its graduate schools in both Social Work, Library and Information Sciences, and Health Science, and Business Management is worldwide. No doubt not on the scale of Harvard or Boston University, but still rather impressive for such a small college to be recognized world wide.

## 2. Simmons Contributions to the Medical Institutions in the neighborhood

But for a small college to sustain itself, it must have the backing of not only its alumnae/i, but also of the setting which in fact it inherited. I can understand having lived in this neighborhood for 37 plus years, how upset many people are about the changes. Yes, it was nice to be able to play tennis on the Simmons courts, but there is a whole tennis area across the street, that thankfully is still there. Should Simmons be punished for using its land for its primary goal of education for its students? But the fact is that it has been generous with scholarships and that students can commute if need be as well as live on campus be ignored?

Yes, I am upset about the traffic in the area and the parking situation overall, but can we really change the world. I won't even get into the economics of this country's use of oil and the distances some people commute to get to work in this area. MASCO with its new buses which are environmentally friendly has moved in the right direction, and hopefully the T will continue to do so, but what about building in some rewards for using hybrid cars in this neighborhood. The pollution, especially in the winter waiting for a bus on Longwood Ave near Children's Hospital is really terrible. Is punishing people who work in the area at some of the other institutions by making parking inaccessible the way to go? Or making it so expensive that the cost of medical care goes up? Along with living in this area, I have also volunteered at one hospital and been a patient at another. This makes me a witness to patterns of behavior and other issues, such as relatives who come on a daily basis to pick people up at the end of the work day. With all the discussion, no one has ever talked about convincing patients to come by the T. Commuter rail would be less expensive than what it costs patients to park, if they knew how to use it and then connect to the T or a shuttle to the hospitals. There are many people who coming from a distance do not know the area, drive around and around, and absorb all the parking possible. Certainly with a sick child, it is understandable to want to drive, but there are other services, where driving is not a necessity. But for many employees, given the hours they work and the physical effort many jobs entail, parking is a necessity, not a luxury.

Simmons' proposal includes plans for a significant number of

parking places underground which they have openly stated would be available to employees of Children's Hospital. Apparently the hospital is anticipating loss of some parking. The cost of underground spaces being built at one time is feasible compared to ever trying to add additional spaces later or elsewhere at a cost which could be prohibitive. I see allowing for these spaces as a big benefit to the area, siphoning off roaming cars on Longwood Ave., spaces used by people who know the area. I see this construction as a gift to the neighborhood, and if Simmons benefits from it, is this very different from the approval of the Merck building on the Emmanuel Campus. The benefit to Simmons would be far in the future since the cost would need to be paid off. Only eventually would the College derive any usable income. But you will know that the College has for 100 years given to the neighborhood and the City and has never wavered in its mission of outreach to the population of the City as well as maintaining Boston's high reputation in the world.

3. The scale of the proposed new Building.

The scale of the proposed new building is far smaller and lower than other buildings that have recently been built. It would not be twelve stories, nor seventeen stories. It is in keeping with the scale of the Gardner Museum across the street on Palace Road, with the new addition to Boston Latin School next door and much smaller than any of the other new buildings erected in the past five years. For the sake of economies of scale, and of maintenance of a superb school of management with access and shared use of equipment and technology by all the schools, it is essential that the school be consolidated on the one campus. The buildings that had been occupied up until now were actually inherited from another school when Simmons took it over. Since those buildings were not used for housing for many years, the fact that they have been sold does not seem to me to obligate the College to have arranged for affordable housing in an area where no housing had existed for many years

I know this is a rather long letter, but I felt it important to spell out in detail the issues that came up for question, and my strong opinion on the importance that the Boston Redevelopment Authority view the merits of Simmons plans with support and approval.

Sincerely yours,

  
(Mrs.) Marilyn M. Barron





## Craig, Keith

---

**From:** Laraine Wilson [wilsonlk@bc.edu]  
**Sent:** Monday, July 18, 2005 9:59 AM  
**To:** keith.craig.bra@ci.boston.ma.us  
**Cc:** fox@simmons.edu; poehnert@simmons.edu  
**Subject:** Support for Simmons

Mr. Craig,

I am writing to express my support for Simmons College. Simmons has been an active partner to the Farragut School for over 16 years. They are committed to providing quality services to our students. Each year more than 100 Simmons student provide such valuable services as: reading and math tutoring for our students, group mentoring for female students through the Strong Women Strong Girls Program, library groups and activities, classroom assistance and recreational and tutoring support for our after school. Simply put, we could not provide these valuable services to our students without Simmons College. They are a wonderful neighbor to us in Mission Hill/Longwood Medical Area.

Laraine Wilson, M.Ed.  
Boston Connects  
Student Support Coordinator  
David G. Farragut School  
617-635-8450 (phone)  
617-635-8452 (fax)  
wilsonlk@bc.edu



Craig, Keith

---

From: SArida@ymcaboston.org  
Sent: Thursday, July 21, 2005 11:16 AM  
To: keith.craig.bra@ci.boston.ma.us  
Cc: fox@simmons.edu  
Subject: Statement of Support

Mr. Craig,  
Jennifer McKee, the director of the Scott Ross Center for Community Service at Simmons College asked me to contact you regarding their relationship with us at the YMCA of Greater Boston International Learning Center.

The YMCA of Greater Boston International Learning Center is a non-profit institute that offers English for Speakers of Other Languages, Computer Skills, Job Readiness and Citizenship courses. Our mission is to enable adult learners to acquire the English language and computer skills needed to enter job training, higher education or employment in order to meet their personal goals and to reach their full potential as family members, workers and citizens.

In our efforts to fulfill this mission, the YMCA of Greater Boston International Learning Center has developed a strong partnership with Simmons College through the Scott Ross Center. The staff at Scott Ross promotes service learning and works to increase adult education services through their membership in the Partnership for Adult Learning Services (PALS) in the Fenway/Kenmore/Mission Hill community.

The Scott Ross Center serves the community by actively participating in our community collaboration, Partnership for Adult Learning Services (PALS), promoting volunteerism among the students and by posting information listing volunteer opportunities at the International Learning Center, working with faculty to explore ways to recognize and address the needs of adult learners through the service learning component of their course curriculum, scheduling and facilitating meetings between course professors and the International Learning Center educational counselor to ensure successful outcomes.

The service learning opportunities developed by the Scott Ross Center which support the work of the International Learning Center include ESOL tutors, assistance in the computer lab, a Financial Literacy Workshop, help with an Open House, a market research analysis and more.

Staff members at the YMCA of Greater Boston International Learning Center are in close contact with the Scott Ross Center and value its contribution to their program and to the community.

If you have any questions or need more information, please contact me by email or phone me at 617-927-8186.

Susan Arida  
Community Planning/Program Coordinator



**Rourke, Jay**

---

**From:** Craig, Keith  
**Sent:** Friday, July 22, 2005 12:31 PM  
**To:** Rourke, Jay  
**Subject:** FW: Simmons College Expansion

-----Original Message-----

**From:** Erin Moulton [mailto:erinmhc98@yahoo.com]  
**Sent:** Friday, July 22, 2005 12:27 PM  
**To:** keith.craig.bra@ci.boston.ma.us  
**Subject:** Simmons College Expansion

Dear Mr. Craig,

I am writing in support of the Simmons College plans for building and expansion. I am a Master Teacher at Mother Caroline Academy in Dorchester, a school for girls of limited financial means. Simmons College has been a friend to our school, providing our volunteer teaching staff with training and support. As a graduate of the Simmons Program in Educational Leadership, I can attest to the many ways the college builds relationships with the community and strives to create an ethic of community service within its students. The building of the new building, parking garage and quadrangle will certainly help Simmons College to continue to offer programs and support to students and community partners.

Thank you for your time.

Sincerely,  
Erin Moulton  
mother Caroline Academy

---

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MEDICAL ACADEMIC AND SCIENTIFIC COMMUNITY ORGANIZATION, INC.

People / Places / Plans / Future

July 15, 2005

Mr. Jay Rourke  
Project Manager,  
Boston Redevelopment Authority  
Boston City Hall  
Boston, MA 02201

Re: Simmons College PNF/IMPNE

Dear Mr. Rourke:

The Simmons PNF/IMPNE describes proposals for relocation of Simmons School of Management (SOM) and the Quad Project, as well as gives a very good sense of existing campus conditions and a sense of the college's future strategic planning.

#### Urban Design

A new 66,000 sf building for the School of Management is a modest proposal and is supportable from the perspective of their strategic, campus and programmatic planning needs. The proposed building dimensions are both within the Interim Guidelines for height and setback and within Simmons' existing zoning for FAR. A building design, as described in the document with "no back door", will be a positive gesture to the abutting institutions including the Isabella Stewart Gardner Museum, MassArt, and the Boston Latin School, and the nearby residential building on Tetlow Street. Further development of the building design should be made available to the public during the Draft Project Impact Report (DPIR) phase, which will also include the results of the shadow study.

#### Open Space/Pedestrian Circulation

The plan to replace surface and valet parking spaces below the new building is terrific from an urban design, pedestrian, open space, and campus circulation point of view. The removal of the parking lot at Simmons to create a campus green will be a valuable contribution to the open space environment of the LMA and surrounding communities. In the layout of future pedestrian circulation through this area it will be important to accommodate not only internal campus circulation needs but also circulation needs for Colleges of the Fenway cross-registered students. An informal intra-campus Colleges of the Fenway pedestrian path exists, anchored by information kiosks including the one at Simmons behind the Administration Building. Ideally, these interconnections can be strengthened

#### **Member Institutions**

Beth Israel Deaconess  
Medical Center  
Brigham and Women's  
Hospital  
The CBR Institute for  
Biomedical Research  
Children's Hospital  
Boston  
Dana-Farber Cancer  
Institute  
Emmanuel College  
Harvard Medical School  
Harvard School of  
Dental Medicine  
Harvard School of  
Public Health  
Isabella Stewart  
Gardner Museum  
Joslin Diabetes Center  
Judge Baker Children's  
Center  
Massachusetts College  
of Art  
Massachusetts College  
of Pharmacy and Health  
Sciences  
Massachusetts  
Department of Mental  
Health  
Simmons College  
Temple Israel  
Wentworth Institute  
of Technology  
Wheelock College  
The Winsor School

#### **Associate Member**

Merck Research  
Laboratories

in the upcoming planning through creation of physical path improvements that strengthen links to Wentworth, MassArt, Massachusetts College of Pharmacy and Health Sciences, Emmanuel and Wheelock. It will also be important to continue the existing feeling of permeability of this area to pedestrians everywhere in the LMA.

#### Loading, Parking and Traffic Circulation

The PNF/IMPNF states that the college is looking to locate loading activities below-grade in the new garage. We encourage the college in its efforts to ensure that existing and future loading needs be adequately planned for in a way that has positive impacts their new open space and that doesn't have negative impacts on public streets and abutters.

The college's desire to construct parking to support their campus needs beyond the SOM is understandable from the perspective of enabling implementation of the new quad in the short-term rather than having to delay that aspect of the master plan until after other buildings are constructed in the 2014 timeframe, and to achieve important cost-savings that come from a one-stage construction. It appears as if the proposed 715-space garage represents only 380 net new spaces on the Simmons Campus because of replacement of 335 existing surface and valet spaces. If the net new spaces are added to the existing campus supply of 580, a total of 900 spaces will result which appear to support up to 1,133,000 sf of campus space, 812,000 of which is existing space. The college's existing parking ratio is at .71 and, based on future plans, would be .79 which is very close to the required ratio.

Leasing spaces to Children's Hospital in the short-term is an interesting idea, since the college's land use cannot support the additional spaces in the short term, but is justifiable within several years. At the same time, the hospital has or will lose 555 spaces in three facilities nearby between 2005 and 2007. Because the Children's parking represents existing, rather than new parking demand, the impact of those trips is already accommodated by the transportation network serving the area, albeit in slightly different locations. It would be useful for the DPIR to show the estimated impacts of all of the trips (net new for the college, factoring in short term trip generation of the college and the lessor using college and hospital-based person trip rates), and how the trips and their impacts change in the regional network. When the project's transportation impacts are fully evaluated and mitigation measures are being negotiated we request that mitigation measures beyond the project's immediate site, be specifically directed to completion of high priority transportation improvements in the Longwood Medical and Academic Area. MASCO has been working with the City to prioritize a wide variety of short and long-range measures.

The SOM building has been designed so as not to preclude the City's concept in their Interim Guidelines for a future Tetlow Street extension, from Palace Road to Avenue Louis Pasteur. It would be helpful in the DPIR stage of the project for the City to discuss with the public, at the LMA Forum, what they are trying to achieve with this street extension, and what beneficial or negative outcomes might occur as documented by a traffic study.



MEDICAL ACADEMIC AND SCIENTIFIC COMMUNITY ORGANIZATION, INC.



Demand Management

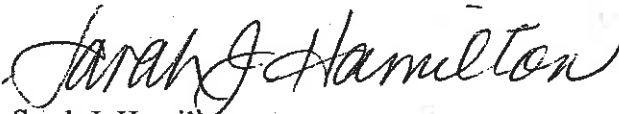
MASCO welcomes Simmons continued participation in CommuteWorks programs that assist in reducing demand for parking and single passenger vehicle utilization. Simmons has been a leader in this area, offering a 60% T pass subsidy, which is one of the highest levels of incentives offered in the LMA.

Construction Coordination

We also welcome Simmons continued participation in the MASCO Construction Coordination group. Simmons has been an active participant in that group during the construction of their Library project.

Thank you for this opportunity to comment. We look forward to seeing additional evaluation of the SOM and Quad projects and the master plan in the DPIR phase.

Sincerely,



Sarah J. Hamilton  
Vice President,  
Area Planning and Development



MEDICAL ACADEMIC AND SCIENTIFIC COMMUNITY ORGANIZATION, INC.





July 20, 2005

Mr. Jay Rourke  
Boston Redevelopment Authority  
9<sup>th</sup> Floor Boston City Hall  
Boston, MA 02201

Re: Simmons College School of Management and Quad Project PNF

Dear Mr. Rourke,

Fenway Civic Association (FCA) is the Fenway's oldest and only all-volunteer community organization that accepts no public or developer funds.

Simmons College is a good neighbor. Its students are considered welcome additions to the Fenway's residential community, and the school supports many worthwhile activities in the neighborhood. As an institution, Simmons has consistently maintained a respectful and harmonious physical identity, often in contrast to the growing number of monoliths whose mass and scale despoil the setting bequeathed them by their progenitors. We welcome the return of the School of Management to the Simmons main campus as a means of strengthening the institution, and are pleased much of the interior quad will be returned to non-auto use as described in the PNF/IMP NF submitted to the BRA.

We would like to submit the following comments on the parking proposal for the Simmons College's proposed School of Management and campus development plan:

Capacity

The large number of parking spaces (715) being requested, if built, would further the chronic problems of traffic, pollution, and degradation of the Parkways and surrounding neighborhoods that are already experienced at nearly all hours in the Fenway and LMA. The streets are constantly clogged with cars coming and going from this area. Simmons' rationale for the requested spaces is based on 1) replacement of current surface space (335 spaces); 2) spaces needed (36) in association with new library; 3) Completion of School of Management (50 spaces); 4) Executive education, visitors and guests (60); and 5) Long-term future build-out of academic and dormitory space (234). One might logically ask if the School of Management in the Back Bay was successful with just a half dozen parking spaces, how does that need grow to 110 with the new location in the Fenway – an area served by several modes of public transportation, including commuter rail? Additionally, new renovated dormitories (#5) should not trigger a need for parking spaces; we are not aware that the City supports any new on-site parking capacity for dormitory residents.

Fenway Civic Association – P.O. Box 230435 Astor Station – Boston, MA 02123

Assurances that traffic from the proposed project will be "non-peak" and therefore not imposing have no basis. The ill effects of traffic are problematic at all times, whether during peak hour or off-peak hour.

Fenway Civic would support a request for a 385 car parking facility based on replacement space of 335 plus 50 new spaces based on the rate of .75 spaces per 66,000 square feet of newly developed academic space.

#### Connection of Louis Pasteur and Palace Road

Particularly troubling in the PNF is the idea alluded to of establishing a Tetlow Street connection between Huntington and Louis Pasteur. This must not be allowed to be built. The dumping of more LMA commuters onto Palace Road and the unwanted and dangerous vehicle traffic next to Latin School is bad planning and bad for the institutions and the people trying to use those facilities. The same dumping of commuter traffic onto Palace Road would throw it onto Park Drive and the residential West Fenway or The Fenway, both parkways whose function as such is already greatly suffering.

It should be re-stated that the Boston Redevelopment Authority publicly assured Fenway Civic that it would not seek a Tetlow Street extension after the Blackfan connection was railroaded through with the Merck project. Our opposition has not changed to the "release valve" philosophy of channeling commuter traffic away from its source and onto "underutilized" properties such as Avenue Louis Pasteur, Palace Road and the West Fenway neighborhood. This back door approach to traffic management, in order to keep building in the LMA, is destroying the foundation that originally attracted the LMA institutions to build here.

#### Use of Parking Garage by Children's Hospital

We also find it objectionable that another large institution, Children's Hospital, would be using the parking facility. This is another example of parking being used as currency to provide revenue for unrelated institutions carrying on their core business. Parking "futures" should not be the engine that drives the financing for a project. There is no incentive to get rid of the parking once it is built and paying dividends. What if enrollment at Simmons falters? When one institution such as Children's is evicted by another, and replaced by the host facility such as the MFA with its new expansion, it is not entitled to the new parking elsewhere. Parking supply must be contained as one of the few measures of controlling burgeoning traffic, wasted time and resources, and destruction of our health and habitat.

We ask that any parking facility that is built with the new School of Management be judiciously allotted, and that access to that facility not cause further degradation to its surrounding neighbors.

Thank you for the opportunity to comment.

Yours truly,

Fredericka Veikley  
For the Board of Fenway Civic Association

CC: Councillor Michael Ross  
Michael Contompasis, Boston School Department  
Anne Hawley, Isabella Stewart Gardner Museum



**MICHAEL P. ROSS**  
**BOSTON CITY COUNCIL**

July 28, 2005

Jay Rourke  
Project Manager  
Boston Redevelopment Authority  
One City Hall Plaza  
Boston, MA 02201

RE: Simmons College School of Management and Quad Project

Dear Mr. Rourke:

I am writing to comment on the Project Notification Form/Institutional Master Plan Notification Form for Simmons College's proposal for the School of Management and Quad Project. I would like to take this opportunity to share both my support as well as some concerns regarding this project since the Fenway neighborhood will be directly and heavily impacted.

I am in support of Simmons College's plans for this project. It pleases me to hear that the School of Management will be returning to Simmons' Main Campus and that the current surface parking behind the main building will convert into a landscaped quad.

I am greatly concerned that the building will be located "so as to not preclude the possible future extension of Tetlow Street between Avenue Louis Pasteur and Palace Road". I have been assured numerous times by the BRA that this extension would not happen. The reasoning for this possible extension is that it would serve as a relief valve for the LMA traffic and congestion. I do not feel that this is an adequate reason for pouring out traffic onto Palace Road, Huntington Avenue and The Fenway. The existing traffic conditions are already too much to bear, let alone additional traffic flowing from this potential extension.

On the same note, I have concerns about the amount of parking spaces that is being proposed for the below-grade parking structure. I feel that the parking plan should include some future projections, however 715 parking spaces is quite a large amount of vehicles that will create additional traffic and congestion in the Fenway.

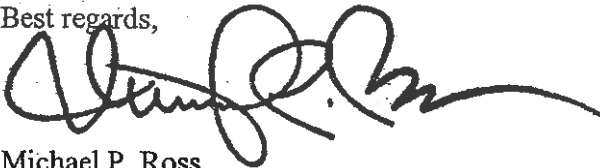
DISTRICT 8

BOSTON CITY HALL, ONE CITY HALL PLAZA, BOSTON, MASSACHUSETTS 02201  
(617) 635-4225 FAX: (617) 635-4203 MICHAEL.ROSS@CI.BOSTON.MA.US

In closing, I support Simmons College's proposal for the School of Management and Quad Project. Simmons has been a great neighbor to the Fenway and have always done what is best for the community. I hope that these two concerns are taken very seriously and considered as the plans move forward as they are also the major concerns of the Fenway community at-large.

Thank you for your attention to this letter and please do not hesitate to contact me at (617) 635.4225 if you have any questions or concerns.

Best regards,

A handwritten signature in black ink, appearing to read "Michael P. Ross", with a long, sweeping horizontal line extending to the right.

Michael P. Ross  
Boston City Council

**DISTRICT 8**

**BOSTON CITY HALL, ONE CITY HALL PLAZA, BOSTON, MASSACHUSETTS 02201**  
**(617) 635-4225 FAX: (617) 635-4203 MICHAEL.ROSS@CI.BOSTON.MA.US**

**Rourke, Jay**

---

**From:** Lew, Brenda [Brenda.Lew@perkinswill.com]  
**Sent:** Wednesday, July 20, 2005 6:50 PM  
**To:** jay.rourke.bra@cityofboston.gov  
**Cc:** michael.ross@ci.boston.ma.us; muddyrvr@theworld.com  
**Subject:** Simmons College School of Management and Quad Project

July 20, 2005

Mr. Jay Rourke  
Project Manager  
Boston Redevelopment Authority  
One City Hall Square, 9th Floor  
Boston, MA 02201

Re: Simmons College School of Management and Quad Project

Dear Mr. Rourke:

While it is commendable that Simmons College wants to restore the landscaping of their quad, The Friends of the Muddy River, Inc. are dismayed by 715 space parking garage being proposed as part of their School of Management Project.

We are concerned about the effect on the Muddy River and the park of yet another five levels of underground parking in close proximity to the river. This includes the possibilities of large scale flooding such as in 1996 & 1997. The entry to the new building should remain a driveway and not become an extension of Tellow Street. Doubling the existing parking will increase the air pollution. It will put more traffic on The Fenway which is a parkway and not a highway. It is already difficult enough in the late afternoon for a pedestrian to cross The Fenway with the endless stream of traffic coming out of Avenue Louis Pasteur. Children's Hospital need for future replacement parking spaces should be addressed elsewhere and not be brought into the LMA. Parking should not exceed the existing 275 surface spaces. There should be a moratorium on additional parking spaces in the LMA. Other alternatives to the proposed underground garage need to be explored.

We hope that the consideration of parking alternatives and the proposed School of Management building will be in line with the project achieving LEED certification or at least qualify for certification.

Sincerely yours,  
Friends of the Muddy River, Inc.

Brenda Lew  
Callanan  
Boston Coordinator  
107 Queensberry Street #2  
Boston, MA 02215  
02445

Isabella M.  
President  
22 Bowker Street  
Brookline, MA

CC: City Councilor Michael Ross





# Boston

## Groundwater Trust

234 Clarendon St., Third Floor, Boston, MA 02116  
617.859.8439 voice • 617.266.8750 fax  
bostongroundwater.org

### Board of Trustees

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### Executive Director

Elliott Laffer

July 14, 2005

Mr. Jay Rourke, Project Manager  
Boston Redevelopment Authority  
One City Hall Square  
Boston, MA 02201-1007

Subject: Simmons College School of Management Building

Dear Mr. Rourke:

Thank you for the opportunity to comment on the Institutional Master plan Notification Form and Project Notification Form for the new Simmons College School of Management Building and proposed multilevel underground garage. The Boston Groundwater Trust (BGWT) was established by the Boston City Council to monitor groundwater levels in sections of the City where falling groundwater levels threaten the integrity of wood piling supported building foundations and to recommend solutions to the problem. As such, our comments are restricted to groundwater related issues.

The proposed underground garage is located on filled land and near at least two very significant wood piling supported structures: the Gardner Museum; and Simmons College's own Main Academic Building. Because of this, construction of a deep underground parking garage, with its five levels, has the potential to cause serious groundwater depletion problems. This potential was recognized by the proponents during their presentation to the BRA scoping session.

It is critical that the foundation system be designed without underdrains, so that groundwater is not removed by design from the building site. In addition, waterproofing design for the entire underground structure will be critical to its continuing success in not causing groundwater problems. To assure long term satisfactory operation, the proponent should be required, after completion of construction, to file an annual certification, stamped by a professional engineer registered in Massachusetts, that no groundwater has been pumped or drained from the structure in the previous year.


To allow the public to understand the impact of the project on groundwater levels in the area, the proponent should be required to install an adequate number of groundwater level observation wells at appropriate locations on public property around the site. The number and location of

the wells should be determined in consultation with the BGwT, and they should be installed in accordance with BGwT specifications. To establish baseline groundwater levels, the wells should be read monthly for a period of six months prior to construction. During construction above the groundwater table, wells should be read weekly. Levels should be read daily when construction proceeds below the groundwater table. All well readings should be transmitted to the BGwT. Should well readings indicate that the project is causing a drop in groundwater levels, immediate action should be taken to find and repair the cause. After completion of the project, the wells should be turned over to the City for continued monitoring by the Trust.

I understand that Simmons College has installed a system for retaining and recharging rainwater into the ground as part of the construction of their new Library, located adjacent to the Main Academic Building. The new project may afford an opportunity for the College to install a similar system. I urge them to take advantage of this opportunity.

I look forward to the opportunity to work with the College and the Authority to assure that this project not only doesn't add to the groundwater problem, but that it becomes a part of the solution.

Very truly yours,

  
Elliott Laffer  
Executive Director

Cc: John Walser, BRA  
Maura Zlody, BED

**APPENDIX 3**  
**EXAMPLES OF PUBLIC NOTICE**



SAMPLE

PUBLIC NOTICE

The Boston Redevelopment Authority ("BRA"), pursuant to Article 80 of the Boston Zoning Code, hereby gives notice that an Institutional Master Plan Amendment was submitted by the NAME OF INSTITUTION, on MONTH, DAY, AND YEAR. The NAME OF INSTITUTION Institutional Master Plan Amendment (the "IMP Amendment") describes currently proposed institutional projects and identifies potential future projects on the NAME OF INSTITUTION campus. Public comments on the IMP Amendment, including the comments of public agencies, should be transmitted to Jay Rourke, BRA, Boston City Hall, Boston, MA 02201, within sixty (60) days of this notice or by \_\_\_\_\_. Approvals are required of the BRA pursuant Article 80 for the issuance of an Adequacy Determination by the Director of the BRA for the approval of the IMP Amendment. The IMP Amendment may be reviewed or obtained at the Office of the Secretary of the BRA, Room 910, Boston City hall, Boston, Boston, MA 02201 between 9:00 AM and 5:00 PM.

**BOSTON REDEVELOPMENT AUTHORITY**  
Harry R. Collings, Secretary

SAMPLE

**PUBLIC NOTICE**

The Boston Redevelopment Authority (BRA), acting pursuant to Article 80 of the Boston Zoning Code, hereby gives notice that a Draft Project Impact Report (DPIR) for Large Project Review has been received from \_\_\_\_\_

\_\_\_\_\_  
(Name of Applicant)

for \_\_\_\_\_  
(Brief Description of Project)

proposed at \_\_\_\_\_  
(Location of Project)

The DPIR may be reviewed or obtained at the Office of the Secretary of the BRA Boston City Hall, Room 910, between 9:00 A.M. and 5:00 P.M., Monday through Friday, except legal holidays. Public comments on the DPIR, including the comments of public agencies, should be transmitted to Jay Rourke, BRA, Boston City Hall, Boston, MA 02201, within sixty (60) days of this notice or by \_\_\_\_\_. Approvals are requested of the BRA pursuant to Article 80 for \_\_\_\_\_.

The BRA in the Preliminary Adequacy Determination regarding the DPIR may waive further review requirements pursuant to Section 80B-5.4(c)(iv), if after reviewing public comments, the BRA/EDIC finds that the \_\_\_\_\_ adequately describes the Proposed Project's impacts.

**BOSTON REDEVELOPMENT AUTHORITY**  
Harry R. Collings, Secretary

## **APPENDIX 4**

### **REQUIRED FINANCIAL INFORMATION**





REQUIRED FINANCIAL INFORMATION  
SCHOOL OF MANAGEMENT PROJECT

DEVELOPMENT PRO FORMA includes all the information normally found in a development pro forma, by phase. This includes, but is not limited to:

- Land costs, per land square foot and total, by parcel, including any incremental disposition cost attributed to the project. Include any imputed or actual carrying costs.
- Attribution of acquisition expense over project components (per FAR square foot, academic, retail, office, etc.).
- All hard costs on a per-unit and total basis by phase (desegregated into base building, site work, furniture, fixtures and equipment, etc.).
- All soft cost on a per-unit and total basis, (desegregated into individual line items such as architectural, engineering, legal, accounting, and developer's fees, and any other professional fees, insurance, permits, real estate tax during construction, etc.).
- All contingencies, on a per-unit and total basis, by phase (specify whether contingency is on hard costs, soft cost, or total cost).
- All assumptions regarding financing terms on acquisition, pre-development, construction and permanent loans, by phase (including financing fees, interest rates, drawdown assumptions, terms, participations, amortization).
- Calculation of housing and jobs linkage obligations pursuant to Articles 26A and 26B, and anticipated payment method (over term of obligation or on a net present value basis).
- Any other project-related expenses not within any of the above categories
- Calculation of Total Development Cost (TDC) by component, including total and per unit breakdown (e.g., per square foot academic, retail, office, etc.).
- Sources of debt and equity for total project costs.
- Projected financing sources, including banks, institutional investors, private, corporate or government donors (an analysis of the costs versus benefits of the financing options, including interest costs and loan term, as well a comparison of available sources, should be included).
- Appropriate return measures (return on equity, return on total development cost, net present value, internal rate of return; specify method of calculation and hurdle rates).

The Development Pro Forma may be submitted under separate cover.



**APPENDIX 5**  
**SUBMISSION REQUIREMENTS FOR DESIGN DEVELOPMENT**  
**AND CONTRACT DOCUMENTS SUBMISSIONS**



## Phase II Submission: Design Development

1. Written description of the Proposed Project.
2. Site sections.
3. Site plan showing:
  - a. Relationship of the proposed building and open space and existing adjacent buildings, open spaces, streets, and buildings and open spaces across streets.
  - b. Proposed site improvements and amenities including paving, landscaping, and street furniture.
  - c. Building and site dimensions, including setbacks and other dimensions subject to zoning requirements.
4. Dimensional drawings at an appropriate scale (e.g., 1" = 8') developed from approved schematic design drawings which reflect the impact of proposed structural and mechanical systems on the appearance of exterior facades, interior public spaces, and roofscape including:
  - a. Building plans
  - b. Preliminary structural drawings
  - c. Preliminary mechanical drawings
  - d. Sections
  - e. Elevations showing the Proposed Project in the context of the surrounding area as required by the Authority to illustrate relationships or character, scale and materials.
5. Large-scale (e.g., 3/4" = 1'-10") typical exterior wall sections, elevations and details sufficient to describe specific architectural components and methods of their assembly.
6. Outline specifications of all materials for site improvements, exterior facades, roofscape, and interior public spaces.
7. Eye-level perspective drawings showing the Proposed Project in the context of the surrounding area.
8. Samples of all proposed exterior materials.
9. Complete photo documentation (35 mm color slides) of above components including major changes from initial submission to the Proposed Project approval.

## Phase III Submission: Contract Documents

1. Final written description of the Proposed Project.
2. A site plan showing all site development and landscape details for lighting, paving, planting, street furniture, utilities, grading, drainage, access, service, and parking.
3. Complete architectural and engineering drawings and specifications.
4. Full-size assemblies (at the project site) of exterior materials and details of construction.

5. Eye-level perspective drawings or presentation model that accurately represents the Proposed Project, and a rendered site plan showing all adjacent existing and proposed structures, streets and site improvements.
6. Site and building plan at 1" = 100' for Authority's use in updating its 1" = 100" photogrammetric map sheets.

Phase IV Submission: Construction Inspection

1. All contract addenda, proposed change orders, and other modifications and revisions of approved contract documents which affect site improvements, exterior facades, roofscape, and interior public spaces shall be submitted to the BRA prior to taking effect.
2. Shop drawings of architectural components which differ from or were not fully described in contract documents.

## ***APPENDIX B – PROJECT DRAWINGS***

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- Figure 1 – Aerial View
  - Figure 2 – Site Context Plan
  - Figure 3 – Existing Condition Site Plan
  - Figure 4 – Future Site & Interim Landscape Plan
  - Figure 5 – Building Section
  - Figure 6 – View From North – Massing
  - Figure 7 – View From Southeast – Massing
  - Figure 8 – View from Northwest – Massing
-







SIMMONS

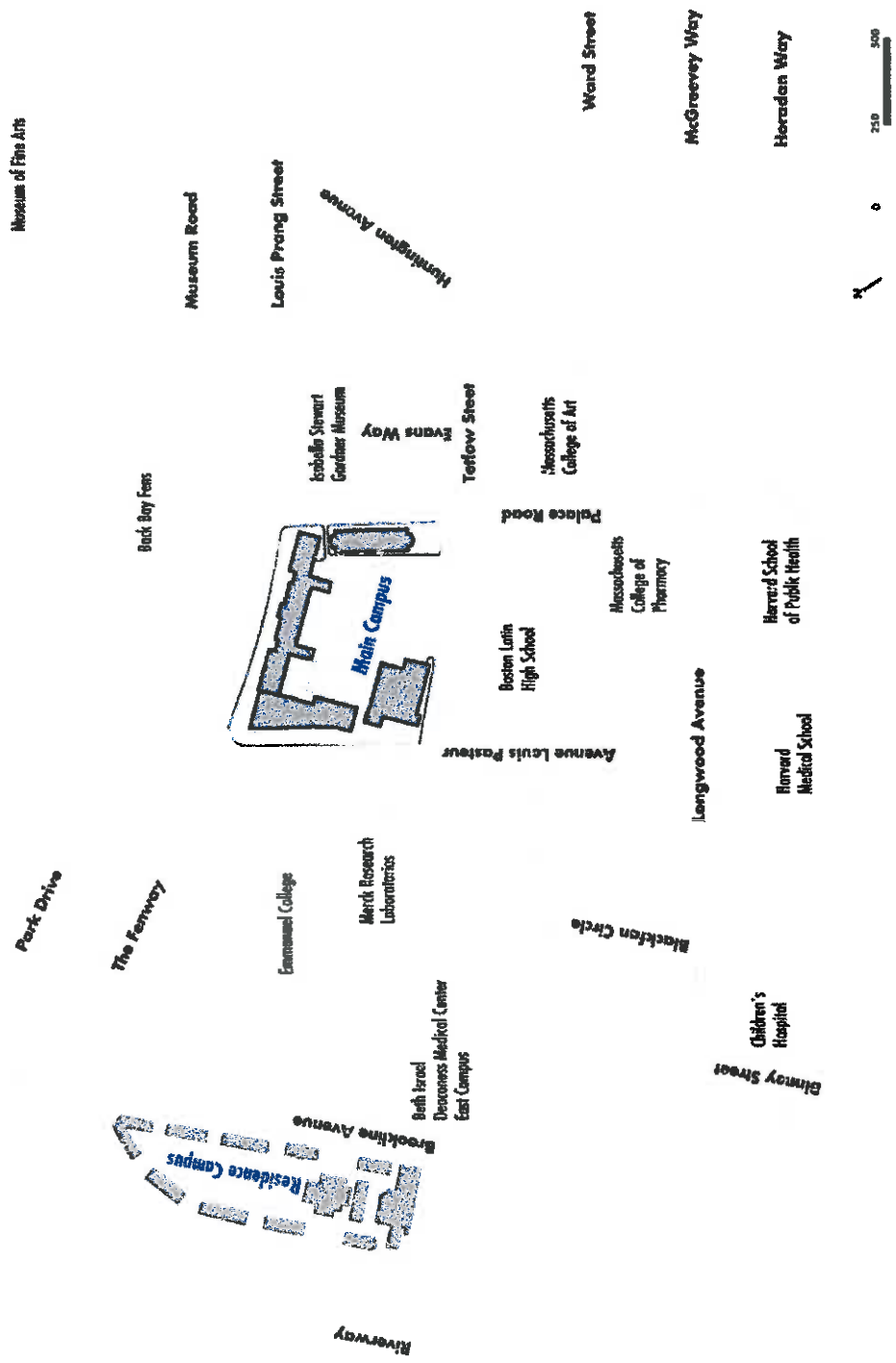
Simmons School of Management and Quad Project

AERIAL VIEW



CANNON





SIMMONS

# SITE CONTEXT PLAN

Simmons School of Management and Quad Project

CANNON



Back Bay Fens

The Fenway

Isabella Stewart  
Gardner Museum

Pedon Road

AVENUE

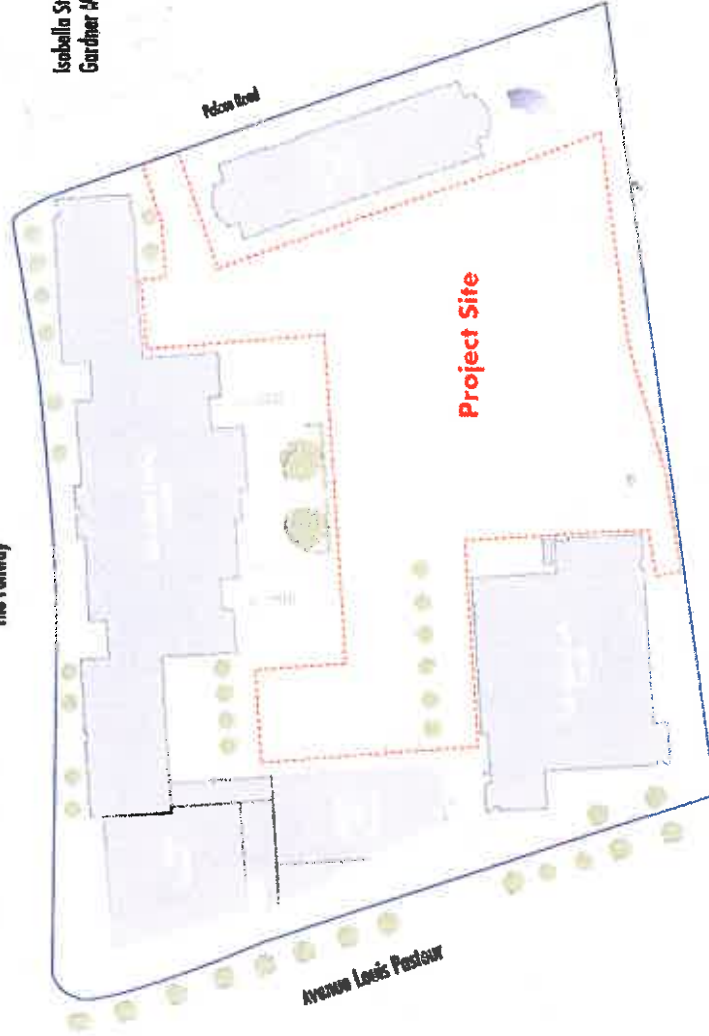
TRISTE STREET

Emmanuel College

Marck Research  
Laboratories

Boston Latin  
High School

Massachusetts  
College of Art



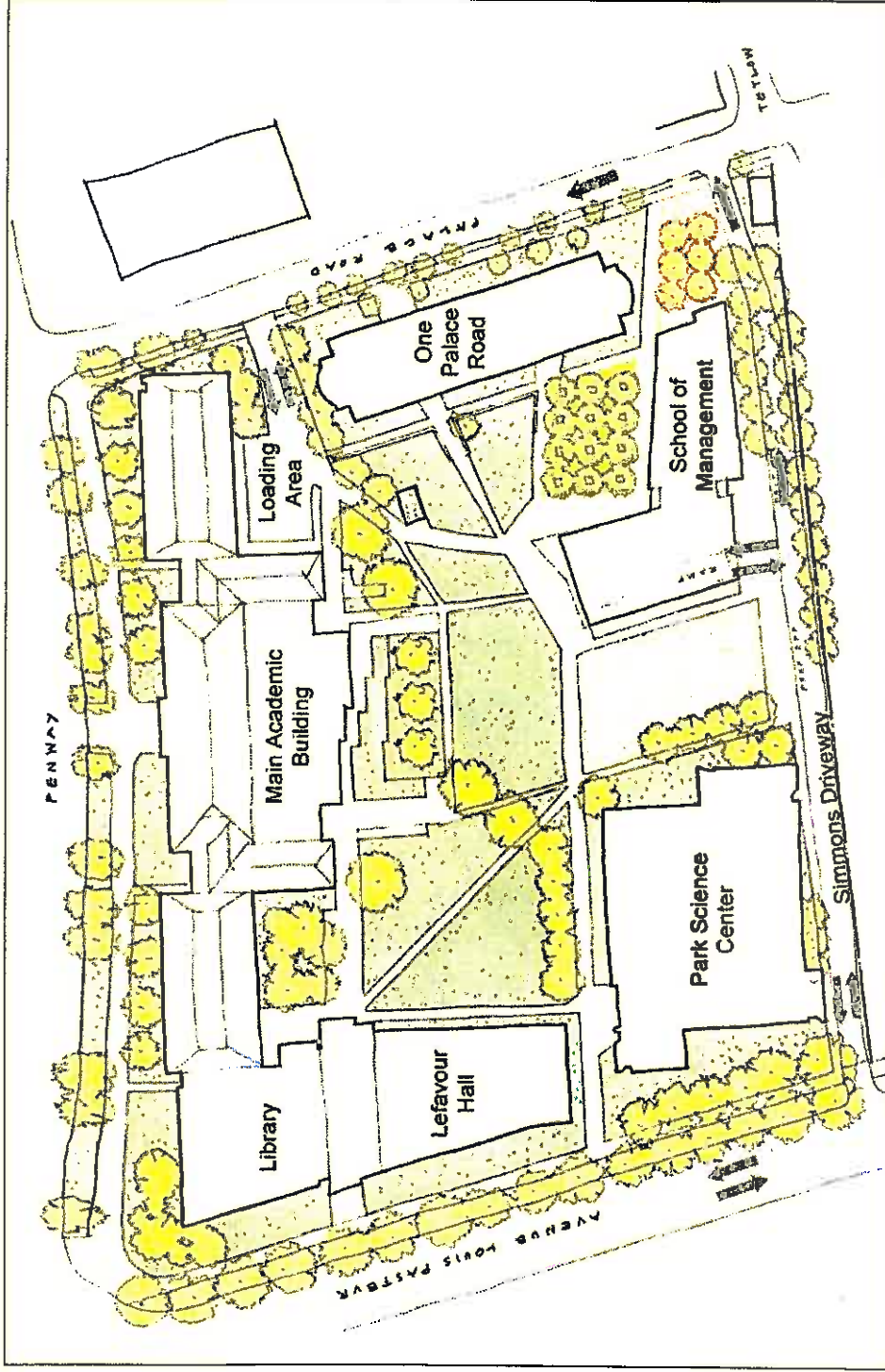
SIMMONS

Simmons School of Management and Quad Project

## EXISTING CONDITIONS SITE

CANNON DESIGN





**SIMMONS**

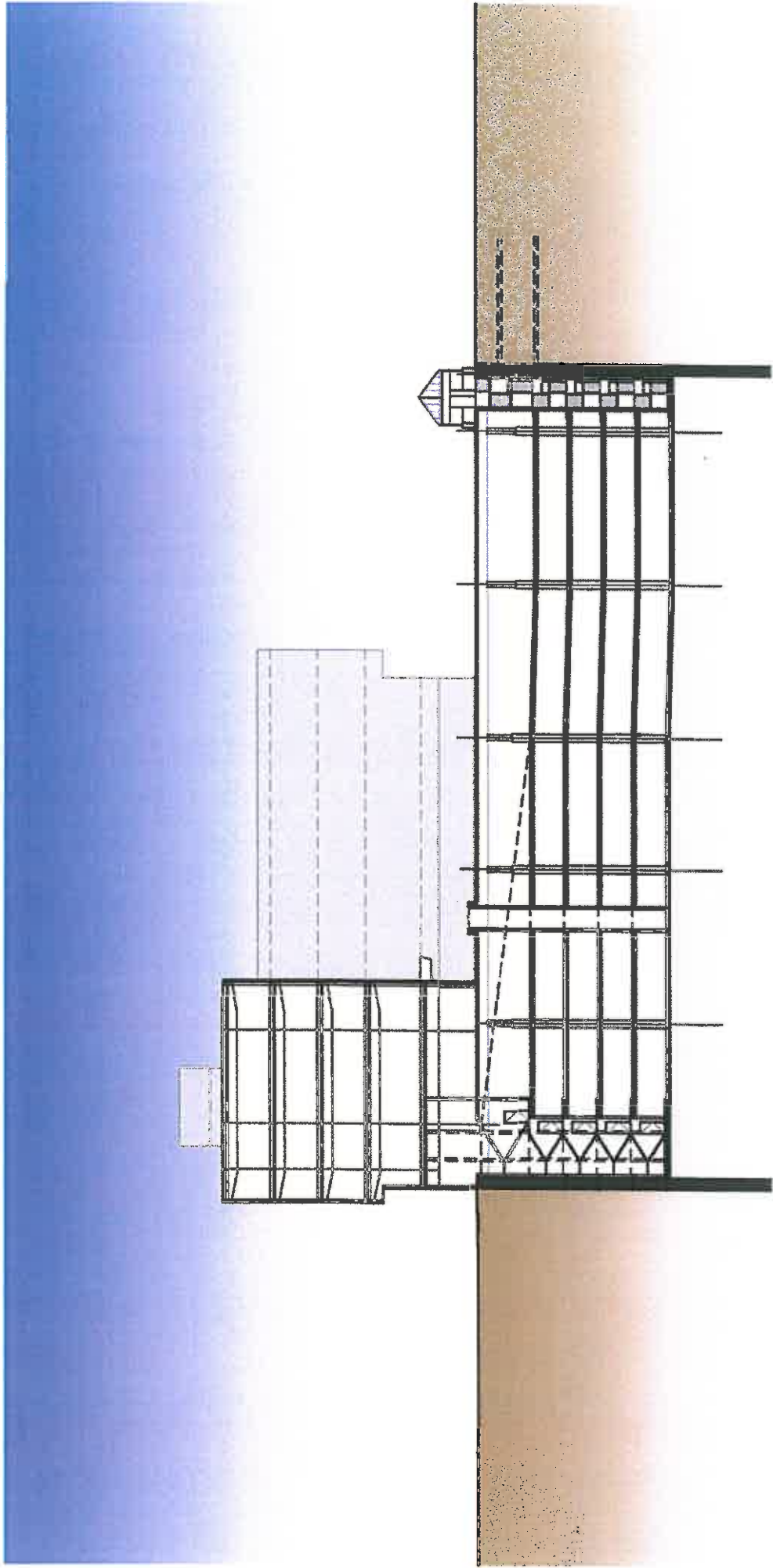
**Future Site Plan**

**Simmons School of Management and Quad Project**

**CANNON DESIGN**







SIMMONS

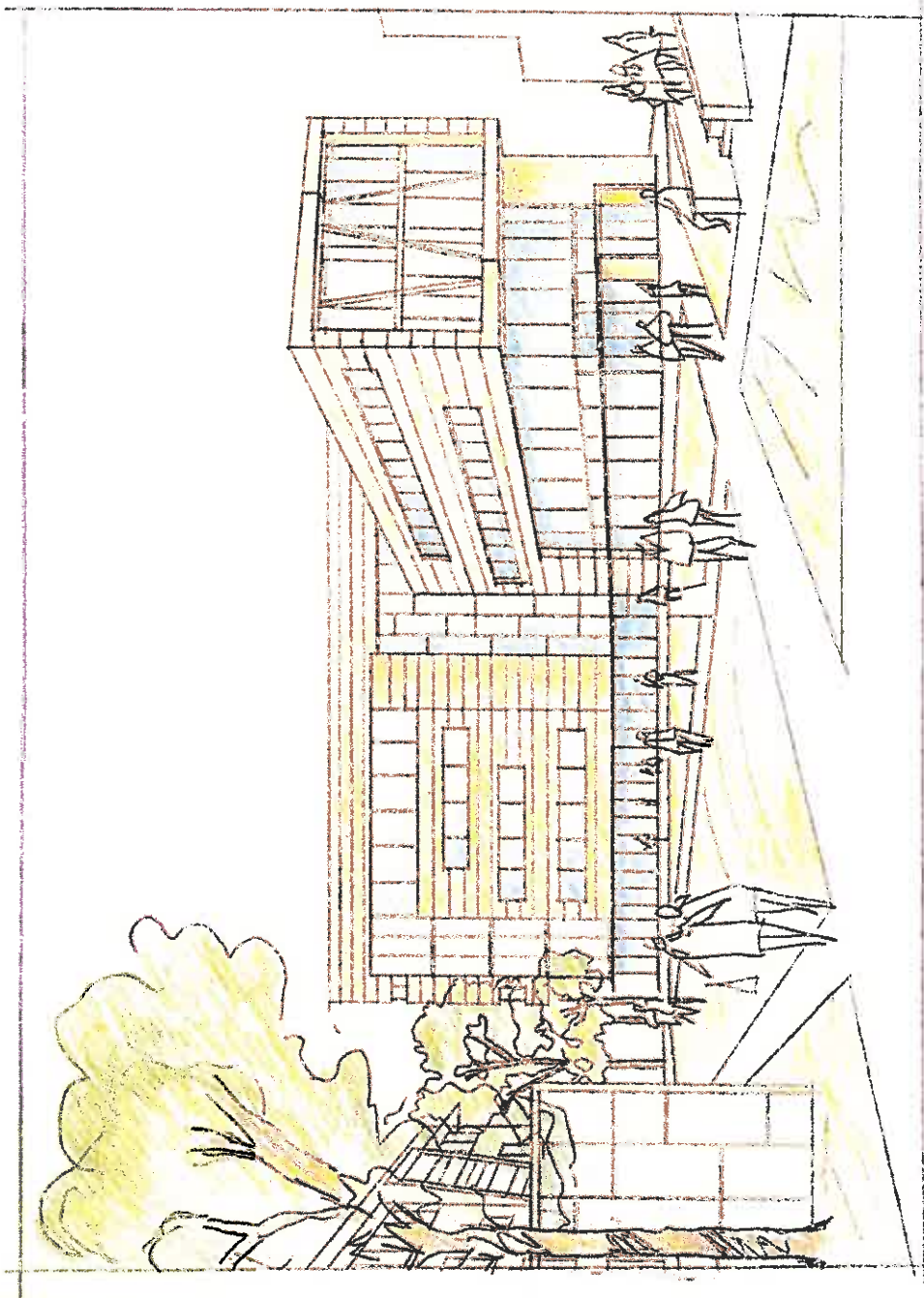
Simmons School of Management and Quad Project

## BUILDING SECTION



CANNON





View From North - Massing

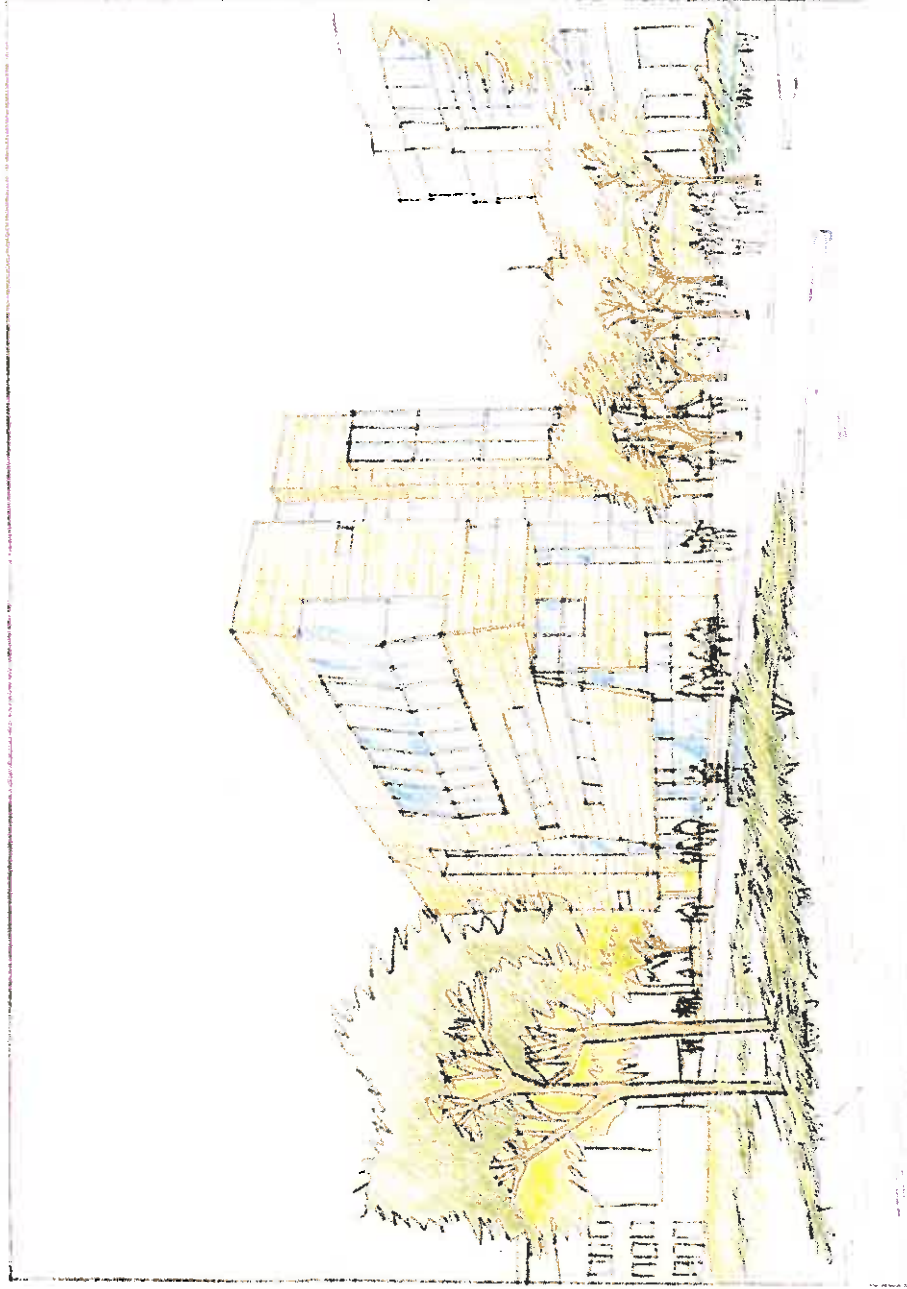


SIMMONS

Simmons School of Management and Quad Project

CANNON DESIGN





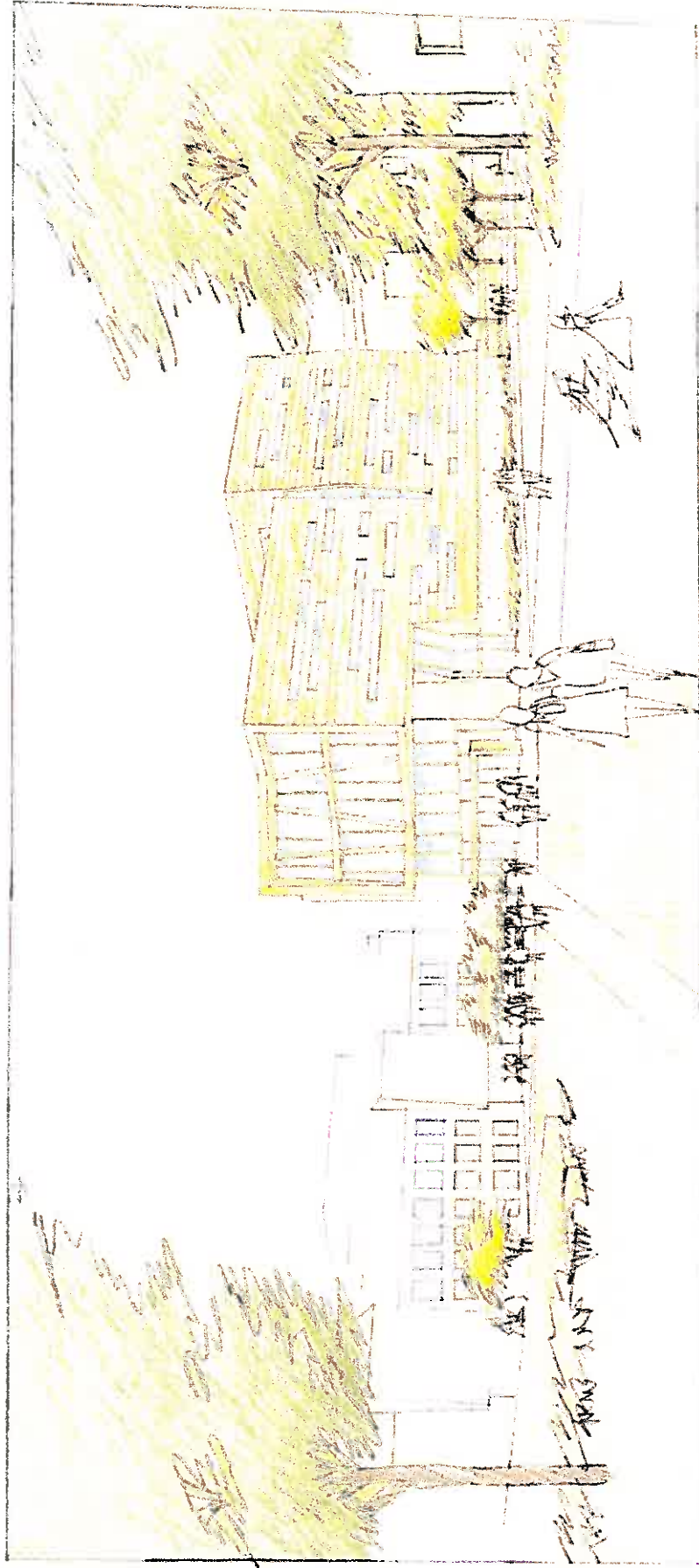
SIMMONS

Simmons School of Management and Quad Project

View From South-East - Massing

CANNON DESIGN





View From North-West - Massing



SIMMONS

Simmons School of Management and Quad Project

CANNON





## Simmons College Community Outreach & Service

Since its founding in 1899, Simmons College has partnered with the City of Boston to provide numerous outreach programs that benefit the local community, including Fenway and Mission Hill charitable and non-profit agencies. Simmons goes out to the community, through extensive volunteer, internship, service learning and other partnerships. Simmons College has over 40 programs and initiatives that reach out to the community through partnerships with more than 200 non-profit organizations, hospitals, schools, and government agencies; the majority are located in Boston. Over 1,800 students, faculty, staff, and alumnae/i volunteer in the community, and 1,500 students engage in internships and service learning placements in the local Fenway neighborhood, the Boston community, and beyond. The College also invites the community into its campus, offering a multitude of events, and employment and educational opportunities.

The College received national recognition for its commitment to serving Boston when Washington Monthly magazine ranked Simmons College 20<sup>th</sup> in the nation for the highest amount of federal work-study funds directed towards the community. Simmons's involvement in the community uses a combination of College resources, grant monies, and federal work-study. In 2003, \$125,106.41 of work-study funds (nearly 22% of total expenditures) were spent on community programs that generated 13,000 hours of student service to the greater Boston community. Simmons's work-study expenditure on the community is twice the national average of 11.8% and three times the requirement of 7%.

The College's positive impact in Boston is often noted by leaders in the local community as well. For example, the Director of the Mission Safe Program for at-risk youth in the Mission Hill area stated, *"No matter what we have needed, Simmons has been there to help us out. Faculty, staff and students have taken a real and engaged interest in the youth of Mission Hill and as a result we have developed a substantial partnership that we assume will go far into the future. We are very grateful for all that Simmons College has been able to do for us."* Highlights of scholarships, programs, and services are provided below.

### Scholarship Programs

Simmons is committed to making higher education accessible to all qualified people. Over \$1 million in scholarships are offered annually. Simmons history of awarding monies to Boston Public School graduates include:

	1999-2000	2000-2001	2001-2002	2002-2003	2003-2004	2004-2005	Total
<b>Totals</b>	<b>\$595,010</b>	<b>\$487,649</b>	<b>\$451,623</b>	<b>\$534,707</b>	<b>\$551,000</b>	<b>\$633,315</b>	<b>\$3,253,304</b>

In the 2004-2005 school year, the College gave over \$1.9 million of institutionally funded scholarships to 185 undergraduate students whose families reside in Boston. Twenty-nine percent, or 53, of these students are African American. In addition, donors have established 15

scholarships for students of color. There are two funds in honor of the legendary Betty Rawlins, and funds established by such alumae as Anne Fudge, Harriet Elam-Thomas and Joyce Wein.

### Programs in the Boston Public Schools

In recognition of the College's many contributions to the Boston Public School System, the Superintendent of Schools granted Simmons a special leadership award at the annual meeting of the Boston Higher Education Collaborative in 2003.

The Simmons Promising Pals Program recruited over 115 Simmons alumni, students, faculty, and staff to serve as pen pals to James P. Timilty Middle School students. Simmons worked with school officials to provide logistical support for the program. A Simmons communications course (Studio 5) developed marketing materials used by the Promising Pals program.

As part of the Sociology of Education course, the professor engaged 20 Simmons students as tutors for 20 Timilty students. The college students worked with the students on their science projects, which were brought to the Simmons campus for the community to view. The sociology professor also taught a 10-week mini-course for sixth graders one hour a week.

In The Farragut Afterschool Program, designed by Simmons to provide children a safe place to play and extra homework help, 15 to 25 Simmons students serve each semester. The program runs five days a week after school until 5:30 p.m. A former Farragut principal, in a supporting letter, described the Simmons program as "the best program I have seen in my 32 years in the system."

The Greater Egleston Community High School is another school served by Simmons students. Each year, 6 to 10 Simmons students serve as teacher aids and mentors at this Boston Pilot High School.

The Simmons/MissionSAFE After School Program provides intensive educational support and recreational time for 15 at-risk youth ages 7-11. Youth meet at MissionSAFE and travel as a group to Simmons where they receive homework assistance, individual tutoring and engage in recreational and education projects. At each session there are a minimum of eight Simmons students and two MissionSAFE staff who interact with the program participants to ensure intensive and meaningful experiences.

## Summer Programs

In the Summer of 2004, 50 children ages 14 to 21 attended a six-week summer program run by Mission Safe staff at Simmons College. Simmons donated classroom space and use of the athletic facilities.

The Writers Express program was jointly sponsored by the Graduate Education department and the Scott/Ross Center. Although the main focus of the program is on writing, the students also participated in basketball, gospel singing, and a poetry slam. Sixty-eight (68) children, grades 5 – 9 were enrolled in the program. 65% received at least 80% scholarship. Four Simmons Graduate Education students served as teachers. Eight Boston public schools students received full scholarships valuing \$4,000. Simmons donated classroom space and use of the athletic facilities.

A Simmons faculty member collaborated with the Fenway Community Development Corporation to bring 20 youth from the Fenway neighborhood to Simmons to learn about community activism. A Simmons graduate student led the two week program with support from an undergraduate student.

## The Scott/Ross Center for Community Service

In 2000, a Simmons Trustee and alumna established the Scott/Ross Center for Community Service to strengthen the College's commitment to developing compassionate students who are aware of social issues and prepared to address them. A team of two full-time and two part-time professional staff manage 20 programs and initiatives that engage students in service experiences around Greater Boston. Last year over 800 students (1/2 of the undergraduate College population) served in one of four placements that the center offers: volunteer, course-related service learning, work-study, and internship. These placements ranged from 8 to 300+ hours per semester for each student.

The Center has taken a leadership role with the other Colleges of the Fenway to assist them in developing and expanding their community service programs. Simmons currently recruits, trains, and places student volunteers from Emmanuel College and Massachusetts College of Pharmacy and Allied Health Sciences with the America Reads and America Counts tutoring programs. A Scott/Ross Center staff member supervises the Jumpstart site manager. The Simmons Jumpstart program incorporates students from Wheelock College, Emmanuel College, and Boston University.

The Center's Director of Service Learning works with faculty in a wide range of disciplines including management, education, communications, health studies, and the multi-cultural core course for first-year students to incorporate the pedagogy of service learning into course curricula, and she also serves as a resource for community organizations by matching community needs with student interests and course work.

The number of undergraduate service learning courses has expanded from 14 in 2001 to 32 in 2004. Students work from 10 to 40 hours per semester. Graduate service learning in the Masters in Communications Management ("MCM") and the doctoral Physical Therapy programs completed over 780 hours last year. This fall, Health Care Administration is partnering with a community health center for a marketing and strategy course, and two MCM classes will be working with a variety of non-profits on communications strategies.

Simmons Community Outreach ("SCO"), the College's student-led community service program, is part of the Scott/Ross Center. Student leaders organize volunteers and decide annually on service initiatives. This year's initiatives include:

- The Simmons' America Reads Program provides intensive literacy tutoring to students in Boston's Ellis Mendell and Farragut elementary schools and Operation Peace, a drop-in after school center for low income youth in the Fenway area. This federally funded program has been recognized as one of the leading programs serving the City's school system. The program has grown from 36 elementary students and 35 tutors in the academic year 2000-2001 to 78 students and 48 tutors in the current year.
- The America Counts Program was developed in 2003 as an expansion of the successful America Reads program. This year over 25 students are being served by 20 tutors.
- SCO reaches out to senior citizens living at Mt. Pleasant and Hale House, two nonprofit senior residences, by hosting an annual Simmons Senior Citizen's ball. Twenty-five students serve 48 seniors.
- SCO hosts a Safe Halloween Party attended by 150 students from Boston's Farragut and Mendel schools and the Mission Safe program. Students trick-or-trick on the Simmons Residence Campus.
- SCO sponsors a Frosty's Friends program during the winter holidays. Last year over 60 Simmons community members provided gifts for children at a local non-profit daycare.

In the Spring, the Scott/Ross Center sponsors Global Day of Community Service, a special event that brings 200 students from Boston middle and elementary schools to Simmons for a day of "life at college" and to engage in community service projects. Thirteen Simmons offices participated along with 4 student groups and 30 volunteers.

Last year, a team of doctoral students, a Dix Scholar, and MCM staff and alumni served as the event management team for the regional swimming qualifier for the Special Olympics. The team volunteered over 400 hours to plan and execute all aspects of the event, which served 100 Special Olympics athletes and their families.

Last year, 16 Simmons students served as tutors in Jumpstart, a part-time AmeriCorps program that pairs college students to work with preschool children preparing them for school success. Students provided over 1,200 hours of service in the Jamaica Plain Head Start and Ellis Memorial Early Childhood center in the South End. Jumpstart was the largest program covered by FWS totaling \$31,924.36.

This year, Simmons faculty developed a Social Justice Minor for undergraduate students. This fall, 11 students enrolled in the course, Organizing for Social Change. Students will complete 30 hours each in service learning placements with community partners such as the Fenway CDC, Casa Myrna Vazquez, MA Immigrant and Refugee Advocacy Coalition, and City Life/Vida Urbana. Another new course, Working for Social Justice, ran for the first time last spring. Students participated in projects at the Fenway CDC, the Women's Center in Cambridge, the March for Women's Lives in Washington, DC and the Genetic Engineering Action Network.

Other programs and projects sponsored by the Scott/Ross Center include an annual Alternative Spring Break with Habitat for Humanity and the Raise Your Voice Campaign to promote civic engagement in Boston and beyond, as well as one-time service opportunities, community celebrations and resources for the entire Simmons community.

### Simmons Institute for Leadership and Change ("SILC")

SILC promotes women's issues and activism in the community through sponsorship of numerous lectures, workshops, and conferences throughout the year. Events address issues of local and international concern. Institute events cover health issues, education, leadership and racial issues in today's society. Recent and future Institute sponsored events include Fenway Community Health Center Cancer Awareness Brunch; Lunafest: Films by, for, or about Women; Center for New Words book readings; Girls Coalition programming for girls and their allies; Girl Scout Councils Senior Leadership Conference; Boston's Celebration of International Women's Day; and the Massachusetts Commission on the Status of Women Greater Boston public hearing. All these events are free and open to the public.

In addition, through SILC, Simmons College is able to offer space to such organizations as the Dudley Street Neighborhood Initiative and the Fenway Community Development Corporation to hold retreats and meetings. Over 68 events were open to the local community last year, attracting close to 4,500 attendees.

### School of Social Work

Urban Leadership Program in Clinical Social Work – This program aims to attract a diverse group of applicants to the Graduate School of Social Work who have demonstrated a commitment to urban practice and who exhibit leadership potential. The program seeks to create a specialized curriculum focusing on leadership, second language skills, and cultural understanding, thus equipping social workers with the tools they need to address the problems of families in urban

neighborhoods. There are 74 Urban Leadership students placed in over 40 community organizations, the majority located in Boston.

Graduate School of Social Work Faculty Community Outreach – Faculty at the Graduate School of Social Work are actively involved in the community outreach programs. Action on behalf of social justice and in opposition of oppression characterizes much of the community service that engages the faculty. A few of the initiatives that the faculty are involved in include initiatives to educate the public about domestic violence, support for AIDS prevention and education, and programs to address substance abuse and related trauma.

In addition, students pursuing a Master's in Social Work complete two internships. These students are not paid but provide direct service to individuals, families, groups in a variety of agencies including the Boston public schools, local hospitals, mental health centers, child and family agencies. All together, each student does about 1,500 hours during the Master's in Social Work program. This year, there are 252 students in 162 agencies, the majority of which are in the greater Boston area. Last academic year, 184 of the students were in agencies within the Route 128 belt, mostly in urban Boston, totaling 276,000 hours of direct service in the local community.

#### Graduate School of Library and Information Science ("GSLIS")

Graduate School of Library and Information Science Community Outreach – As the largest educator of public and school librarians in the Northeast, Simmons places GSLIS students in internships in a variety of venues throughout the Boston community, including the Boston Public Library and its neighborhood branches, e.g. Connolly, Jamaica Plain, and Allston/Brighton, Boston Public Schools, and Roxbury Community College. Simmons' GSLIS also houses the Boston location of the Massachusetts Center for the Book, an entity that works to promote literacy enhancement and outreach to diverse communities. Representatives from GSLIS and the Simmons Libraries, in conjunction with the University of Massachusetts, are piloting an internship program for students in Boston Public schools who are interested in library science as a career, and Simmons plans to host five interns this year. Simmons' GSLIS faculty are committed to Boston community efforts, e.g. a faculty member serves on the board of the Dimock Community Health Center. Members of the GSLIS community have been particularly active at the Farragut school library in 2005.

#### School for Health Studies

Institute for Community Health Improvement – Simmons College and Partners HealthCare Systems have created the Institute for Community Health Improvement to increase the capacity of the community members, health of specific agencies, and health care professionals to achieve sustainable improvements in the health of specific populations. Simmons faculty work directly with schools, health centers, and community coalitions to curb and prevent teen smoking, increase graduation rates among teen parents, and improve screening for domestic violence and

preventable cancers. Under a grant from the Helene Fuld Health Trust, Simmons faculty developed curricula and supervised nursing students conducting improvement projects in community health centers as part of students' clinical placement in the community health nursing course.

Nine full-time and adjunct faculty have supervised over 150 students at 10 community agencies in this program over the past two years. Recent projects included improving 1) foot care treatments and protocols at St. Francis House, a homeless shelter health center, 2) diabetes nursing care at the North American Indian Center of Boston, 3) breast and cervical cancer screening rates at Whittier Street Health Center, and 4) telephone triage at Dorchester House, a multi-lingual health center. Student activities include designing and conducting patient surveys, abstracting and analyzing clinical data from medical records, developing and producing educational materials for patients, and interviewing community residents and health professionals about health needs.

### Education Department

The Center for Teaching and Learning in Science and Technology is a four week summer program for elementary school teachers. Instructors spend time with science faculty at Simmons College developing experiments and course materials to be used in their own classes. The Boston Public Schools have contracted with the Center for teacher training.

Gear Up (Gaining Early Awareness and Readiness for Undergraduate Programs) – This program is a five-year federal grant supporting a partnership between Simmons College, Suffolk University, and Boston Public Schools. The program started with seventh grade students at the Mary Curley Middle School, and has continued with the same two cohorts of students as they move into 10th and 11th grade at the English High School. The program has included an after-school program, a Saturday program, and summer school, as well as in-class tutoring, counseling, and work with parents. Simmons students have been involved as tutors, and this summer several offices at Simmons had GEAR UP students as workers who were supported by the Private Industry Council. This year 246 English High School students will be part of the GEAR UP partnership.

As part of a Gear-up grant, After Hours U/Steps to Success is a program for low income students who are struggling in school provides tutoring, support, and an introduction to the value of a college education. Fifteen to twenty Brookline 5<sup>th</sup> and 6<sup>th</sup> grade students will make 8 visits to the Simmons campus and will be treated to a variety of activities to increase their college readiness and awareness. Two Simmons students will coordinate these visits and provide tutoring one afternoon a week.

## Sciences

The Chemistry Outreach Program places undergraduate chemistry students at Boston area schools to conduct chemistry experiments. As the Simmons students are female, they serve as a positive role model to the girls in these classes. The students encourage hands on participation by involving the students in the experiments. The interaction provides the students the opportunity to ask specific questions about scientific careers. In the past four years, the undergraduate student volunteers have visited 13 schools in the Boston area and given approximately 50 demonstrations to over 1,200 students.

The Science Outreach Program's intentions are to get the community, especially children, interested in science. During Fall 2004, the program incorporated a new and more educational curriculum into the outreach program. During Spring 2005, it piloted a new program by going to the After School Program at the Farrugut, once a week, and teaching science activities to the children. The lessons included: Newton's Laws, states of matter, and aerodynamics. Each week is a new topic and a new activity. Additionally, a liaison staffed a table and educated visitors to the Museum of Science (MOS) on October 23, 2004.

Simmons College Upward Bound Math/Science Program is a year-round (September-August), federally-funded, educational enrichment program. The program serves 50 low-income and/or first-generation high school students from the Boston community who demonstrate the potential for improved academic achievement. Students may continue in the program from date of entry until graduation from high school. The program stresses the development of academic skills and motivation for students who might not traditionally be considered college-bound. Students participate in after-school tutoring during the academic year as well as math and science enrichment and test preparation courses. In the summer, students live on campus at Simmons College and take courses that will prepare them for their upcoming year of high school. Historically, over 90 percent of the students completing the program enter post-secondary educational institutions.

The Simmons College Upward Bound Program has been in existence at Simmons for over a decade. In that time, it has taken on many forms: beginning as an all-women's Upward Bound program, then becoming a co-educational Upward Bound program, and then refunded as an Upward Bound Math/Science Program. On October 1, 2003, the Program began a new four-year grant cycle which will extend through September of 2007. This program has served high school students from Charlestown, Boston English, Snowden, Madison Park, John D. O'Brien and the Fenway.

## Library

The Simmons College Library often provides instructional services for many of the groups detailed above. For example, librarians have taught research skill sessions to students from Upward Bound, Gear Up, Girls Get Connected, and Codman Academy, a charter school from



Dorchester that makes use of the institution's physics lab, language lab, library and other resources every Friday.

### Communications Department

Studio 5 – Studio Five is a full-service marketing communications and design studio in the communications department at Simmons College. Working in collaborative teams, students work on projects for nonprofit clients. Projects range from brochures and web sites to direct mailers and promotional pieces. Studio Five works closely with the Scott/Ross Center to solicit and fulfill community partner requests. Last year Studio 5 teams contributed over 6,100 hours of marketing communications and design work for Boston community organizations.

### Community Involvement by Simmons Staff

For the past 20 years, Simmons Staff Council has run a silent auction. This year, the auction raised \$9,000; the proceeds benefited the ABCD Parker Hill/Fenway Neighborhood Service Center. Previously Simmons had donated to the Longwood Medical Area/Mission Hill and Fenway Food Project. Over the years, \$78,000 has been given to the local community. In addition, Office of Employee Services and Resources organized three food drives and delivered a dozen boxes of food to the Grow Clinic at Boston Medical Center.

### Technology Department

During the past year, over 400 computers were donated to non-profit organizations including Frederick Douglass Charter School, Boston Public Schools, Gear-Up at English High School, and Massachusetts State Association for the Deaf.

### Simmons Facilities

Simmons invites the community into its campus through on-going events. Space for Simmons's community programs is provided at no cost. The dollar value of space "donated" to the external community for this year breaks down to Sports Center \$17,005 and all other College space at approximately \$70,000, which totals \$87,005. In addition, Simmons is a polling location for elections and has hosted the New England Philharmonic for the past nine years.

Sports Center – Simmons College opens its sports facilities to local community organizations cost-free or for a nominal fee. Organizations utilizing the space for free include Girls Win Academy physical fitness program, Shoot For the Cure- Susan G. Komen Foundation fundraiser, Girls Row- learn to row program for inner city girls, and Boston Monarchs girls basketball.

**Table C-1: Community Organizations and Programs Served by and Administered by the Scott/Ross Center for Community Service**

<b>AIDS</b>	<b>Homeless/Hunger</b>
▪ AIDS Action Committee	▪ Rosie's Place
▪ Community Servings Adult Education	▪ Women's Lunch Place
▪ Hyde Square Task Force	▪ St. Francis House
▪ Prison Brook Project	▪ Temporary Home for Women & Children
▪ YMCA International Learning Center	<b>Teen Pregnancy</b>
<b>Community Organizing</b>	▪ Greater Egleston High School
▪ Alternative Spring Break	<b>Youth/Education</b>
▪ Fenway Community Development Corp.	▪ America Counts
▪ Hyde Square Task Force	▪ America Reads
▪ Scott/Ross Center Student Leaders	▪ Boston Latin School
<b>Cultural Diversity</b>	▪ Citizen Schools
▪ Community Change	▪ Boston English High School
<b>Elderly</b>	▪ Farragut Elementary School
▪ Ellis Memorial	▪ Gear Up
▪ Hale House	▪ Girls Science Club
▪ Hebrew Rehabilitation Center	▪ Girl Scouts
▪ Mount Pleasant	▪ Greater Egleston Community High School
<b>ESL/ESOL</b>	▪ Hyde Square Task Force
▪ Hyde Square Task Force	▪ Jumpstart – Simmons College
▪ YMCA International Learning Center	▪ Ellis Mendel Elementary School
<b>Health</b>	▪ Mission SAFE
▪ Ellis Memorial	▪ Operation PEACE
▪ Girls Scouts	▪ Peace Games
▪ Hebrew Rehabilitation Center	▪ Reach Out and Read
▪ Best Buddies	▪ Simmons MissionSAFE Program
▪ Jimmy Fund Walk	▪ Temporary Home for Women & Children
▪ Reach Out and Read	▪ James P. Timilty Middle School
▪ Shoot for a Cure™	▪ Upward Bound
▪ Simmons Health Center	
▪ Race for the Cure™, Susan G. Komen Foundation	