



HOWARD STEIN HUDSON

Engineers + Planners

# Town of Wellesley

## Public Outreach Coordinator Services



Prepared for  
**Town of Wellesley**

Prepared by  
**Howard Stein Hudson**

September 2016



September 9, 2016

Meghan Jop  
Deputy Director  
Selectmen's Office, Town Hall  
525 Washington Street  
Wellesley, MA 02482  
Email: [mjop@wellesleyma.gov](mailto:mjop@wellesleyma.gov)

**Re: Public Outreach Coordinator, Request for Quotes**

Dear Ms. Jop:

In response to your Request for Quotes (RFQ), Howard Stein Hudson (HSH) is pleased to provide this letter proposal for a Public Outreach Coordinator to assist in developing, managing, and implementing a public outreach plan. The goal of the Coordinator will be to reach a broad range of stakeholders, increase public awareness, assist consensus building, and prioritize goals for the improvement of three of the Town's school facilities: Hardy, Hunnewell, and Upham Elementary Schools.

HSH provides a unique style of public involvement, honed over years of projects about which community members were no less impassioned than Wellesley's are with regard to their schools. Our approach is energetic and focuses on building trust with and among participants. The result is a balanced, practical, and inclusive approach to the community process. A high level of transparency in how decisions are made allows community members to feel that their concerns are being heard and that their voices make a difference in the outcomes of the projects. HSH's public involvement team is involved in some of the most complex planning and engineering projects throughout Massachusetts, including MassDOT's Route 128 Add-a-Lane Bridge V, which borders Wellesley.

Working with the Town, HSH will carefully craft a public process that brings community members and key stakeholders under the same roof. A good plan gives people the opportunity to shape the direction taken with the information and opinions they provide, while also being clear about the Town's need to make the final decisions based on public input. To ensure broad participation, the project team will work with the Town's social media and online presence and utilize the existing communications networks of local institutions for outreach when possible. Likewise, throughout the public involvement effort, we will clear all elements of outreach with the Hardy, Hunnewell, and Upham Master Plan Committee (HHUMPC) prior to their use with the community.



The following sections outline our scope of services, qualifications and experience, schedule, level of effort and cost, and contract terms.

## Scope of Services

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### Task 1. Develop a Public Involvement Plan

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Nate Cabral-Curtis, a veteran of many extensive public processes both for MassDOT and municipal clients such as the Town of Milton, will lead the outreach effort. His first task will be to develop a public involvement plan to give the HHUMPC a logical trajectory for its outreach effort. This plan will serve as a roadmap to guide interactions with the public and to ensure that all parties achieve the maximum benefit from interactions with the community. If the HHUMPC is willing to make the document publicly available, doing so is likely to help to build trust with sectors of the community that feel shut out of the process to-date, such as Save Wellesley Neighborhood Schools.

### Task 2. Develop and Produce a Project Fact Sheet

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HSH will produce a clear, concise project fact sheet for distribution in paper and electronic formats. To ensure maximum accessibility, this fact sheet will be fully Title VI compliant. The fact sheet will provide key background data, clearly lay out the project's current status, and provide an overview of both what the project seeks to achieve and how community members can participate in it.

### Task 3. Develop Community Surveys, Interviews, and Focus Groups

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HSH will work with the HHUMPC to develop a web-based survey as well as to facilitate two face-to-face focus groups to gather public input. These two elements of outreach will serve as parallel, yet mutually-supporting efforts and seek to gather similar input from differing segments of the population: those who have the time and inclination to attend face-to-face meetings and those who do not, but still wish to be involved in the HHUMPC's process. Questions to guide these efforts will be submitted in advance to the HHUMPC for approval. HSH will provide the HHUMPC with a memo following the conclusion of these two elements which will summarize the information collected and suggest actions based on the findings. If the Committee deems it necessary, HSH is prepared to undertake one-on-one interviews with members to the community who wish to provide their input anonymously, as we did for our Route 28 project in Chatham. This approach allows individuals who may feel pressured to speak a certain way – or worse, maintain their silence in public – to provide input on the process more aligned to their true feelings. If the HHUMPC feels this approach is warranted, HSH will develop a conversation protocol guide.



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## **Task 4. Develop Messaging Materials or Public Presentations**

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HSH will work closely with the HHUMPC to prepare meeting materials such as meeting agendas, PowerPoint presentations, the fact sheet noted above, and other outreach materials as deemed needed and appropriate by the Committee. A key goal of HSH preparation and/or review of such materials will be to ensure that the information presented is readily accessible, but also presented in a manner least likely to raise the level of angst already associated with the debates around the future of the schools under discussion.

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## **Task 5. Craft Content for the Town’s Website**

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All materials developed to support the public involvement process, fact sheets, presentations, meeting minutes, etc. will be prepared with the expectation that they will be posted to the Town of Wellesley’s website for this project in order to maximize transparency. All materials will be conferred to the Town in a Title VI-compliant manner, ready for easy posting. HSH, under the direction of HHUMPC, will create such web materials beyond what is articulated above as is seen by the Committee to be needed and appropriate; however, experience suggests that better outcomes are achieved when a single document – for example a fact sheet – can be used across multiple platforms such as print and internet rather than having multiple, platform-specific versions of the same content.

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## **Task 6. Attend Public Meetings and Community Presentations**

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HSH will prepare for, facilitate, and document through the production of detailed meeting minutes up to two large-scale public information meetings associated with the HHUMPC process.

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## **Task 7. Develop a Tracking and Response System**

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HSH will serve as the HHUMPC’s point of contact for community comments not documented through other means, such as emails, which are not typically captured in a format such as meeting minutes. Working with the Committee, HSH will provide responses to these questions or comments and track them in an Excel database indicating when the comment was received, its nature, the response provided, and the date on which the response was sent.



## Task 8. Provide Final Report and Assist with the Final Recommendations Deliverable

HSH public involvement is well-versed in the preparation of the outreach chapter of environmental filings and other planning reports. We anticipate that we will need to contribute a similar document to the final report of the HHUMPC. This chapter or stand-alone memo, as the Committee deems useful and appropriate, will provide a chronology of the public involvement effort and document how it impacted the committee's ultimate findings.

## Schedule

We will work with you to meet your deadline to complete the project by December 6, 2016. We have worked seamlessly with our clients on similar efforts for many projects. We believe this deadline is achievable.

## Fees for Services

Fees will be billed on a Time and Materials basis and in accordance with the attached fee schedule. The fees for labor and direct costs are summarized by task in the table below. The total cost for the scope as described in this letter is estimated at an upset fee limit is **\$20,000** as laid out in the Town's RFQ.

Task	Budget
Task 1. Develop a Public Involvement Plan	\$1,530
Task 2. Develop and Produce a Project Fact Sheet	\$1,410
Task 3. Develop Community Surveys, Interviews, and Focus Groups	\$5,120
Task 4. Develop Messaging Materials or Public Presentations	\$1,940
Task 5. Craft content for the town's website	\$1,500
Task 6. Attend Public Meetings and Community Presentations	\$4,560
Task 7. Develop a Tracking and Response System	\$2,250
Task 8. Provide Final Report and Assist with the Final Recommendations Deliverable	\$1,440
Direct Expenses	\$250
<b>Total</b>	<b>\$20,000</b>



Materials or reimbursable (direct) expenses will be billed at cost plus ten percent. Materials or reimbursable expenses are actual expenditures made by HSH in the interest of the Project and include but are not limited to printing, photocopying, delivery charges, postage, research materials, local transportation, and any other expenses incurred in the interest of the Project. Reimbursable expenses do not include permit filing fees.

Meetings are budgeted as outlined above; additional meetings, if required, will be billed at the hourly rates shown in the attached rate schedule. Additional team and agency meetings generally cost between \$400 and \$600 per meeting, depending on the duration of each meeting and the staffing required. Additional community meetings range higher at up to \$1,000 per meeting depending on the need to provide supporting materials/graphics and the overall length of the meeting and any possible team preparation. All additional meetings will be invoiced on a time and materials basis based solely on hours expended as well as any travel costs.

While HSH feels the scope of work and associated fee provided in this proposal is appropriate for this type and size of development in this location and that it will be acceptable to reviewing agencies, should the scope of work change either by request of the Client, reviewing agencies, or the community, HSH will provide an additional services request for advance review and approval by the Client.

## Terms

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**Payment of Services:** The project work is billable monthly on a time and materials basis, such that if the hours are not spent, you will not be billed. Invoices are due within thirty (30) days of receipt, regardless of whether or not approvals are granted. Interest of one and one-half percent (1.5%) will be charged per month on unpaid bills after ninety (90) days. If the scope should significantly change or if the schedule is extended past June 30, 2017, we will revise the budget accordingly and resubmit it for your approval.

**Termination:** Consultant services may be terminated by either party with or without cause upon 10 days advance written notice. Regardless of which party shall effect termination, Client shall, within 30 calendar days of termination, pay HSH for services rendered and all costs incurred up to the time of termination, as well as those costs associated with the termination itself, if any, in accordance with HSH's then-prevailing labor rates. Upon termination of services and full payment of consultant fees, HSH will release any and all work product related to this contract.

**Indemnification:** Client and HSH will indemnify and each hold harmless each other's employees, officers, directors, and subconsultants from and against all claims and actions, including reasonable



attorney fees, arising out of or related to damages or injuries to persons or property related or connected to acts of each other or their employees, officers, directors, subconsultants or agents.

**Insurance:** During the period that services are performed under this Agreement, HSH will maintain the following insurance: (1) Workers Compensation coverage in accordance with the laws of the Commonwealth of Massachusetts; (2) Commercial General Liability with a limit of \$1,000,000 per occurrence and a \$2,000,000 general aggregate; (3) Non-owned and Hired Automobile Liability coverage with a combined single limit of \$1,000,000 and (4) Professional Liability coverage with a \$2,000,000 aggregate limit (claims made basis). Client agrees that HSH will not be liable for any loss, damage, or liability arising out of this Agreement beyond the limits of available insurance coverage.

## Approval

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Should this proposal be acceptable to you, this letter can serve as a contract by an authorized signature below and returning a copy to us. Should our understanding of the project be incorrect or incomplete, or should you have any revisions or changes, please contact me directly and we will incorporate them as directed. Thank you for contacting HSH; we believe we can assist you advancing the planning for the Wellesley schools in an efficient and timely manner.

Sincerely,

Keri Pyke, P.E., PTOE  
Principal

**Approved:**

**Town of Wellesley**

By: \_\_\_\_\_

Date: \_\_\_\_\_



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## Hourly Billing Rates thru June 30, 2017, for Howard Stein Hudson

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Project Role	Hourly Rate
Principal	\$200 - \$300
Senior Engineer/Planner	\$150 - \$225
Engineer/Planner	\$125 - \$175
Junior Engineer/Planner	\$100 - \$150
Graphics/Production	\$95 - \$135
Co-op/Administrative Assistant	\$70 - \$125

*Rates subject to annual adjustment on July 1.*



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# **Qualifications**



*Our engineers and planners collaborate on delivering creative solutions.*

## Qualifications

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Since 1987, the corporation of *Howard Stein Hudson (HSH)* has been providing traffic engineering, transportation planning, civil engineering, and public involvement services for municipalities and other public agencies, institutions, design and construction firms, developers, corporations, law firms, and environmental consultants. HSH takes a creative and collaborative approach with clients, relying on sound technical, planning, and engineering expertise and combining it with knowledge of community/stakeholder issues and needs. HSH staff understands the often contrasting and complex needs of all parties involved in a project and offer creative problem-solving and innovative options to build consensus.

We are more than engineering experts at HSH – we are the keystone of complex projects. Our tightly integrated relationships with clients and reviewing agencies ensure that sophisticated projects succeed swiftly and efficiently, no matter the scale. Our engaged, collaborative approach enables us to provide exceptional project delivery, helping our clients shape the face of Boston and beyond for years to come.

HSH's over 60 multi-disciplinary staff works seamlessly with project teams from conceptual design, environmental permitting, and through construction, providing keen insight into a project's transportation and site-civil issues and creatively developing mitigation for project impacts. HSH is also adept at managing large, multi-disciplinary teams that require extensive coordination with government entities, abutters, neighborhoods, communities, and other stakeholders. HSH's planners and engineers continuously upgrade their skills through active participation in workshops, courses, seminars, Webinars, and in-house training sessions to ensure that they keep up-to-date on the latest methodologies and technologies in their respective fields of expertise.

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## Disclosure of Persons with Financial Interest

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The following principals listed on the next page have a financial interest in a contract and/or with more than one percent (1%) interest in the capital stock of the contractor.



1. Guy D. Busa, Jr., 376 West Broadway, Unit 8, Boston, MA 02127
2. Robert M. Dankese, Jr., 11 Tacoma Drive, Wilmington, MA 01887
3. Thomas A. Stokes, P.E., PTOE, 35 Maple Street, Needham, MA 02492
4. David Matton, 17 Mill Street, Unit 3, Dorchester, MA 02122
5. Keri Pyke, P.E., PTOE, 7 Preston Street, Malden, MA 02148

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## References

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The following references have been provided to speak on behalf of HSH's performance.

### *East Milton Square Parking and Access Study*

Town of Milton  
525 Canton Ave  
Milton, MA 02186  
William Clark, Town Planner  
wclark@townofmilton.org  
(617) 898-4847

### *West Chatham Roadway Design Project*

Town of Chatham  
549 Main Street  
Chatham, MA 02633  
Terence Whalen, Principal Planner  
twhalen@chatham-ma.gov  
(508) 945-5168

### *Mount Auburn Street Corridor Study*

Department of Conservation and Recreation  
251 Causeway Street, 9th Floor  
Boston, MA 02114  
Anne Fiesinger, Director of Public Outreach  
Anne.Fiesinger@MassMail.State.MA.US  
(617) 626-1312

### *I-95 Add-A-Lane*

Town of Needham  
500 Dedham Avenue  
Needham, MA 02492  
Devra G. Bailin, Economic Development Director  
dbailin@needhamma.gov  
(781) 455-7550 ext. 213

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## Listing of Actions by Regulatory Agency or Litigation

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HSH certifies to the best of its knowledge that the firm and/or any of its principals are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency; have not been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses above. HSH has not had one or more contracts terminated by default by any Federal, state or local agency.



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# **Team Resumes**



## Keri Pyke, P.E., PTOE

Principal of Planning and Public Involvement

[kpyke@hshassoc.com](mailto:kpyke@hshassoc.com)

As Principal at HSH, Keri is responsible for overseeing a variety of transportation planning and traffic engineering projects in the Boston area. She has worked on both public and private projects in the cities of Boston, Cambridge, and Somerville, as well as for other state and municipal agencies throughout New England and New York. Keri is well-versed in many aspects of transportation, including operational analysis, parking, safety studies, pedestrian and bicycle studies, traffic signal design, traffic management, and peer reviews.

### Relevant Experience

#### West Chatham Roadway Design Project

Town of Chatham – Chatham, MA

Keri is the Principal in Charge of the West Chatham Roadway Design Project, where the team has been tasked to develop the design for a section of Route 28 between Barn Hill Road and George Ryder Road. Prior to HSH's involvement, the project had been stalled in the planning phase for several years due to lack of consensus among the community. To help move the project through the MassDOT design process, HSH launched a public involvement process designed to give all members of the community a voice, and to ease the tensions that had developed previously through a focus on transparency, common goals, and using hard data to drive decisions. As part of the preliminary design process, HSH coordinated with MassDOT, Cape Cod Commission, and Town technical and emergency response staff to identify key issues early and develop a strategic data collection plan. HSH also met with individual abutters to discuss site-specific concerns. HSH's Complete Streets plan was presented to the Town in November 2013, which involved a detailed alternatives analysis and comparison to project goals. The plan calls for removal of the two-way turning lane and incorporates two modern roundabouts, a multi-use path, and enhanced sidewalks and green spaces. The design received praise from the Town of Chatham Selectmen that voted unanimously for the project to proceed into design. The 100% Design plans were submitted to MassDOT in July 2016.

#### Arlington Center Minuteman Bikeway Crossing

Town of Arlington – Arlington, MA

Keri served as Project Manager in developing safety and access improvements to three intersections in Arlington Center. The project sought to improve mobility for all modes: vehicles, pedestrians, and cyclists. Keri recommended changes to the traffic signal timing and equipment to improve the operational efficiency for vehicles, including coordinating the signals. The intersection of Massachusetts Avenue/ Mystic Street/Pleasant Street is very wide and challenging for pedestrians to cross. HSH developed a design that shortened the crossing distances for pedestrians, and pedestrian signal timing was extended. The preferred design to connect the ends of the Minuteman Bikeway included an extension through Uncle Sam Park, as well as bike lanes on Massachusetts Avenue. HSH completed the bid documents for the Town in consultation with MassDOT early in 2014, and construction began Fall 2014.

### Specialities

Neighborhood Transportation Issues  
Concept Design Studies  
Construction-period Traffic Management  
Intersection and Traffic Signal Design  
Parking Studies  
Pedestrian and Bicycle Studies and Design  
Peer Reviews  
Traffic Impact Studies  
Transportation System Management  
Complete Streets Design

### Licenses/Registrations

Professional Engineer, MA, 47252,  
06/30/2018  
Professional Engineer, RI,  
9596, 06/30/2017  
Professional Engineer, CT, 22777,  
01/31/2017  
Professional Engineer, ME, 14310,  
12/31/2017  
Professional Engineer, VT, 018.0123668,  
07/31/2018  
Professional Engineer, NY, 077515,  
02/28/2017  
Professional Engineer, NH, 13388,  
03/31/2017  
Professional Engineer, NC, 039687,  
12/31/2016



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Professional Traffic Operations Engineer,  
906, 04/23/2017

## Education

Rensselaer Polytechnic Institute  
Bachelor of Science, Civil Engineering,  
1993

## Professional Affiliations

Member, Institute of Transportation  
Engineers  
Member, Women's Transportation  
Seminar, Boston Chapter  
Member, Association of Pedestrian and  
Bicycle Professionals

## Quincy Center Transportation Improvements

City of Quincy – Quincy, MA

Keri was Project Manager who oversaw a multi-firm, multi-disciplinary team providing design and engineering to support the future construction of the Adams Green public gathering space. The HSH team built upon the conceptual design prepared by Halvorson Design Partnership (HDP) from preliminary engineering to final construction plans and construction oversight. Funded by a Federal earmark, HSH worked closely with MassDOT, the Federal Highway Administration, the City of Quincy and other relevant stakeholders. A critical component of the project involved making use of the surplus land from the closure of a major arterial and rerouting traffic. The former street provides new open/green space adjacent to Quincy City Hall, Quincy Center Cemetery, the Quincy Center MBTA station and the Church of Presidents.

## Melnea Cass Boulevard Final Design

City of Boston – Boston, MA

Keri is serving as the Project Manager for this Complete Streets project in the Roxbury and South End neighborhoods of Boston. Melnea Cass Boulevard is an important arterial in the City of Boston, providing access from I-93 to the Longwood Medical Area (LMA) and Boston University Medical Center (BUMC). The South Bay Harbor Trail, an important pedestrian and bicycle facility, also exists along the corridor. The HSH team is working with the community to design a multimodal, green, smart street that accommodates all users: vehicles, pedestrians, transit, and bicycles.

## Central Square Final Design

Boston Transportation Department – East Boston, MA

Working with BTM and other city agencies, Keri led the team on the Central Square Renovation project in East Boston. The project included the changing of curb lines in this important neighborhood business district in order to simplify traffic patterns, improve the pedestrian experience, create new open space, and accommodate all modes of transportation. Keri and her team took a Complete Streets approach to the project, with emphasis on walking, bicycling, and transit, as well as place-making and wayfinding. The project was advertised for construction January 2015.

## Dorchester Avenue Reconstruction

City of Boston – Boston, MA

Keri led the team for the Dorchester Avenue Reconstruction project, working with the Massachusetts Department of Transportation (MassDOT), Boston Transportation Department (BTD), and Boston Department of Public Works (BPWD). The project included the final design of 14 intersections along the 6-mile urban corridor of Dorchester Avenue in South Boston and Dorchester. Each intersection involved replacement of wheelchair ramps, new traffic signal equipment, and hard-wire connection to the City's Traffic Management Center. Some locations were coordinated to improve traffic flow along the Avenue. The project's schedule was very aggressive; design was completed in 10 months, and construction reached completion in 2012.



# Nathaniel Cabral-Curtis

Associate

Manager of Public Involvement

[ncabral-curtis@hshassoc.com](mailto:ncabral-curtis@hshassoc.com)

Nate works closely with HSH engineering, planning, and construction management to integrate public involvement into projects as needed and appropriate. He provides public involvement and transportation planning support to an array of projects including the Casey Arborway, Fore River Bridge Replacement in Quincy and Weymouth, the Kenneth F. Burns Bridge Replacement in Worcester and Shrewsbury, the East Milton Square Parking and Access Study Implementation and the Connecting Historic Boston Cycle Track.

## Specialities

Public Involvement  
Curriculum Development  
Data Collection  
Organizational Development and Board Governance  
Research  
Strategic and Business Planning

## Education

Boston University,  
Master of Science, Master of City Planning, 2008  
Trinity College,  
Bachelor of Arts, History, 2002  
National Transit Institute,  
Studies, Public Involvement in Transportation Decision-making, 2009  
National Highway Institute  
Studies, NEPA and Public Involvement, 2009

## Relevant Experience

### Casey Arborway

Massachusetts Department of Transportation – Boston, MA

During the planning and design phases, Nate supported the intense deliberations of the agency-convened Working Advisory Group and Design Advisory Group which frequently met up to twice a month for almost two years. Nate also arranged and documented the production of detailed meeting minutes for the well-attended community meetings and small, targeted briefings for individual neighborhood groups. As part of the construction team, Nate is now working with the general contractor and staff from MassDOT district 6 to arrange meetings and briefings, as well as resourcing the project website to alert the community to project progress and traffic changes as the job moves through construction.

### I-90 Allston Interchange Improvement Project

Massachusetts Department of Transportation – Allston, MA

Nate was closely involved with the public involvement effort for the conceptualization phase of this project. His work included developing an overall outreach strategy for MassDOT, and regular coordination with the agency on the execution of that plan. Nate has overseen the maintenance and operation of the project's taskforce, and facilitated public information meetings. He also oversaw all aspects of the project's documentation of taskforce and public meetings. He assisted in developing the project's website and populating the project's taskforce under the direction of MassDOT.

### Kenneth F. Burns Bridge Replacement Project

Massachusetts Department of Transportation –  
Shrewsbury/Worcester, MA

Through MassDOT's Accelerated Bridge Program, the Burns Bridge was replaced with a new span to meet current and future traffic demands. HSH developed a public involvement plan that included early coordination with public officials and key constituents in the project area to gain public trust in the project. During the planning and design phase, Nate worked closely with the consultant team and MassDOT to arrange meetings; review and incorporate input received from community members; and launch the project website for the job. After transitioning to the design/build construction team, Nate maintained and updated the project website; answered community inquiries; provided timely information regarding changes to traffic patterns;



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and arranged, prepared for, and documented all meetings associated with the progress of construction.

### **I-95 Add-A-Lane**

Massachusetts Department of Transportation – Needham/Wellesley, MA

HSH is providing public involvement support throughout the construction of the project, which will add an additional travel lane and shoulder to I-95 north and southbound, upgrade and create new interchanges for safer and more efficient movements on and off the highway, and provide new collector-distributor roads to minimize weaving movements. Throughout the construction process, HSH has worked closely with MassDOT and the construction contractor to ensure that the community is aware of upcoming work, changes, and traffic advisories through the use of weekly construction look-aheads, email blasts, and graphic aids. The HSH public involvement team responds to community inquiries and hosts informational briefings upon request.

### **McGrath Boulevard Project Development**

Massachusetts Department of Transportation – Somerville, MA

The City of Somerville's goal is to become the most walkable, bikeable, and transit accessible City in the nation. As part of the "Grounding McGrath" study, the City and its residents expressed a strong desire to replace the McCarthy Overpass with a new multimodal at-grade boulevard. HSH is handling the Public Involvement effort for the project to ensure that all sides – residents, local merchants, vehicular, cycling, pedestrian, and transit commuters – feel as though they have been heard by the project team. HSH has been responsible for organizing over 12 meetings for the project including public information meetings, working group sessions, and targeted briefings to local businesses.

### **West Chatham Roadway Design Project**

Town of Chatham – Chatham, MA

Nate is leading the public involvement effort associated with the Town's Route 28 Intersections project. The project, which addresses the intersection along Route 28 between Barn Hill and George Ryder Roads, was, during the planning phase, a topic of intense discussion and impassioned debate among Chatham residents. To help bring the community together around a reasonable consensus and to allow the project to move forward into the MassDOT design process, Nate has launched a public involvement process that makes use of an array of innovative outreach techniques including, but not limited to, a project website and Facebook page, key informant interviews, public listening sessions and public information meetings. All interactions with the community will be documented and made available through the project website.

### **East Milton Square Parking and Access Study**

Town of Milton – Milton, MA

Nate managed the public involvement process for the East Milton Square Parking and Access Study. This included keeping the public informed through Facebook, Twitter, a dedicated Web site, and press releases, as well as preparing for, attending, and documenting all project working group and public meetings. Nate also assisted with collecting and modeling existing on and off-street parking data. HSH and its subconsultant team will use this information to come up with the best solutions for the area to revitalize and relink Milton's residential and business districts. The design is currently ongoing.



# Hannah Brockhaus

Public Involvement Specialist

[hbrockhaus@hshassoc.com](mailto:hbrockhaus@hshassoc.com)

Hannah is a public involvement specialist who has supported many public involvement projects including the Allston I-90 Interchange Improvement Project, the Casey Arborway Project, and the Sumner Tunnel Rehabilitation Project. She graduated in 2014 from Cornell University's City Planning department with a bachelor's degree in Urban Studies. Since graduation, Hannah has worked in settings related to community involvement in development and affordable housing, specifically at The Community Builders, Metro West Collaborative Development as an AmeriCorps member, and Habitat for Humanity Greater Boston.

## Relevant Experience

### Sumner Tunnel Rehabilitation

Massachusetts Department of Transportation – Boston, MA

As part of an on-call contract with MassDOT, HSH is providing engineering support and leading the public outreach effort for the closure of the tunnel and all associated detours necessary during construction. HSH will coordinate with MassDOT Project Management, District 4 Project Development, District 4 Construction, District 6 Project Development, and District 6 Construction in order to compile a list of all MassDOT projects currently in design or construction that may affect mitigation efforts required for the Sumner Tunnel closure in 2018. Hannah is working with the project team to coordinate public outreach for this project, which is in its early stages. Hannah manages the stakeholder database.

### Mount Auburn Street Corridor Study

Department of Conservation and Recreation –  
Cambridge/Watertown, MA

The objectives of this study are to identify improvements to safety, comfort and operations for all modes of transportation that use the roadways in the traffic study area. Of particular interest is improvement to travel time and reliability of MBTA Bus Routes 71 and 73. As a Public Involvement Specialist, Hannah is working closely with DCR staff to coordinate public outreach and develop materials for the Corridor Study, which is in its early stages. Hannah manages the stakeholder database.

### Casey Arborway

Massachusetts Department of Transportation – Boston, MA

MassDOT gathered an interdisciplinary team of engineers, planners and urban design professionals to determine how best to replace the structurally deficient Casey Overpass. Located in the Jamaica Plain neighborhood, the Casey Overpass carries Route 203, locally known as the Arborway, and a primary east-west connecting route in the area over Forest Hills, a commuter hub including major north/south roadway, bicycle, pedestrian and transit connections. HSH was selected to support the public involvement aspect of the planning effort which ultimately made the decision to replace the overpass with a new, context-sensitive network of at-grade streets, and making the design concept into a buildable reality. Hannah is assisting the Public Involvement Team with completing construction stage public outreach such as construction work look-aheads and progress image narration.

## Specialties

Participatory Planning  
Housing Policy  
Community Development  
Traffic Congestion  
Geographic Information Systems

## Education

Cornell University, Bachelor of Science,  
Urban and Regional Studies |  
Landscape Studies, 2014

## Professional Affiliations

Member, American Planning Association  
(2014-present)  
Member, Young Nonprofit Professionals  
Network of Boston (2013-2014)



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## **I-90 Allston Interchange Improvement Project**

Massachusetts Department of Transportation – Allston, MA

This multimodal transportation project will vastly improve cycling and pedestrian conditions in Allston; recreate a rail transit link to downtown Boston; and reconnect Allston to itself, and the Charles River while continuing to process vehicles effectively to ensure that highway traffic does not leak onto residential streets. Hannah is part of the Public Involvement Team that is completing elements of the public information campaign including documenting meetings for the project website.

## **I-95 Add-A-Lane**

Massachusetts Department of Transportation – Needham/Wellesley, MA

HSH is providing public involvement support throughout the construction of the Needham-Wellesley I-95 Add-A-Lane project, which will add an additional travel lane and shoulder to I-95 north and southbound, upgrade and create new interchanges for safer and more efficient movements on and off the highway, and provide new collector-distributor roads to minimize weaving movements. Throughout the construction process, HSH has worked closely with MassDOT and the construction contractor to ensure that the community is aware of upcoming work, changes, and traffic advisories well in advance through the use of weekly construction look-aheads, email blasts, and graphic aids. The HSH public involvement team responds to community inquiries and hosts informational briefings upon request. Hannah is assisting in the public information campaign for this construction project. Hannah's work has included producing materials for the project website, such as graphics, briefings, and email blasts.

## **McGrath Boulevard Project Development**

Massachusetts Department of Transportation – Somerville, MA

Built prior to the construction of I-93, the original purpose of Route 28 in Somerville was to serve regional commuters coming into Boston from the north. In doing so, Route 28 and particularly the McCarthy Overpass bisected several Somerville neighborhoods making it extremely difficult to traverse from a non-motorized perspective and created a corridor which primarily serves motor vehicles. The City of Somerville's goal is to become the most walkable, bikeable, and transit accessible City in the nation. As part of the "Grounding McGrath" study, a strong desire from both the City of Somerville and its residents was expressed to replace the McCarthy Overpass with a new multimodal at-grade boulevard which would reconnect the Union Square, Inner Belt, and Brickbottom neighborhoods while continuing to play an important role in providing access to Somerville and Cambridge. Hannah is assisting the Public Involvement Team with completing elements of the public information campaign including documenting meetings for the project website.



# Raymond L. Hebert

Associate

Production Manager

[rhebert@hshassoc.com](mailto:rhebert@hshassoc.com)

Ray has served as HSH's Senior Graphic Designer for 12 years and has more than 18 years of experience in graphic design. He plays a key role in providing HSH clients with high-quality products. Ray produces a wide range of marketing materials including newsletters, billboards, logos, presentations, and websites. He is also responsible for designing reports, manuals, maps, and traffic studies. Ray has created strong bonds with many types of print vendors during his career, enhancing his ability to provide clients with the quality products and service they deserve.

## Relevant Experience

Ray is instrumental in defining a corporate identity for HSH. He has designed an array of marketing and other materials for the firm, and assists in the design and production of new styles for technical reports, master plans, and other studies. Ray has the design skills and expertise to bring projects to fruition, as well as the organizational and leadership skills to work with a team to deliver a top-quality product on time.

Creating styles in InDesign, and Microsoft Word, Ray achieves a clean, streamlined style for various types of projects, such as the Cornell and Princeton University Master Plans. Many of HSH's planning and public involvement projects involve creating a project identity. Ray takes a fresh approach to each project and creates a unique "feel" that readily identifies it throughout an array of collateral materials that include logos, newsletters, websites, presentation boards, PowerPoint presentations, fact sheets, magnets, meeting summaries, etc.

*Examples of Ray's projects with HSH include:*

### **Kenneth F. Burns Bridge Replacement Project**

Massachusetts Department of Transportation -  
Shrewsbury/Worcester, MA

This bridge is a vital transportation link for the central Massachusetts region, carrying 47,700 vehicles each weekday as well as substantial pedestrian traffic. The surrounding area is home to a variety of businesses and residences that depend on Route 9 to carry deliveries and provide customer access. Through MassDOT's Accelerated Bridge Program, the Burns Bridge is being replaced with a new span to meet current and future traffic demands. Ray was Lead Graphic Designer on the project, and he developed a logo, fact sheets, and project website.

### **Quincy Center Transportation Improvements**

City of Quincy – Quincy, MA

The HSH team built upon the conceptual design prepared by Halvorson Design Partnership (HDP) from preliminary engineering to final construction plans and construction oversight. Funded by a Federal earmark, HSH worked closely with MassDOT, the Federal Highway Administration, the City of Quincy and other relevant stakeholders. A critical component of the project involved making use of the surplus land from the closure of a major arterial and rerouting traffic. The former street provides new open/

## Specialities

Graphic Design  
Marketing Materials and Corporate Identity  
Outreach Materials  
Presentations  
Report Graphics  
Web Site Design and Integration

## Licenses/Registrations

Notary Public, MA, 05/05/2017

## Education

Massachusetts College of Art  
Studies, Graphic Design 1 and 2,  
Conceptual Design 1 and 2, 1994  
New England School of Art and Design  
Studies, History of Graphic Design,  
Introduction to Graphic Design, 1992  
New England School of Art and Design,  
Typography 1 and 2, 1992  
HTML 1 and 2  
Dreamweaver 1 and 2  
Microsoft Word for Designers

## Expertise

Apple and Windows operating systems  
Adobe Suite: InDesign, Photoshop,  
Illustrator, Acrobat, PageMaker, Image  
Ready, Dreamweaver



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Microsoft Suite: PowerPoint, Excel,  
Word  
Apple iMovie and iPhoto  
MacLink Plus,  
Macromedia Freehand.

green space adjacent to Quincy City Hall, Quincy Center Cemetery, the Quincy Center MBTA station and the Church of Presidents. For the City of Quincy it was important that this project had its own identity, Ray worked with The City's team to develop their project logo and branding. Working with the HSH team and the City, Ray implemented branding throughout all aspects of public materials, including website, letter documents, flyers, posters, and Public Information Meetings.

### **East Milton Square Parking and Access Study**

Town of Milton – Milton, MA

HSH led a parking and access study to help reconnect the East Milton Square area. The team worked with Town staff, MassDOT, the business community, and residents to understand the short- and long-term constraints, articulate a vision for the area, and produce practical and implementable recommendations to correct any observed deficiencies in order to achieve said vision. After a rigorous public process, the Town selected a preferred alternative. HSH assisted with initial traffic tests, which have been successful with positive feedback from the surrounding community of citizens and merchants. Ray developed and implemented branding for the East Milton Square Project. He designed the project logo, website, full color fact sheets, and electronic presentation materials and large format posters.

### **Fore River Bridge Replacement Project**

Massachusetts Department of Transportation – Quincy/Weymouth, MA

Due to the deterioration of the original bridge built in 1932, MassDOT sought to replace the landmark structure with a permanent movable bridge that safely and efficiently meets the needs of the motorists, cyclists, pedestrians, and maritime users of the surrounding communities. HSH was tasked with developing a traffic management plan to minimize any possible disruption associated with the construction of the replacement bridge. Ray developed the project website to keep the public informed of the project's progress and establish a venue for easy input into the planning process.

### **Highland Street Corridor Intersection Improvement**

Massachusetts Department of Transportation – Worcester, MA

HSH performed a study to address congestion and safety issues at 18 locations along the Lincoln Street/Highland Street/Pleasant Street corridor, a principal arterial roadway in Worcester that extends from I-290 through downtown to Worcester Regional Airport and beyond. As Lead Graphic Designer, Ray designed numerous posters, and the final report for the design.

### **“Knight and Day” Filming: South Boston Detour Routes**

Twentieth Century Fox Film Corporation – Boston, MA

HSH was tasked with preparing detour plans for street closures in South Boston and Charlestown during the filming of this major motion picture. The team developed schematic detour route maps, and detailed signing plans. HSH worked with the contractor and film crew in the field to ensure that the closures and associated detours were implemented according to plan, and to make adjustments in the field as needed. Ray was the Lead Graphic Design for this project. He developed and maintained the traffic management website and logo, and produced daily detour maps.



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**TOWN OF WELLESLEY – PUBLIC OUTREACH COORDINATOR**

# **Principal Resumes**



## Thomas Stokes, P.E.

Principal

Chief Executive Officer

[tstokes@hshassoc.com](mailto:tstokes@hshassoc.com)

As President and Chief Executive Officer for HSH, Tom draws on over 25 years of experience in the transportation industry. Having worked in both the public and private sectors, he understands the critical issues associated with new projects and uses his experience in producing timely and cost-effective solutions for clients. Tom is involved from planning through implementation of all projects, and is the Engineer of Record on all plans.

### Relevant Experience

#### **Kenneth F. Burns Bridge Replacement Project**

Massachusetts Department of Transportation – Shrewsbury/  
Worcester, MA

Tom is Principal in Charge for this project, which will replace the Burns Memorial Bridge that carries Route 9 over Lake Quinsigamond between Shrewsbury and Worcester with a new permanent span. HSH developed a traffic management plan to ensure that construction of the new span has the least possible impact on commuters, pedestrians, and local businesses. The Project Team also developed a public involvement plan that included early coordination with public officials and key constituents in the project area to gain public trust in the project

#### **Quincy Center Transportation Improvements**

City of Quincy – Quincy, MA

Tom is Principal in Charge for this project in which HSH is leading a multi-firm team providing design and engineering to support the future construction of the Adams Green public gathering space across from Quincy City Hall. Funded by a Federal earmark, HSH is working closely with MassDOT, the Federal Highway Administration, the City of Quincy, and other relevant stakeholders. Once complete, a former arterial will be rerouted, setting the stage for a town green in front of Quincy's City Hall. This project is currently in construction.

#### **Arlington Center Minuteman Bikeway Crossing**

Town of Arlington – Arlington, MA

The Minuteman Bikeway is an 11-mile bike path extending through Cambridge, Arlington, Lexington, and Bedford. In Arlington Center, the bikeway intersects with Massachusetts Avenue, forcing cyclists to cross the busy street to continue on the bike path. Cyclists must also walk their bikes if they use the sidewalks in the area. HSH developed safety and access improvements to 3 intersections in Arlington Center to improve mobility for all modes: vehicles, pedestrians, and cyclists. Tom was Principal in Charge for the design and development of concepts for the key intersection in Arlington Center, a major barrier for users of the Minuteman Bikeway. HSH developed several concepts, which were presented to committee and community meetings where the designs were critiqued and further advanced. The project was advertised for construction September 2014.

### Specialities

Boston Article 80 and MEPA Permitting  
Construction Document Preparation  
Construction Management Plans  
Expert Witness Testimony  
MassHighway Design  
Municipal Transportation Planning  
Peer Reviews  
Roadway and Intersection Design  
Traffic Impact Studies

### Licenses/Registrations

Professional Engineer, MA, 37505,  
06/30/2018

### Education

University of Massachusetts Lowell,  
Master of Science, Civil and  
Transportation Engineering, 1998  
University College, Dublin,  
Bachelor of Science, Civil Engineering,  
1985

### Professional Affiliations

Member, Institute of Transportation  
Engineers



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## **Connect Historic Boston Complete Streets Design**

City of Boston – Boston, MA

Tom is the Principal in Charge for a multi-disciplinary consultant team on the design of roadway and streetscape improvements to enhance bike and pedestrian connectivity among National Park Service Assets by creating a family-friendly cycle track through Downtown Boston's urban corridor. The first phase of the City of Boston bike path initiative involves the reconfiguration of over a mile and a half of streets spanning North End to Beacon Hill, including Atlantic Avenue, Commercial Street, Causeway Street, and Staniford Street. HSH is carrying the project from conceptual design through construction along an accelerated delivery schedule. The redesign takes a "Complete Streets" approach to project design, and uses the Boston Complete Streets Guidelines to produce a design accommodating all road users. HSH is responsible for the design of the cycle track, roadway, underground utilities, and stormwater management. The project is now in construction.

## **East Milton Square Parking and Access Study**

Town of Milton – Milton, MA

As Principal in Charge, Tom worked with the town, government agencies, local businesses, and residents to best assess parking and circulation issues in the area. HSH and its subconsultant team used this information to come up with the best recommendations for the area to revitalize and relink the residential and business districts to the Town, now fragmented by the construction of I-93 under the Square. Funded by a federal earmark, a preferred alternative has been selected and is moving forward to design.

## **Weymouth Landing Streetscape**

MassWorks Grant Implementation – Braintree/Weymouth, MA

Tom was Principal in Charge of the HSH team that prepared preliminary and final design plans, specifications, and construction cost estimates for construction of the \$2.4M project. Work included pavement rehabilitation; sidewalk construction; pedestrian safety features; bicycle accommodations; street lighting; streetscape improvements; drainage and other utility improvements (including relocation of overhead wires underground in specific areas); and related items. HSH also served as the resident engineer on this project, which completed construction in 2012.

## **River Street and Western Avenue Complete Streets Project**

Massachusetts Department of Transportation – Boston/Cambridge, MA

Tom was Principal in Charge for the project that presented a unique opportunity to provide multi-modal and green infrastructure improvements to this highly travelled corridor. HSH provided traffic engineering, construction-period traffic management, and public involvement. HSH advanced a "Complete Streets" solution for commuting traffic, cyclists and pedestrians. The plan was developed through MassDOT with a robust public involvement plan that sought input from Walk Boston, Liveable Streets, MassBikes, and the cities of Boston and Cambridge.



# Robert Dankese, Jr.

Principal

Chief Financial Officer

[rdankese@hshassoc.com](mailto:rdankese@hshassoc.com)

In his position as Chief Financial Officer, Bob is responsible for the overall financial health of HSH. Since his arrival in 1997, he has helped HSH show strong revenue and profit growth. His strengths include awareness and analysis of key financial ratios and the ability to take corrective action and make projections.

## Relevant Experience

Bob is responsible for the direction, coordination, and supervision of HSH financial activities, as well as human resources (HR), contract administration, and information technology (IT). He plans, administers, and recommends policies involving corporate financial, HR, contract, and IT management. Bob establishes internal control procedures and improvements to financial, HR, contract and IT systems.

He analyzes data to show the effects of proposed plans on capital investment, income and cash position, and overall financial condition. He handles some office management activities such as space and office equipment leasing. He serves as a liaison with the bank, the accounting firm, agency auditors, and client contract contacts.

## Specialities

Accounting  
Cash Flow Management  
Finance  
Financial Forecasting

## Licenses/Registrations

Notary Public, MA, 07/17/2020

## Education

University of Massachusetts Lowell,  
Master of Business Administration,  
Finance, 1993  
Bentley College,  
Bachelor of Science, Accountancy, 1987  
Bentley College,  
Associate of Science, Management,  
1987

## Professional Affiliations

Member, CFO Roundtable

*Prior to joining HSH, Bob's experience includes:*

- As a Controller for a firm in Cambridge, Massachusetts, Bob managed all aspects of Corporate Finances, interacted with clients, bank representatives, and auditors, prepared financial statements and cash flow projections, analyzed the company budget, evaluated and upgraded company benefits, prepared cost proposals for new business opportunities, tracked project budgets, and instituted and revised company policies.
- As a Senior Accountant for a firm in Peabody, Massachusetts, Bob prepared monthly financial statements, served as Secretary of Budget and Finance Committee, analyzed budget to actual performance variances, supervised payroll and accounts payable functions, interviewed and trained new employees, led year-end audits, calculated the corporate overhead rate, and administered Harper & Shuman accounting software.
- As a Contract Administrator, Bob monitored trends and conditions affecting contract profitability, maintained control of contract processing, assisted in pricing new contract proposals, prepared revenue projection reports, interfaced with management, and advised on the state of accounts. As an Accountant, Bob maintained account profit and loss statements, reconciled accounts to the general ledger, tracked revenues and costs, and processed transactions for maintenance contracts.



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## David Matton

Principal of Public Infrastructure

[dmatton@hshassoc.com](mailto:dmatton@hshassoc.com)

As a Principal and as Principal of the Public Infrastructure Group at HSH, David integrates his experience in municipal, agency, and institutional projects to deliver strategic technical solutions for clients. David knows intuitively the challenges faced by municipalities in terms of transportation infrastructure, traffic management, safety, municipal budgets, and related issues. David's ability to formulate creative strategies for construction staging and traffic engineering in complex urban environments was a key factor in HSH winning a national engineering award.

### Relevant Experience

#### **Kenneth F. Burns Bridge Replacement Project**

Massachusetts Department of Transportation –  
Shrewsbury/Worcester, MA

David is Project Manager for final traffic design on this MassDOT Accelerated Bridge Project replacing an 800-foot-long, 4-lane bridge on Route 9 (Belmont Street) Bridge over Lake Quinsigamond. David is responsible for preparation of the Functional Design Report and final signal design of the Lake Street at Route 9 intersection. His work also includes the development of Traffic Management Plans (TMP) for this busy section. David has ensured both bike and pedestrian accommodations are included at the intersections and bridge near the UMass Medical Center, and a senior housing complex located nearby.

#### **Quincy Center Transportation Improvements**

City of Quincy – Quincy, MA

David was the Principal in Charge for this transportation improvement project. The recommended concept balances traffic flow through Quincy Center, while creating bicycle accommodations, and enhanced pedestrian safety and accommodations. This design involved discontinuing the 4-lane roadway between the United First Parish Church and City Hall. This discontinuance, combined with traffic signal modifications and access changes, increased park land in this historic area. HSH designed the redirection of traffic along the newly constructed concourse bypass roadway, while maintaining progression through Quincy Center and around the proposed town green.

#### **Connect Historic Boston Complete Street Design**

City of Boston – Boston, MA

David was the Principal in Charge for the multi-disciplinary consultant team for the design of roadway and streetscape improvements to enhance bike and pedestrian connectivity among National Park Service assets by creating a family-friendly cycle track through Downtown Boston's urban corridor for a distance of 1.8 miles. The first phase of the City bike path initiative involved the reconfiguration of streets spanning from the Rose Kennedy Greenway through the North End, to Beacon Hill including Atlantic Avenue, Commercial Street, Causeway Street, and Staniford Street. Dozens of public meetings were included in each of the neighborhoods for each phase of the design. HSH carried the project from conceptual design through to construction in a nine month, accelerated delivery schedule. This complex design included both permanent and temporary right of way acquisitions. The redesign used

### Specialties

Construction-period Traffic Management  
Geographic Information Systems (GIS)  
Municipal Transportation Planning  
Safety and Congestion Improvements  
Signalized Intersection Design and Signal  
Retiming  
Traffic and Transportation Engineering

### Education

University of Massachusetts Dartmouth,  
Bachelor of Science, Civil Engineering,  
1989

Federal Traffic Safety Guidelines  
Temporary Signalization

Northwestern University  
Traffic Signal Timing

Northwestern University  
Traffic Signal Systems

Northwestern University  
Geometry Design  
Traffic Signal Controller Training

Massachusetts Department of  
Transportation  
Transportation Funding Seminar  
Qualifications-based Selection  
NEMA Controller Workshop

Boston Society of Civil Engineers,  
Managers' Seminar

Principal in Training, Zweig White



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## Professional Affiliations

Member, Institute of Transportation Engineers

Treasurer, Intelligent Transportation Systems of Massachusetts

Member, American Public Works Association

Member, Association of Pedestrian and Bicycle Professionals

techniques from the Boston Complete Streets Guidelines to produce a design accommodating all road users. HSH was also responsible for the design of the cycle track, roadway, underground utilities, and stormwater management.

## First Light Resort and Casino, Taunton

Mashpee Wampanoag Tribe/Epsilon Associates – Taunton, MA

The Tribe has proposed a \$500M casino on a site near the intersection of Routes 24 and 140. David is Project Manager of transportation, which has included both environmental permitting, and design of on-site and off-site infrastructure. Since 2010, HSH has been involved in the due diligence phase for the siting of the casino; preparation of all MEPA and NEPA documents related to transportation; developing traffic recommendations for the Inter-Governmental Agreement with the City; and the design of roadways, traffic signals and other key transportation infrastructure. Dave was responsible for all on-site traffic circulation solutions and design. The scope of the environmental reports included over 50 intersections, and over 80 roadway and ramp sections within the City and surrounding communities. Dave worked closely with the Tribe's design, legal and permitting team to analyze existing conditions and project impacts over 10-year and 20-year time frames. Dave is currently finalizing permit approvals with MassDOT for the implementation of the mitigation.

## Dorchester Avenue

Massachusetts Department of Transportation – Boston, MA

Working with MassDOT, Boston Transportation Department (BTD), and the Boston Department of Public Works (BPWD), David served as Lead Traffic Engineer for this project that included final design of 14 intersections along the 6-mile urban corridor in South Boston and Dorchester. Each intersection included replacement of wheelchair ramps, new traffic signal equipment, and hard-wire connection to the City's Traffic Management Center. Some locations were coordinated to improve traffic flow along the Avenue. Under an accelerated schedule, the design was completed in 10 months and the project completed construction in 2012.

## Weymouth Landing Streetscape

MassWorks Grant Implementation – Braintree/Weymouth, MA

Weymouth Landing is an established village center with a unique waterfront, a new commuter rail stop, and a municipal parking lot in a residential setting. Braintree's Mayor Sullivan and Weymouth's Mayor Kay worked together to develop a shared vision to stimulate economic development at the Landing. HSH understood this unique opportunity. With a MassWorks Grant of \$2M in place, our closely engaged, collaborative nature allowed us to deliver the shovel ready streetscape improvement project within the one year design schedule. David served as Senior Transportation Engineer overseeing all work related to the traffic engineering including the development of an existing conditions traffic model and concept improvements, and the oversight of final design plans.



## Guy D. Busa, Jr.

Principal of Land Development Planning and Permitting

[gbusa@hshassoc.com](mailto:gbusa@hshassoc.com)

Guy is a transportation engineer with over 30 years of experience. His primary work is on large and small development projects in all of Boston's downtown neighborhoods, helping clients with permitting strategy, solving complex site access issues, providing guidance on sustainable practices in transportation, managing numerous traffic/transportation impact studies, and closing out the permitting effort. His focus on the Boston area provides him with the intricate knowledge necessary to successfully and seamlessly navigate the permitting processes associated with the City's governing agencies. Guy works closely with the Boston Transportation Department (BTD), the Boston Redevelopment Authority (BRA), and the Boston Public Works Department (BPWD) on permitting efforts for private development projects, assisting the development teams from conceptual design through construction stages, including formulation of the Transportation Access Plan Agreements (TAPAs) and Construction Management Plans (CMPs) with BTD.

### Specialities

- Campus Master Planning
- Construction-period Traffic Management
- Local School Studies
- Parking Analysis
- Peer Reviews
- Traffic Impact Studies
- Transportation Policy Studies

### Education

- Massachusetts Institute of Technology  
Master of Science, Transportation, 1985
- Worcester Polytechnic Institute  
Bachelor of Science, Civil Engineering,  
1983

### Professional Affiliations

- Board of Directors, Back Bay Association
- Member, American Council of Engineering  
Companies of Massachusetts
- Participant, Transportation Agency  
Liaison Committee, 2000-present
- Participant, Massport Liaison  
Committee, 2000-present

### Relevant Experience

#### Melnea Cass Boulevard Reconstruction

City of Boston – Boston, MA

Guy worked on securing the Article 80 large project review and TAPA permitting for the Crosstown Center Traffic Analysis and Construction. He also coordinated with city agencies during construction. This project involved roadway alignment and grading modifications on Melnea Cass Boulevard, Massachusetts Avenue, and Albany Street in Boston. The Crosstown Center project includes the first segment of the Harbor Trail Park extension: the South Bay Harbor Trail, a 3.5-mile pedestrian-friendly park. It also involved traffic signal design at four locations, as well as pavement marking and signing design in the general area around the project that will be affected by the project development.

#### Millennium Tower and Burnham Building

Millennium Partners – Boston, MA

Guy is the Principal in Charge for the transportation planning and traffic engineering project that includes the design, permitting, and construction of the Millennium Tower-Burnham Building (formerly Filene's) development project in Downtown Crossing. At 1.2M square feet, this mixed-use project will include a new 625-foot tower, and rehabilitation of the historic Burnham Building to provide approximately 171,000 sf of retail space, 186,000 sf of office space, and 500 residential units, along with a 400 space below-grade parking garage. The project includes a new Shopper's Park at the intersection of Washington Street and Franklin Street, and significant public realm improvements adjacent to and around the site. Major construction commenced in the spring of 2013 and is currently ongoing.

#### Wellesley High School Planning and Permitting

Town of Wellesley – Wellesley, MA

As PIC/Project Manager for this project, Guy oversaw the transportation planning and traffic engineering for the new high school to be built on the



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Member, Boston Society of Civil Engineers  
Chair, Transportation Technical Group,  
1996-97  
Co-chair, Bertram Berger Seminar,  
1995-96  
Coordinator, Young Engineers' Forum,  
1991-94

Member, Institute of Transportation  
Engineers

Member, NAIOP Massachusetts

existing school's site. HSH analyzed exiting traffic to address the impact of additional traffic to reduce overall vehicle trips generated by the new school. HSH also evaluated driveway placement options, pick-up/drop-off accommodations, parking lot layout, and vehicular circulation. HSH also modified intersection operations and sidewalk and crosswalk upgrades to improve pedestrian safety.

### **Seaport Square**

Boston Global Investors LLC – Boston, MA

HSH served as the lead transportation planning, traffic engineering, and parking consultant for Boston Global Investors LLC's planning and design team crafting a 6.5M square foot mixed-use development on 20 different parcels in the emerging South Boston Waterfront district. HSH worked with the Project Team to develop the transportation planning and traffic engineering services for various permitting needs. As part of this effort, HSH conducted a comprehensive study of transportation impacts at over twenty-five intersections and developed a phase approach to transportation mitigation.

Guy was the Strategic Advisor during the permitting process for this project. His responsibilities included the preparation of traffic demand forecasts, including both near-term projections and long-term area-wide build out scenarios for the development spanning 23 acres. Guy continues to provide support to the various proponents as parcels begin to be developed according to the Master Plan with specific site design planning and design.

### **Boston Landing (formerly New Balance)**

NB Guest Street Associates, LLC – Boston, MA

Guy is Principal in Charge in an effort to create a health and wellness district on Guest Street in the Brighton neighborhood. HSH is providing the transportation planning and traffic engineering services for the permitting of Boston Landing. The 1.45M square foot mixed-use development will be anchored by the New Balance Headquarters, along with an ice rink housing the practice arena of the Boston Bruins, a sports complex with track and field facilities, office space, and residential uses. HSH is working with the Project Team in the design, permitting, and construction of roadway, sidewalk, and bicycle accommodation mitigation improvements. The development and approval of construction management plans (CMP) for the City is also being led by HSH.

### **Copley Place Mall Expansion**

The Simon Property Group – Boston, MA

HSH is the transportation planning and engineering consultant for the design, permitting, and construction of this 800,000 sf residential and retail expansion project. The \$500M redevelopment project includes 542 residential units that will be housed in a 47-story tower. This tower will be the tallest residential building in Boston. The Project includes an additional 115,000 sf of new retail/restaurant/atrium-space at the Copley Place Mall. HSH's work includes significant traffic mitigation to enhance pedestrian and bicycle accommodations along Dartmouth and Stuart Streets/Huntington Avenue. Closely collaborating with the Project Team, HSH developed the transportation and parking studies necessary for the City of Boston's Article 80 Large Project Review Process. HSH is coordinating final roadway, intersection, sidewalk, and bicycle accommodation improvements and mitigation with the City. HSH is also coordinating the construction management plans (CMP) with the City and the traffic management plans (TMP) with MassDOT.



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**TOWN OF WELLESLEY – PUBLIC OUTREACH COORDINATOR**

# **Relevant Experience**



## Kenneth F. Burns Bridge Replacement Project

Massachusetts Department of Transportation  
Shrewsbury and Worcester, Massachusetts

The Route 9 Kenneth F. Burns Memorial Bridge is a vital transportation link for the central Massachusetts region, carrying 47,700 vehicles each weekday as well as substantial pedestrian traffic. The surrounding area is home to a variety of businesses and residences that depend on Route 9 to carry deliveries and provide customer access. Through MassDOT's Accelerated Bridge Program, the Burns Bridge was successfully replaced with a new span to meet current and future traffic demands.

HSH public involvement was part of the replacement of the Burns Bridge from the beginning of design to bridge's dedication ceremony. We developed a public involvement plan that included early coordination with public officials and key constituents in the project area to gain community trust in the project. This was achieved through face-to-face public information meetings and a dedicated project website designed and maintained by HSH.

### Project Status

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Complete

### HSH Services

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- Public Involvement
- Transportation and Traffic Engineering
- Civil Engineering
- Construction-period Traffic Management



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Study area intersections.

## Mount Auburn Street Corridor Study

Department of Conservation and Recreation  
Cambridge/Watertown, Massachusetts

HSH is leading a study of the Mount Auburn Street and Fresh Pond Parkway intersection and their related corridors. The primary objective of this study is to improve the safety, comfort, and operations of all modes of transportation. Of particular interest is to improve the travel time and reliability for MBTA Bus Routes 71 and 73 and improve safety and comfort for cyclists and pedestrians. The study also includes looking at solutions such as a road diets in order to provide improved accommodations for bicycles and pedestrians. The products of the study will include both short- and long-term improvements for the area that incorporate the best practices in Complete Streets design.

The project includes a robust public process that incorporates traditional public meetings and a stakeholder group as well as new techniques such as web-based mapping, walk-throughs, a dedicated project website, and design charrettes. HSH is working with a stakeholder group that includes both public stakeholders such as MassDOT, MBTA, DCR, the City of Cambridge, and the Town of Watertown, as well as private ones such as Mount Auburn Hospital, local businesses, nearby schools, and neighborhood residents.

### Project Status

Ongoing

### HSH Services

- Public Involvement
- Traffic Signal/Bus Priority Systems
- Complete Streets Design
- Roadway Design
- Road Diets
- Intersection Design



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Dan Nelson, P.E. presents at a Public Hearing.



## Quincy Center Transportation Improvements

City of Quincy  
Quincy, Massachusetts

Quincy Center has the unique distinction as the final burial ground for two US Presidents. Both President John Adams and President John Quincy Adams are buried within the United First Parish Church. Quincy Center is also home to City Hall and a bustling urban core.

HSH is proud to have collaborated with the City to deliver this high-profile, sophisticated, Complete Streets project for the City. Our feasibility study and associated traffic flow modeling showed that closing a section of Hancock Street coupled with circulation changes would enable the vision of the new civic space; one that reconnects the Church of the Presidents with Quincy City Hall and the Quincy Center MBTA Station.

Effective public involvement was crucial to bringing this project to fruition and ensuring that the community understood that the dramatic traffic change would work. For this project, HSH provided a dedicated project website and social media presence to magnify the impact of public information meetings, briefings to community groups, and appearances before the Quincy City Council.

### Project Status

Design Phase 2012-2013; \$6.6 Million  
Construction Commenced Fall 2013;  
Completion Expected in the Fall of 2016

### HSH Services

- Public Involvement
- Complete Streets Design
- Temporary Traffic Controls
- Field Engineering
- Construction Phase Services



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## West Chatham Roadway Design Project

Town of Chatham  
Chatham, Massachusetts

HSH is now providing final design services for the West Chatham Roadway Design Project, having taken the job from the conceptual level and through 25%. The project addresses Route 28 between Barn Hill Road and George Ryder Road and was previously stalled in the planning phase for several years due to lack of consensus among the community. A key task set for HSH by the Town of Chatham was to break this impasse by providing the necessary public outreach to move the project forward.

HSH launched a public involvement process designed to give all members of the community a voice and to ease the tensions that had developed previously through a focus on transparency, common goals, and using hard data to drive decisions. A strong public involvement was achieved in Chatham, through public information meetings, a dedicated project website, one-on-one “office hour” meetings with stakeholders, abutter meetings, and on-going email correspondence between interested residents and HSH’s public involvement specialist.

The project’s 100% design, prepared by HSH, is now under review by MassDOT.

### Project Status

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100% Design Complete

### HSH Services

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- Public Involvement
- Roadway Design
- Traffic Engineering
- Traffic Analysis
- Microsimulation



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## Casey Arborway

Massachusetts Department of Transportation  
Boston, Massachusetts

Located in the Jamaica Plain neighborhood of Boston, the Casey Overpass carries Route 203, locally known as the Arborway. As a primary east-west connecting route in the area over Forest Hills, the Arborway is a major commuter hub with north/south roadway, bicycle, pedestrian and transit connections. In March 2011, MassDOT gathered an interdisciplinary team of engineers, planners and urban design professionals to determine how best to replace the structurally deficient Casey Overpass.

Through continued attention to detail, we guided the project through the contentious planning and engineering phases and into the current construction phase of the project. The result is the de-elevation of the original arterial roadway and the birth of a tree lined boulevard and progressive network of at grade streets. The context sensitive design addresses both human scale and capacity needs.

### Project Status

In Construction

### HSH Services

- Public Involvement
- Interagency Coordination
- Complete Streets



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**TOWN OF WELLESLEY – PUBLIC OUTREACH COORDINATOR**

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