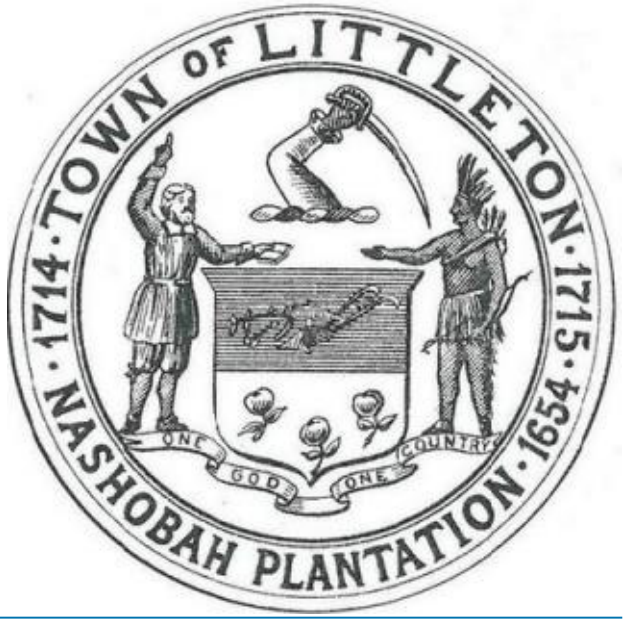

LITTLETON TOWN BUILDING AND SPACE NEEDS

TOWN OF LITTLETON, MA
February 5, 2019

HKT architects inc.

Janet M. Slemenda, Principal
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Charlestown, MA 02129
T: 617.776.6545
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HKT
architects inc.

William R. Hammer AIA, LEED-AP
Janet M. Slemenda AIA, LEED-AP
Amy J. Dunlap LEED-AP BD+C

February 5, 2019

Office of the Town Administratior
Town of Littleton
Town Hall
37 Shattuck Street
Littleton, MA 01460

Re: Littleton Town Building and Space Needs, Littleton, MA

To Members of the Town Building and Space Needs Working Group:

HKT Architects is pleased to submit our qualifications for the above-referenced project. We strongly believe that our firm has the necessary experience required to work with you in order to complete a successful analysis and solution that serves the long-term needs for the Town of Littleton.

For more than 44 years we have studied, designed and overseen construction for many types of municipal buildings, including fire and police facilities, town offices, libraries, public school administration offices, public works complexes, and recreation and education facilities. These projects have included renovations, additions and ground up construction. Our planning experience for these building types with their specialized operational needs enables us to provide you with an assessment of the old Shattuck School Building that is based on years of experience.

Over the past few years, we have completed planning studies for the Towns of Needham, Salisbury, Princeton, Merrimac and the Waquiot Bay National Estuarine Research Reserve in East Falmouth. We have also completed master plans for higher education campuses such as Holyoke Community College, Quinsigamond Community College and Mass Bay Community College. The work for all of these planning studies has included many different kinds of buildings, sites and programs, and the documents that resulted from these efforts are being used today to plan for future projects.

The HKT Team, including Pare Corporation for Civil, Structural and Geotechnical Engineering; Garcia, Galuska & DeSousa Consulting Engineers, Inc. for Mechanical/ Electrical/ Plumbing/ Fire Protection Engineering; Tortora Consulting, Inc. as Cost Consultants, Universal Engineering Consultants for Hazmat Consulting, AKF Group for Code Consulting and Samiotes Consultants for Surveying. Our team offers the following:

- Personalized service by principals and senior staff members of HKT and our consultants
- Experience working on comprehensive planning studies for communities in Massachusetts
- Design and construction experience with the building types that are included in this study.

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www.hktarchitects.com

Part of our success is that the three principals at HKT have been here for many years (44, 34 and 18 years respectively). Our cumulative experience provides you with an extensive corporate memory for

HKT
architects inc.

us to apply towards this planning and design project.

We welcome the review of our qualifications and look forward to personally presenting them to the selection committee.

Very truly yours,
HKT Architects Inc.

Janet Slemenda, AIA, LEED AP
Principal

TABLE OF CONTENTS

HKT architects inc.

HKT FIRM PROFILE

HKT
architects inc.

PROFILE

Charlestown Police Station

Chelmsford Fire Headquarters

Upton Fire Department & EMS Headquarters

WHO WE ARE

HKT Architects, Inc. is a full service architectural design firm that has been in continuous operation for over four decades. We are committed to providing a high-level of service and expertise to our clients, a large number of whom are in the public sector. Our approach is hands-on by senior level principals and staff with a focus on creating an open and transparent process that takes into account the many voices that will be impacted by the outcome of the project. Our staff is experienced, dedicated and eager to collaborate in the interest of producing the best possible solution for any given problem.

FIRM MANAGEMENT

The principals of HKT are William R. Hammer, Janet M. Slemenda, and Amy J. Dunlap. Altogether, we share a combined experience of over 100 years in the public sector. As principals, we take special pride in our ability to stay continually engaged in our projects from the initial kick-off meeting to the final inspection and close-out. We maintain a staff of senior level Project Architects and Managers who are encouraged to be creative and professional while ensuring personal growth and development. Each project is assigned a lead Principal-in-charge and a Project Manager who are kept equally informed and abreast of the progress of the work in order to ensure a seamless transition in the event that the other is unavailable to respond quickly and effectively.

- Feasibility Studies
- New Construction
- Major Additions
- Preservation
- Renovations
- Adaptive Reuse
- Higher Education
- Education
- Historic
- Cultural + Community
- Sustainable
- Municipal Facilities

HKT architects inc.

William R. Hammer, AIA, LEED-AP

Janet M. Slemenda, AIA, LEED-AP

Amy J. Dunlap, LEED-AP BD+C

EXPERTISE

We are a firm of architects, planners and designers. We work to create better places for learning, working and living. We focus on sustainable design to meet the needs of the present without compromising the environment of the future. Our work involves listening to clients and their stakeholders to understand their goals, gathering and analyzing information to identify and solve their problems, and striving for design excellence and innovation for their project.

HOW WE WORK

HKT Architects has developed and refined a very special approach to the process of planning and design. At the beginning of the project, we endeavor to bring together all the voices that may be impacted by the outcome of the project in a spirit of collaboration and understanding. We seek to listen, to hear and to document individual and collective visions and concerns for each project within an environment where all parties are given the equal opportunity to speak and be heard. Our goal is to inform and to be informed, to consider all possible scenarios and outcomes and to facilitate the decision-making process through consensus and team building.

OUR MISSION

HKT has developed a Mission Statement that seeks to provide the best possible design and service to our clients. Our mission is:

- Develop design solutions that transcend the obvious and exceed expectations
- Work collaboratively to solve problems at every stage of the building process
- Foster a collaborative work environment that supports individual professional development
- Manage a stable business practice to ensure confidence and continuity for our clients and staff
- Create design solutions that meet our clients' needs and expectations while respecting our concern for the environment

SUSTAINABLE DESIGN

HKT is committed to environmental awareness and energy conservation measures. Our firm principals, as well as members of our senior staff, are LEED® Accredited Professionals.

Our work on sustainable projects focuses on both passive and active design principals and we strive to inform building owners of the benefits of each option under consideration. Working with our design consultants, we focus on feasible and cost-effective strategies for achieving desired goals. Ultimately, the best reason for choosing sustainable design is the quality of the work environment that results from careful attention to choices that have proven to offer a payback in health, morale and productivity, as well as reducing operational costs.

MUNICIPAL

PUBLIC SAFETY FACILITIES PROJECTS + STUDIES

- Town of Chelmsford, MA
  New Fire headquarters*
- Town of Tewksbury, MA
  New Fire Headquarters
- Town of Upton, MA
  New fire station
- Town of Medfield, MA
  Study for Police/Fire Facility + Master Planning Study
- Town of Wayland, MA
  Fire Station/Community Arts Center Facility Study
- Town of Marshfield, MA
  New Fire Station One
- Town of Leominster, MA
  New Police Station
- City of Cambridge, MA
  Taylor Square Fire Station renovations + temporary facilities
- Town of Tisbury, MA
  New Emergency Services Facility
- Town of Boxborough, MA
  Study for New Public Safety Facility
- Town of Wakefield, MA Study for Public Safety Building
- Town of Merrimac, MA
  Study for Public Safety Facility
- Town of Ashland, MA
  Public Safety Building Feasibility and Location Study Services
- Town of Salisbury, MA
  New Police Station
- Town of Norwell, MA
  Police Station Study
- Town of Salisbury, MA
  Emergency Services Facility Study
- City of Boston, MA
  New Charlestown Police Department
- Town of Rye, NH
  New public safety facility
- Town of Plaistow, NH
  Public Safety Facility Study
- Town of Holbrook, MA
  New public safety facility
- Town of Truro, MA
  New public safety facility
- Town of Moultonborough, NH
  New public safety facility
- Town of Winchester, MA
  Public Safety Facility Study
- City of Somerville, MA
  Police Station Study
- Town of Hamilton, MA
  Public safety facility study

DEPARTMENTS OF PUBLIC WORKS PROJECTS + STUDIES

- City of Nashua, NH
  Public Works Facility
- City of Cambridge, MA
  DPW Study
- Town of Merrimac, MA
  Study for Public Safety Facility
- Town of Merrimack, NH
  Study for DPW Facility
- Town of Salisbury, MA
  Study for new DPW Facility
- Town of Northbridge, MA
  DPW Study
- Town of Lexington, MA
  New LEED® Silver Certified DPW Facility
- City of Northampton, MA
  New DPW Facility
- City of Amesbury, MA
  New DPW Facility**
- Town of Deerfield, MA
  Study + New DPW Facility
- Town of Weston, MA
  New DPW Facility*
- Town of Chelmsford, MA
  New DPW Facility in Renovated Building*
- Town of Andover, MA
  DPW study*
- Department of Conservation + Recreation, Waquoit, MA
  New Maintenance Building
- Town of Charlton, MA
  New Highway Barn + Offices*
- Town of Whitman, MA
  DPW study*
- Town of Barnstable, MA
  DPW study*
- Town of Rockport, MA
  DPW study*
- Town of Billerica, MA
  DPW study*
- Town of Springfield, MA
  Water + Sewer Dept. study*

* HKT as planning and architectural subconsultant to Weston + Sampson

** HKT as planning and architectural subconsultant to Pare Corporation

HKT architects inc.

TOWN HALL PROJECTS + STUDIES

- Town of Cohasset, MA
  Town Hall adaptive reuse Study
- Town of Bridgewater, MA
  Academy Building Renovation + Reuse Study
- City of Cambridge, MA
  City Hall Annex
  LEED Gold Certified
- Town of Truro, MA
  Town Hall Study
- Town of Lunenberg, MA
  Town Hall Study
- Town of Weymouth, MA
  Town Hall Study
- Town of Franklin, NH
  Town Hall Study

LIBRARY PROJECTS + STUDIES

- Town of Lexington, MA
  East Lexington Library/Stone Building Study
- Town of Melrose, MA
  Public Library Renovation
- Town of Deerfield, MA
  Tilton Public Library Renovation

PROJECTS + STUDIES FOR MUNICIPAL HOUSING AUTHORITIES

- Athol
- New Bedford
- Attleboro
- Oxford
- Belmont
- Salem
- Boston
- Cambridge
- Worcester
- Grafton
- Dover, NH

HKT architects inc.

HISTORIC RESTORATION PROJECTS

- The Central Branch Boston, YMCA
  Boston, MA
- Benjamin Franklin Institute of Technology
  Boston, MA
- Society of St. John the Evangelist
  Cambridge, MA
- Malden YMCA Adaptive Reuse
  Malden, MA
- Community Minority Cultural Center
  Lynn, MA
- 90 Park Street, St. Mark's Church
  Brookline, MA
- The Andover Historical Society
  Andover, MA
- The Salisbury Academy
  Salisbury, CT
- St. Patrick's Place, Affordable Housing
  Cambridge, MA
- Franklin Town Hall + Opera House
  Franklin, NH
- Cohasset Town Hall
  Cohasset, MA
- Seth Ventress Building
  Marshfield, MA
- Fore River Clubhouse
  Quincy, MA

CULTURAL/PERFORMING ARTS FACILITIES

- Montclair Art Museum
  Montclair, NJ
- Franklin Opera House
  Franklin, NH
- Performing Arts Center, Montachusett Regional Technical High School, Fitchburg, MA
- O'Kane Theater, The College of the Holy Cross
  Worcester, MA
- Visual Arts Building, The College of the Holy Cross
  Worcester, MA
- The Trustees of Reservations Doyle Conservation Center, Leominster, MA

HKT architects inc.

SUSTAINABLE

Our strategic plan and corporate mission recognizes sustainable building practices as central to our core values and goals for the company. We have made a commitment to training and knowledge management around all aspects of sustainability.

A COMMITMENT TO SUSTAINABILITY

Our staff and knowledge are our greatest assets, and we are constantly expanding our ideas and creativity. HKT is engaged in the following organizations and interest groups:

- U.S. Green Building Council: HKT is comprised of LEED® Accredited principals and staff
- The Design Futures Council / Sustainability Roundtable
- The Green Roundtable
- AIA / BSA Committee on the Environment
- Northeast Sustainable Energy Association

SUSTAINABLE DESIGN EXPERIENCE

HKT has completed many LEED® projects and has made a concerted effort to introduce our clients to sustainable design principles and practices including but not limited to the following:

- Green campus master planning
- Renewable energy feasibility studies
- Feasibility studies for green adaptive reuse
- Green renovation sensitive to historic preservation
- Projects with LEED® Silver, Gold & Platinum ratings

SUSTAINABLE DESIGN

Whether a project is striving for LEED® certification or not, sustainable building strategies can be integrated into a design to reduce energy consumption, improve indoor air quality, reduce one's carbon footprint, and increase daylighting among other things, in order to provide a healthier, more efficient, and more pleasant environment for learning, working and living. An early integrated design approach will maximize benefits.

Low-impact Site Design

Daylighting

Better Indoor Air Quality

High Efficiency Systems

Renewable Energy

Renewable Resources

Recycling Programs

Education Initiatives

HKT architects inc.

HKT RESUMES

HKT
architects inc.

JANET M. SLEMENDA, AIA, LEED-AP

PRINCIPAL

Education

B. Arch (1980)

Pennsylvania State University

Registration

Massachusetts (#6026)

Certifications

LEED-AP

Memberships

American Institute of Architects

Boston Society of Architects

Community Involvement

MA Public Health Council

1995 - 2006

Former Haggerty Public School Council Member

Former Friends of Haggerty President

Janet Monteverde Slemenda is a principal and an experienced project manager with over 38 years of experience. She brings strong expertise to the programming, space planning, design, and contract document phase of projects. She has worked closely with clients on pre-design feasibility studies and site searches, as well as coordinating phased projects and capital planning. She is especially experienced in working with building committees to educate taxpayers about projects in order to gain community support for implementation.

Janet has worked for HKT Architects since 1985 and has worked on higher education, public safety buildings, municipal buildings and planning studies. As a Principal, Janet is responsible for coordinating the design team and leading in-house design reviews to ensure the project's aesthetic goals are coordinated with the programming, budget and scheduling goals.

SELECTED PROJECT EXPERIENCE

MUNICIPAL

Highway Department Facilities Needs Analysis, East Greenwich, RI
Needs analysis and site evaluation for new facility

Public Facilities Improvement Plan, Fairhaven, MA
Feasibility study for various municipal buildings

Fire Station, Tewksbury, MA
Design + construction for a new facility (ongoing)

Division of Public Works, Nashua, NH
Programming and conceptual design for renovation and new construction of consolidated Public Works Facility

Department of Public Works, Cambridge, MA
Feasibility study for new construction of Public Works Facility on singular or multiple sites

Leominster Police Station Conversion, Leominster, MA
Feasibility study for renovations to two sites of existing station into new Police Station

JANET M. SLEMENDA, AIA, LEED-AP

PRINCIPAL

Public Safety Building Feasibility and Location Study Services, Ashland, MA
Feasibility study and site selection for new construction

Salisbury Police Station, Salisbury, MA
Design for new facility

Public Safety Building, Wakefield, MA
Feasibility study for renovation of existing facility

Public Safety Complex, Merrimac, MA
Feasibility study for renovation of existing facility or new construction on alternate sites

Princeton Facilities Assessment, Princeton, MA
Pre-Feasibility assessment of 6 municipal buildings

Needham Facilities Master Plan, Needham, MA
Master Plan for all municipal structures

Brookline Municipal Services Facility, Brookline, MA
Renovations to the existing facility + New Washbay Addition

Highway Garage Facility, Deerfield, MA
Design + construction for new facility

Highway Garage and EMS Facility, Deerfield, MA
Feasibility study and site evaluation for new facility

Department of Public Works, Amesbury, MA
Design + construction of new facility
(HKT is subconsultant to lead firm)

Samuel Hadley Public Service Facility, Lexington, MA
Sustainable design + construction for new facility on 9.6 acre site

Department of Public Works, Meredith, NH
Feasibility Study for design of new facility or renovation

Department of Public Works, Weston, MA
Design + construction of new facility

Department of Public Works Facility, Chelmsford, MA
Feasibility Study for design for new facility or renovation
Design + renovation of 100,000 sf of former warehouse

JANET M. SLEMENDA
AIA, LEED-AP
PRINCIPAL

Waquoit Bay National Estuarine Research Reserve, Falmouth, MA
Design + construction for new Facility

Department of Public Works, Charlton, MA
Feasibility Study for new highway barn and offices
Programming, design, + construction for new building

Springfield Water + Sewer, Springfield, MA
Feasibility Study for renovation and expansion

Department of Public Works, Northampton, MA
Design + construction documents for new facility

Department of Pubic Works, Northbridge, MA
Feasibility Study for new facility

Department of Public Works, Merrimack, NH
Feasibility Study for a new facility

Department of Public Works, Whitman, MA
Feasibility Study for new facility

Boston Police Department, Charlestown, MA
Design + construction of new facility

Norwell Police Station, Norwell, MA
Feasibility study for renovation of existing facility

Marshfield Fire Station, Marshfield, MA
Design for a new facility

Fire Department, Chelmsford, MA
Feasibility Study for new facility
Design + construction for new facility
(HKT Architect of Record, subconsultant to lead firm)

Fire Station, Upton, MA
Feasibility Study for new facility
Design + construction of new facility

Station Two, Wayland, MA
Feasibility Study for addition and renovation

JANET M. SLEMENDA, AIA, LEED-AP

PRINCIPAL

Boxborough Public Safety, Boxborough, MA
Study for a new public safety facility

Salisbury Emergency Services Facility, Salisbury, MA
Feasibility study for existing Police, Fire + Public Works facilities

Tisbury Emergency Services Facility, Tisbury, MA
Design + construction of new facility

Public Safety Facility, Rye, NH
Feasibility Study for new facility
Design + construction of new facility

Fire/Police Public Safety Facility, Holbrook, MA
Feasibility Study for new facility
Design + construction of new facility

Police, Fire and Rescue Station, Truro, MA
Feasibility Study + Design for new facility

Life Safety Facility, Moultonborough, NH
Design + construction of new facility

Public Safety Building, Plaistow, NH
Feasibility Study for renovation and addition

Public Safety Facility, Winchester, MA
Feasibility Study for renovation + addition

Public Safety Facility, Hamilton, MA
Feasibility Study for new facility

HIGHER EDUCATION

Quinsigamond Community College, Worcester, MA
North Wing Interim Improvements - Master Plan
North Wing Interim Improvements - Renovation of lower level

Mass Bay Community College, Wellesley, MA
Master campus planning

College of the Holy Cross, Worcester, MA
O'Neil Building - Renovation + addition

JANET M. SLEMENDA, AIA, LEED-AP

PRINCIPAL

Hogan Campus Center - Gut renovation + addition
Wheeler Hall - Dormitory renovation
Healey Hall - Dormitory renovation
Loyola Hall - Dormitory renovation
Mulledy Hall - Renovation of student spaces
Clark Hall - Dormitory renovation
Dinand Rare Book - Renovation
Wellness Center - Addition
O'Kane Hall - Corridor + lobby renovation
O'Kane Hall - Theater renovation
Haberlin Hall - chemistry lab + lecture hall renovation
Field House - Renovation + entry addition
Beaven Hall - Adaptive-reuse of dormitory to classrooms/lab space
Campion Hall - Renovation + accessibility
Career Planning Center - Renovation

Massachusetts Institute of Technology, Cambridge, MA
Renovations to the Professional Education Program Lab

Fitchburg State University, Fitchburg, MA
Renovations and addition to Russell Towers Student Residences
Renovations to Holmes Dining Hall

Peabody + Bowdith, Salem State University, Salem, MA
Student residences renovations

COMMUNITY + CULTURAL

Houghton's Pond Bathhouse and Site Work, Milton, MA
Design + construction of bathhouse and interpretive boardwalk

Waquoit Bay National Estuarine Research Reserve, Falmouth, MA
Feasibility Study + green master plan for scientific research facility

Community Minority Cultural Center, Lynn, MA
Renovation + Space planning

Unitarian Universalist Assoc. of Congregations, Boston, MA
Programming + planning for headquarters of UUA

New England Friends Home, Hingham, MA
Addition + renovation of assisted living facility

JANET M. SLEMENDA, AIA, LEED-AP

PRINCIPAL

HISTORIC

Melrose Public Library, Melrose, MA - 1904

Feasibility Study + renovation

Stone Building, Town of Lexington, MA - 1833

Feasibility Study for renovation

PRIMARY + SECONDARY EDUCATION

Montachusett Regional Vocational Technical High School, Fitchburg, MA

Addition + renovation to gymnasium and auditorium

Spofford Pond and Cole Elementary Schools, Boxford, MA

Addition + renovation

AMY J. DUNLAP
LEED-AP BD+C
PRINCIPAL

Education

M. Arch. (1999)
Washington University

B. Arts (1993)
Tufts University

Community Involvement
New England Light Opera, volunteer office administration, design, house management, and technical assistance

Active Tufts University Alumnus, participating in outreach and professional networking for students

Amy Dunlap is a principal and skilled project manager with over a decade of experience. Since joining HKT, she has worked on many of the firm's higher education, secondary education and municipal projects. Amy brings keen expertise to the programming, space planning, design, contract documents and construction administration phases of projects. She is committed to sustainability with the intent to eliminate negative environmental impact through skillful, sensitive design. The firm is fortunate to have Amy on staff. She is a talented designer with solid organizational skills.

Prior to studying architecture, Amy worked as an analyst for Arthur D. Little, where she provided management and techno-economic consulting services to clients in the energy industry. This business management and economic expertise is a valuable supplement to her architectural skills.

SELECTED PROJECT EXPERIENCE

MUNICIPAL

Public Facilities Improvement Plan, Fairhaven, MA
Feasibility study for various municipal buildings

Fire Station, Tewksbury, MA
Design + construction for a new facility (ongoing)

Department of Public Works, Meredith, NH
Feasibility Study for design of new facility

Department of Public Works, Weston, MA
Design + construction for a new facility
(HKT Architect of Record, subconsultant to lead firm)

Department of Public Works, Amesbury, MA
Design + construction for new facility

Department of Public Works Facility, Chelmsford, MA
Feasibility Study for design for new facility or renovation

Department of Public Works, Charlton, MA
Feasibility Study for new highway barn and offices
Programming + design for Public Works building

AMY J. DUNLAP
LEED-AP BD+C
PRINCIPAL

Department of Public Works, Whitman, MA
Feasibility Study for a new DPW facility

Boston Police Department, Boston, MA
Design + construction of new facility in Charlestown

Norwell Police Station, Norwell, MA
Feasibility study for renovation

Fire Station, Chelmsford, MA
Feasibility Study + design for new facility
(HKT Architect of Record, subconsultant to lead firm)

Fire Station, Upton, MA
Design + construction of a new facility

Station Two, Wayland, MA
Feasibility study for renovation of a fire station with a police sub-station and community art center

Boxborough Public Safety, Boxborough, MA
Feasibility Study for a new public safety facility

Medfield Police/Fire Station + Master Plan, Medfield, MA
Feasibility Study for a new public safety facility and a surrounding master plan

Public Safety Building Feasibility and Location Study Services, Ashland, MA
Feasibility study and site selection for new construction

Fire/Police Public Safety Facility, Holbrook, MA
Feasibility study for new facility
Design + construction of new facility

Public Safety Facility, Rye, NH
Feasibility Study for new facility

Life Safety Facility, Moultonborough, NH
Design of new facility

Public Safety Facility, Winchester, MA
Feasibility study for renovation + addition

AMY J. DUNLAP
LEED-AP BD+C
PRINCIPAL

Waquoit Bay National Estuarine Research Reserve, Falmouth, MA
Capital improvements to historic mansion and carriage house

PRIMARY + SECONDARY EDUCATION

William J. Walczak Health + Education Center, Dorchester, MA
Design + construction of an addition + renovation to a community health center and public charter high school

John Wynn Middle School, Tewksbury, MA
Renovation + reconfiguration

Capital Improvements Projects, Wellesley, MA
Roof replacements, masonry repairs, renovations to plaza above occupied space, and cupola repairs for 2 elementary schools, 1 middle school, and recreation center, and epoxy floor replacement for Fire Station

COMMUNITY + CULTURAL

EXPLO, Norwood, MA
Conceptual design for office expansion and renovations

School Administration Building, Tewksbury, MA
Feasibility study for renovations

Greater Boston YMCA, Central Branch, Boston, MA - 1911
Design for reorganization and renovation of fitness areas in Beaux-Arts building

Moose Hill Wildlife Sanctuary, Sharon, MA
Feasibility study for renovations to Mass Audubon facility

HIGHER EDUCATION

Holyoke Community College, Holyoke, MA
Feasibility Study + design for Campus Center Building Renovation

Harvard University School of Engineering and Applied Sciences, Cambridge, MA
Northwest Laboratories - Renovation
Cornerstone Building - Feasibility Study

AMY J. DUNLAP
LEED-AP BD+C
PRINCIPAL

Holy Cross College, Worcester, MA
O'Neil Building - Biology Lab Renovation
Wheeler Hall - Renovation of student + administrative spaces in a dormitory
Mulledy Hall - Renovation of student spaces in a dormitory
Campion House – Site and building accessibility improvements
Clark Hall – Renovation of student spaces in a dormitory
Fenwick/O'Kane Hall - Corridor + lobby renovation
Beaven Hall - Computer lab and cognitive neuroscience lab renovations

Massachusetts Institute of Technology, Cambridge, MA
Renovation to the Professional Education Programs office suite
Feasibility Study for Fencing Room renovation

Fitchburg State University, Fitchburg, MA
Renovation to Holmes Dining Hall

Quinsigamond Community College, Worcester, MA
Renovation of a former gymnasium in North Wing Building to offices

HEALTHCARE

William J. Walczak Health + Education Center, Dorchester, MA
Design + construction of an addition + renovation to a community health center and public charter high school

RESIDENTIAL

Grandview Condominiums, Lowell, MA
Study for a new 240-unit development

Chase Residence, Hingham, MA
Design for a private residence

APPROACH

HKT architects inc.

APPROACH + SCHEDULE

APPROACH

A successful building and space needs study, leading to the design and construction process, is contingent on developing an open line of communications between the Design Team, Town officials and end users, the Space Needs Analysis Working Group and the OPM. The process that we employ is organized, thorough, comprehensive and transparent, and is responsive to the ideas and concerns of all participants. A key initial task in our process is to gather the entire decision-making Team to focus on the Town's vision for this project. It is important that you share your ideas and thoughts so that together we will be focused on meeting your expectations for this important project.

The focus of the feasibility study may be to:

- Define and quantify current and future needs for each individual department
- Complete an existing conditions survey of the 1952 old Shattuck Street School to identify possibilities and limitations at the building
- Test options for possible renovations and new configurations
- Plan for a New Town Campus
- Determine the total probable project costs for the preferred option
- Identify the best long term solution
- Assist in presenting the preferred project to the Littleton community

Once these key items are thoroughly addressed in a clear, concise, and transparent manner, the Working Group and Town officials will have the necessary information to move to the next step in this process - final design and construction.

The first steps of this study, development of a Space Needs Assessment and Summary Program, will be completed following meetings with personnel that will help us understand all issues from their perspective and then quantify the needs based on our years of experience programming for municipal facilities. Simultaneously we will be completing existing conditions surveys to understand how the building can support future needs.

The next step in the process is taking the information gathered and prepare options that both solve the identified needs and are realistic to present to the community as viable and affordable solutions. We consider what the tradeoffs are if best practices is not practical due to limitations of an existing structure, and how the departments will function during the construction process. Our job is to make sure the committee can sort through all the data that we gather and reach the appropriate decision. These test options, which will include renovation, addition, and new construction, will define the possibilities, but will be grounded in reality. Our experience, garnered over 44 years of built projects, can be used as a touchstone when issues are contentious. We are committed to forging a working relationship with the Working Group, laying out all the facts, considering all sides of an issue, challenging assumptions, and supporting the decision-making process. It is easy to agree without comment, or simply present wonderful solutions, but our responsibility is to present a project that can be realized by meeting all the Town's goals.

The next phase is to establish the Total Probable Project Costs for the project. The first conversation about hard construction costs and the soft costs required to complete a project must be during the kick-off/visioning meeting. We often hear that we are to design whatever is reasonably needed when the reality is that there is a budget in mind. Most Towns have a clear idea of what can be spent, what long-term financial planning indicates, what the limits are regarding tax increases or bonding approval, and what fits into the thinking of your community members and officials. There is nothing wrong with either approach and setting limitations early does not mean that you will not get the building you need in the end. Often, it is about compromise and we are skilled at providing you with information needed to make the right choices.

What issues will members of the Town focus on and how do we support you from day one: Presenting this project to the Community

Throughout the project we will be taking all the necessary steps that are hallmarks of a successful study. We will be asking the appropriate questions, documenting the needs in an easily understood format, exploring building issues, and coming up with creative solutions to the

problems presented. We suggest that from the start of the project that the communications process be transparent and open to all residents of Littleton who will ultimately be asked to support the decisions made. Understanding the concerns of your friends, neighbors, and constituents will help you make the best decision. Without doubt, you will focus on the data that is prepared and the details of the options under consideration, but we also believe that you should frame each decision after considering how the Community may react to those choices. Our experience helping communities' move projects to successful conclusions usually included answering many questions addressed during a thorough study process including:

- What is really needed and does the study address the future adequately?
- What is the minimal amount of work that can be done and what is the life expectancy of a project like that? If we do the minimal amount of work, will we need to go back for more money in 5 or 10 years, perhaps before the bond is even to be paid off?
- Is it easy to repair what is broken or outdated and add onto buildings? How do you determine that the building might need to be demolished in order for us to build an efficient modern building that is flexible for changing needs?
- What other projects are in the Town's queue?
- It sounds like you just want a new building – why can't we just fix things?

We will be answering all these questions and others that we will identify together, starting in our first meeting, and continuing as the project moves forward.

We have worked in the public sector for many years and we know that the process of gathering support for full implementation of a municipal project can take years of effort. A significant effort goes into explaining the complex needs of public facilities. Our experience conveying the importance of municipal projects, combined with your knowledge of what to expect in your Community, is the key to success. From the start, we must:

- Create a forum for sharing the work of the Committee with the residents of Littleton
- Explain how the program is developed using standards that can be confirmed
- Explain the benefits of the design options and the process used to develop it
- Provide Town leaders with information that supports decisions so that they can confidently respond to questions and present the project to the Community

HKT's process for defining your needs, designing the ideal solution, and establishing probable costs for the project

In order to determine what can be done, what the Town will support, and what the best pathway is for going from study to occupied project, we offer the following:

Experience: HKT has more than 44 years of experience working on municipal projects in Massachusetts and other New England states. We know public procurement laws and the options for constructing projects in our state, including Chapter 149 and CM at Risk. Our portfolio includes new construction, additions, and renovations to public safety buildings.

Consultants: We select our consultants based on their experience working on projects such as yours, and our working relationship with them. Their approach to design and engineering mirrors ours; they are experienced and creative, considering the best solutions and systems available while adhering to budget considerations. The core team members include Pare Corporation for site/civil, structural, geotechnical, and environmental permitting; Samiotes Consultants Inc. for survey; Garcia, Galuska & DeSousa, Inc. for mechanical, electrical, plumbing, fire protection engineering; AKF Group LLC for code consulting; Universal Environmental Consultants for Hazardous Materials and TCi-Tortora Consulting Inc. as cost consultant.

Sustainability Strategies: Our team is committed to environmental awareness and energy conservation measures. A project of any size has opportunities for implementing a sustainable design solution. Many of these opportunities become apparent as the Design Team becomes more familiar with the sites, planned operations, design criteria, and the functional requirements of the project. We have experience in both designing to meet sustainable benchmarks and pursuing LEED® certified projects.

In planning and design, we start with passive design principles, such as building orientation, to take advantage of solar paths, day-lighting of minimally occupied spaces to minimize the use of lighting, using skylights and clerestory windows for natural lighting, and high performance envelopes. We then look at the integrated

system design opportunities for energy savings such as solar collectors mounted on south facing walls, rainwater collection, grey water systems for toilet rooms, heat recovery systems and natural ventilation, solar thermal and geothermal wells, and photovoltaic systems. Our sustainable projects include:

- Three LEED® Gold certified projects in Massachusetts are products of our office: the Cambridge City Hall Annex, (originally a Cambridge school building built in 1871); The Trustees of Reservations Doyle Conservation Center; and the William J. Walczak Health and Education Center in Boston (completed in 2012).
- A renovation and addition to the Campus Center at Holyoke Community College, currently under construction, is pursuing LEED® Silver certification.
- The first "green" Police Station for the City of Boston was occupied in 2008 and included rain water harvesting, a transpired solar collector, a highly reflective white roof and recycled building products.
- The Tisbury Emergency Service Facility was designed to include many sustainable features including geothermal wells, solar thermal hot water, extensive daylighting of interior spaces, and super-insulation of the building envelope.
- The Samuel Hadley Public Services Building in Lexington, occupied in July 2009, received LEED® Silver certification from the USGBC in December 2010.
- A laboratory renovation project for the School of Engineering and Applied Sciences at Harvard University received LEED® Platinum certification.

PROCESS FOR PHASE 1 - PRE-DESIGN SCOPE OF WORK

Task #1A – Space Needs Assessment

A space needs assessment is a formal study of a building and its occupants to determine if the design and size of the existing structure supports the needs of the occupants. To determine if either a refurbished or even a new facility is the best solution, the first phase of the study will analyze the functional needs of the departments. To this end, we will be considering several factors, including:

- Staffing levels
- Priorities or impacts of new programs or personnel
- Analysis of deficit or surplus spaces
- Recommendations of optimal use of space

With this data, we can evaluate current space needs and make recommendations to optimize space usage. This information can be used to justify space needs requests, especially highlighting long-term planning.

Task #1B – Review of Previous Studies, Plans + Reports

The review of all existing documentation and prior studies will give HKT some familiarity with the building and site and will help us produce the assessment required. Any data that you have is valuable; we can never have too much information. Other documents that you will need to provide include floor plans, including construction documents if available, staffing charts, documents related to building and systems repairs and replacements, results of internal planning sessions that might affect future plans, and any other documents that might support the work.

Task #2 – Program Development for Town Building Departments

Prior to any needs assessment meetings, we will send each department a customized questionnaire that they will individually fill in and then return to us for review prior to any programming session. When we then speak directly to the department heads and any key staff member assigned to lead an internal group effort, we will already have reviewed their preliminary comments and existing building plans. The actual on-site process for programming begins with a tour of the current facilities so that we understand how all departments currently operate and hear how they anticipate operating going forward.

We will interview key staff to review what they do (as opposed to what they might say they need). To develop a comprehensive program that will meet your current and future space needs, we must fully understand your unique work processes rather than just collecting a simple "wish list" of spaces or relying upon our experience in order to confirm the programmatic needs.

At the end of this analysis we will have documented the needs of each department. A Programming Summary will denote individual groupings of spaces, a net square footage (nsf) for each space, and a gross square footage (gsf) total. The document will outline space and furniture standards for different position levels, and each specialized space that supports a department such as

reception, meeting rooms, active and archival storage rooms, and employee support spaces. If there are specific public safety requirements indicated, they will be noted and explained on the program document summary. The document will also summarize external needs for this building. Understanding the existing needs versus future needs supports our efforts to build an appropriate space program, and will help us determine whether the existing facilities currently meet your needs, can be renovated, added onto, or must be replaced.

We will present our conclusions for comment and revise the data to reflect any issues or planned changes in needs. At the end of this exercise we will have documented expectations and will have quantified the square footage totals to reflect your current and future needs.

At this early stage we will be looking at square foot totals and historic cost data to provide the committee with a general idea of where bid results could stand. With this information the committee can have that important discussion about square foot totals, which have a direct correlation with costs per square foot of construction, and overall goals, and will have the best opportunity to reconcile those two major considerations.

Tasks #3 and 4 – Site Evaluation at Current Locations or to Build New

Simultaneously, we will broadly look at the condition of the building, specifically noting code compliance, visual deficiencies, and the status of building systems. We will interview facility personnel regarding their opinion of those existing conditions, relevant structural issues, and extent of recent repairs (if any). From your records, we will have a general idea of the life expectancy of mechanical and electrical systems. Should there be known architectural, structural, or civil issues, further investigation may be required. Additionally, exterior parking issues and other site needs will be reviewed so that the Town fully understands how these necessities can be met. If a new site is identified, we will need to understand how the topography, wetland resources areas, size of the sites, and utility locations will affect the design parameters. We will generally analyze the existing “hard and soft” data that is available, such as zoning restrictions, GIS data, geotechnical information based on previously published data, noise and nighttime lighting impact, and visual appearance of structure, paving, and landscape.

This summary report will focus on deficiencies, upgrades that may need to be completed, and what it may take to reuse or repurpose the building/site based on the latest building code requirements. A compliance review for ADA or AAB issues is not the intent of this study, but the goal is to highlight major deficiencies that might need to be acted on, and to identify potential issues that will need to be addressed when restructuring or reorganizing the building.

Our responsibility will be to understand the limitations and the possibilities and to describe the suitability for renovation/addition or new construction. We also know that a new facility may be the best and most economical way to solve all the space and building issues.

Task #5 – Conceptual Design Plan

During this phase, we will take all the information gathered and develop preliminary building plans that illustrate space allocations and critical relationships that meet your stated objectives and priorities. Included in this will be a design at the existing building if preliminary building and site assessments indicate that renovation and addition are realistic to consider. We will also be exploring a new building in the form of a block diagram that illustrates sizes and departmental relationships. Our process is interactive and at a follow-up meeting we will have built a preferred design option based on comments and recommendations from the Working Group, Town officials and staff.

Our engineers, working concurrently with us, will help assess the impact of the renovation or new construction concept plans on civil, structural, and MEP/FP systems so that as conceptual options are discussed, the impact on systems will be part of that discussion and decision-making process. The final agreed upon concepts will be advanced so that a professional cost estimator can accurately assess the building and site improvement costs for the proposal. Analysis that will be relevant to the estimate will be completed at this time within the limitations of your budget and necessity of information gathered.

Task # 6 – Total Probable Project Cost Estimate and Schedule

During the early concept phase, we will use historical construction cost estimating data to assess alternatives and identify realistic options. Early discussion on budget will be based on conversations with you on materials and methods of construction, our collective experience with similar facilities, current market conditions, and other building factors specific to your project. With years of construction experience for municipal structures in MA

and experience in both the traditional design-bid-build structure of Chapter 149, as well as experience in the CM at Risk delivery method, we will include conversations as to whether the alternative bid option may benefit the project in some significant way.

Included in this will be creation of a preliminary Total Probable Project Cost Estimate with projected hard and soft costs to determine if the preferred concept is in-line with your budget.

- The "hard" costs will be prepared based on the selected conceptual plan and will include construction costs for building and site, contingencies for design and construction, and cost escalation based on the anticipated mid-point of construction.
- Developed in consultation with the Town, the "soft" budget will include project management and design fees, permitting and legal fees, cost to market, advertise and print project, clerk of the works, testing during construction, temporary relocation costs if applicable, commissioning costs, and FF&E and Communications costs.

At this time, we will produce a schedule for all phases of design and construction.

Task #7 - Implementation Plan for Presenting your Project: Our Experience + Final Report

We understand the obligation to present to the community the results of the study process. We will help you prepare for public meetings, and will work to make sure that the presenting group has the information and supporting documentation needed for these important meetings.

- HKT will assist in making progress reports as required. We have been the lead presenter for some projects, played a support presentation role in others, and have also provided the data and imagery for town officials or the Space Needs Analysis Working Group to make the presentations. The types of presentation materials we offer vary with each project and we will work with you to determine the most effective tools to explain the work completed.
- We can also produce PowerPoint presentations, presentations boards, and handouts that can be shown to various groups or can be made available on your website.
- HKT Architects is equipped to provide imagery that the committee believes will help sell the proposed designs. Whether that is 2D colored renderings or 3D modeling using SketchUp or BIM (Building Information Modeling) HKT Architects is capable and ready to facilitate the decision-making process by providing visually concise and engaging presentations.

We have had the opportunity of working with many communities to explain the rationale for projects. Below are some examples of what we have done for other communities:

- City Hall Annex, Cambridge MA: Houses many of Cambridge's most public offices, including the Arts Council Gallery, a large multipurpose meeting room, and offices for Community Development, Parking and Traffic Departments. Complete renovation of this 1871 building represented a comprehensive response to several pressing physical and programmatic needs. The building had been closed and condemned by the City Health Department due to the presence of high levels of mold in the walls and physical structure. The work required a complete gutting and decontamination of the interior of the building. With a precedent-setting LEED Gold rating, this project has won six design and innovation awards. The design approach included operable windows, natural light into every office and work station, roof top photovoltaic panels and geothermal wells. The new design provides a welcoming entry and lobby, clear circulation and signage, efficient offices and general layout, mold decontamination, and code upgrades including handicapped accessibility throughout.
- Seth Ventress Building, Town of Marshfield MA: The Seth Ventress Building was originally constructed in 1895 and has served the Town as a school, a library, a police station and a Town Hall. In 2010 the building was completely renovated and restored to its original grandeur while providing state of the art office and meeting facilities for the Town. The second floor auditorium and grand stairway as well as the exterior of the building were painstakingly restored using old photographs and a detailed forensic investigation while the first floor and lower level were renovated to provide municipal offices. Major upgrades to the building include a new access ramp, elevator, fire protection and built-in A/V and lighting systems in the auditorium in order to support town wide broadcast of major events. A

key component of the project was the underpinning of the foundation and a lowering of the basement floor to create a new habitable lower level.

- Public Safety Building, Wakefield, MA: Only 15 years old, the existing Public Safety facility is a masonry building shared by the Police and Fire Departments with a myriad of issues. We were charged with assessing the condition of the existing building, programming, and determining what options there were to correct the deficiencies, including:
    - Resolving a poorly functioning lobby with a singular welcoming public interface area accommodating dispatch/communications, records and fire department services.
    - Providing additional work space in small additions on a very tight existing site.
    - Resolving issues in the detention block.
    - Repairing or replacing existing building systems.
- Fire Headquarters, Chelmsford, MA: We completed a programming study for the design of a new Central Fire Station in 2009 on Town-owned land. Following multiple Town meetings and exploration of alternative sites, the Town selected the parking lot site adjacent to the Town Offices, which was subsequently approved at Town Meeting in 2013. We then worked with the Town to have plans and elevations approved by the Community, including an active neighborhood group. The project included renovation of 3,400 sf of the Town Offices Building, a former school building, for training and office space and the construction of 16,500 sf operations building. The two buildings were connected for easy access.

The final report will include an executive summary and supporting data developed during the course of the study. The Town and Working Group will edit and offer comments so that the published document reflects their ideas and conclusions.

TASKS FOR PHASE 2 - DESIGN THROUGH CONSTRUCTION

During the Schematic Design Phase, we will prepare design drawings that reflect the preferred solution. Our process continues to be interactive and successive designs will build on comments and recommendations from the committee. We will make use of sketches and models to best reflect the appearance and style, as well as proposed materials for the design. This phase will include all elements of the program and will define spatial allocations and relationships critical for operations.

- A floor plan options tailored to fit on the site while satisfying all of the programmatic requirements.
- Elevation studies, as needed, to establish the appropriate vision within the immediate context.
- Preliminary designs for proposed civil and landscape solutions, including storm drainage.
- Structural and MEP/FP systems with enough detail to establish a schematic level cost estimate.
- Outline specification to supplement the drawings.

Our architectural design solution will be unique to your community. Should a new building be selected we will complete a careful study of significant structures in your town. Discussions of the civic image that you envision will result in a building that is creative, distinctive, in-line with your budget, and will be looked at as a source of pride by the members of your community.

Once the Schematic Design Phase is approved, we move to the Design Development Phase. We develop specific details for the building, refine room finishes, locate specialized equipment, evaluate selected materials for cost/maintenance issues, and develop details to further integrate and coordinate site, structural, MEP/FP and communication systems. We will review products and systems to answer questions related to life cycle costs and are prepared to work with you to select products and systems that will meet your goals for performance over time. We will work through the permitting process. Throughout this phase we will meet with key personnel to discuss details of the proposed design to assure consensus along the way. An updated estimate will be presented at the conclusion of this phase.

During the Construction Document Phase we will develop construction drawings and specifications that meet the demands of public bidding. We will produce high quality, detailed, and well-coordinated documents. The HKT team utilizes Autodesk's Revit for all BIM modeling and the production of contract documents. Revit's clash detection feature streamlines the coordination process during design and construction phases. An additional updated estimate will be completed to make certain that

the project remains on track.

HKT will work closely with the Town and OPM to plan the schedule and process for the Bidding Phase. Other services we will provide during this phase include advertising the project, attending a pre-bid conference, responding to questions and preparing addenda as needed, reviewing all bid packages for required documentation, tabulating bid results and distribution to all plan holders, and evaluation of filed-sub and general bids and recommendation of the lowest qualified bidder.

During the Construction Phase of the project HKT will receive and review all shop drawings and submittals, respond to contractor Requests for Information, review all Requisitions for Payments and Schedules, as well as conduct weekly Job Meetings on-site during the course of construction. Construction Administration services will also include the preparation of punch lists, final inspections and project close out.

CONCLUSION

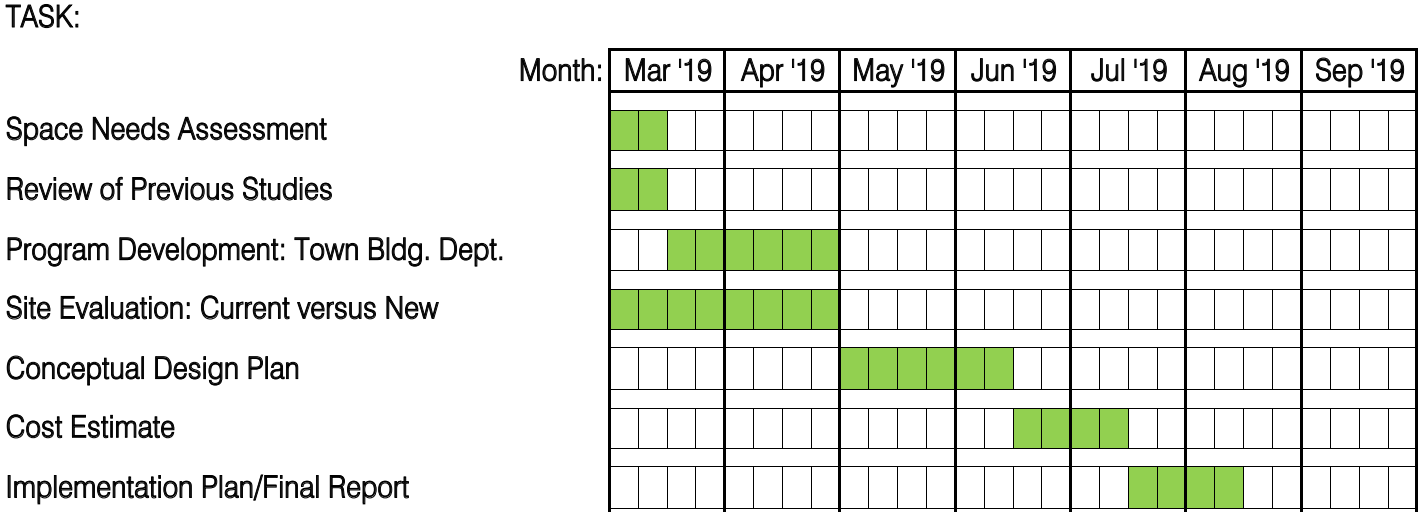
HKT Architects has the experience required to support the Town of Littleton through the feasibility study, design and construction process. We will develop a “site-blind” program for your project which will address your needs whether you renovate or build new. Finally, we will conceptualize appropriate designs that will seamlessly fit into the community and prepare an accurate opinion of total probable project costs.

We are keenly aware of how important it is to help you decide what the best way is to proceed, and we are prepared to make that process a positive and inclusive one. We have assembled a consultant team who are more than qualified to assist us as we complete this study for the Town of Littleton and we look forward to presenting our qualifications to you in person.

Thank you.

SCHEDULE

The schedule below is a preliminary work plan for the Phase I portion of this project. The assumption is that work would commence during the first week of March. We have shown an extra month (September) inasmuch as we have learned from past projects that things often slow down during the summer months due to vacation schedules. Since this is a preliminary work plan, we would almost certainly revise the schedule somewhat depending on your needs and refining the actual scope of work.



REFERENCES

REFERENCES

SALISBURY POLICE STATION

Chief Tom Fowler
Chief of Police
Salisbury, MA
P: 978.465.3121 • tfowler@salisburypolice.com

CHELMSFORD FIRE DEPARTMENT

Gary Ryan
Fire Chief
Chelmsford, MA
978.250.5265

TISBURY EMERGENCY SERVICES FACILITY

John Schilling, Fire Chief
508.889.3384
Joe Tierney, Asst. Chief + Building Committee Chair
508.696.4246
Tisbury, MA

CAMBRIDGE, MA - VARIOUS PROJECTS

Julie Lynch, AIA
Municipal Facilities Capital Program Project Manager
147 Hampshire Street
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617.349.9452
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SETH VENTRESS REHABILITATION PROJECT

Ruthann Despier
Chair, Seth Ventress Building Committee
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ASHLAND PUBLIC SAFETY STUDY

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LEOMINSTER POLICE STATION RENOVATION STUDY

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Purchasing Agent
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WAKEFIELD PUBLIC SAFETY STUDY

Joseph Bertrand
Permanent Building Committee Chair
Wakefield, MA
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CONSULTANT BROCHURES AND RESUMES

HKT architects inc.

PARE CORPORATION

Engineers | Scientists | Planners

Pare Corporation was founded in 1970 with one goal in mind — providing consistently superior service to our clients. Over the years, we have expanded both our capabilities and our staff to address the ever-changing complexities and challenges of projects in both the public and private sectors.

Today, we provide a diverse array of in-house services. By combining the resources of our experienced professional staff, and staying at the forefront of emerging technologies, we maintain a track record of solid accomplishment and are able to handle projects of any size with efficient, responsive service.

As a multidisciplinary firm of engineers, planners, environmental and wetland scientists, GIS specialists, and regulatory permitting specialists, our clients depend on us to help them work through the anxieties of the design and permitting process while sharing their sense of urgency.

Pare at a Glance

- 46 Years in Business
- 90+ Employees
- 41 Professional Engineers (Registrations in RI, MA, CT, ME, NH, VT, NY, PA, OH, NJ, DE, MD, VA, GA, FL, NV, CA, and ON, Canada)
- USGBC LEED-Accredited Professionals
- ISI Envision Sustainability Professionals
- Professional Wetland Scientists
- Registered Geologists
- NICET Resident Construction Observers

Primary Markets

- *State, Municipal, and Site Infrastructure — Transportation, Water, Wastewater, Solid Waste*
- *K-12 and Higher Education*
- *Pharmaceutical and Biotechnology*
- *Dam Owners and Marine Facilities*
- *Industrial, Corporate, Institutional, and Commercial*
- *Public Buildings and Housing*

PLANNING AND SITE / CIVIL
Feasibility Studies and Master Planning
Land Development and Site Design
Sustainable Design / LEED Assistance
Municipal Planning Services
Park and Recreation Planning
Sustainable Energy Development
Grading / Drainage / Utility Layout

STRUCTURAL
Building Design and Rehabilitation
Condition Surveys / Inspection
Parking Decks, Specialty Structures
Foundation Design, Historic Structures
Demolition Plans
Pre- and Post-Construction Inspections

ENVIRONMENTAL
Water Supply / Wastewater
Stormwater BMPs
Environmental Site Assessments
Site Remediation, Hazardous Waste
Hydrology and Hydraulics
Solid Waste / Resource Recovery

GEOTECHNICAL / DAM
Subsurface Investigations
Foundations and Retaining Walls
Slope Stability and Ground Stabilization
Dam Inspections, Design,
Rehabilitation, and Removal
Emergency Action Plans / O&M Manuals

TRANSPORTATION
Multimodal Transportation Planning
Highways and Roadways
Bridge Design & Inspections
Parking / Traffic Studies and ITS
Bicycle and Multi-Use Facilities
Streetscape Design
Railroads and Airports

WATERFRONT / MARINE
Piers / Docks / Wharves
Seawalls / Bulkheads
Ferry Docks & Terminals
Structural Analyses & Underwater
Inspections
Port Planning / Marinas
Dredging / Coastal Studies

PERMITTING & SUPPORT SERVICES
Coastal & Inland Wetlands
Delineations / Mitigation / Restoration
Water / Groundwater
Regulatory Agency Coordination
CAD / Drafting
Geographic Information Systems (GIS)
Construction-Phase Services

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Foxboro, MA 02035
(508) 543-1755

8 Blackstone Valley Place
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PARE CORPORATION

PUBLIC SAFETY PROJECTS

Albion Fire Station Design, Lincoln, RI

Andover Public Safety Complex Site Improvements, Andover, MA

Ashland Public Safety Building Feasibility Study, Ashland, MA

Boxborough Public Safety Space Needs Study & Feasibility Study, Boxborough, MA

Bristol County House of Corrections Interior Wall Renovations, North Dartmouth, MA

Bristol County Sheriff's Office Gymnasium Renovations, North Dartmouth, MA

Bristol Police Station Drainage Improvements, Bristol, RI

Cumberland Police Complex Design, Cumberland, RI

Hingham North and South Fire Stations Feasibility Study, Hingham, MA

Hopkinton Police Station Design, Hopkinton, MA

Lawrence Correctional Alternative Center Geotechnical Investigations, Lawrence, MA

Leominster Police Station Feasibility Study, Leominster, MA

MA State Police Academy Firing Range Bullet Trap System, New Braintree, MA

Maynard Fire Station Design, Maynard, MA

Marshfield Fire Station One Design, Marshfield, MA

Medfield Public Safety Facility Final Design, Medfield, MA

Medfield Police/Fire Feasibility Study and Conceptual Design, Medfield, MA

Merrimac Public Safety Feasibility Study, Merrimac, MA

North Providence Public Safety Complex Design, North Providence, RI

Norwell Police Station Evaluation & Schematic Design, Norwell, MA

Pawtucket Fire Station No. 1 Slab Repair, Pawtucket, RI

Providence Public Safety Complex Construction-Phase Services, Providence, RI

Providence VA Medical Center Police Services Building Addition, Providence, RI

RI State Police Headquarters Steel Garage Building, North Scituate, RI

Salisbury Police/Fire/DPW Conceptual Design, Salisbury, MA

South Kingstown EMS Addition Design, South Kingstown, RI

Westwood Public Safety Feasibility Study, Westwood, MA

Westwood Fire Station Design, Westwood, MA

Westwood Police Station Design, Westwood, MA

Wyatt Detention Center Addition Design, Central Falls, RI

Youth Assessment Facility Design, RIDCYF, Cranston, RI

Youth Development Facility Design, RIDCYF, Cranston, RI

Lance A. Hill, P.E.
Site / Civil Engineering

PARE CORPORATION

REGISTRATIONS AND CERTIFICATIONS

Professional Engineer – Massachusetts, Rhode Island

EDUCATION

University of Arizona: B.S. Civil Engineering, 2000

Bryant University, M.B.A., 2008

RELEVANT EXPERIENCE

Mr. Hill has 20 years of experience leading staff and developing/implementing complex business processes and engineering/construction projects. During his career, he has held appointed positions in public service as the Director of Public Works and City Engineer. He has demonstrated strengths in meeting condensed schedules under strict deadlines and tight budgets on simultaneous initiatives. Relevant engineering and management experience includes:

- **Conley Stadium and Bucklin Field:** Managing Engineer for improvements to two separate athletic facilities. Site design services included site permitting, grading, stormwater management, athletic facility layout, accessible pedestrian routing, utility improvements, and parking lot reconstruction. The renovated facilities included the installation of new bleachers, press box, new jumping and throwing events, and multipurpose synthetic turf fields. To support the stormwater management design, hydraulic and hydrologic modeling was performed for the existing system and necessary improvements. Providence, RI.

- **Narragansett Bay Commission's (NBC) Phase III CSO Abatement Program:** Data gathering, field review and preliminary design of sewer separation project located within NBC's Outfall 206 sewershed. Responsible for reviewing layout and hydraulic analysis of entire new drainage system, removing flow from the combined sewer. Pawtucket, RI

- **MS4 Administration:** As the Administrator of the MS4 Program for the City, initiated Illicit Discharge Detection Elimination (IDDE), completed annual Notice of Intent, and responsible for annual operations and maintenance of city-wide drainage facilities. Pawtucket, RI and Attleboro, MA.

- **Transit-Oriented Development District Improvements:** Managing engineer for streetscape improvements within the City's TOD District, utilizing Community Development Block Grant (CDBG) funds. Project included design and construction administration. Pawtucket, RI.

- **City-wide Fields Assessment:** Commissioned a study of all recreational fields under the City's Control, working closely with the selected consultant to develop an asset management and capital improvements plan as well as an improved field permitting process. Pawtucket, RI.

- **City-wide Public Buildings Assessment:** Commissioned a study of all municipal and public safety buildings under the City's Control to develop an asset management and capital improvements plan. Utilized plan to implement a series of ADA improvements, roof replacement projects, and general repairs. Pawtucket, RI.

- **City-wide Pavement Management Plan:** Commissioned a study of all public roadways within the City, overseeing the selected consultant to develop an asset management and roadway capital improvements plan. Pawtucket, RI and Attleboro, MA.

- **Riverfront Drive and Judith Robbins Memorial Park:** Oversaw a complicated public works project involving the demolition of an existing DPW facility and construction of a new 35,000-sf. DPW building and salt storage facility, construction of a new half-mile roadway, construction of a

park and bikeway along the 10-mile River, soil remediation of hazardous materials and mitigation of former municipal landfill, and planning support for a transit oriented development overlay zone. Attleboro, MA.

- **Angell Park:** Directed the demolition of the existing park facilities within and the re-construction of a small historic neighborhood park within the City. Attleboro, MA.

- **Max Read Field:** Following a rigorous stakeholder engagement process, commissioned the design and construction of a synthetic turf field project, bleacher construction, new track and site improvements. Pawtucket, RI.

- **Shattuck Hospital Personnel Building Parking and Accessibility Improvements (DCAMM):** Managing Engineer responsible for review of construction documents and specifications for parking lot and accessibility improvements at the Lemuel Shattuck Hospital following demolition of the Personnel Building. Boston, MA.

- **Westborough State Hospital Utility Design (DCAMM):** Managing Engineer for the design and construction of new water utility at the former State Hospital campus. Provided development, coordination, and review of design documents such as site development and utility plans, technical specifications, and opinions of construction costs. Westborough, MA.

- **MassDOT/MBTA Whale's Tooth Multi-modal Facility:** Technical Project Manager and Project Controls for the planning and preliminary engineering of a Multi-modal facility (commuter rail station, regional bus hub, inter-city bus station, and high-speed ferry station), track design and reconstruction of four railroad bridges. Responsible for overseeing facility design, project and contract management and coordination between project stakeholders and design team/subconsultants. New Bedford, MA.

- **MassDOT/MBTA South Coast Commuter Rail Project:** Technical Project Manager for the planning and preliminary design of 18 rail stations along the proposed 60-mile commuter rail service line connecting Boston with New Bedford and Fall River. Responsibilities included significant stakeholder/ municipal coordination, contract management, utility coordination and engineering studies related to the Environmental Impact Report. Southeastern MA.

- **MassDOT South Coast Commuter Rail Fourth Track Assessment:** Project Manager for the planning and assessment of installing a fourth commuter railroad track alongside existing tracks adjacent to the Northeast Corridor in Boston. Project included a feasibility study of project implementation, and construction, schedule, and cost impacts to the State and surrounding communities. Boston, MA.

- **Waterfront Drive:** Senior Engineer for roadway layout and design of a 1.5 mile roadway extension for the City. Design included pavement design, horizontal/vertical layout, grading and hydrologic analysis, as well as associated environmental permitting. East Providence, RI.

- **University of Rhode Island:** Technical Project Manager for campus-wide fire/domestic water and steam line upgrades for the campus. Also completed the site design for 1500-space proposed parking lots and three new dormitory buildings. Kingston, RI.

Kevin M. Champagne, P.E.
Structural Engineering

PARE CORPORATION

REGISTRATIONS AND CERTIFICATIONS

Professional Engineer – Massachusetts, Rhode Island, New York, Pennsylvania, Michigan, Georgia, Ohio

OSHA Construction Safety 10-Hour Training

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

American Institute of Steel Construction

EDUCATION

Syracuse University:
B.S. Civil Engineering, 2000

RELEVANT EXPERIENCE

Mr. Champagne has 19 years of experience on a wide range of structural assignments, including the analysis and design of buildings, waterfront structures, bridges, and support facilities. He has been responsible for the preparation of study reports, cost estimates, construction documents, and pre- and post-construction surveys. Representative projects include:

- **Merrimac Public Safety Building Feasibility Study:** Senior Project Engineer responsible for a structural condition survey and assessment of an existing public safety complex housing the town's police and fire departments as well as the town DPW facility. The primary objective of the assessment was to identify overall condition and deficiencies of the building's structural systems and provide an evaluation relative to possible future renovation. A report was prepared outlining recommendations and potential structural retrofit requirements. Merrimac, MA.

- **Salisbury Police Station:** Senior Structural Project Engineer for the design of a new police facility. The proposed facility is a 3-story wood and masonry structure (approximately 9,000 SF footprint) housing training and fitness rooms; booking and detainment areas; offices; and vehicle storage garages. Services included preparation of schematic, design development, and construction documents; programming of special inspections; and construction administration. Salisbury, MA

- **Leominster Police & Fire Renovation:** Senior Project Engineer for the schematic structural design to convert an existing building to a new police & fire facility. The existing building is a load-bearing masonry and timber-framed structure constructed in the early 1900's. Responsibilities during schematic design included: performing a condition assessment of the existing structure and identification of necessary structural retrofits to accommodate the renovation. Leominster, MA

- **Marshfield Station One:** Senior Project Engineer responsible for structural engineering design for a new fire station including a two-story wood-framed administration building (4,000 SF) and a single-story steel and masonry emergency vehicle garage (4,000 SF). Responsibilities included structural design, preparation of bid documents, and construction administration services. Marshfield, MA.

- **Medfield Public Safety Facility Feasibility and Design:** Structural Project Engineer for conceptual and final design of a new police/fire facility. The work specifically included investigating utility availability and providing structural evaluation of existing Town Buildings. Medfield, MA.

- **Hull Police & Town Hall Structural Assessment:** Senior Project Engineer responsible for evaluating the condition of the Town Hall and Police Station. The evaluation identified short-term repair recommendations and "order-of-magnitude" opinion of probable construction costs associated with the recommended repairs. A review of existing structural systems relative to building code compliance for potential future alterations was also provided. Hull, MA.

- **Boxboro Public Safety Building Feasibility Study:** Senior Project Engineer responsible for a structural condition survey and assessment of an existing police station and fire station. The primary objective of the

assessment was to identify structural deficiencies and evaluate each building's structural systems relative to proposed renovations. A report was prepared outlining repair recommendations and potential structural retrofit requirements. Boxborough, MA.

- **Rhode Island State Police Garage:** Structural Project Engineer for the design of a new state police vehicle garage. The proposed facility is a pre-engineered metal building structure (approximately 5,000-sf footprint). Pare provided foundation design, Engineer-of-Record, and construction administration services. Scituate, RI.

- **Brookline DPW Renovations:** Senior Project Engineer responsible for structural engineering design to renovate an existing DPW facility. The project included investigation and repair of a deteriorated concrete parking deck, construction of new office space and storage mezzanines, and construction of a new vehicle wash bay structure. Brookline, MA.

- **Northbridge DPW Facility Feasibility Study & Site Design:** Structural Project Engineer for redesign of Public Works facilities on existing site. The work included reviewing potential existing building modifications for code-required seismic and wind upgrades. Design also included roadway and parking layout, water and sewer design, and the design of a low impact bio-retention stormwater management system. Northbridge, MA.

- **Needham Facilities Master Plan:** Senior Project Engineer for the structural evaluation of the existing DPW building and Police/Fire building. The evaluations included an overview of structural systems and their condition as well structural code implications of potential renovations for the master planning project. Needham, MA.

- **Princeton Public Building Study:** Senior Project Engineer responsible for the structural assessment of several public buildings throughout the Town of Princeton. The assessments included a summary of observations made during a structural condition survey of each facility, prioritized repair recommendations, as well as recommendations for further action or evaluation. Structures included Town Hall, the Public Library, the Public Safety Building, and various other municipal buildings. Princeton, MA.

- **Shawme Crowell State Forest - New Contact Station:** Senior Project Engineer responsible for the design of a new wood-framed contact station (1,200 SF) for the MA Department of Conservation and Recreation. Responsibilities included structural design, oversight of associated site/civil design, and preparation of bid document. Sandwich, MA.

- **Cambridge City Hall Annex Equipment Platform:** Structural Project Engineer responsible for the design of an elevated platform to support two new heat exchangers. Responsibilities included preparation of construction documents and construction administration services. Cambridge, MA.

- **Wellesley Capital Projects:** Structural Project Engineer responsible for the development of repairs at the Sprague School, Middle School, and Warren Building. Services included the review of concrete repairs at the entrances to both schools, design of repairs to the structural support of a brick chimney at the Warren Building, and the design of roof sheathing retrofits at the Sprague School to resist code-prescribed forces. Wellesley, MA.

J. Matthew Bellisle, P.E.
Geotechnical Engineering

PARE CORPORATION

REGISTRATIONS AND CERTIFICATIONS

Professional Engineer – Massachusetts, Rhode Island, New Hampshire, New York

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers

Association of State Dam Safety Officials

EDUCATION

University of Rhode Island:
M.S., Civil Engineering 2001
B.S., Civil & Environmental Engineering, 1992

RELEVANT EXPERIENCE

Mr. Bellisle possesses over 25 years of experience working on a variety of geotechnical, foundation, civil, and dam engineering projects. He has acted as principal-in-charge, project manager, and project engineer for assignments involving geotechnical design, site investigations, testing, instrumentation, and construction monitoring. His experience includes value engineering of alternate foundation systems, ground improvement methodologies, and temporary construction support. Relevant project experience includes:

- **Merrimac Public Safety Building Feasibility Study:** Geotechnical Engineer responsible for the evaluation of subsurface conditions and development of geotechnical recommendations for the report outlining recommendations and potential structural retrofit requirements. Merrimac, MA.

- **Marshfield – Fire Station One:** Geotechnical Project Manager for the design of a new two-story, 8,000-sf fire station to replace the previous structure. Marshfield, MA.

- **Ashland Public Safety Feasibility Study:** Geotechnical Project Manager for evaluation of sites for a new public safety facility. Ashland, MA.

- **Salisbury Police Station:** Geotechnical Project Manager for subsurface investigations conducted at the site of a new three-story, 9,500-sf. police station and parking lot. Salisbury, MA.

- **Plymouth North High School:** Principal-in-Charge and Geotechnical Project Manager for the evaluation of subsurface conditions and design of foundations for a new high school. Plymouth, MA.

- **Marshfield High School:** Principal-in-Charge and Geotechnical Project Manager for the evaluation of subsurface conditions and design of foundations for a new high school. Marshfield, MA.

- **Amesbury DPW Facility Feasibility Study:** Principal-in-Charge of a feasibility and site selection study for a new Department of Public Works Facility. The team evaluated more than 25 town-owned parcels for potential siting of the facility, including an analysis of site constraints, traffic impacts, and development costs. For the selected site, test borings and preliminary environmental due diligence were performed, and Schematic Design (25%) was completed. Amesbury, MA.

- **UMass Boston:** Geotechnical Project Manager for multiple at-grade parking facilities and the evaluation of pile supported switch gear utilities building. Boston, MA.

- **East Bridgewater High School:** Principal-in-Charge and Geotechnical Project Manager for the evaluation of subsurface conditions and design of foundations for a new high school. East Bridgewater, MA.

- **Hingham Middle School:** Principal-in-Charge and Geotechnical Project Manager for the evaluation of subsurface conditions and design of foundations for a new middle school. Hingham, MA.

- **Central Middle School:** Principal-in-Charge and Geotechnical Project Manager for the evaluation of subsurface conditions and design of foundations for a new middle school. Quincy, MA.

- **Somerset-Berkley Regional High School:** Principal-in-Charge and Geotechnical Project Manager for the evaluation of subsurface conditions and design of foundations for a new high school. Somerset, MA.

- **Natick High School:** Principal-in-Charge for the geotechnical evaluations to aid in the siting of a new high school facility on one of two town owned properties. Upon selection of the preferred site developed and executed a full geotechnical evaluation and developed a design basis report to support final site and structural design. Natick, MA.

- **Norwood High School Construction Phase:** Principal-in-Charge for the construction monitoring and coordination during earthwork activities associated with the construction of a new high school. Norwood, MA.

- **Plymouth North High School Construction Phase:** Principal-in-Charge for the construction monitoring and coordination during earthwork activities associated with the construction of a new high school. Plymouth, MA.

- **Norwood High School:** Geotechnical Project Manager for the evaluation of subsurface conditions and development of geotechnical recommendations for the design of a multi-story school building and athletic facility. Throughout the project, coordinated with the project civil and structural engineers to resolve settlement and drainage concerns through designed solutions. Norwood, MA.

- **Amesbury Hazard Mitigation Plan:** Principal-in-Charge of development of a Hazard Mitigation Plan in order for Town to receive FEMA funding for flood damage that occurred in 2006. Met with stakeholders and the public as part of developing the vision. Amesbury, MA.

- **RI Army National Guard – Quonset Aviation Support Facility:** Principal-in-Charge of geotechnical investigations and a report which provided recommendations for building support, pavement design, and general site construction for the design of a 150,318 sq. ft. hangar and work area. North Kingstown, RI.

- **NSTAR Substation 385-D Design:** Principal-in-Charge and Geotechnical Project Manager for the design and preparation of construction documents for a 225MVA Distribution Substation in South Boston. The geotechnical design included pile supported foundations within the Boston Blue clay to limit differential settlements across and between components and spread footings for the control house. The design required coordination with Pare's structural engineering division and NSTAR to locate conduits and provide necessary structural elements to support the anticipated equipment loads. South Boston, MA.

- **Sumner Street Culvert Replacement:** Principal-in-Charge/Project Manager for the design and development of contract documents for the replacement of an undersized stone masonry culvert with a double 4ft x 9ft precast box culvert designed to accommodate the flows associated with the 25-year storm. Norwood, MA.

Briscoe B. Lang, PWS

Wetlands / Environmental Permitting

REGISTRATIONS AND CERTIFICATIONS

Professional Wetland Scientist

Certified Wetland Delineator (Rutgers University)

Rhode Island Low Impact Development Master Design Certification

Certified Invasives Manager

AFFILIATIONS AND MEMBERSHIPS

Society of Wetland Scientists

Rhode Island Association of Wetland Scientists

Association of Massachusetts Wetland Scientists

Pare Climate Change Committee

EDUCATION

Southern Connecticut State University:
B.S. Earth Science 1988

University of Rhode Island: Graduate Level Courses In Wetland Ecology, Wetland Field Investigations, Wetlands and Land Use

Cook College of Continuing Education (Rutgers University): Vegetation Identification for Inland Wetland Delineations, Methodology for Delineating Jurisdictional Wetlands

RELEVANT EXPERIENCE

Mr. Lang is an environmental specialist with 30 years of experience applying environmental science to the planning, design, permitting and development of civil engineering projects in Southern New England. Over his career Mr. Lang has participated in hundreds of projects involving environmental planning and wetland identification, delineation and permitting. His capabilities include feasibility studies and project planning; environmental impact assessments and alternative analyses; avoidance, minimization, and wetland mitigation design; appeals and enforcement actions; erosion and sediment control planning and implementation; construction monitoring; wetland delineations and reviews; GPS/GIS mapping; reports and permit applications for highway, utility, commercial, and residential projects, both coastal and inland. Representative project experience includes:

- **Amesbury DPW Facility Feasibility Study:** Provided wetlands constraints evaluations for a site selection study for a new Department of Public Works Facility. Included evaluations of more than 25 town-owned parcels for potential siting of the facility, including an analysis of site constraints, traffic impacts, and development costs. Amesbury, MA.

- **Northbridge DPW Facility Feasibility Study & Site Design:** Performed permitting and wetlands reviews of potential sites for relocation of DPW facilities. Design included a low impact bio-retention stormwater management system. Northbridge, MA.

- **Meditech Office Development:** Performed natural resources evaluations at a number of potential sites for a 180,000-SF office complex. On the selected site oversaw wetland delineations and verification under a Request for a Determination of Applicability. Worked closely with engineering staff to design wetland crossings with no fill, eliminating US Army Corps of Engineers jurisdiction over the Project. Coordinated closely with the MEPA office and prepared an Expanded ENF seeking a Single EIR. Prepared the Single EIR which was found to adequately and properly comply with MEPA. Freetown, MA.

- **Wekepeke Brook Restoration and Bartlett Dam Removal:** Planning, design and permitting for the removal of the obsolete and failing Bartlett Pond Dam. This project involved close coordination with the dam Owner, the Massachusetts Division of Ecological Restoration, and the regulatory agencies. Prepared breach grading alternatives, participated in public meetings, and prepared permit applications for the project. Obtained a full waiver from the requirement for an Environmental Impact Report under the Massachusetts Environmental Policy Act (MEPA) and an Order of Conditions from the local Conservation Commission. Lancaster, MA.

- **Town of Bellingham – Crystal Lake Dam Removal Studies:** Project Manager and lead scientist responsible for conducting and overseeing several studies to evaluate the effects of breaching Crystal Lake Dam. Project involved preparation of a topographic and bathymetric plan, measurement of sediment depths, sediment sampling and analysis, conducting a hydrologic and hydraulic analysis, classification and delineation of wetlands within and surrounding the lake, and evaluation of several dam removal scenarios, assessing impacts to water surface elevations, discharge rates, and impacts to downstream properties. Bellingham, MA.

- **Town of Franklin – DelCarte Dam Removal Study:** Project Manager for Phase II studies evaluating the feasibility of removing one or more dams in the DelCarte Open Space Area. Project included close coordination with Town representatives, including participation in two open forum meetings with Town officials and the public. Studies included preliminary design for removal/replacement of the dams while maintaining and enhancing the value and function of the environmental and recreational resources; evaluation of access and construction issues; design and permitting cost estimates and preliminary opinions of probable construction costs; and recommended approach. Franklin, MA.

- **MassDOT – Mill Street Bridge:** Performed wetland delineation, prepared quantitative wetland impact assessments, and developed impact minimization strategies for bridge replacement project. Prepared and submitted to Client an Application for CWA Section 401 Water Quality Certification. Prepared a Categorical Exclusion checklist, with supporting documentation, for Client's use in determining the applicability of the National Environmental Policy Act to the project. Holden, MA.

- **MassDOT Bridge Replacements Rounds 3 & 5:** Performed wetland delineations and field surveys, prepared quantitative wetland impact assessments, and developed impact minimization strategies for bridge replacement projects. Prepared and submitted to Client an Application for CWA Section 401 Water Quality Certification. Prepared an Environmental Evaluation for Client's use in determining the applicability of the National Environmental Policy Act to the project. Various Towns, MA.

- **Feasibility Study and Permitting Evaluation:** Project Manager for the study and evaluation of four residentially zoned parcels of land. Issues and constraints included the presence of wetlands, Riverfront Area, and Priority Habitat (rare species). Coordinated the efforts of planning and natural resources staff and compiled a comprehensive Feasibility Study and Permitting Evaluation addressing the properties for the Owners use in determining highest and best use of the land. Attleboro, MA.

- **Forestview Estates:** Prepared an Environmental Notification Form (ENF) pursuant to the Massachusetts Environmental Policy Act (MEPA) for a 40-lot Affordable Housing development. Project received a Certificate from the Secretary of Environmental Affairs that an Environmental Impact Report is not required for the project. Douglas, MA.

- **Lincoln Middle School Site Feasibility Study:** Performed natural resources and permitting evaluations at four potential sites for a new 135,000-SF, 1,000-student middle school facility. Participation involved collecting and analyzing data from numerous sources, conducting field inspections of the four sites, and assisting in the preparation of Conceptual Plans. Lead author of the project summary report submitted to the Town. Participated in several well-attended meetings to present the study findings to the public at large. Lincoln, RI.

- **Woonsocket Middle School Site Feasibility Study:** Lead environmental scientist for wetland, natural resource, and permitting evaluations for five sites under consideration as the location for a new middle school complex. Participation involved collecting and analyzing data from various sources, conducting field inspections of the sites, and evaluating the permitting implications of the various options. Woonsocket, RI.

Garcia, Galuska & DeSousa, Inc., Consulting Engineers

Contact Us

GGD

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Dartmouth, MA
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www.g-g-d.com

Garcia, Galuska & DeSousa, Inc. is an award winning, full service Consulting Engineering firm founded in 1975 and located in Dartmouth, MA. We are headed by four principals, Carlos G. DeSousa, P.E., Christopher M. Garcia, P.E., Dominick B. Puniello, P.E., CEM, LEED AP, and David M. Pereira, P.E. We provide consulting services in the areas of Civil, Plumbing, Fire Protection, HVAC, Electrical, Security, and Technology Systems Engineering.

- ## Our Firm

Due to our size and structure, we are able to offer to our clients the advantage of a small firm, where we can maintain principal/client interaction throughout the design/construction process, yet our staff size of 51 employees is large enough to efficiently and effectively manage significantly-sized projects. This type of service is best illustrated by our continued relationships and repeat work with our extensive list of public and private sector clients. Our typical projects range from a town-wide master plan study, simple generator replacement, or HVAC systems upgrade to the new construction or renovation of an entire middle/high school complex.

- ## High Performance Projects

GGD is considered a leader in the design of high performance MEP systems for public safety buildings, including police, fire and correctional facilities. The firm has been involved in the design and construction of many public safety buildings included the following completed, and/or design projects: Hudson Police Station, Westford Public Safety and Combined Police & Fire Dispatch, Springfield Public Safety, Danvers Dispatch Center, Mansfield Public Safety, DPW Municipal Complex, Nantucket Fire Station, Uxbridge Fire Station, Orleans Police Station, Medfield Public Safety, Arlington Central Fire Station (LEED Gold), Gardner Police Station, Weston Police Headquarters and many more!

PUBLIC SAFETY, POLICE & FIRE STATION EXPERIENCE

Garcia, Galuska & DeSousa, Inc.

Garcia, Galuska & DeSousa, Inc.
370 Faunce Corner Road, Dartmouth, MA 02747
Phone:508-998-5700 Fax:508-998-0883

PROJECTEXPERIENCE- PUBLIC SAFETY/COMPLEX

City of Cambridge House Doctor, Cambridge, MA |

1. Taylor Square Fire House Improvements: Plumbing, HVAC and Electrical design and construction services for the improvements/upgrades to the approximately 14,500 s.f. Taylor Square Fire House (Engine 8). The scope includes MEP design for the roof replacement to the upper and lower roofs. The project also includes utility rebates, indoor bio-diesel emergency generator, 70kW solar photovoltaic array design, a load analysis/ASHRAE Level 3 Energy audit and LEED Silver Documentation. GGD will provide the following additional design and construction administration services for the above noted project:

    - ITEM #1:Electrical services for a new lightning protection system.
    - ITEM #2:Mechanical services for a full HV system for the tent.
    - ITEM #3:Mechanical services for radiant heating for first five feet of the apron.

2. Healy Public Safety Building Cooling Tower Replacement Mechanical, Electrical and Plumbing design and construction services or the replacement of a cooling tower at the Robert W. Healy Building. The design includes the removal and disposal of the existing cooling tower, design for the new tower, piping and wiring of the new tower, insulation of new connection water lines and the installation of sump heaters and level controls.

Client: HKT Architects, Inc.

Tewksbury Center Fire Station Headquarters, Tewksbury, MA|

Mechanical, Electrical, Plumbing, Fire Protection and Technology design and construction administration services for the new construction of an approximately 17,600 s.f. two to three-story, fire station building with apparatus bays and apparatus support, storage, administrative areas, meeting rooms and living spaces for staff. Our scope also includes a technology equipment procurement, LEED Documentation and Energy Modeling and Hydrant Flow Test. The project is in design and will be completed in December 2019.

Dedham Public Safety, Dedham, MA |

Fire Protection, Plumbing, HVAC, Electrical and Technology design and construction services for the new approximately 38,000 s.f. combined fire and police headquarters building in Dedham, MA. The public safety building will be built on the existing Main Fire Station site and also use the existing town hall site which is adjacent to the fire station site. The town hall will be relocated to another renovated building. *The estimated construction cost is $29,000,000 and will be completed in December 2018.*

Chatham Police Department and Town Hall Annex, Chatham, MA|

High performance design techniques included high efficiency chillers, condensing boilers, and water heaters, energy recovery. Occupancy sensors and daylighting was also included in scope of 18,000 square foot Police Station and 20,000 square foot Town Hall constructed on one site. *The estimated Construction Cost was $16,600,000 and was completed in May 2011*.

Medfield Public Safety Building, Medfield, MA |

HVAC, Plumbing, Fire Protection, Electrical and Technology Systems services for the new construction of the 40,040 s.f. new joint police and fire station public safety facility made up of general administrative areas, training rooms, apparatus storage bays and dormitory area. The project also included electrical services for a photovoltaic system (PV System). These services consisted of photovoltaic array rated at 60kW, located on the roof. The electricity generated serves the lighting and power loads, paralleled with the utility company. *The project estimated construction cost was $20,000,000 and was completed in 2016.*

Nantucket Public Safety Bldg., Nantucket, MA|

Design and construction phases for new 37,000 s.f. public safety building. Design included HVAC, Plumbing, Fire Protection, Electrical, Technology and Civil Systems. High performance design techniques included geothermal heat transfer, energy recovery, photovoltaic, light sensors and condensing boilers. *The estimated Construction Cost was $15,500,000 and was completed in February 2012.*

Garcia, Galuska & DeSousa, Inc.

David M. Pereira, P.E., Principal

ELECTRICAL, TECHNOLOGY, COMMUNICATIONS & SECURITY SYSTEMS CONSULTANT

508-998-5700

508-998-0883

david_pereira@g-g-d.com

EDUCATION

- Bachelor of Science
  University of Massachusetts, Dartmouth
  Electrical Engineering
  2008

REGISTRATIONS

Massachusetts	Reg. #49310
Maine	Reg. #15503
Rhode Island	Reg. #11193
Connecticut	Reg. #0031209
New Hampshire	Reg.15531
NCEES(National)	Reg. #54145

AFFILIATIONS

- IEEE – Member# 41497744
  Institute of Electrical and Electronics Engineers
- September 2002 to present

PROFILE

Mr. Pereira is a principal with Garcia, Galuska and DeSousa, Consulting Engineers, Inc. As a Principal, he is actively involved in all aspects of a project's development from marketing and contract negotiation, to document preparation, bidding and construction administration.

Mr. Pereira has over 20 years of experience in electrical engineering, electrical site utilities including power distribution, 15kV power distribution, grid-tied renewable energy (photovoltaic and wind) and the design of building electrical, technology, and security systems. Technology systems experience includes design of fiber optic backbones, station cabling, electronic switching components for LAN's such as routers, Ethernet switches, PBX, Voice-Over-IP (VOIP) and Centrex voice systems, media retrieval and sound/clock systems. Security systems experience includes stand-alone intrusion, CCTV, and access control to complete integrated electronic security systems. Mr. Pereira is thoroughly experienced with public bidding procedure in the State of Massachusetts.

Mr. Pereira school security experience includes basic stand-alone intrusion, CCTV and access control systems to integrated electronic security systems that perform lock-down functions, building partitioning and BMS integration.

GGD has experience in designing district-wide security systems in which a small head end system and data base located in a public safety building or school can provide connection to other district buildings. This approach provides a manageable and scalable integrated security system with a single database. We have designed these types of systems for the Towns of Weston, Wayland, Newburyport and Hanover., etc.

PROFESSIONAL EXPERIENCE

Garcia, Galuska and DeSousa, Inc.
Dartmouth, Massachusetts

- Principal
  June, 2011 to Present
- Assistant Department Head
  2008 to June 2011
- Electrical Engineer
  December 1998 to 2008

Garcia, Galuska & DeSousa, Inc.

Christopher M. Garcia, P.E., Principal

CIVIL, FIRE PROTECTION & PLUMBING CONSULTANT

508-998-5700

508-998-0883

chris_garcia@g-g-d.com

EDUCATION

- Bachelor of Science
  University of Massachusetts
  Dartmouth, MA
  Civil Engineering
  1995

REGISTRATIONS

Massachusetts	Reg. #45034
Rhode Island	Reg. # 7924
Connecticut	Reg. #23883
New Hampshire	Reg. #11137
Maine	Reg. #10466
Vermont	Reg. # 8294

CERTIFICATIONS

- Certified Fire Protection Specialist (CFPS)
- MA Approved Soil Evaluator
- MA Approved Title V System Inspector

PROFILE

Mr. Garcia brings over 23 years of Plumbing, Fire Protection and Civil design engineering experience to the project. He is responsible for supervision of design and development of all GGD Civil, Plumbing and Fire Protection projects as well as the day-to-day supervision of his team. He is also responsible for the direction and supervision of work involving the study, design, development and construction administration of plumbing systems including sanitary waste, vent, storm, natural gas and domestic water distribution. He also provides coordination and construction administration services to ensure the plumbing and fire protection work is completed according to construction documents and all applicable code requirements are met.

PROFESSIONAL EXPERIENCE

Garcia, Galuska and DeSousa, Inc.
Dartmouth, Massachusetts

- Civil / Plumbing /Fire Protection Department, Principal
  August 2007 to Present
- Civil/Plumbing/Fire Protection Dept. Head
  2002 to August 2007
- System Engineer
  1997 to 2002
- System Designer
  2/1995 to 1997

PROFESSIONAL AFFILIATIONS

- American Society of Plumbing Engineers National Fire Protection
- Association Society of Fire Protection Engineers American National Fire Protection Association

Garcia, Galuska & DeSousa, Inc.

Dominick B. Puniello, P.E., LEED AP, CEM, Principal

MECHANICAL CONSULTANT

508-998-5700

508-998-0883

dom_puniello@g-g-d.com

EDUCATION

- Bachelor of Science
  Roger Williams University
  Mechanical & Electrical Engineering
  1996

REGISTRATIONS

Massachusetts	Reg. #48326
Rhode Island	Reg. #7868
Connecticut	Reg. #27553
Maine	Reg. #12163
New Hampshire	Reg. #12936
Michigan	Reg. #6201062408

CERTIFICATIONS

- U.S. Green Building Council
- LEED Accredited Professional
  Since 2002
- Certified Energy Manager
  by the Association of Energy Engineers

PROFILE

Mr. Puniello is a principal with Garcia, Galuska & DeSousa, Inc. and directs the Mechanical Department. He brings over 21 years of HVAC engineering and design experience to the project and provides supervision and direction of conceptual system selection and development, as well as computer analysis, studies and construction administration. Mr. Puniello is a former faculty member of Boston Architectural Center lecturing on HVAC engineering and design.

PROFESSIONAL EXPERIENCE

Garcia, Galuska and DeSousa, Inc.
Dartmouth, Massachusetts

Principal and Mechanical Department Head
August 2008 to Present

Robert W. Sullivan, Inc.
Boston, Massachusetts

Associate, HVAC Engineer
2004-2008

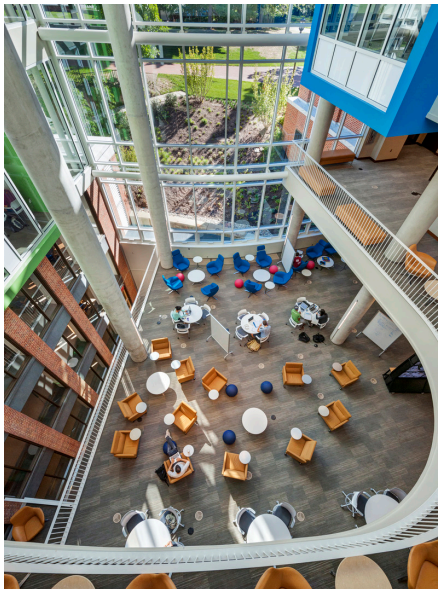
BR+A Consulting Engineers, LLC
Watertown, Massachusetts

HVAC Project Engineer
1997-2004

AFFILIATIONS

- American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE)
- Association of Energy Engineers (AEE)
- American Society of Mechanical Engineers (ASME)
- Association of Energy Engineers (AEE)

AKF FIRM OVERVIEW



AKF, an award-winning global engineering firm, was founded in 1989 as a traditional mechanical, electrical, and plumbing and fire protection design firm. We have since expanded our services to bring better solutions to clients and cater to unique project needs. In addition to MEP / FP design and consultation, AKF offers Analysis & Testing, Architectural Code Consulting, Building Controls, Commissioning, Critical Systems, Energy & Sustainability, Fire & Life Safety, Infrastructure, IT / AV / Security, Lighting, and Special Inspections. Our coordinated in-house services reduce project friction and overall project cost by limiting sub-consultants and providing clients a single point of contact. The scope of our integrated services enables us to remain committed to your project from inception to ongoing operations and optimization.

We are a sector-based company, focusing on client needs within Campus and Commercial environments. Our Campus group supports the needs of healthcare, higher education, K–12, science & technology, and cultural clients, while the Commercial group focuses on the corporate, retail, and residential / hospitality sectors. AKF's ability to successfully execute projects across sectors and worldwide sets us apart from the competition, and we are able to provide 24/7 crisis response.

Our highly experienced engineers and analysts continue to focus on new ways to design for the built environment amidst the evolving landscape and trends of the ACE industry. We build flexible spaces and habitations to achieve the highest quality of convenience and comfort. AKF's reputation has been cultivated through our fundamental principles of client-first service and engineering integrity. Since the firm's inception in 1989, it has grown from one location with four members to over 450 members and a leadership of 24 partners across nine offices in the United States and Mexico. AKF Group is headquartered in New York City.

Market Sectors

Campus Environment
Cultural, Healthcare, Higher Education, K-12 Education, Science & Technology
Commercial Environment
Corporate, Residential, Retail, Hospitality

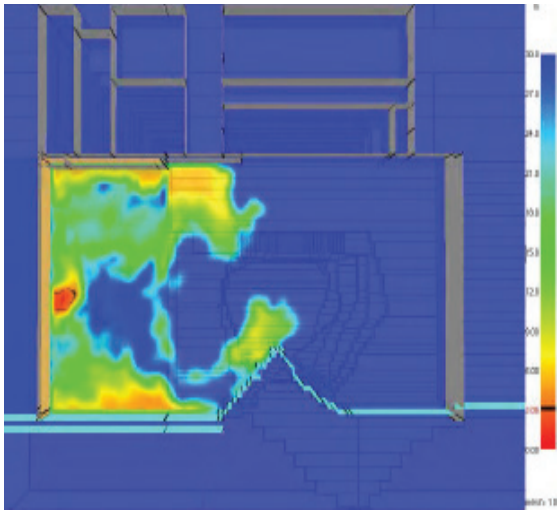
Core Services

Mechanical, Electrical, and Plumbing / Fire Protection Engineering

Integrated Services

Analysis & Testing, Building Controls, Central Utilities, Code Consulting, Commissioning, Critical Systems, Energy & Sustainability, Fire & Life Safety, IT / AV / Security, Lighting Design, Special Inspections

CODE CONSULTING



The rapid evolution of construction codes at the national and local levels presents challenges for design professionals and owners undertaking new and existing building projects. As codes develop in response to advancements in building materials, methods, and systems, the importance of code compliance as a central aspect of project delivery is continually reinforced.

AKF's Code experts provide assistance with code review and regulatory approvals throughout the design and construction process to ensure that code compliance is achieved in all aspects of the project. From conceptual design to construction, our Code Consultants bring tremendous value to new and existing building projects. Our early involvement facilitates a holistic approach to the design process and helps to minimize surprises and delays during permitting and construction. By understanding the code implications of early concepts, designers and developers are able to weigh the benefits of various design options. As the design team works through the details of schematic design, design development, and construction documents, we conduct in-depth reviews of the architectural plans and help the design team resolve any code compliance concerns.

We understand the unique needs of each project and listen to the client's goals and objectives. We can assist in developing feasible alternative designs where existing site constraints or existing conditions prohibit strict compliance with the prescriptive requirements of the code. In addition, our team can assist with negotiating special code approvals such as compliance alternatives and variances with the authority having jurisdiction.

Services include:

- Architectural Plan Review
- Atrium Smoke Control Modeling
- Code Advocacy at National, State, & Local Levels
- Code Appeals and Variances
- Code Upgrade Insurance Claim Reviews
- Due Diligence Code Studies
- Egress Modeling
- Existing Building Evaluations
- Expert Witness and Litigation Support
- Fire and Smoke Modeling, Fire Investigation,
- Fire Resistance Rating Analysis
- Forensic Code Review
- Life Safety Plans
- Negotiation with Code Officials
- Third Party Peer Review

VERNON WOODWORTH, FAIA

Code Consultant

BACKGROUND

Education
MS in Theological Studies,
Harvard Divinity School

BA in Urban Design,
New College of Florida

Accreditations
FAIA, LEED® AP,
ICC Certified Building Official

Professional Affiliations
BSA, ICC, AIA

Professional Articles
"14-Mile Dike Could Protect Greater Boston From Sea Level Rise" (co-author)

Vernon has over 30 years of experience in architecture, code enforcement, and code consulting in a broad range of project sectors. He is a licensed architect in the state of MA and a faculty member at the Boston Architectural College. For over 10 years, Vernon chaired the BSA Codes Committee, seeking to harmonize the MA State Building Code with the national model codes. Elected to serve as the BSA's Commissioner of Civic Engagement in 2011, Vernon is also co-chair of the BSA Committee for the Advancement of Sustainability.

Massachusetts Institute of Technology (Cambridge, MA)
Rapid Response Capital Renewal Feasibility Study
Hobby Shop Feasibility Study
Buildings 1, 3–6, and 8

Mount Ida College (Newton, MA)
Carlson Hall and Shaw Hall Renovations
Dental Clinic Expansion

Northeastern University (Boston, MA)
Multiple Renovations

165 Cambridge Park Drive (Cambridge, MA)
Code Review

Casco Crossing (Andover, MA)
Master Plan

Jackson Commons (Boston, MA)
Residential Unit Code Review

Woodland Elementary School (Milford, MA)
Code Review

Green Mountain Valley School (Waitsfield, VT)
Racing Performance Center

UEC universal environmental consultants

DESCRIPTION OF FIRM

Universal Environmental Consultants (UEC) was established in 2001. Our office is located at 12 Brewster Road, Framingham, MA. UEC staff prior to joining this firm has provided comprehensive asbestos services since 1988 and has completed projects throughout New England. Projects have included colleges, universities, residential, commercial, industrial, military, municipal, federal, and public and private schools.

Our asbestos services include inspection, design, preparation of bid and specification documents, management planning construction monitoring during abatement and analytical laboratory services. We have provided services in occupied and unoccupied buildings and are experienced in coordinating remediation projects to allow minimal disruption to other renovation work and ongoing building operations.

UEC staff has experience with community relations and publicity strategy planning including dealing with the general public, television, and other media to meet general information requirements as well as for the resolution of emergency and potentially volatile situations.

UEC also provide Indoor Air Quality Studies aimed at providing our clients with cost-effective evaluations, recommendations and solutions. Our past experience includes Air Quality Studies in hospitals, colleges, commercial buildings, retail establishments, schools, and government offices.

We perform air quality studies by collecting and analyzing demographic information in the workplace to statistically evaluate and prioritize problems. This analysis allows us to create a schedule and protocol of only those tests that are necessary, thereby keeping the evaluation cost-effective.

UEC provides review services to Architects and Engineers during design and material specification phases of new building and renovation projects for issues that relate to potential Indoor Air Quality problems.

UEC offers a full scope of lead based paint inspection and abatement services. We offer licensed Inspectors for all initial inspections and required re-inspections. The scope of inspection services can range from determination inspections typically for bank refinancing through the extensive comprehensive inspections often required for regulatory compliance. We utilize XRF, Atomic Absorption and Sodium Sulfide analytical techniques to meet all state and federal requirements, including those for HUD.

With the rapidly evolving regulatory climate relative to radon detection and remediation, it is necessary for organizations, particularly schools, to conduct proactive radon testing. UEC offers a full scope of radon testing and remediation.

In addition to the above services, UEC also offers a full scope of mold and PCB's inspection, testing and remediation services. UEC also offers full scope of water testing for asbestos, lead, copper, bacteria and others.

We pride ourselves in meeting our clients' needs with quality work delivered on time and within budget and we have received many letters of commendation from satisfied clients. We will be happy to provide the names and telephone numbers of individuals who are familiar with our work.

Ammar M. Dieb
Asbestos Consultant

EDUCATION

The University of the District of Columbia, B.S. in Civil Engineering (1987)
Project Monitor Training Course (1989)
Refresher Course (2017)
Asbestos Designer Training Course (1989)
Refresher Course (2018)

LICENSES

Certified Asbestos Project Designer, State of Massachusetts (AD 900326)
Certified Asbestos Project Monitor, State of Massachusetts (AM 50620)

PROFESSIONAL EXPERIENCE

Mr. Dieb is presently a President of Universal Environmental Consultants (UEC). Mr. Dieb has been licensed for Asbestos Consulting Services, including Inspection, Management Planning, Designing, Construction Project Monitoring and Air Sampling Analysis since 1988.

Mr. Dieb has been involved in the inspection, management planning, design for remediation and construction and laboratory services in over 500 buildings, schools, residential, commercial, industrial buildings and colleges in Massachusetts, New Hampshire and Rhode Island.

Asbestos inspections have included review of all records and drawings, review of the current and future building use, and inspection of all suspect materials including quantities, conditions and bulk sample results, strictly in accordance with Federal and State regulations. Recommendations for abatement activities, including management in place, repair or remediation are made with cost estimates. Mr. Dieb has prepared management plans, including assessment of hazard areas with prioritization for action in each area according to the level of hazard. His design experience has included resolving scope of asbestos remediation to meet regulatory requirements with careful consideration safety of building occupants, preparation of specifications and designs for remediation, preparation of contract and bidding documents, conducting pre-bid site inspections with contractors and assisting the building owners with bidder qualification.

Other responsibilities include construction cost estimating, assisting clients with pre-bidding, pre-construction and post construction activities such as, pre-bid conference, bid openings, pre-construction meetings, contractor submittals and project completion punch lists.

REPRESENTATIVE PROJECTS:

Various Public Schools, Massachusetts, New Hampshire & Rhode Island: Mr. Dieb has been responsible for various public schools. Mr. Dieb's responsibility included the preparation of contract documents, specifications, attending project meetings and preparation of final reports while working for UEC.

University of Massachusetts, Lowell, Massachusetts: Mr. Dieb has been responsible for various projects at University of Massachusetts in Lowell, Amherst and Dartmouth. Mr. Dieb's responsibility included the preparation of contract documents, specifications, attending project meetings and preparation of final reports while working for UEC.

Todd Chapman, PLS
Director of Land Surveying

RESUME

Mr. Chapman is the Director of Land Surveying at Samiotes Consultants, Inc. (Samiotes). He is a Registered Professional Land Surveyor in Massachusetts with more than 25 years of experience as a surveyor and project manager. Mr. Chapman studied Surveying Engineering at University of New Brunswick in Canada. He is an active member of the Massachusetts Association of Land Surveyors and Civil Engineers (MALSCE) and the National Society of Professional Surveyors (NSPS).

His experience includes the use of GPS (Global Positioning System) to supplement various Boundary, Mapping and Control Surveys. He has supervised and performed Real Time Kinematic (RTK), Post Processed Kinematic and Static GPS surveys to provide Horizontal and Vertical Control, mapping and locations on various State Plane Coordinate Systems. Areas of additional experience include; Boundary/Property Line Surveys, Easement Surveys, Horizontal and Vertical Control Surveys, Existing Conditions Surveys, Hydrographic Surveys, ALTA / NSPS Land Title Surveys, Massachusetts Land Court Surveys, Utility Mapping and Compilation, Subsurface Utility Exploration (SUE), Deformation and Settlement Monitoring, FEMA Flood Elevation Certifications, Massachusetts State Highway Takings, Construction Verification and Layout and Tunneling Surveys.

Current and recent work assignments include: Needham Fire Station #2, the Chapin Street Elementary School in Ludlow, Framingham Fire Station #2 in Saxonville, the Hudson Department of Public Works Administration & Police Headquarters Building, the Forest River Park Pool & Bathhouse in Salem, the Taylor Square Fire Station in Cambridge, Attleboro High School, Sudbury Fire Station #2, the Heal Inc. Development in Warren, 92 Grand Street Apartments in Worcester, and many other projects throughout the Commonwealth

Prior to joining Samiotes, Mr. Chapman was responsible as project manager in a number of projects varying in size and complexities. Projects of significant interest include the mapping of many institutes across New England such as, Providence College's 105-acre campus, Boston University, Massachusetts Institute of Technology, Wellesley College, Westfield State University, Worcester State University and Bridgewater State University. Mr. Chapman was also a survey project manager on the Central Artery Tunnel Project managing various mapping, control, construction, deformation monitoring, hydrographic and geodetic surveys.

Samiotes Consultants, Inc.
Civil Engineers + Land Surveyors

20 A Street
Framingham, MA 01701-4102

T 508.877.6688
F 508.877.8349

www.samiotes.com

Company Introduction

TCI is a consulting, cost and management firm started here in Massachusetts. It is built on years of hands on construction planning and management experience at renowned firms. The challenges of planning, repositioning, constructing, and managing public, institutional and private projects are not new to us. Our focus in planning, cost estimating and management offer value to clients who need to make informed and intelligent decisions regarding the economic and cultural future of their properties.

We offer services with the following principles

- Dependable service, predictable outcome. We offer a dependable and cost effective outsourcing with predictable outcome, no surprises.
- Guaranteed unconditional representation. Our services are offered with unconditional dedication and commitment to your business needs. We are a third party consultant seeking no benefits from your project expenditures. This releases us from any incentives that may conflict with quality and outcome.
- Experience, expertise, Principal involvement. Our construction expertise and experience is provided with 100% principal involvement

Services

Cost Estimating
Our professional staff prepares detailed cost estimates utilizing in-house pricing database for current market conditions. We provide complete cost estimates from division 1 –16 in CSI format and or elemental. We perform a complete quantity take-off for all estimates including material and labor pricing. Estimates are provided at conceptual, schematic, design and contract phases of the project. On occasion, we will contact specialty contractors to verify pricing.

We provide the following when we are estimating:

- Accuracy of quantities and pricing
- Understand the scope of work
- Understand the design team's intent
- Be aware of the current market conditions

Cost Control
As a component of our estimating service, we are prepared to make recommendations when appropriate for identifying and pricing alternate material and or systems for potential cost savings. Part of this process includes a value engineering cost and approval tracking sheet that follows the savings through the design phases and keeps accountability in place.

Change and Scope Review
We provide general construction consulting including change order review, plan review, and final documents scope review prior to bidding.

Resumes

Gerry Tortora - Lead Cost Estimator

Gerry has over 29 years of experience managing and estimating public and private building construction projects. Over his eighteen years of experience he has been in the field running projects, estimating for construction management-and-project management consulting firms. For the last ten years, his strength as a cost estimator and project manager has been in pre-construction and cost consulting.

Prior Experience

- Director of Project Management and Estimating - Construction Cost Management Inc.
- Sr. Construction Project Manager Cost Estimator - Daedalus Projects Inc.
- Sr. Estimator - Kennedy & Rossi Inc.
- Chief estimator/project manager – All Interiors Inc.

Education

Wentworth Institute of Technology, Boston MA

Licenses

Unrestricted Massachusetts Builders License

Associations

Society of Professional Estimators

Jeff Harding – Mechanical Cost Estimator

Jeff has over 33 years of experience as a mechanical estimator. Through professional associations with consulting engineering firms, both in the design office and the field, as well working in contracting as an estimator and project manager. In addition, he has considerable estimating experience, ranging from conceptual design through construction.

Prior Experience

- Sr. Mechanical Cost Estimator - Construction Cost Systems, Inc
- Mechanical Cost Consultant – j Harding
- Construction Manager - Schneider Electric, Inc.
- Sr. Mechanical Cost Estimator - Walsh Brothers, Inc

Education

University of Massachusetts Bachelor of Science Degree
Northeastern University - Certificate for Mechanical Engineering / Construction Estimating

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Michael R. Mainella, P.E. - Electrical Cost Estimator

Michael has over 31 years of experience as a registered Electrical Engineer. Through professional associations with consulting engineering firms, both in the design office and the field, as well working in contracting as an estimator and project manager, he has acquired skills in insurance inspections and claims work, and forensic engineering. In addition, he has considerable estimating experience, ranging from conceptual design through construction. Licensed Professional Engineer - New York State

Prior Experience

- Electrical estimator - Boston based consulting firm
- Electrical estimator/Project Manager - NYC General Contracting Firm
- Project engineer - NYC Consulting Firm

Education

Bachelor of Science, Electrical Engineering, State University of New York at Buffalo

CURRENT & RELEVENT PROJECTS

HKT architects inc.

TOWN OF NEEDHAM MASTER PLAN

NEEDHAM, MASSACHUSETTS

The Town of Needham prepares a Facilities Master Plan every 10 years and hired HKT for this year long study. This Facilities Master Plan focused on 17 municipal buildings and sites and include police, fire, public works, parks and recreation and schools.

HKT expanded on the general information available from the most recent master plan and other studies that were recently completed or were currently underway. Phases of this work included building and site evaluation, analyzing department and building needs, programming, conceptual design options for renovation or new construction, exploration of alternate locations and cost estimating. Collaborating with the Facility Working Group to strategize and prioritize work for the Town, a Master Plan for the next ten years of work was completed.

The Facility working group included 23 members of every Town board and commissions, as well as staff from all Town departments.

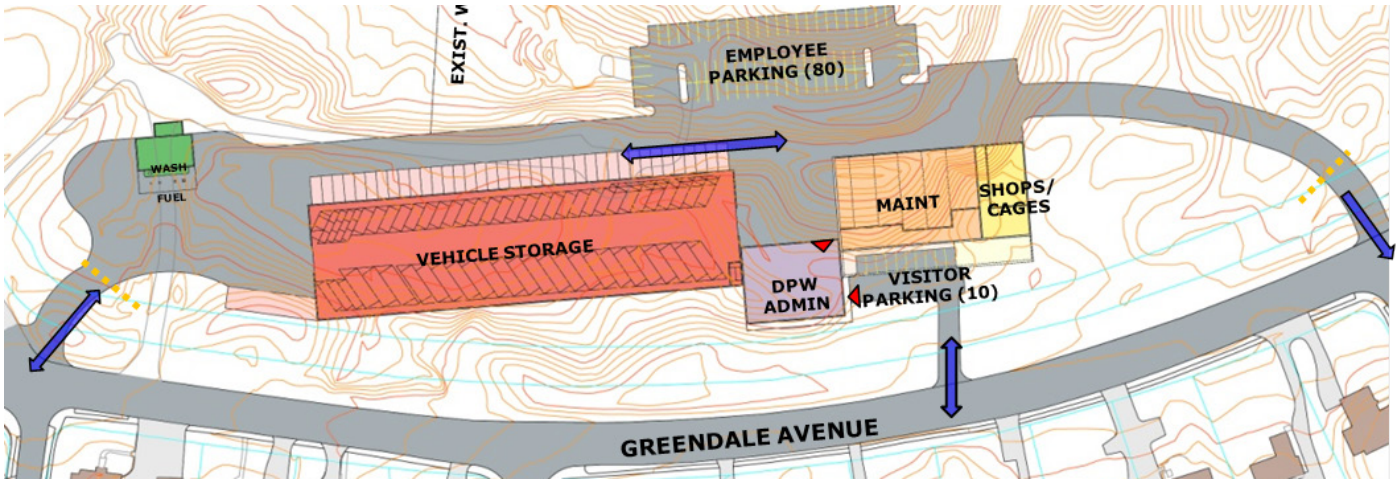
Client Town of Needham, MA

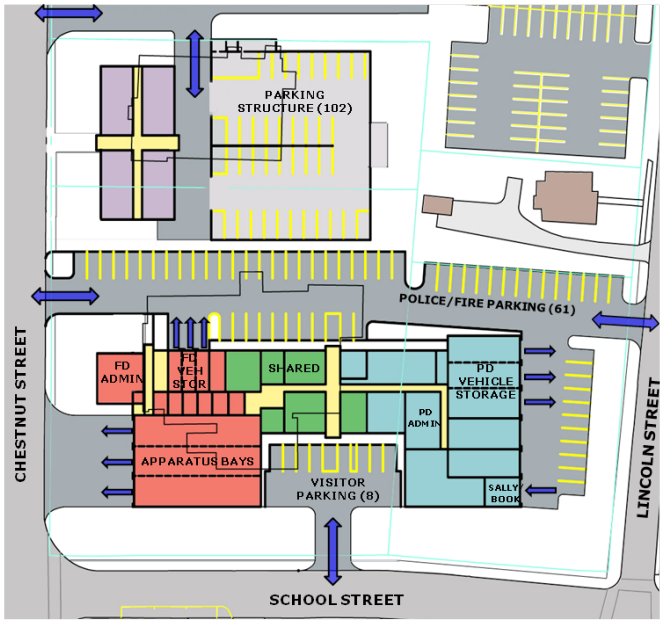
Completed 2014

Est. Cost $90.5 million (5 yr Plan)
$321.3 million (10 yr plan)

Size Various Projects

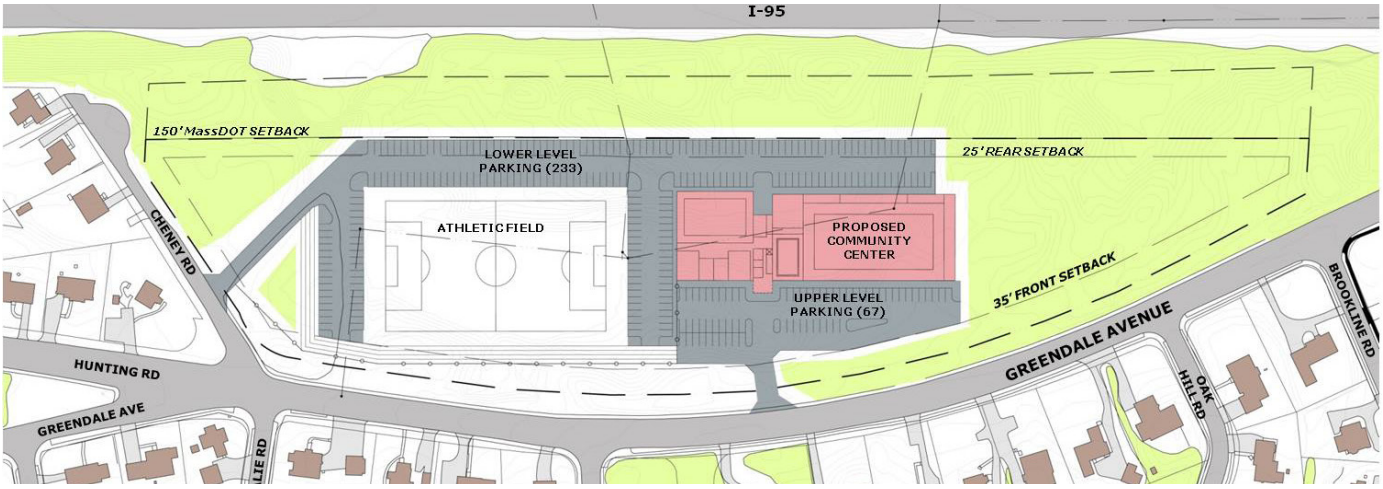
HKT architects inc.





TOWN OF NEEDHAM MASTER PLAN

NEEDHAM, MASSACHUSETTS



HKT architects inc.

PRINCETON PUBLIC BUILDINGS FACILITIES STUDY

PRINCETON, MASSACHUSETTS

HKT Architects was hired by the Town to prepare an audit of six town-owned buildings: Princeton Center, Bagg Hall, Public Safety Building, Town Hall Annex, Fire Station No. 2 and Goodnow Memorial Building. The conditions of each building varies from the Princeton Center (with numerous, serious issues) to the Goodnow Memorial Building (in very good condition with a few deferred maintenance issues).

This study was conducted to evaluate the six buildings and suggest a capital improvement plan with priorities because some of the buildings need immediate attention and will require extensive renovation/restoration or complete replacement. This study is a first step in developing a roadmap to prioritize a realistic plan that addresses these issues. With all the information that HKT assembled, the Town will be able to make some crucial decisions pertaining to the upgrading of these facilities. The Town was made fully aware that without any action, some of these buildings are approaching a point of no return.

Client Town of Princeton, MA

Completed 2015 (Study)

Est. Total Project Cost TBD

Size 2,000 sf Addition (Bagg Hall)
15,000 sf New Construction
(Community Center/Public Safety Complex)

HKT architects inc.

PRINCETON PUBLIC BUILDINGS FACILITIES STUDY

PRINCETON, MASSACHUSETTS

HKT
architects inc.

CAMBRIDGE CITY HALL ANNEX

CAMBRIDGE, MASSACHUSETTS

The City Hall Annex, at 57 Inman Street, houses many of Cambridge's most public offices, including the Arts Council Gallery, a large multi-purpose meeting room, offices for Community Development, and the Traffic, Parking & Transportation Department. A complete renovation of this 1871 building represented a comprehensive response to several pressing program needs. The design approach included operable windows, daylight into every office and work station, rooftop photovoltaic panels and geothermal wells. HKT's design provides a welcoming entry and lobby, clear circulation and signage, efficient offices and general layout, mold decontamination, code upgrades, including handicapped accessibility throughout, and an independent entrance for the Animal Commission which vaccinates pets and houses stray animals.

Client City of Cambridge, MA

Completed 2004

Cost $9.87 million

Size 33,216 sf Renovation

LEED Gold Rating

Awards

Sustainable Buildings Industry Council: First Place Exemplary Sustainable Building Award, 2006

Massachusetts Historical Commission Preservation Award, 2005

Environmental Design & Construction Excellence in Design Award Finalist / Government Category, 2005

Build New England Award, Associated General Contractors, 2005

Cambridge Historical Commission Preservation Award, 2004

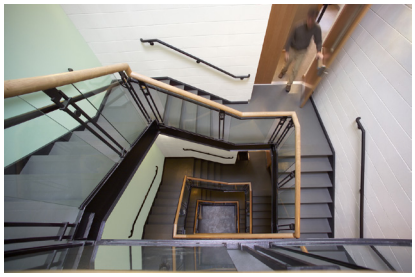
Massachusetts Municipal Association Innovation Award, 2004

Building Design & Construction Innovation Award, 2004

HKT architects inc.

CAMBRIDGE CITY HALL ANNEX

CAMBRIDGE, MASSACHUSETTS



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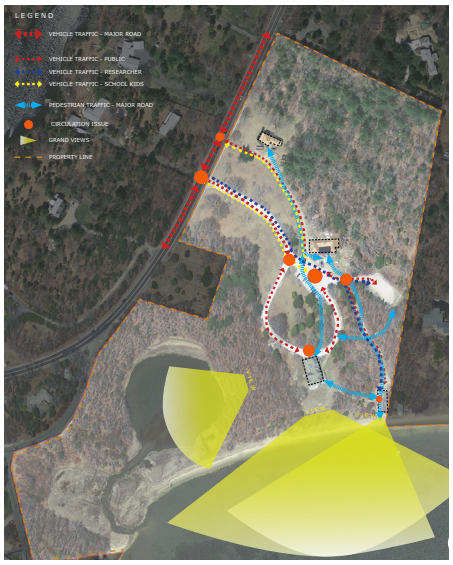
WAQUOIT BAY NATIONAL ESTUARINE RESEARCH RESERVE

WAQUOIT, MASSACHUSETTS



WBNERR is an organization that conducts estuarine research, provides education to professionals, the general public and children, and acts as stewards to over 2,300 acres of varying coastal habitat within the Reserve. The headquarters property serves as the heart of the Reserve providing a multitude of services and research options, and includes facilities for education, research, stewardship, coastal training programs, administration and a visitor center. The headquarters buildings and site had become overcrowded, outdated and underutilized. HKT was hired to conduct a master plan study to review and document the current and future needs and to outline an approach to meeting those needs through renovation and construction for both buildings and the site. A thorough programming and information phase was conducted with staff and other stakeholders.

The final phased master plan met the overall project goals for providing state-of-the-art lab, classroom, auditorium, and visitor center facilities on a welcoming, accessible, and sustainable campus. The initial phase includes a more inviting entry and a maintenance facility. Reducing vehicular traffic and moving maintenance to the periphery opens up the heart of the campus to researchers, children, and other visitors. The future changes include construction of new lab facilities for both in-house and visiting researchers, a modern interactive visitor center, increased and improved classroom facilities, and a conference/auditorium.

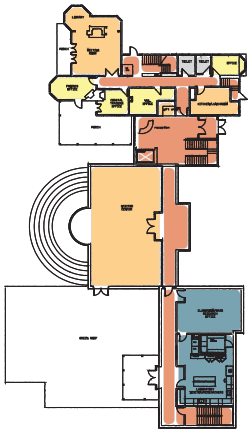
Client Massachusetts Department of Conservation + Recreation, Boston, MA

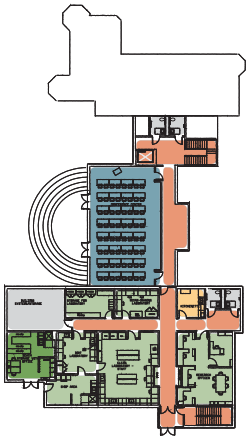
Completed 2011 (Study)

Est. Cost Phases I-III $11 million

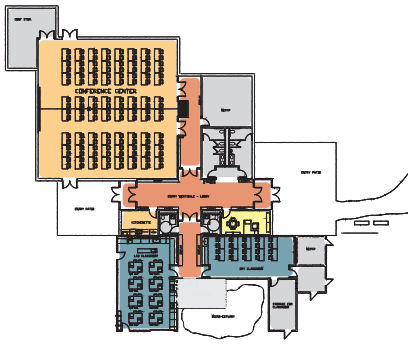
Size 32,250 sf New Construction

HKT architects inc.

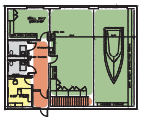




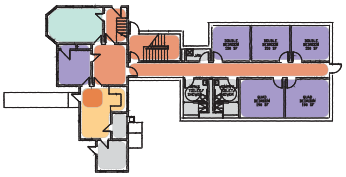
RESEARCH + VISITOR CENTER



CONFERENCE + EDUCATION CENTER



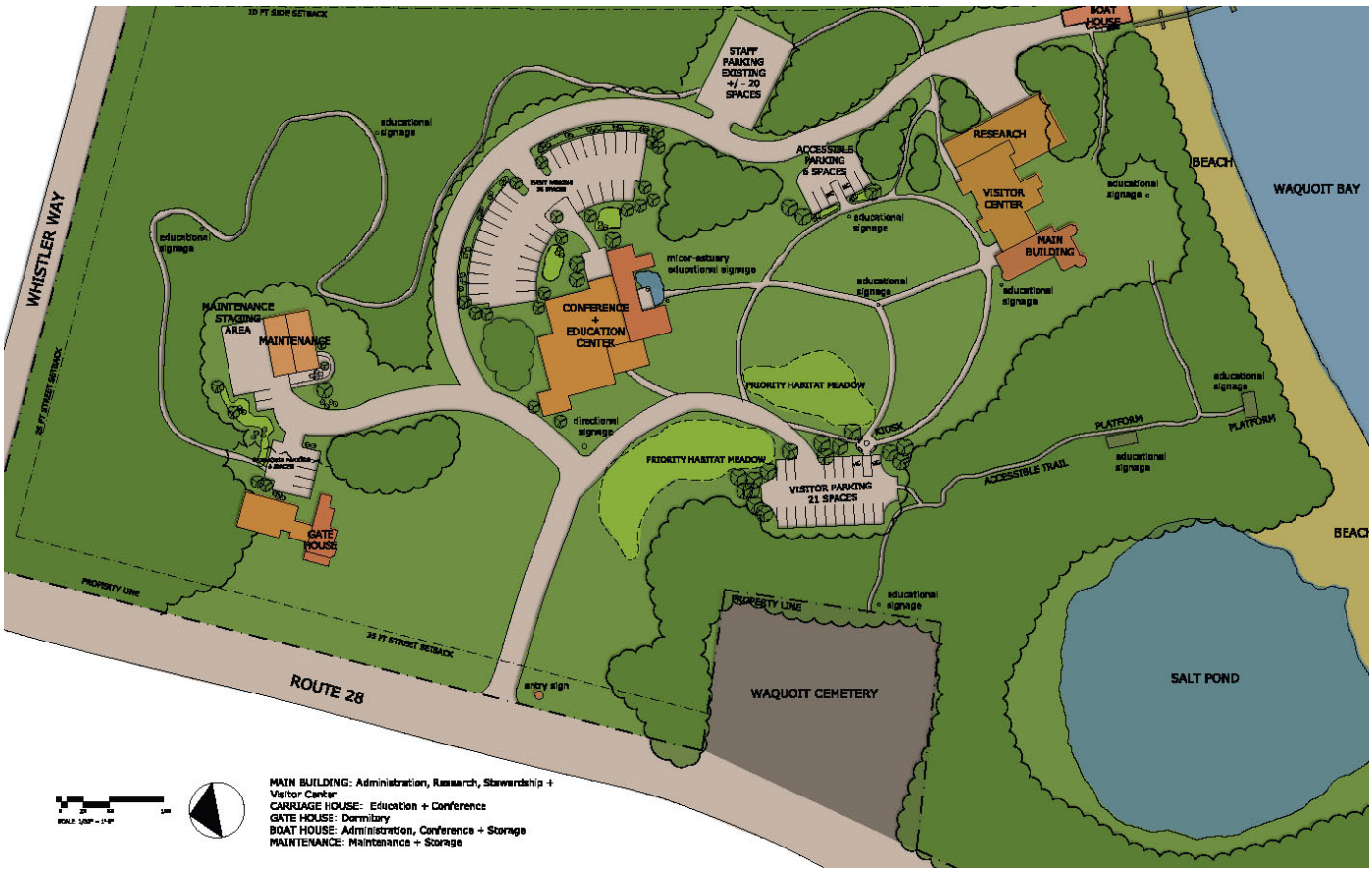
MAINTENANCE BUILDING



GATE HOUSE

WAQUOIT BAY NATIONAL ESTUARINE RESEARCH RESERVE

WAQUOIT, MASSACHUSETTS



HKT architects inc.

SETH VENTRESS BUILDING

MARSHFIELD, MASSACHUSETTS

The Seth Ventress Building was originally constructed in 1895 and has served the Town of Marshfield as a school, a library, a police station and a Town Hall. In 2010, the building was completely renovated and restored to its original grandeur while providing state-of-the-art facilities for the Town.

The second floor auditorium and grand stairway, as well as the exterior of the building, were painstakingly restored using old photographs and a detailed forensic investigation while the first floor and lower level were renovated to provide municipal offices.

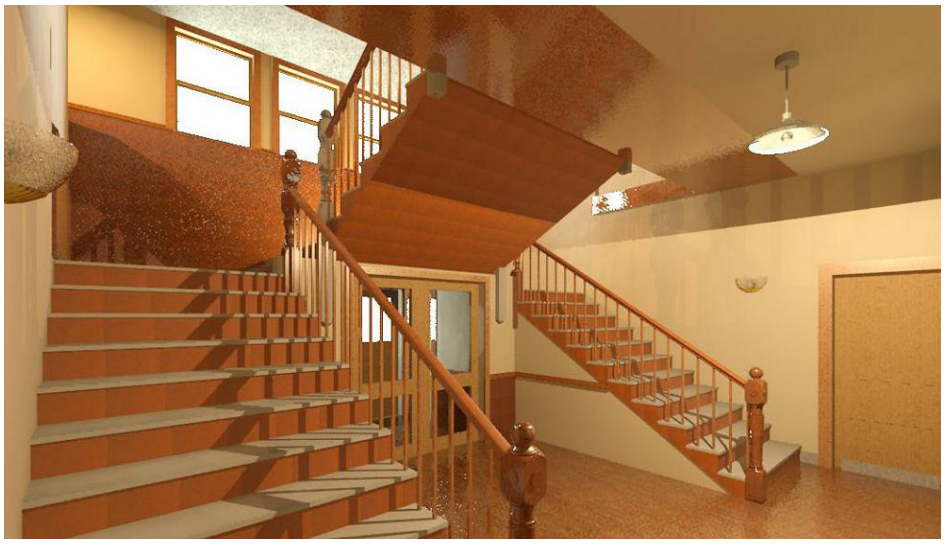
The total project cost was approximately $3.4 million including design and construction, which was $500,000 under the approved budget. Funding was secured from Community Preservation Funds (CPC).

Client Town of Marshfield, MA

Completed Phase I 2008
Phase II 2010

Total Construction Cost
$3.4 million

Size 10,000 sf Renovation



HKT architects inc.

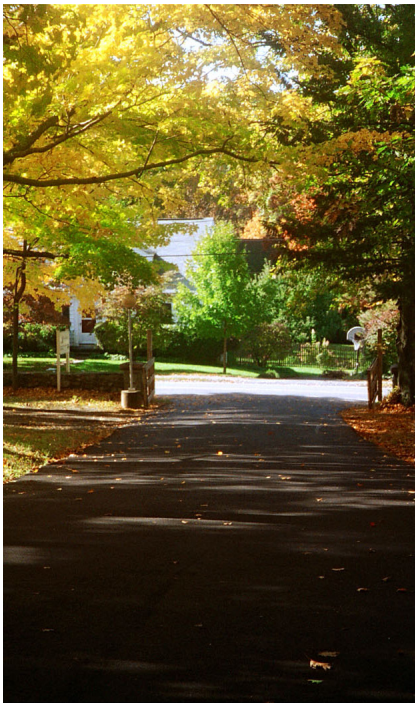
SETH VENTRESS BUILDING

MARSHFIELD, MASSACHUSETTS

HKT architects inc.

MASTER PLAN STUDY

MASSACHUSETTS BAY COMMUNITY COLLEGE, WELLESLEY, MASSACHUSETTS



The Massachusetts Bay Community College campus buildings in Wellesley, MA are clustered on a hilltop site and date variously from 1919, 1951, and 1964. All buildings needed major improvements. When the College was experiencing a space shortage and lacked suitable academic spaces to flexibly accommodate the needs of its diverse, technology-oriented student population, HKT Architects was asked to perform a Master Plan Study to address both the College's deteriorating infrastructure and space needs.

HKT Architects first identified the serious problems in the physical facilities of the campus which ranged from code and life safety deficiencies, barriers to accessibility, deferred maintenance, mechanical systems that had outlived their useful life, security and general appearances. Data on student enrollment, faculty and staff, course offering and scheduling was gathered. Available offices, classrooms and laboratories were assessed for quantitative and qualitative data. Interviews with College executives, administrators, division heads, faculty and students were conducted to define how current programs operated and what future changes were anticipated.

The final Master Plan was comprised of a conditions analysis and current use summary for all spaces, as well as a phased ten-year plan for upgrades, conversion of existing facilities, and new facilities. The Master Plan addresses specialized facility needs such as high tech/distance learning classrooms, a library/computer center, and a fitness center. In the final phase, the Plan calls for a new student center including a cafeteria and kitchen, study and lounge areas, and offices and meeting spaces for student organizations.

Client Massachusetts Bay Community College and Division of Capital Asset Management + Maintenance (DCAMM)

Completed 2001 (Study)

Est. Cost $5 million

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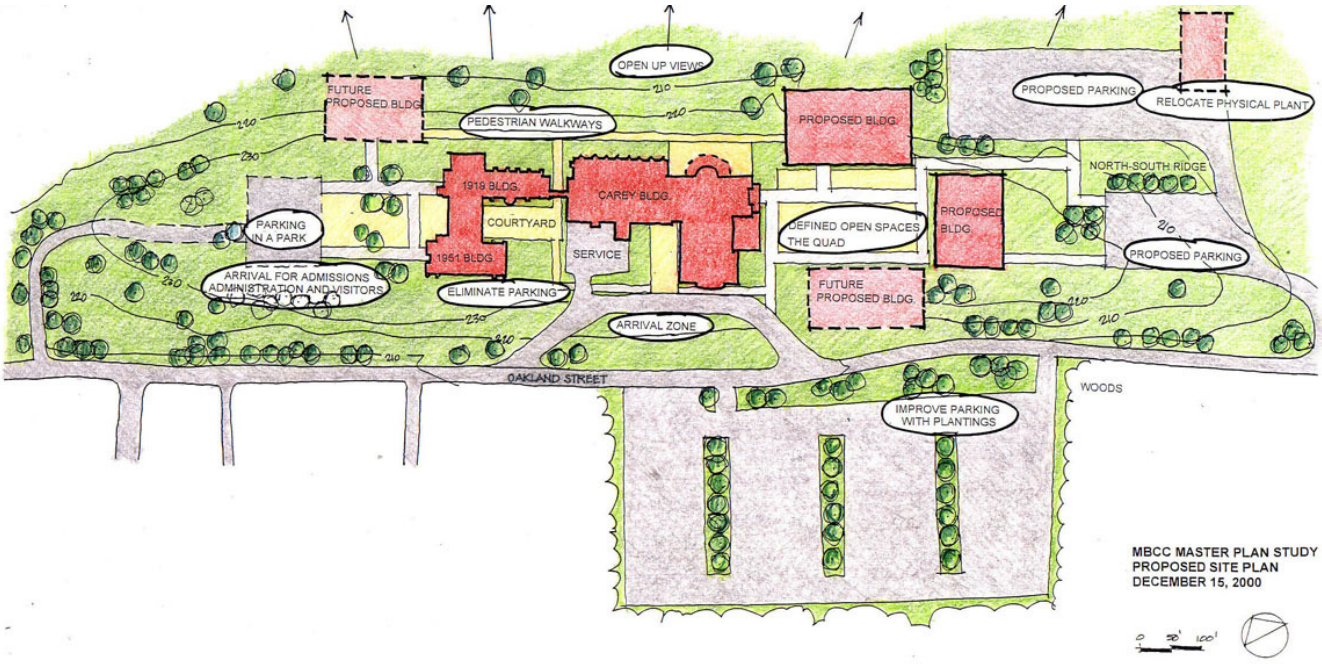
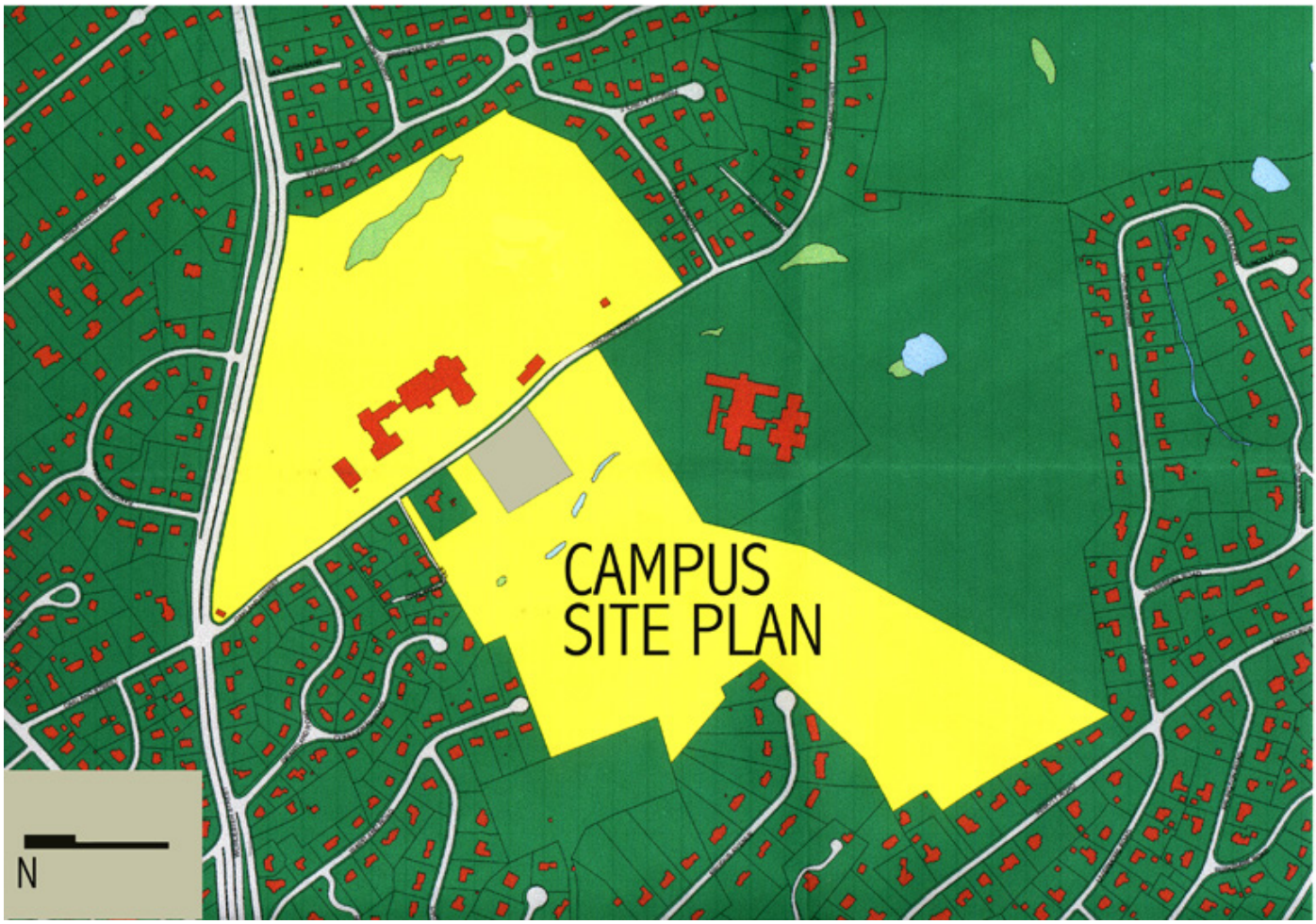


MASTER PLAN STUDY

MASSACHUSETTS BAY COMMUNITY COLLEGE, WELLESLEY, MASSACHUSETTS



HKT architects inc.

HOUGHTON'S POND BATHHOUSE

MILTON, MASSACHUSETTS

The Massachusetts Department of Conservation and Receation (DCR) hired HKT to design a new bathhouse and universal access to the Houghton's Pond Recreation Area. The two major components of the project were the construction of a new bathhouse substantially in the location of the existing facility and the construction of a new interpretive walkway along the west and south edges of Marigold Marsh.

The boardwalk was constructed using methods and materials to minimize any impact to the adjacent wetlands and incorporate opportunities to observe and experience the natural habitat of the marsh. The path is universally accessible, providing full access to the amenities of Houghton's Pond. In addition, there are two access points to the beach equipped with portable matting to allow access to the high water level for persons with disabilities.

The size of the new bathhouse is approximately 30% less than the previous building, resulting in net decrease in the amount of impermeable surface. The project included measures to mitigate run off, including the use of permeable paving around the bathhouse and to control erosion through the use of natural landscaping and storm water management.

Client Massachusetts Department of Conservation and Recreation, Boston MA

Completed 2013

Cost $3.6 million

Size 5,287 sf New construction

HKT architects inc.

HOUGHTON'S POND BATHHOUSE

MILTON, MASSACHUSETTS

HKT architects inc.

MELNEA A. CASS RECREATIONAL COMPLEX

ROXBURY, MASSACHUSETTS

Originally built in 1967, the Melnea Cass Swimming Pool and Skating Rink served Roxbury as a place to have fun year 'round. In 1986 the skating rink was closed and remained unused while the pool remained open to the public. Construction began in 2010 on a design that reuses the existing laminated wood arch rink structure, enclosing it for a year-round recreation space. The design provides a new central entry for the Recreation Center by way of a link building connecting the existing bathhouse and arena. Additional toilet rooms were built in the existing bathhouse to accommodate the increased patronage, especially during the hot summer months when combined usage is at its highest.

Client Department of Conservation and Recreation, Boston, MA

Completed 2011

Total Cost $3.38 million

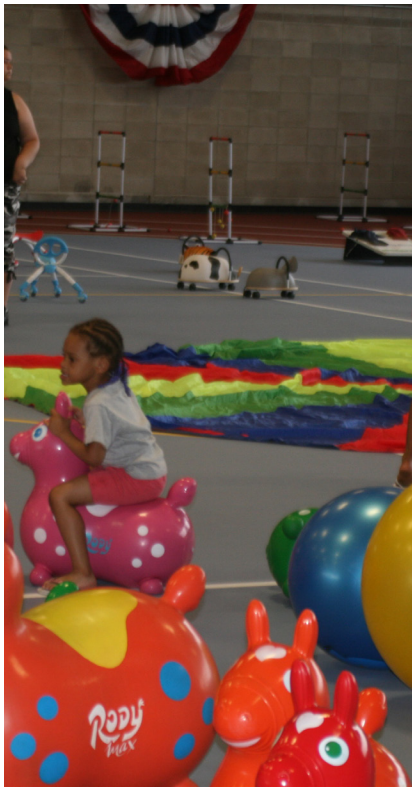
Size 24,850 sf Renovation

Materials were chosen for their aesthetics, quality, and durability and the design takes into account the safety and security of the patrons. A performance sports floor system was installed to accommodate many forms of athletics: soccer, tennis, walking, and flat track roller derby. Outboard of the main playing area is a walking track for residents to get their exercise. Response from the community was overwhelming, with events and sports planning beginning as soon as the building opened.

HKT architects inc.

MELNEA A. CASS RECREATIONAL COMPLEX

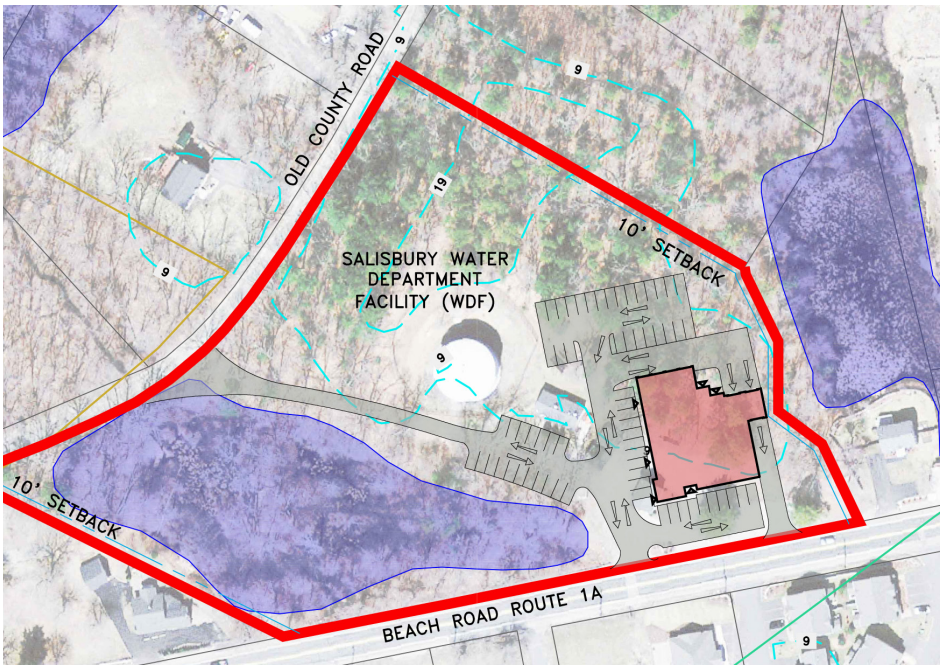
ROXBURY, MASSACHUSETTS

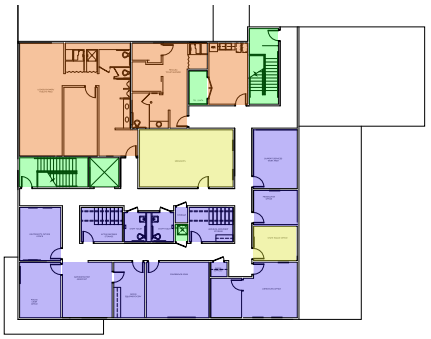


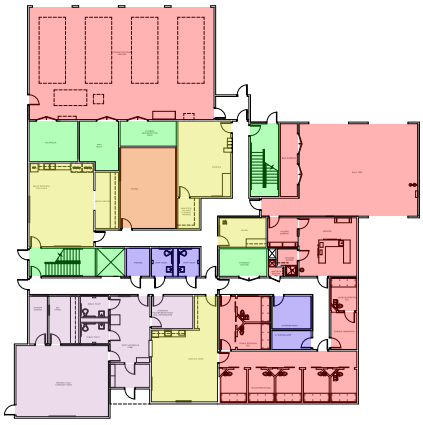
HKT architects inc.

SALISBURY EMERGENCY SERVICES FACILITY

SALISBURY, MASSACHUSETTS







Police Department

HKT Architects was hired to conduct a feasibility study to review the existing Salisbury Emergency Services structures including Police, Fire and Public Works, and to plan for the future of these facilities. The current facilities no longer fully support the operational needs of the departments. The Police Station built in 1929, the Fire Station built in 1975, and the Department of Public Works built in 1977, are outdated and too small to accommodate equipment and personnel.

The purpose of this study was twofold. The first objective was to determine the programmatic and spatial needs of each department on a pre-determined site. The second was to develop conceptual comparative costs to complete the projects. Following this process, the Building Committee representing the Town citizens and end users, proposed that the Police Station, whose needs are most urgent, would be the first of the three projects to be discussed. Following the Police Station would be the Public Works Department and lastly, the Fire Department.

Client Salisbury, MA

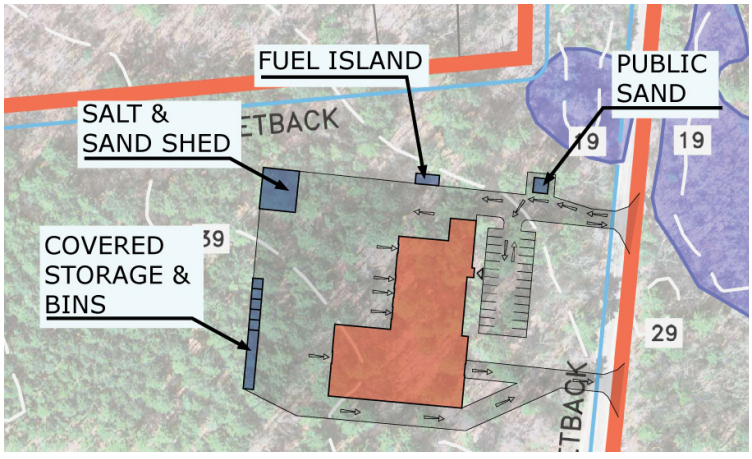
Comeplted 2013 (Study)

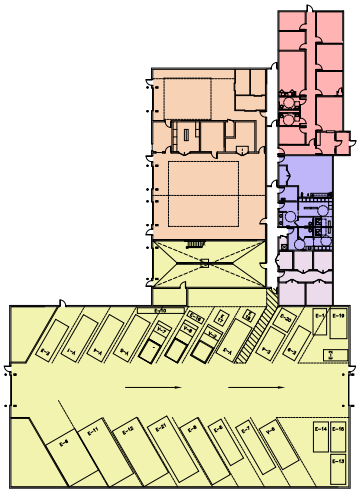
Est. Total Project Costs

Police - $10.7 million
Fire - $9.8 million
DPW - $15.6 million

Size

Police - 19,685 sf
Fire - 18,139 sf
DPW - 33,268 sf





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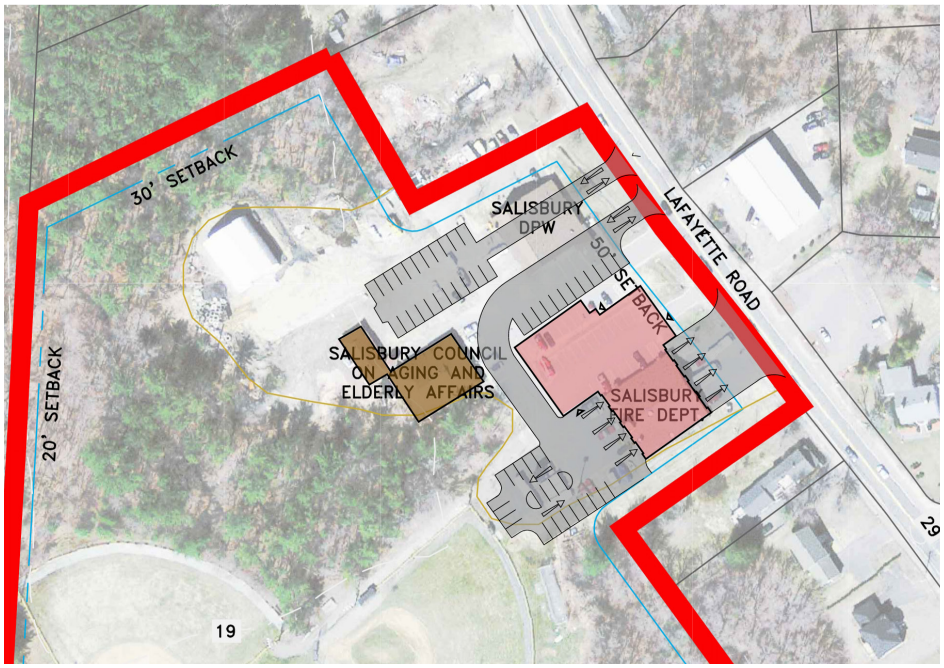
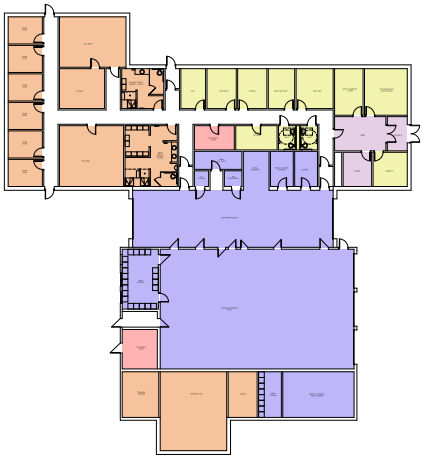




Fire Station Renovation Plan

SALISBURY EMERGENCY SERVICES FACILITY

SALISBURY, MASSACHUSETTS

New Fire Station Plan

HKT architects inc.

SALISBURY POLICE DEPARTMENT

SALISBURY, MASSACHUSETTS

Following the completion of a 2013 study by HKT of the police, fire and public works facilities, the Town approved proceeding with the design for a new police facility. The site for the new police station was located between two wetlands on a portion of a Town-owned site that also included a municipal water tank and a community garden. Goals set by the Town included meeting all the needs of the police department, maintaining free access to existing uses on site, and designing the building to fit into a residential neighborhood. The building features familiar elements, such as stone foundations, clapboard siding, double hung windows, pitched roofs and a front porch, while a new roadway provides access to both existing uses.

The building houses standard police operations and administrative functions, including detention and communications, and provides a large meeting room that is used for training, as the Town's Emergency Operations Center, and by the community for public meetings. The building, which is set back from the main road to lessen the scale along the roadway, provides both a welcoming entry to the community and a secure site for police operations.

Client Town of Salisbury, MA

Completed 2017

Construction Cost
$7.9 million

Size 18,000 sf New Construction

Contact Tom Fowler, Chief of Police
P: 978.465.3121

HKT architects inc.

SALISBURY POLICE DEPARTMENT

SALISBURY, MASSACHUSETTS

HKT architects inc.

CHELMSFORD FIRE DEPARTMENT

CHELMSFORD, MASSACHUSETTS

In 2012, following years of planning for a new fire station to replace the undersized and deteriorating Center Fire Headquarters, voters supported the relocation of this facility onto Town-owned land adjacent to the Town office building. This location keeps the headquarters located in the center of Town, meeting required response times.

Selected after exploring other opportunities, the site included renovation of 3,400 square feet in the Town office building for fire prevention and training. The 16,500 square feet of new construction included five double deep apparatus bays with support spaces, operations offices, firefighter day rooms, and sleeping quarters. These two buildings are now connected.

Major concerns during the design were sensitivity towards the residential neighbors and making sure that the new structure was in harmony with the Town office building, which was a former school that had been converted to Town offices many years before. Masonry detailing, color matching to existing masonry, and the placement of doors and windows to minimize light spill reassured the community of the Town's intent.

Client Town of Chelmsford, MA

Completed 2015

Cost $6.1 million

Size 19,900 sf Renovation + New Construction

Contact Gary Ryan, Fire Chief
P: 978.250.5265

** HKT is the Architect of Record and was responsible for programming, planning and design, and architectural construction administration*

HKT architects inc.

CHELMSFORD FIRE DEPARTMENT

CHELMSFORD, MASSACHUSETTS

HKT architects inc.

BOSTON POLICE DEPARTMENT

CHARLESTOWN, MASSACHUSETTS

The major concepts in the planning for the building included transparency and community access. The building program includes administrative offices, work areas, a lock-up facility, maintenance garage, a community meeting room, and a Community Service office. As part of the City's Green Building Initiative, this new district police station incorporates sustainable design strategies for energy efficiency and healthy environments. Specifically, the building design maximizes daylighting, increases indoor air quality, reduces energy costs, and provides a strong visual connection to the surrounding community.

Client City of Boston, MA

Completed 2008

Total Construction Cost

2008 - $9.1 million

2017 - $14.6 million

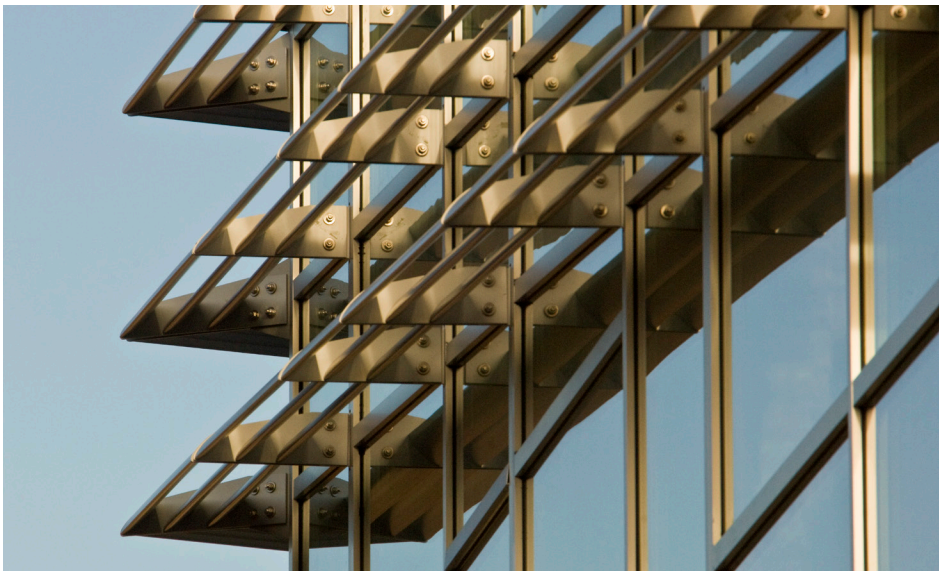
Size 19,200 sf New Construction

Contact Mark Lynch,
Director of Facilities
P: 617.343.4379

HKT architects inc.

BOSTON POLICE DEPARTMENT

CHARLESTOWN, MASSACHUSETTS



HKT architects inc.

TISBURY EMERGENCY SERVICES FACILITY

TISBURY, MASSACHUSETTS

The goal of this project was to consolidate Tisbury's scattered emergency service operations into one structure on a Town-owned, steeply sloped site, which included a municipal leaching field, and is located just outside the center of town. The building supports both the Fire Department and Emergency Medical Services, provides housing for emergency volunteers, and acts as a community meeting house.

Throughout the design process, the Town expressed the desire to create the most sustainable structure possible that would also be sensitive to the building vernacular of Martha's Vineyard. Located across from an elementary school and within a residential area, the building design integrates with both neighborhoods through the use of vernacular forms, materials, and massing. Sustainable features include solar thermal hot water, geothermal wells, super-insulated building envelope, daylighting, and improved indoor air quality.

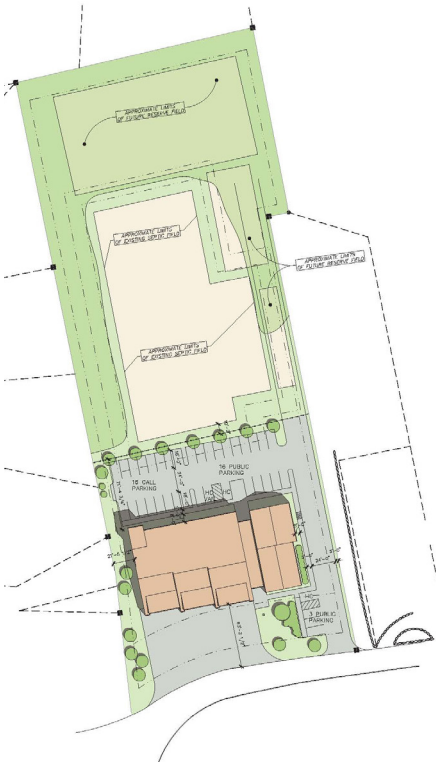
Client Town of Tisbury, MA

Completed 2012

Construction Cost $5.8 million

Size 18,000 sf New Construction

Contact John Schilling, Fire Chief
P: 508.696.4246



HKT architects inc.

TISBURY EMERGENCY SERVICES FACILITY

TISBURY, MASSACHUSETTS

HKT architects inc.

WAKEFIELD PUBLIC SAFETY BUILDING STUDY

WAKEFIELD, MASSACHUSETTS

HKT completed a feasibility study for the Public Safety Building which evaluated current and future space needs and investigated the existing conditions of architectural, structural and mechanical, electrical, plumbing and fire protection systems. Following a major building renovation and new construction project in 2003, the Police and Fire Departments experienced deficiencies in operations as well as issues related to some building systems. Fire Departments issues were primarily related to public interaction, while the Police Department issues included significant operational issues related to lack of adequate space, the location of dispatch, and the inefficiencies of officer support spaces. Both departments have issues with building systems. HKT was tasked with performing a complete reprogramming of the police department, a review of all Fire Department areas, existing conditions analysis of all systems, industry comparison review, and conceptual design for renovations and additions to improve operational aspects for both departments. The solution includes two small additions, a new entry sequence that serves both departments and improves service to the community, and a reorganization of police areas to improve work flow.

Client Town of Wakefield, MA

Completed 2017

Est. Project Cost $7.6 million

Size 53,281 GSF

Contact Joseph Bertrand, Permanent Building Committee Chair
P: 781.246.6300

Proposed Floor Plan Option

Proposed Model for New Entry

HKT architects inc.

Proposed Floor Plan Option

WAKEFIELD PUBLIC SAFETY BUILDING STUDY

WAKEFIELD, MASSACHUSETTS

Proposed Model for Sally Port

HKT architects inc.

RYE PUBLIC SAFETY FACILITY

RYE, NEW HAMPSHIRE

Design and construction of this combined public safety facility located on the site of the existing fire station, as well as the adjacent property, followed the recommendation of HKT's study of three possible sites in Town. Working closely with the Town, HKT developed a design that could be phased, allowing the fire department to remain in operation on-site throughout construction. To accomplish this, a historic house on the property was relocated to another site in Town prior to the start of construction.

Maximizing department synergies, the public safety facility combines police, fire, and an emergency operations center under one roof. Respectful of its context, both the massing and materials of the building are harmonious with the residential character of the historic district of this New Hampshire shore community. This building, with shared entry and training room, provides both departments with appropriate operations, administration, and living spaces to support their individual duties to the community.

Client Town of Rye, NH

Completed 2006

Total Construction Cost
$3.0 million

Size 23,000 sf New Construction

Contact Kevin Walsh, Chief of Police
P: 603.964.5522

HKT architects inc.

RYE PUBLIC SAFETY FACILITY

RYE, NEW HAMPSHIRE

HKT architects inc.

RENOVATIONS TO THE TAYLOR SQUARE FIRE STATION

CAMBRIDGE, MASSACHUSETTS

Existing exterior stair

This project includes the renovation of the Taylor Square Fire Station and the new construction of a temporary facility.

The existing fire station is designated by the Massachusetts Historic Commission as a historic structure. The renovation must conform to the Secretary of the Interior's Historic Standards.

Construction of the Temporary Facility is to be completed prior to the renovations at the existing Fire Station, as the existing fire station will be unoccupied during renovations. The Temporary Facility consists of a heated, 2-bay apparatus tent (40' x 66') and a bunk house consisting of 12 dorms, 3 toilet/shower rooms and a kitchen/dayroom.

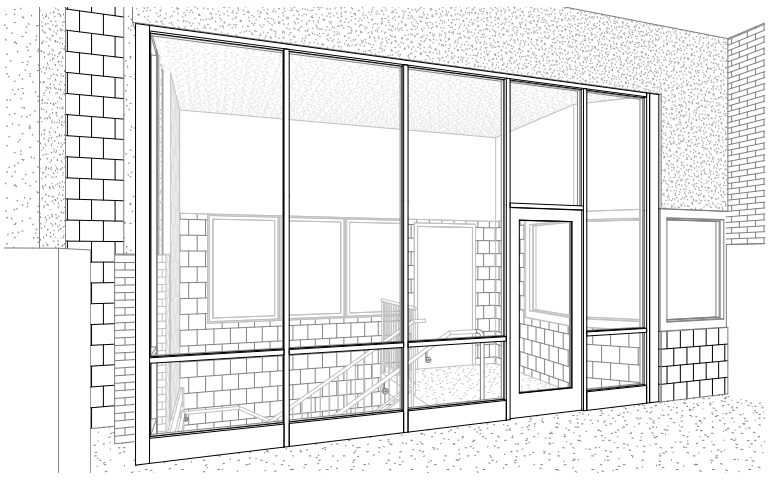
Renovations to the Fire Station include demolition of all existing HVAC and replacement geothermal system. All plumbing will be upgraded and all electrical fixtures will be replaced with energy efficent LED fixtures. Site work includes new geothermal wells and new concrete apron with trench drains and ice melt mat. The existing exterior wood stair is being replaced with a a concrete masonry deck/ patio area. A new storefront system will be installed on the first floor for safety, security and more efficent HVAC systems. A new TPO roof will be installed along with a state-of-the-art Photovoltaic array and most windows will be replaced with dual glazed, energy efficient windows. All will aid in the efforts of becoming a Net Zero building.

Client City of Cambridge, MA

Completed Est. 2019

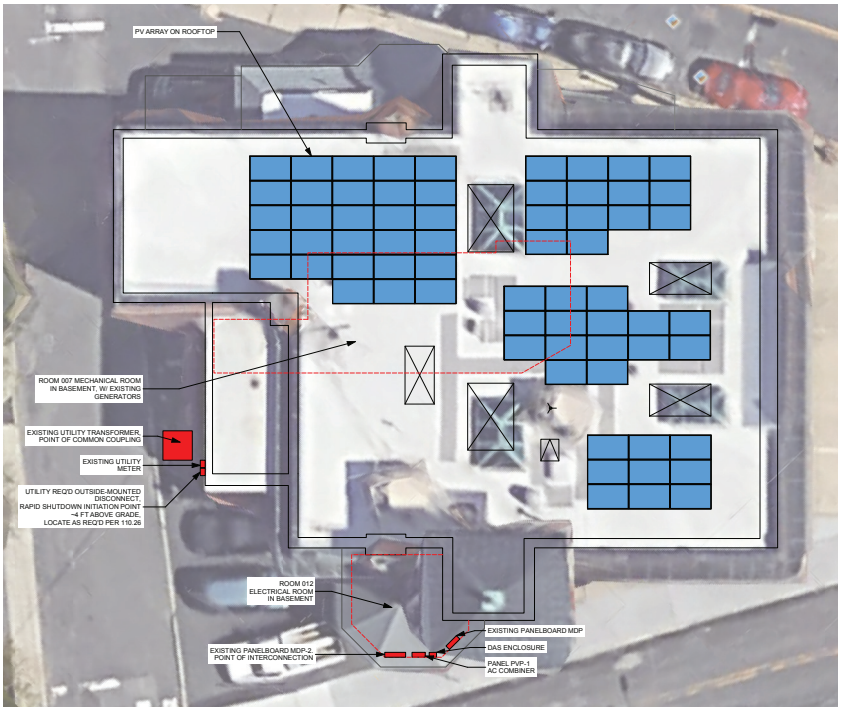
Bid Cost $6.18 million

Size 21,600 sf Renovation
5,800 sf Temporary Facility



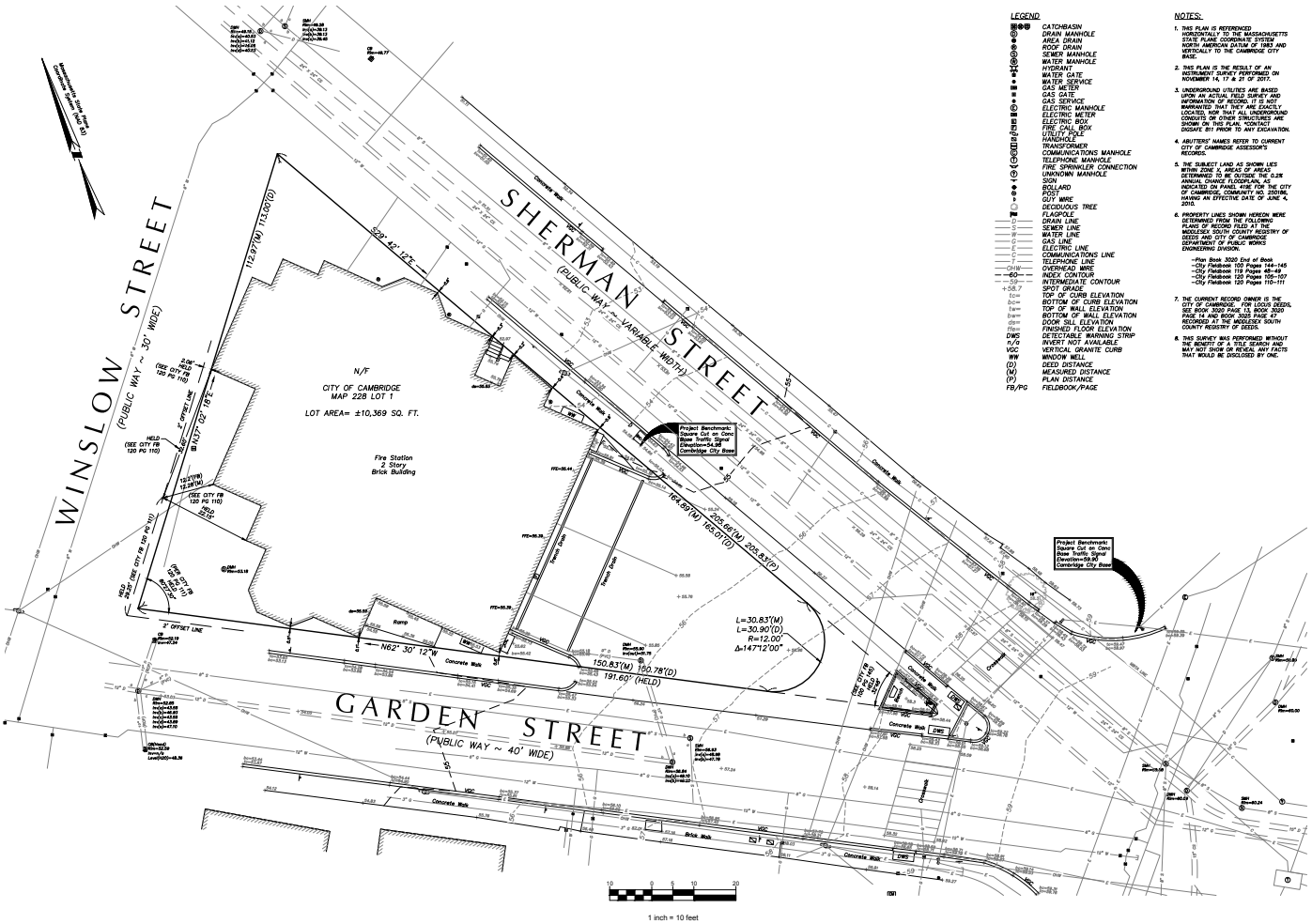
Proposed exterior stair

HKT architects inc.



RENOVATIONS TO THE TAYLOR SQUARE FIRE STATION

CAMBRIDGE, MASSACHUSETTS



HKT architects inc.

REQUIRED FORMS + STATEMENTS

- Certificate of Non-Collusion
- Tax Certification
- Statement on MGL and Building Code
- Certificate of Corporate Authority

CERTIFICATE OF NON-COLLUSION

CERTIFICATE OF NON-COLLUSION

The undersigned hereby certifies, on behalf of the named proposer, under penalties of perjury, that this proposal has been made and submitted in good faith and without collusion or fraud with any other person, and that the proposer has not offered, given, or agreed to give, received, accepted, or agreed to accept, any gift, contribution, or any financial incentive whatsoever to or from any person in connection with the contract. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, Working Group, club, or other organization, entity, or group of individuals. Furthermore, the undersigned certifies under the penalties of perjury that throughout the duration of any contract made in connection with the proposal, it will not have any financial relationship with any materials manufacturer, distributor or vendor. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the Securities and Exchange Commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation.

Janet M Slemenda

Signed

February 5, 2019

Date

Janet M. Slemenda, Principal

Name and Title

NAME OF PROPOSER: HKT Architects Inc.

HKT architects inc.

TAX CERTIFICATION

TAX CERTIFICATION

Pursuant to M.G.L. Chapter 62C, Sec. 49A, the undersigned, acting on behalf of the Contractor, certifies under the penalties of perjury that the Contractor has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support*.

Janet M Slemenda

**Signature of Individual

04-3112867

***Contractor's Social Security Number Or Corporate Contractor Federal Identification Number

By: Janet M. Slemenda VP Clerk

Corporate Officer
(Mandatory, if applicable)

Date: February 5, 2019

NAME OF CONTRACTOR: HKT Architects Inc.

HKT architects inc.

STATEMENT ON MGL AND BUILDING CODE

STATEMENT ON MGL AND BUILDING CODE

I certify, on behalf of the Proposer named below, that all information provided to the Town of Littleton in response to the Town's RFQ for Owner's Project Manager Services for the Town's Municipal building Project is submitted under penalties of perjury and that I am familiar with the State Building Code and also Massachusetts General Laws, Chapter 149, Sections 44A-44H and Section 44M, Chapter 193 of the Acts of 2004, and General Laws Chapter 30, Section 39M.

Signed

February 5, 2019
Date

Janet M. Slemenda, Principal
Name and Title

HKT Architects Inc.
Name of Proposer

CERTIFICATE OF CORPORATE AUTHORITY

CERTIFICATE OF CORPORATE AUTHORITY
(For Corporations/LLC's/LLP's/Entities Only)

At a duly authorized meeting of the Board of Directors/Members/Partners of the HKT Architects Inc.
(Name of Entity)
held on January 3, 2018 (Date) at which all the Directors/Members/Partners were present or waived notice, it was voted that President
William R. Hammer (Name) (Officer/Title)
of this company, be and he hereby is authorized to execute contracts and bonds in the name and behalf of said company, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this company's name on its behalf of such President under seal of the (Officer) company, shall be valid and binding upon this company.

A TRUE COPY,
ATTEST: Janet M Slemenda, VP, Clerk
(Signature/Title)

Place of
Business:

HKT Architects Inc.

24 Roland Street, Charlestown, MA 02129

I hereby certify that I am the Clerk of the HKT Architects Inc.
(Title) (Name of Corporation)
that William R. Hammer is duly elected President
(Officer, Name) (Title)
of said company, and the above vote has not been amended or rescinded and remains in full force and effect as of the date of this contract.

Janet M Slemenda, VP Clerk
(Signature/Title)

Janet M. Slemenda, Clerk
(Typed Name/Title)

HKT
architects inc.

February 5, 2019
(Date)

Subscribed and sworn to before me (Corporate Seal)
If applicable (i.e., not necessary for sole proprietorships or *partnerships)*
this 5th day of February, 2019

Allysn L. Bannen (Notary Seal)
Notary Public

My Commission Expires Sept. 24, 2021

ALLYSN A. BANNEN
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires
September 24, 2021

DSB FORM

HKT
architects inc.

Commonwealth of Massachusetts

Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)

1. Project Name/Location For Which Firm Is Filing:

Littleton Town Building and Space Needs

2. Project # NA

This space for use by Awarding Authority only.

3a. **Firm (Or Joint-Venture) - Name and Address Of Primary Office To Perform The Work:**

HKT Architects, Inc.
24 Roland Street, Suite 301
Charlestown, MA 02129
T: 617.776.6545
F: 617.776.6678
www.hktarchitects.com

3. Name Of Proposed Project Manager:

Janet M. Slemenda AIA, LEED-AP, Principal
Amy J. Dunlap, LEED-AP BD+C, Principal

3b. Date Present and Predecessor Firms Were Established:

HKT Architects Inc.	**1991**
Hammer Kiefer & Todd, Inc.	**1978**
Hammer-Kiefer Architects	**1974**

3f. Name and Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above:
N/A

3c. Federal ID #:
043112867

3g. Name and Address Of Parent Company, If Any:
N/A

3d. Name and Title Of Principal-In-Charge Of The Project (MA Registration Required):
Janet M. Slemenda, LEED-AP, Principal-In-Charge, MA Reg. #6026

Email Address: **jslemenda@hktarchitects.com**
adunlap@hktarchitects.com

Telephone No: **617-776-6545**

Fax No.: **617-776-6678**

3. Check Below If Your Firm Is Either:

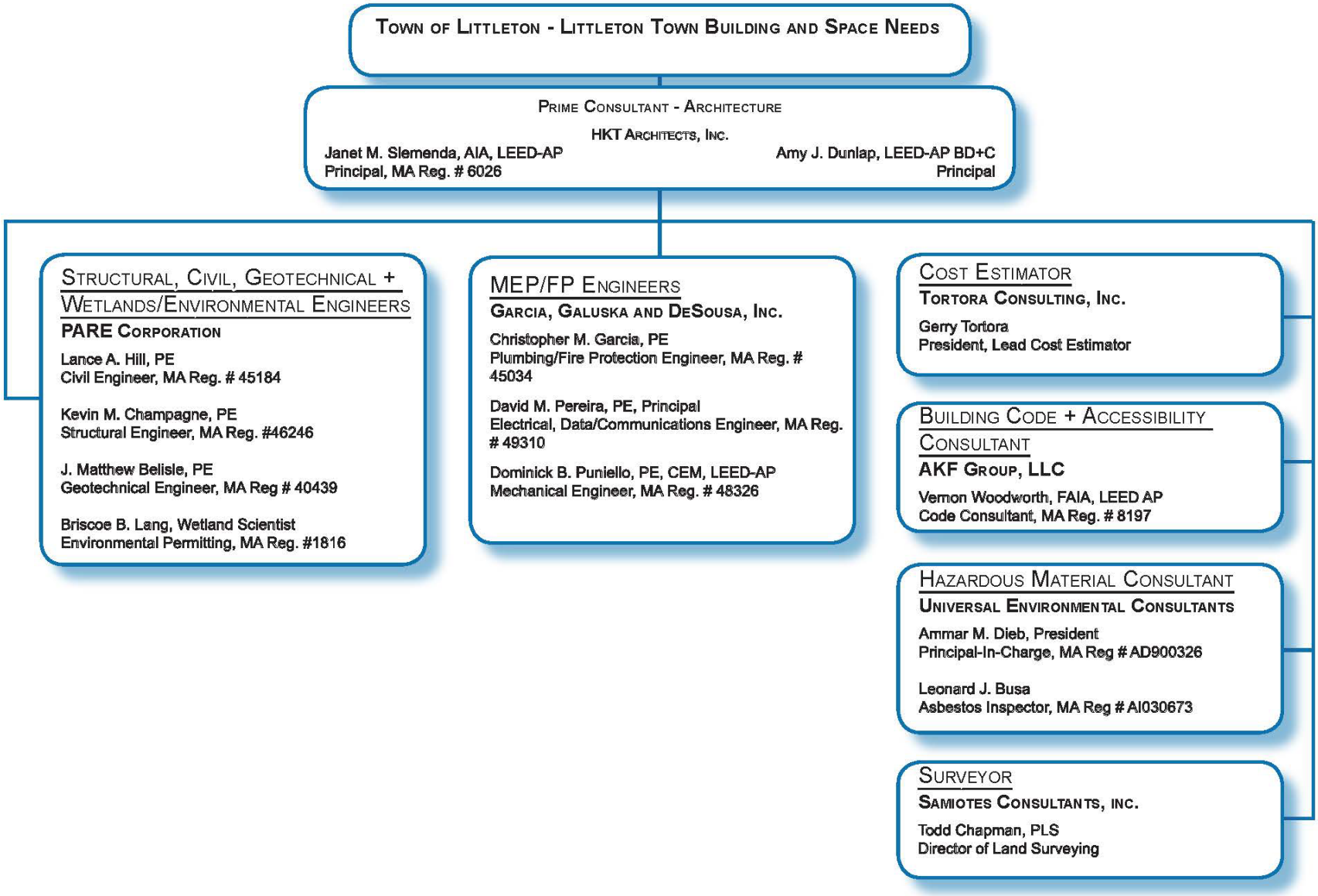
(1) SDO Certified Minority Business Enterprise (MBE) ❑
(2) SDO Certified Woman Business Enterprise (WBE) ❑
(3) SDO Certified Minority Woman Business Enterprise (M/WBE) ❑
(4) SDO Certified Service Disabled Veteran Owned Business Enterprise (SDVOBE) ❑
(5) SDO Certified Veteran Owned Business Enterprise (VBE) ❑

4. **Personnel From Prime Firm Included In Question #3a Above** By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):

Admin. Personnel	2	( )	Ecologists		( )	Licensed Site Profs.		( )	Other		( )
Architects	7	(4)	Electrical Engrs.		( )	Mechanical Engrs.		( )			( )
Acoustical Engrs.		( )	Environmental		( )	Planners: Urban./Reg.		( )			( )
Civil Engrs.		( )	Fire Protection		( )	Specification Writers		( )			( )
Code Specialists		( )	Geotech. Engrs.		( )	Structural Engrs.		( )			( )
Construction Inspectors		( )	Industrial		( )	Surveyors		( )			( )
Cost Estimators		( )	Interior Designers		( )			( )			( )
Drafters		( )	Landscape		( )			( )	Total	9	(4)

5. Has this Joint-Venture previously worked together? ❑ Yes ❑ No

6. List **ONLY** Those Prime And Sub-Consultant Personnel Specifically Requested In The Advertisement. This Information Should Be Presented Below In The Form Of An Organizational Chart. Include Name Of Firm And Name Of The One Person In Charge Of The Discipline, With Mass. Registration Number, As Well As MBE/WBE Status, If Applicable:



7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.

a. Name and Title Within Firm: **Janet M. Slemenda, AIA, LEED-AP, Principal**	a. Name and Title Within Firm: **Amy J. Dunlap, LEED-AP BD+C**
b. Project Assignment: **Principal-in-Charge**	b. Project Assignment: **Project Manager**
c. Name and Address Of Office In Which Individual Identified In 7a Resides: HKT Architects, Inc. 24 Roland Street, Suite 301 Charlestown, MA 02129 T: 617.776.6545 F: 617.776.6678 www.hktarchitects.com MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑	c. Name and Address Of Office In Which Individual Identified In 7a Resides: HKT Architects, Inc. 24 Roland Street, Suite 301 Charlestown, MA 02129 T: 617.776.6545 F: 617.776.6678 www.hktarchitects.com MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑
d. Years Experience: With This Firm: **33** With Other Firms: **5**	d. Years Experience: With This Firm: **17** With Other Firms: **0.5**
e. Education: Degree(s) /Year/Specialization **B. Architecture / 1980 / Pennsylvania State University**	e. Education: Degree(s) /Year/Specialization **B.Arts / 1993 / Tufts University** **M.Arch / 1999 / Washington University**
f. Active Registration: Year First Registered/Discipline/Mass Registration Number **1984 / Architecture / MA Reg. #6026**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number: **N/A**
g. Current Work Assignments and Availability For This Project: **Janet Slemenda** is available to begin work on this project immediately. She is also working on a new fire station facility in Tewksbury, MA and several small public works projects for the City of Cambridge, MA.	g. Current Work Assignments and Availability For This Project **Amy Dunlap** is available to begin work on this project immediately. She is also working on a new fire station facility in Tewksbury, MA and renovations for the Holyoke Community College Campus Center.
h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Municipal Projects** Public Facilities Improvement Plan, Fairhaven, MA Public Buildings Facility Study, Princeton, MA Needham Facilities Master Plan, Needham, MA DCR Waquoit Bay National Estuarine Research Reserve – Master Plan, Falmouth MA Study of Public Safety Facility, Merrimac, MA Salisbury Emergency Services Facility Study, Salisbury, MA Salisbury Police Station, Salisbury, MA North Wing Expansion Study, Quinsigamond Community College, Worcester, MA Master Plan Study, MassBay Community College, Wellesley, MA Montachusetts Regional Vocational Technical High School, Fitchburg, MA Public Library, Melrose, MA Cambridge Public Works Master Plan Study, Cambridge, MA Leominster Police Station Conversion, Leominster, MA Town Garage / EMS Facility Study, Deerfield, MA Deerfield Highway Building, Deerfield, MA Historic Stone Building East Lexington Library Branch Study, Lexington, MA Samuel Hadley Public Services Building, Lexington, MA Charlestown Police Station, Boston, MA	h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Municipal Projects:** Public Facilities Improvement Plan, Fairhaven, MA Tewksbury Fire Station, Tewksbury, MA (New Construction) Chelmsford Fire Department, Chelmsford, MA (Study + Design) Upton Fire & EMS Headquarters, Upton, MA, (Study + New Construction) Fire/Police Public Safety Facility, Holbrook, MA, (Study + New Construction) Tisbury Emergency Services Facility, Vineyard Haven, MA, (New Construction) Public Safety Building Feasibility and Location Study Services, Ashland, MA (Feasibility Study) Fire Department / Police Sub-Station 2, Wayland, MA (Feasibility study) Boxborough Public Safety, Boxborough, MA (Study) Medfield Police / Fire Station + Master Plan, Medfield, MA (Feasibility Study) Police / Fire Public Safety Facility, Winchester, MA (Feasibility study) Boston Police Department, Charlestown, MA (New Construction)

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.

a. Name And Title Within Firm: **Lance A. Hill, P.E., Managing Engineer**	a. Name And Title Within Firm: **Kevin M. Champagne, P.E., Managing Engineer**
b. Project Assignment: **Site / Civil Engineering**	b. Project Assignment: **Structural Engineering**
c. Name And Address Of Office In Which Individual Identified In 7a Resides: **Pare Corporation** 10 Lincoln Road, Suite 210 Foxboro, MA 02035 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑	c. Name And Address Of Office In Which Individual Identified In 7a Resides: **Pare Corporation** 10 Lincoln Road, Suite 210 Foxboro, MA 02035 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑
d. Years Experience: With This Firm: **1** With Other Firms: **20**	d. Years Experience: With This Firm: **18.5** With Other Firms: **1**
e. Education: Degree(s) /Year/Specialization **MBA/2008** **B.S./2000/Civil Engineering**	e. Education: Degree(s) /Year/Specialization **B.S./2000/Civil Engineering**
f. Active Registration: Year First Registered/Discipline/Mass Registration Number **2003 / Professional Engineer – Civil / Massachusetts # 45184** **Also P.E. in RI**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number **2005 / Professional Engineer –Structural / Massachusetts #46246** **Also P.E. in RI, NY, PA, OH, GA, MI**
g. Current Work Assignments And Availability For This Project: Mr. Hill is currently involved in a demolition and site design project at Shattuck Hospital in Boston; site design for a proposed hotel facility in Newport, RI; site design for a building addition at Ocean State Veterinary Specialists in East Greenwich, RI; and construction administration oversight for the site design on several school and municipal building construction projects. He can commit 20% of his time to this project.	g. Current Work Assignments And Availability For This Project: Mr. Champagne is currently involved in structural renovations to Craig Lee Hall at Rhode Island College; structural design for a new fire station in Tewksbury, MA; and miscellaneous pharmaceutical and biotechnology projects. He can commit 15% of his time to this project.
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Hill has 20 years of experience leading staff and developing/implementing complex business processes and engineering/construction projects. He has demonstrated strengths in meeting condensed schedules under strict deadlines and tight budgets on simultaneous initiatives. Representative projects include: • United States Coast Guard Academy Addition, Groton, CT. • MBTA Whale's Tooth Multi-modal Facility, New Bedford, MA. • MBTA South Coast Commuter Rail Project, Southeastern MA. • VA Medical Center Water Upgrades, Bedford, MA. • Fort Barton Elementary School Addition, Tiverton, RI. • Pocasset Elementary School Addition, Tiverton, RI. • The Jefferson at Washington Crossing Apartment Bldg. Development, Woburn, MA. • The Meadows Apartment Building Development, Marlboro, MA. • Cumberland Farms Convenience Stores Development, Southern New England.	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Champagne has nearly 20 years of experience on a wide range of structural assignments, including the analysis and design of buildings, waterfront structures, bridges, and support facilities. Relevant projects include: • Merrimac Public Safety Building Feasibility Study, Merrimac, MA • Salisbury Police Station, Salisbury, MA. • Marshfield Fire Station One, Marshfield, MA. • Leominster Police & Fire Renovation, Leominster, MA. • Hull Police & Town Hall Structural Assessment, Hull, MA. • Medfield Public Safety Facility Feasibility, Medfield, MA. • Boxborough Public Safety Building Feasibility Study, Boxborough, MA. • Brookline DPW Facility Renovations, Brookline, MA. • Northbridge DPW Facility Feasibility Study & Site Design, Northbridge, MA. • Rhode Island State Police Garage, Scituate, RI. • Needham Facilities (Police/Fire/DPW) Master Plan, Needham, MA. • Christa McAuliffe Regional Charter School Renovation, Framingham, MA.

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.

a. Name And Title Within Firm: **J. Matthew Bellisle, P.E., Senior Vice President**	a. Name And Title Within Firm: **Briscoe B. Lang, PWS, Principal Environmental Scientist**
b. Project Assignment: **Geotechnical Engineering**	b. Project Assignment: **Environmental Permitting**
c. Name And Address Of Office In Which Individual Identified In 7a Resides: **Pare Corporation** 8 Blackstone Valley Place Lincoln, RI 02865 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑	c. Name And Address Of Office In Which Individual Identified In 7a Resides: **Pare Corporation** 8 Blackstone Valley Place Lincoln, RI 02865 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑
d. Years Experience: With This Firm: **20.5** With Other Firms: **5**	d. Years Experience: With This Firm: **16.5** With Other Firms: **14**
e. Education: Degree(s) /Year/Specialization **M.S./2001/Civil Engineering** **B.S./1992/Civil & Environmental Engineering**	e. Education: Degree(s) /Year/Specialization **B.S./1988/Earth Science**
f. Active Registration: Year First Registered/Discipline/Mass Registration Number **1999 / Professional Engineer – Civil / Massachusetts #40986** **Also a Registered Professional Engineer in RI, NH, NY**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number **2008 / Professional Wetland Scientist / #1816**
g. Current Work Assignments And Availability For This Project: **Mr. Bellisle is currently responsible for a number of dam inspection and design projects, geotechnical investigations at several new high school projects in MA, and general management of Pare's Foxboro branch office location. He can devote approximately 10% of his time to this project.**	g. Current Work Assignments And Availability For This Project: **Mr. Lang is responsible for overseeing the firm's natural resources and environmental permitting staff and efforts. He is currently involved in several wetland consulting projects and permitting for several projects at UMass Boston. He will be available to commit approx. 15% of his time to this project.**
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Mr. Bellisle possesses nearly 26 years of experience working on a variety of geotechnical, foundation, civil, and dam engineering projects. He has acted as principal-in-charge, project manager, and project engineer for assignments involving geotechnical design, site investigations, testing, instrumentation, and construction monitoring. Representative projects include:** • **Merrimac Public Safety Building Feasibility Study, Merrimac, MA** • **Amesbury DPW Facility Feasibility Study, Amesbury, MA.** • **Sudbury Reservoir Dam Repairs, West Boylston, MA.** • **Wachusett Reservoir Dam Inspection, Clinton, MA.** • **Salem Transfer Station Reconfiguration, Salem, MA.** • **Natick High School, Natick, MA.** • **Central Middle School, Quincy, MA.** • **Sterling Middle School, Quincy, MA.** • **East Bridgewater High School, East Bridgewater, MA.** • **Somerset-Berkley High School, Somerset, MA.** • **Norwood High School Construction Phase, Norwood, MA.**	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Mr. Lang performs wetland delineations, feasibility evaluations, project planning, impact avoidance and mitigation, and project permitting through local, state, and federal resource agencies. Representative projects include:** • **Maynard Fire Station, Maynard, MA.** • **Amesbury DPW Facility Feasibility Study, Amesbury, MA.** • **Northbridge DPW Facility Feasibility Study & Site Design, Northbridge, MA.** • **Meditech Office Development, Southeastern MA.** • **New Bedford Harbor Vessel Staging Center, New Bedford, MA.** • **Fall River City Pier Marina Development Project, Fall River, MA.** • **State Street South Office Park Permitting, Quincy, MA.** • **UMass Boston Environmental Consulting/Permitting, Boston, MA.** • **UMass Boston Parking Facilities (DCAMM), Boston, MA.** • **Grafton Recreation Master Plan, Grafton, MA.** • **Westwood Estates, North Attleborough, MA.** • **New F.W. Webb Facility, Brockton, MA.**

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a. Name and Title Within Firm: David M. Pereira, P.E. - Principal	a. Name and Title Within Firm: Christopher M. Garcia, P.E. - Principal
b. Project Assignment: ELECTRICAL ENGINEER	b. Project Assignment: PLUMBING & FIRE PROTECTION ENGINEER
c. Name and Address of Office in Which Individual Identified in 7a Resides: Garcia, Galuska, & DeSousa, Inc. 370 Faunce Corner Road Dartmouth, MA 02747 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑	c. Name and Address of Office in Which Individual Identified in 7a Resides: Garcia, Galuska, & DeSousa, Inc. 370 Faunce Corner Road Dartmouth, MA 02747 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑
d. Years' Experience: With This Firm: 20 With Other Firms: 0	d. Years' Experience: With This Firm: 23 With Other Firms: 0
e. Education: Degree(s) /Year/Specialization ▪ University of Massachusetts, Dartmouth-BS-2004-Electrical Engineering	e. Education: Degree(s) /Year/Specialization ▪ University of Massachusetts, Dartmouth- BS -1995- Civil Engineering
f. Active Registration: Year First Registered/Discipline/Mass Registration Number ▪ 2010 / Electrical / MA #49310	f. Active Registration: Year First Registered/Discipline/Mass Registration Number: ▪ 2002 / Civil / MA #45034
g. Current Work Assignments and Availability for This Project: ▪ Chelsea Fire Station #1 Fire Alarm Installation, Chelsea, MA ▪ Chelsea 911 Operations Bdg Fire Alarm Installation, Chelsea, MA ▪ DFS Springfield Search & Rescue Modular Bldg, Springfield, MA Mr. Pereira is available any number of hours required to successfully complete this project.	g. Current Work Assignments and Availability for This Project: ▪ Sandwich Public Safety Building Civil, Sandwich, MA ▪ Grafton Public Works Facility, Grafton, MA ▪ Longmeadow Public Works Facility, Longmeadow, MA Mr. Garcia is available any number of hours required to successfully complete this project
h. Other Experience and Qualification Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm): ▪ Gardner Police Station, Gardner, MA ▪ Southborough Public Safety Complex, Southborough, MA ▪ Blue Hills Observatory, Milton MA ▪ Quincy Public Safety Study & Conceptual Design, Quincy, MA ▪ Boston PFD Engine 42- Temporary Facilities, Boston, MA ▪ Bourne Police Facility, Bourne, MA ▪ Gardner Police Station, New Construction, Gardner, MA ▪ West Tisbury Police Station- **Integrated Security System for new Police Station** ▪ Nantucket Fire Station New Construction, Nantucket, MA ▪ Mansfield Public Safety/ DPW Municipal Complex, Mansfield, MA ▪ Plainville Town Hall & Public Safety Building Study & Full Design, Plainville, MA ▪ Fairhaven Town Hall Study, Fairhaven, MA ▪ Dartmouth Town Hall 3rd Floor Renovation, Dartmouth, MA ▪ Weston Police Station Town IT Room, Weston, MA ▪ Winchester High School, Winchester MA- ELEC/TECH	h. Other Experience and Qualification Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm): ▪ Winchendon Police Station Renovation/Addition, Winchendon, MA ▪ Nantucket Public Safety Building Civil, Nantucket, MA ▪ Blue Hills Trailside Museum Otter Exhibit, Milton, MA ▪ Houghton's Pond Ball Field Restroom, Milton, MA ▪ Chatham Police Department and Town Hall Annex, Chatham, MA ▪ Dartmouth Police Station Plumbing, Dartmouth, MA ▪ Dartmouth Town Hall Generator, Dartmouth, MA ▪ Walpole Public Library, Walpole, MA ▪ Dukes County Sheriff's Office Emergency 911 Communication Center, Edgartown, MA ▪ Norwell Public Safety Building, New Construction, Norwell, MA ▪ Wakefield Public Safety Building Study, Wakefield, MA ▪ Cape Cod Regional Technical High School, Harwich, MA ▪ Barre Public Safety New Construction, Barre, MA ▪ Wellesley Police Station Plumbing Issues, Wellesley, MA ▪ Andover Municipal Services Building, Andover, MA

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a. Name and Title Within Firm: Dominick B. Puniello, P.E., CEM, LEED AP - Principal	a. Name and Title Within Firm:
b. Project Assignment: MECHANICAL ENGINEER	b. Project Assignment:
c. Name and Address of Office in Which Individual Identified in 7a Resides: Garcia, Galuska, & DeSousa, Inc. 370 Faunce Corner Road Dartmouth, MA 02747 MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑	c. Name and Address of Office in Which Individual Identified in 7a Resides: MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑
d. Years' Experience: With This Firm: 10 With Other Firms: 12.5	d. Years' Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization ▪ Roger Williams University- BS – 1996-Mechanical and Electrical Engineering	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number ▪ 2009/Mechanical/MA#48326	f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
g. Current Work Assignments and Availability for This Project: ▪ Plympton Police Station, Plympton, MA- New Construction ▪ Stow House Doctor Dept. of Fire Services HVAC System, Stow, MA ▪ Uxbridge Fire Station LEED New Construction, Uxbridge, MA Mr. Puniello is available any number of hours required to successfully complete this project.	g. Current Work Assignments and Availability for This Project
h. Other Experience and Qualification Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm): ▪ Melrose Public Safety Conceptual Design, Melrose, MA ▪ Burlington Fire Station #2, Burlington, MA ▪ Arlington Central Fire Station, Arlington, MA ▪ West Side Fire Station Study, Winchester MA ▪ Weston Police Headquarters, Weston, MA ▪ North Andover Fire Station, North Andover, MA ▪ Medford Police Station, Medford, MA ▪ Melrose Public Safety Study, Melrose MA ▪ Dedham Public Safety, Dedham, MA ▪ Boston Roxbury Engine 42 Demolition & New Construction, Roxbury, MA (LEED) ▪ Westwood Fire Station #2, Westwood, MA ▪ Barnstable Police Station Reno, Barnstable MA ▪ Groton Fire Station, New Construction, Groton, MA ▪ Danvers Dispatch Center, Danvers, MA ▪ Scituate Public Safety Building, Scituate, MA ▪ Mashpee Fire Station, Mashpee, MA ▪ North Brookfield Police Station, New construction, High Efficiency Systems ▪ Springfield Fire Station, LEED Gold, New Construction ▪ Newbury Police & Town Hall , Newbury, MA	h. Other Experience and Qualification Relevant to The Proposed Project: (Identify Firm by Which Employed, If Not Current Firm):

7.	Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a.	Name and Title Within Firm: **Gerry Tortora, President**	a. Name and Title Within Firm:
b.	Project Assignment: **Cost Estimator**	b. Project Assignment:
c.	Name and Address Of Office In Which Individual Identified In 7a Resides: **Tortora Consulting Inc.** **165 Middlesex Turnpike Suite 106** **Bedford, Ma 01730** MBE ❑ WBE ❑ SDVOBE ❑ VBE ❑	c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE ❑ WBE ❑ SDVOBE ❑ VBE ❑
d.	Years Experience: With This Firm: **15** With Other Firms: **14**	d. Years Experience: With This Firm: _____ With Other Firms: _____
e.	Education: Degree(s) /Year/Specialization **BS Construction Management, 1989 Wentworth Institute of Technology**	e. Education: Degree(s) /Year/Specialization
f.	Active Registration: Year First Registered/Discipline/Mass Registration Number **N/A**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g.	Current Work Assignments and Availability For This Project: **TCi has the availability to complete the efforts of this project** **Current 2019 & 2020 projects** 1. **Multiple Municipal projects** 2. **Multiple Institutional renovations** 3. **Multiple Federal building projects**	g. Current Work Assignments and Availability For This Project:
h.	Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Construction Cost Estimator, Divisions 1-16** **Member of Society of Professional Estimators** **Massachusetts Unrestricted Construction Supervisor's License**	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

7b.	Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a.	Name and Title Within Firm: **A. Vernon Woodworth, FAIA**	a. Name and Title Within Firm:
b.	Project Assignment: **Code Consultant**	b. Project Assignment:
c.	Name and Address Of Office In Which Individual Identified In 7a Resides: **AKF Group LLC** **99 Bedford Street** **Boston, MA 02111** MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑	c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE ❑ WBE ❑ SDOVBE ❑ VBE ❑
d.	Years Experience: With This Firm: **6** With Other Firms: **35**	d. Years Experience: With This Firm: With Other Firms:
e.	Education: Degree(s) /Year/Specialization **B.A. / 1974 / Urban Design / New College of Florida** **M.T.S. / 1985 / Theological Studies / Harvard Divinity School**	e. Education: Degree(s) /Year/Specialization
f.	Active Registration: Year First Registered/Discipline/Mass Registration Number **1983 / Architect / MA License No. 8197**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
g.	Current Work Assignments and Availability For This Project: **Due to the quick turn-around nature of code projects, Mr. Woodworth will be readily available for the needs of this project.**	g. Current Work Assignments and Availability For This Project
h.	Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **MAB Community Services** **Code Consulting** **Bridge Boston Charter School** **Code Consulting** **Northeastern University–Forsyth Hall** **Code Consulting** **MIT Hobby Shop Feasibility Studies** **Code Consulting** **MIT Rapid Response Feasibility Studies** **Code Consulting** **Boston University–Myles Standish Hall** **Code Consulting** **Westfield State University-Davis Hall** **Code Consulting**	h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):

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a.	Name and Title Within Firm: **Ammar M. Dieb, President**	a. Name and Title Within Firm: **Leonard J. Busa**
b.	Project Assignment: **Principal in Charge/Project Manager**	b. Project Assignment: **Asbestos Inspector**
c.	Name and Address Of Office In Which Individual Identified In 7a Resides: Universal Environmental Consultants 12 Brewster Road, Framingham, MA 01702 MBE ❑ WBE ❑ SDVOBE ❑ VBE ❑	c. Name and Address Of Office In Which Individual Identified In 7a Resides: Universal Environmental Consultants 12 Brewster Road, Framingham, MA 01702 MBE ❑ WBE ❑ SDVOBE ❑ VBE ❑
d.	Years Experience: With This Firm: **15** With Other Firms: **13**	d. Years Experience: With This Firm: **15** With Other Firms: **18**
e.	Education: Degree(s) /Year/Specialization **B.S./1987/Civil Engineering**	e. Education: Degree(s) /Year/Specialization **Northeastern University - Mechanical Engineering Courses - (1984)** **Micro-CAD Institute/Intro to AutoCAD - (1987)**
f.	Active Registration: Year First Registered/Discipline/Mass Registration Number **1990/Certified Asbestos Project Designer, AD 900326** **1989/Certified Asbestos Project Monitor, AM 050620** **Hygeia Inc., Airborne Asbestos Sampling & Evaluation; NIOSH 582 Equivalency**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number **Certified Asbestos Inspector State of Massachusetts (AI030673)** **Certified Asbestos Management Planner State of Massachusetts (AP030673)** **Certified Asbestos Project Monitor State of Massachusetts (AM 052373)** **Certified Asbestos Inspector State of Rhode Island (AAC-0745IS)** **Hygeia Inc., Airborne Asbestos Sampling & Evaluation; NIOSH 582, Equivalency**
g.	Current Work Assignments and Availability For This Project: **UEC is available to perform all services required on a short notice.** **Wellfleet Police Station** **Hyannis Police Station** **Boston Fire Station #7** **Lowell High School** **Saugus High School**	g. Current Work Assignments and Availability For This Project: **UEC is available to perform all services required on a short notice.**
h.	Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Mr. Dieb is presently a President of Universal Environmental Consultants. Mr. Dieb has been licensed for Asbestos Consulting Services, including Designing, Construction Project Monitoring and Air Sampling Analysis since 1988. Mr. Dieb has been involved in the inspection, management planning, design for remediation and construction and laboratory services in over 300 school buildings as well as over 200 residential, commercial and industrial buildings in Massachusetts, Rhode Island and New Hampshire.**	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Mr. Busa has performed asbestos abatement project monitoring in public and privately owned buildings throughout Massachusetts and Rhode Island. His responsibilities as an industrial hygienist include supervising contractor performance and procedures, documenting daily activities, acting as liaison between client and contractor, conducting air monitoring throughout the project and preparing a final report. He is also licensed in the states of Massachusetts, New Hampshire and Rhode Island for laboratory analysis of asbestos.**

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a. Name and Title Within Firm: **Todd M. Chapman, PLS Director of Land Surveying**	a. Name and Title Within Firm:
b. Project Assignment: Project Manager of Land Surveying; QA/QC	b. Project Assignment:
c. Name and Address Of Office In Which Individual Identified In 7a Resides: **Samiotes Consultants, Inc.** **20 A Street** **Framingham, MA 01701-1402** MBE ☐ WBE ☑ SDOVBE ☐ VBE ☐	c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE ☐ WBE ☐ SDOVBE ☐ VBE ☐
d. Years Experience: With This Firm: **4** With Other Firms: **24**	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization **3 yrs. completed-No Degree / University of New Brunswick / Survey Engineering**	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number **2005 / Land Survey / MA #46322**	f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
g. Current Work Assignments and Availability For This Project: • **Attleboro High School, Attleboro, MA** • **Forest River Park Pool & Bathhouse, Salem, MA** • **Chapin Street Elementary School, Ludlow, MA** • **Needham Fire Station #2, Needham, MA** • **Kincaide Park, Quincy, MA** **Full time availability for any additional projects.**	g. Current Work Assignments and Availability For This Project
h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): **Todd Chapman is a Registered Professional Land Surveyor in the Commonwealth of Massachusetts with more than 25 years of experience as a land surveyor and project manager. He is an active member of the Massachusetts Association of Land Surveyors and Civil Engineers (MALSCE) and the National Society of Professional Surveyors (NSPS). Of his recent projects the following are salient:** • **Framingham Fire Station #2, (Saxonville) Framingham, MA** • **Hudson Dept. of Public Works Admin. & Police Headquarters Building** • **Taylor Square Fire Station, Cambridge, MA** • **Sudbury Fire Station #2, Sudbury, MA** • **Heal Inc. Development, Warren, MA** • **92 Grand Street Housing Development, Worcester, MA**	h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):

8a.	Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include **ONLY** Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But Not More Than 5 Projects).					
a.	Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	C. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
					Construct Costs (Actual, Or Est. If Not Completed)	Fee for Work for Which Firm Was Responsible
(1)	**Facilities Master Plan** Needham, MA Janet M. Slemenda AIA, LEED AP Principal-in-Charge William R. Hammer AIA, LEED AP Principal	• **Building and site evaluations** • **Analyzing department needs** • **Analyzing building needs** • **Programming for DPW, FD/PD** • **Conceptual design options** • **Recommendations: renovation or new construction** • **Exploration of alternate locations** • **Cost estimating**	Steven Popper, P.E. Director of Design and Construction Public Facilities Needham, NA 781.455.7550 x315	2014	Est. $90,000 (5 year plan) Est. $321,000 (10 year plan)	$150

The Town of Needham prepares a Facilities Master Plan every 10 years and hired **HKT** for this year-long study. This was the third study to be completed. 17 municipal buildings and sites were covered in this study and included police, fire, public works, parks and recreation and schools.

General information available from the most recent master plan and other studies that were recently completed or were underway were included in this document.

The process of evaluating sites, strategizing needs and priorities and creating reasonable timelines was a collaborative process working with 23 members of the Town's Facility Working Group.

The Master Plan set in place capital improvements for the next ten years but was developed so that as needs change or emergencies were experienced the Town had a document flexible enough to account for inevitable changes.

(2) **Facilities Master Plan** Fairhaven, MA Janet M. Slemenda AIA, LEED AP Principal-in-Charge Amy J. Dunlap, LEED AP BD+C Project Manager	• **Evaluating department space needs** • **Evaluating physical infrastructure conditions** • **Evaluating building code issues** • **Assessing accessibility deficiencies** • **Proposing solutions**	**Mark Rees** **Town Administrator** **40 Center Street** **Fairhaven, MA 02719** **508.979.4023 x2**	**Anticipated early spring 2019**	**Varies per Project**	**$140**

HKT is in the final stages of developing a comprehensive Public Facilities Improvement Plan within its Capital Improvement Plan.

In all, HKT assessed 13 Town-owned facilities, including the senior center, recreation center, school administration building, several schools, police and fire stations, DPW, and three buildings on the National Register of Historic Places: Town Hall, Millicent Library and Fairhaven High School.

The scope of work included evaluating:
-Department space needs
-Physical infrastructure conditions
-Building code issues
-Accessibility deficiencies

For several projects a conceptual design solutions was developed and for others general descriptions of intended renovations were completed. Associated costs were then completed for each of the facilities, including renovation and new construction, a timeline was prepared after presentation of deficiencies, programs and costs and a plan for undertaking capital projects is being finalized.

(3) **Cambridge City Hall Annex Renovation** Cambridge, MA William R. Hammer AIA, LEED AP **Principal in Charge**	• 33,216 sf renovation **Features** • Operable windows • Daylighting into every office and work station • Rooftop Photovoltaic cells • Geothermal wells • Design included welcoming entry and lobby, clear circulation, proper signage, efficient offices, mold decontamination and code upgrades	**Richard C. Rossi** **Deputy City Manager** **City of Cambridge** **City Hall** **795 Massachusetts Avenue** **Cambridge, MA 02139** **617.349.4300** **rrossi@ci.cambridge.ma.us**	**2004**	**$8,000**	**$250 (CA)**

The City Hall Annex, at 57 Inman Street, houses many of Cambridge's most public offices, including the Arts Council Gallery, a large multipurpose meeting room, offices for Community Development, and the Parking and Traffic Departments. A complete renovation of this 1871 building represents a comprehensive response to several pressing program needs. The design approach included operable windows, daylight into every office and work station, rooftop photovoltaic panels and geothermal wells. HKT's design provides a welcoming entry and lobby, clear circulation and signage, efficient offices and general layout, mold decontamination, code upgrades including handicapped accessibility throughout, and an independent entrance for the Animal Commission which vaccinates pets and houses stray animals.

(4) **Seth Ventress Hall Rehabilitation** Marshfield, MA W. Eric Kluz, AIA, LEED AP Principal In Charge	• **Programming** • **Existing condition assessment** • **Renovation** • **Accessibility upgrades**	Town of Marshfield Vertex Construction Services, Inc. 20 Winter Street Pembroke, MA 02359 Owner's Project Manager Jon K. Lemieux PE 781.952.6000	Phase I 2008 Phase II 2012	Est. $3,400	+/- $291

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The Seth Ventress Building was originally constructed in 1895 and has served the Town of Marshfield as a school, a library, a police station and a Town Hall. In 2010 the building was completely renovated and restored to its original grandeur while providing state of the art facilities for the Town. The second floor auditorium and grand stairway as well as the exterior of the building were painstakingly restored using old photographs and a detailed forensic investigation while the first floor and lower level were renovated to provide municipal offices.

The total project cost was approximately $3.4 million including design and construction, $500,000 under the approved budget. Funding was secured from Community Preservation funds (CPC)

(5) **Chelmsford Fire Department** Chelmsford, MA Janet M. Slemenda AIA, LEED AP, Principal in Charge Amy J. Dunlap, LEED AP, BD+C Project Manager	• **5 double deep apparatus bays** • **Fire prevention training spaces** • **Central location** • **Bridge connection to Town Hall offices** • **3,400 sf of renovated space in Town Hall** • **16,500 sf of new construction**	**Chief Gary Ryan** **50 Billerica Road** **Chelmsford, MA** **978.250.5265**	**2015**	**$6,100**	**Est. $320** **HKT only)**

The existing Center Fire Headquarters no longer supported full time personnel and modern fire-fighting equipment. Issues included a deteriorating structural slab at the apparatus bays, failing bearing walls and foundations, low clearance room, and inadequate infrastructure, offices, personnel support spaces and storage areas. Following programming, several sites and designs were explored and presented at Town Meetings. In 2013, voters supported the location of a facility on Town owned land adjacent to Town offices. This new facility, with adequate apron and outdoor training areas, keeps the headquarters located in the center of Town allowing it to continue supporting the smaller stations located in this Town bisected by several major roadways.

Budget for Project (TPC): $7.7 M

Final Construction Estimate: $5.87 M

Design Fee: HKT only $320,000

Actual Construction Cost: $6.1 M

Bid Amount: $5.8

Change Order: Withheld

8b.	List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement and They Must Be In The Format Provided.					
Sub-Consultant Name:	**PARE CORPORATION**					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) **Marshfield Fire Station One** Marshfield, MA PIC: Kenneth DeCosta, P.E.	Provided structural and geotechnical engineering services associated with the design of the replacement of the existing Station One Fire Station.	Town of Marshfield Contact: HKT Architects 35 Medford Street Somerville, MA 02143 W. Eric Kluz, AIA, LEED-AP 617-776-6545	2013	$3,500	$79.3
(2) **Hingham Fire Station Feasibility Study** Hingham, MA PIC: Kenneth DeCosta, P.E.	Provided site/civil and traffic engineering for an existing conditions analyses and schematic design review of two Hingham Fire Station sites. Pare's scope included attending meetings, reviewing existing conditions, providing input on schematic design options and review of record plans.	Town of Hingham Contact: Dore and Whittier Architects 260 Merrimac Street, Bldg. 7 Newburyport, MA 01950 Donald Walter, AIA, NCARB 978-499-2999	2014 (study)	TBD	$2
(3) **Medfield Public Safety Facility Feasibility Study and Final Design** Medfield, MA PIC: Kenneth DeCosta, P.E.	Provided a study and conceptual design of a new police/fire facility which included investigating available utilities and providing structural evaluation of existing Town Buildings. Provided civil engineering for final design.	Town of Medfield Contact: Dore and Whittier Architects 260 Merrimac Street, Bldg. 7 Newburyport, MA 01950 Mr. Donald Walter, AIA, NCARB 978-499-2999	2017	$15,167	$147
(4) **Maynard Fire Station Feasibility and Schematic Design** Maynard, MA PIC: Kenneth DeCosta, P.E.	Preliminary site layout and utility infrastructure design, wetlands permitting, and traffic impact analysis for a new 15,000-SF fire station.	Town of Maynard Fire Department 1 Summer Street Maynard, MA 01754 Chief Stephen Kulik 978-897-1014	2010 (study)	$4,000	$50
(5) **Salisbury Police Station, Fire Station, & DPW Study & Final Design** Salisbury, MA PIC: Kenneth DeCosta, P.E.	The evaluation of five potential sites for a police station, fire station, and DPW headquarters included utility evaluations, conceptual build-out, and constraints analysis. Pare provided site/civil, structural, traffic, and geotechnical engineering for a new police station.	Town of Salisbury Contact: HKT Architects 35 Medford Street Somerville, MA 02143 W. Eric Kluz, AIA, LEED-AP 617-776-6545	2018	$10,000	$390

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Sub-Consultant Name: **Garcia, Galuska & DeSousa, Inc.**

a.	Project Name and Location Principal-In-Charge	b. Brief Description of Project and Services (Include Reference to Areas of Experience Listed in DSB Advertisement)	c. Client's Name, Address and Phone Number (Include Name of Contact Person)	d. Completion Date (Actual or Estimated)	e. Project Cost (In Thousands)	
					Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1)	Winchendon Police Station Winchendon, MA Christopher M. Garcia, P.E.	Civil, Plumbing, Fire Protection, HVAC, Electrical and Technology Systems design for renovation and addition of 2,300 SF to the Winchendon Trial Courthouse for conversion to the Town Police Department.	Jacunski Humes Architects LLC 15 Massirio Drive, Suite 101, Berlin, CT 06037 Brian Humes-ARCHITECT 860-828-9221	2016 N/R *Actual*	$3,000	$65
(2)	Tewksbury Center Fire Station Headquarters Tewksbury, MA Christopher M. Garcia, P.E. David M. Pereira, P.E.	Mechanical, Electrical, Plumbing, Fire Protection and Technology design and construction administration services for the new construction of an approximately 17,600 s.f. two to three-story, fire station building with apparatus bays and apparatus support, storage, administrative areas, meeting rooms and living spaces for staff. Our scope also includes a technology equipment procurement, LEED Documentation and Energy Modeling and Hydrant Flow Test.	HKT Architects, Inc. 24 Roland Street, Suite 301, Charlestown, MA William R. Hammer AIA LEED-AP-ARCHITECT 617-776-6545	Est. 12/2019 N	$11,200	$164
(3)	**CAMBRIDGE HOUSE DOCTOR: 787 001** Taylor Square Fire House Improvements: Cambridge, MA Dominick B. Puniello, P.E.	Plumbing, HVAC and Electrical design and construction services for the improvements/upgrades to the approximately 14,500 s.f. Taylor Square Fire House (Engine 8). The scope includes MEP design for the roof replacement to the upper and lower roofs. The project also includes utility rebates, indoor bio-diesel emergency generator, 70kW solar photovoltaic array design, a load analysis/ASHRAE Level 3 Energy audit and LEED Silver Documentation. GGD will provide the following additional design and construction administration services for the above noted project: ITEM #1: Electrical services for a new lightning protection system. ITEM #2: Mechanical services for a full HV system for the tent. ITEM #3: Mechanical services for radiant heating for first five feet of the apron.	HKT Architects, Inc. 24 Roland Street, Suite 301, Charlestown, MA William R. Hammer AIA LEED-AP - ARCHITECT 617-776-6545	CONTRUCTION STARTED 1/2019	$3,306	$90

(4)	Wakefield Public Safety Building Study Wakefield, MA Christopher M. Garcia, P.E.	A study of the existing mechanical, electrical, plumbing and fire protection systems at the Wakefield Public Safety Building. The primary focus of the study was to review the existing Police portion of the building which is approximately 8,000 square feet. We generated an existing condition report with executive summary for MEP/FP systems and provided design narratives for proposed building addition and/or reconfiguration of the existing space.	HKT Architects, Inc. 24 Roland Street, Suite 301, Charlestown, MA Eric Kluz, AIA, LEED AP-ARCHITECT 617-776-6545	**STUDY** 12/2016	N/A	$7.5
(5)	**CAMBRIDGE HOUSE DOCTOR: 787 001** Healy Public Safety Building Cooling Tower Replacement Cambridge, MA Dominick B. Puniello, P.E.	Mechanical, Electrical and Plumbing design and construction services or the replacement of a cooling tower at the Robert W. Healy Building. The design includes the removal and disposal of the existing cooling tower, design for the new tower, piping and wiring of the new tower, insulation of new connection water lines and the installation of sump heaters and level controls. The scope also includes bid documents for maintenance and testing of the existing switchgear. Additional mechanical and associated electrical design and construction administration services for the addition of a 25,000 CFM rooftop unit and the replacement of a dry cooler for the IDF/MDF rooms at the Healy building. Our scope also includes ductwork to cross connect supply and return air risers for redundancy. Also included in our fee is the design of new dunnage for the additional rooftop unit and the replacement of the dry cooler unit that will be performed by a Structural Engineer.	HKT Architects, Inc. 24 Roland Street, Suite 301, Charlestown, MA William R. Hammer AIA LEED-AP-ARCHITECT 617-776-6545	1/2019 R *Actual*	$588	**COOLING TOWER** $10.2 **SWITCH-GEAR** $14 **RTU/DCU** $84

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Sub-Consultant Name: **Tortora Consulting Inc.**						
a. Project Name and Location Principal-In-Charge		b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
					Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1)	**Tewksbury Fire Station Town of Tewksbury, Ma PIC Gerry Tortora**	**SD, DD and CD Cost Estimating Divisions 1-16**	**HKT Architects Amy Dunlap adunlap@hktarchitects.com 617-776-6545**	**10/30/18**	**$ 1310**	**$38**
(2)	**Salisbury Police Station Town of Salisbury, Ma PIC Gerry Tortora**	**SD, DD and CD Cost Estimating Divisions 1-16**	**HKT Architects Bill Hammer whammer@hktarchitects.com 617-776-6545**	**8/15/15**	**$ 750**	**$20**
(3)	**Wakefield Police Station Town of Salisbury, Ma PIC Gerry Tortora**	**Study Cost Estimating Divisions 1-16**	**HKT Architects Bill Hammer whammer@hktarchitects.com 617-776-6545**	**5/9/17**	**$400**	**$5**
(4)	**Boxborough Public Safety Complex Town of Boxborough, Ma PIC Gerry Tortora**	**Study and Concept Cost Estimating Divisions 1-16**	**HKT Architects Bill Hammer whammer@hktarchitects.com 617-776-6545**	**6/2/16**	**$1500**	**$7.5**
(5)	**Wellesly Light Departyment Project Dale Gienapp Gienapp Design Associates**	**SD, DD and CD Cost Estimating Divisions 1-16**	**Dale Gienapp dgienapp@gienappdesign.com 978-750-9062**	**7/10/11**	**$260**	**$10**

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Sub-Consultant Name: **AKF Group LLC**						
a.	Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands) Construction Costs (Actual, Or Estimated If Not Completed)	 Fee For Work For Which Firm Was/Is Responsible
(1)	**Chelmsford Fire Department** Chelmsford, MA Partner-In-Charge: James Ierardi, PE	**AKF provided code consulting services for the $7.5M addition and renovation to the existing Chelmsford Town Offices building to accommodate programming for the Fire Department. The project includes 2-story, 16,000 sf new construction addition for a vehicle apparatus bay, sleeping quarters, and offices as well as approximately 3,500 sf of interior renovations for administrative support space.**	**Weston & Sampson 85 Devonshire Street Boston, 02109 John Comeau, 978-977-0110**	**3/2013**	**$7,500**	**$8.5**
(2)	**Lynnfield DPW Existing Building Code Study** Lynnfield, MA Partner-In-Charge: James Ierardi, PE	**AKF provided code consulting services for the 5,460 SF reconstruction of the 12,660 SF building complex. The reconstructed DPW building would be considered a Use Group S-1 and is also subject to special provisions as a repair garage.**	**Weston & Sampson 85 Devonshire Street Boston, 02109 Rick Campbell, 978-977-0110**	**6/2014**	**N/A**	**$6.75**
(3)	**Lawrence School Department Code Review** Lawrence, MA Partner-In-Charge: James Ierardi, PE	**AKF provided code consulting services for renovations to a 23,400 S.F. building including fire protections systems and elevator.**	**HKT Architects 35 Medford Street Somerville, MA 02143 Eric Kluz, 617-776-6545**	**1/2016**	**N/A**	**$7.5**
(4)	**Amesbury DPW Code Review** Amesbury, MA Partner-In-Charge: James Ierardi, PE	**AKF provided code consulting services for a new single-story, 13,400 sf vehicle maintenance and storage facility.**	**Pare Corporation 8 Blackstone Valley Place Lincoln, RI 02865 Michael Rongione, 401-334-4100**	**2/2013**	**N/A**	**$6**
(5)	**Worcester Regional Airport ARF Feasibility Study** Worcester, MA Partner-In-Charge James Ierardi, PE	**AKF provided code consulting services for the $54M existing building renovation for the Massport Fire and Rescue. The renovations accommodate a vehicle apparatus bay and admin offices for Massport Fire and Rescue. The code review study included means of egress, fire/life safety systems, and special provisions pertaining to commercial vehicle parking.**	**Rizvi Architects 4 Matthews Street Dedham, MA 02026 Robert Rink, 617-447-4081**	**11/2012**	**$54,000**	**$12.6**

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Sub-Consultant Name: **Universal Environmental Consultants**						
a. Project Name and Location Principal-In-Charge		b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
					Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1)	**City of Boston Fire Station** Roxbury, MA Ammar Dieb	**Hazardous materials inspection services as part of a feasibility study of Fire Station 42.**	**City of Boston Public Facilities C/o Dore & Whittier Architects 260 Merrimac Street, Building 7 Newburyport, MA 01950 Mr. Donald Walter (978) 499-2999**	**TBD**	**TBD**	**$1.5**
(2)	**Town of Westwood Fire and Police Stations** Westwood, MA Ammar M. Dieb	**Hazardous materials inspection, design, construction monitoring and air sampling during demolition of the existing fire and police stations as part of a construction of a new fire and police stations.**	**Town of Westwood C/o Dore & Whittier Architects 260 Merrimac Street, Building 7 Newburyport, MA 01950 Mr. Donald Walter (978) 499-2999**	**2017**	**$19,800 (Est.)**	**$32**
(3)	**Town of Hyannis Fire and Police Stations** Hyannis, MA	**Hazardous material inspection, design, construction monitoring and air sampling during demolition of an existing building for the construction of a new Fire Station and demolition of the Police Station for the construction of a new Police Station.**	**Town of Hyannis C/o Kaestle Boos Architects 100 Foxborough Boulevard Foxborough, MA 02035 Mr. Michael McKeon, AIA (508) 549-9906**	**2018**	**$19,500 (Est.)**	**$25**
(4)	**Town of Sharon Fire and Police Stations** Sharon, MA	**Hazardous material inspection, design, construction monitoring and air sampling during demolition of the building for the construction of a new Fire and Police Stations.**	**Town of Sharon C/o Kaestle Boos Architects 100 Foxborough Boulevard Foxborough, MA 02035 Mr. Michael McKeon, AIA (508) 549-9906**	**2017**	**$11,500 (Est.)**	**$28**
(5)	**Town of Bellingham Police Station** Billingham, MA Ammar M. Dieb	**Hazardous materials inspection, design, construction monitoring and air sampling during demolition of the existing old Police Station.**	**Town of Bellingham 10 Mechanic Street Mr. Denis Fraine, Town Administrator Bellingham, MA 02019 (508) 657-2802**	**2017**	**$80**	**$11**

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Sub-Consultant Name: samiotes **Samiotes Consultants, Inc. – Surveyor**

a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address and Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1) **Needham Facilities Master Plan** Needham, MA Principal-in-Charge: Stephen R. Garvin, PE LEED AP	Civil engineering services for the evaluation of multiple sites from a grading, infrastructure, and permitting perspective. This scope included evaluation and commenting on multiple cost estimates provided by others.	William Hammer, AIA, LEED AP **HKT Architects, Inc.** 35 Medford Street Somerville, MA 02143 617.776.6545	2015	N/A	$3
(2) **University of Massachusetts Lowell Study & Design Services (Recently Awarded)** Lowell, MA Principal-in-Charge: Stephen R. Garvin, PE, LEED AP	Civil engineering for investigation problems, documenting existing conditions, recommendations, proposing alternate methods of remediation, and preparing studies, construction specifications and documents, cost estimates, and providing construction administration for the solution. This is a **House Doctor project**.	Richard M. Jones, AIA, LEED AP Jones Architecture, Inc. 10 Derby Square, Suite N3 Salem, MA 01970 978.744.5200	2018+	N/A	Varies according to project
(3) **Massasoit Community College Soccer Field** Brockton, MA Principal-in-Charge: Stephen R. Garvin, PE, LEED AP	Civil engineering and permitting (Conservation Commission) for replacing the existing athletic field that was over compacted and has little slope to promote stormwater surface drainage. The athletic field renovation project rebuilt the field units existing location, in-kind but with a sand-cap field. This was a **House Doctor project**.	BKA Architects, Inc. 142 Crescent Street Brockton, MA 02302 Steve Medeiros 508.583.5603	2014	$11,000	$26
(4) **Worcester State University Helen G. Shaughnessy Administration Building** Worcester, MA Principal-in-Charge: Stephen R. Garvin, PE, LEED AP	Civil engineering and site design for the transformation of the historic 1931 campus building including investigation potential or utilizing a rainwater harvesting system for irrigation and additional LEED points, achieving LEED Gold certification. The project was awarded an Innovation Award from DCAMM.	William Spears, ALA, LEED AP MDS | Miller Dyer Spears 99 Chauncey Street Boston, MA 02211	2009	$21,000	$21
(5) **Springfield Tech Community College Decentralized HVAC Systems** Springfield, MA Principal-in-Charge: Stephen R. Garvin, PE, LEED AP	Design-Build civil engineering site services for the final design and construction services through post construction services for the decentralized HVAC systems. This was a DCAMM project.	J.F. White Contracting Co. 10 Burr Street Framingham, MA 01701 John M. Walker, Jr. 617.558.0456	2014	$11,173	$16

9. List All Projects Within The Past 5 Years For Which Prime Applicant Has Performed, Or Has Entered Into A Contract To Perform, Any Design Services For All Public Agencies Within The Commonwealth.					
# of Total Projects: 41		**# of Active Projects: 9**	**Total Construction Cost (In Thousands) of Active Projects (excluding studies): $53,586**		
Role P, C, JV *	Phases St., Sch., D.D., C.D.,A.C.*	Project Name, Location and Principal-In-Charge	Awarding Authority (Include Contact Name and Phone Number)	Construction Costs (In Thousands) (Actual, Or Estimated If Not	Completion Date (Actual or Estimated) (R)Renovation or (N)New
P	**St**	1. **HVAC Replacement Moses & Frisoli Recreation Centers**	**City of Cambridge DPW Julie Lynch (617) 349-9452**	**TBD**	**TBD**
P	**St**	2. **Solomon Transportation Building, HVAC Replacements**	**Cambridge Public Schools Frank Geary (617) 447-0113**	**TBD**	**TBD**
P	**All**	3. **Holyoke Community College Campus Center Renovations William R. Hammer, Principal-in-Charge**	**Commonwealth of Massachusetts Division of Capital Asset Management and Maintenance Shailesh Shah, Project Manager 857.204.1213**	**29,767**	**2019**
P	**All**	4. **Graham and Parks School Entry Cambridge, MA William R. Hammer, AIA, LEED-AP, Principal in Charge**	**Cambridge Public Schools Frank Geary 456 Broadway Cambridge, MA 02138 Phone: (617) 447-0113**	**Est. of Total Project Costs $276**	**2019 (R)**
P	**All**	5. **Tewksbury Fire Department Tewksbury, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge Amy Dunlap, LEED-AP BD+C, Project Manager**	**Town of Tewksbury Richard Montuori Tewksbury Town Hall 1009 Main Street Tewksbury, MA 01876**	**Est. of Total Project Costs $15,000**	**Est. 2020 (N)**
P	**All**	6. **Cambridge Public Library – STEAM Lab Cambridge, MA William R. Hammer, AIA, LEED-AP, Principal in Charge**	**Cambridge Main Library Warren Pearson 449 Broadway Cambridge, MA 02138**	**Est. of Total Project Costs $1,843**	**Est. 2020 (R)**
P	**St**	7. **Fairhaven Public Facilities Improvement Plan Fairhaven, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge**	**Town of Fairhaven Mark Rees 40 Center Street Fairhaven, MA 02719 Phone: (508) 979-4023**	**Varies**	**TBD**
P	**St**	8. **Ashland Feasibility Study – Public Safety Ashland, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge Amy Dunlap, LEED-AP BD+C, Associate**	**Town of Ashland Jennifer Ball Assistant Town Manager 101 Main Street Ashland, MA 01721 Phone: (508) 532-7901**	**Est. of Total Project Costs $30,800**	**Est. 2021 (N)**

P	St	9. Frazier Building, Cambridge DPW Cambridge, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge William R. Hammer, AIA, LEED-AP, Co-Principal in Charge	Julie Lynch, AIA City of Cambridge Municipal Facilities Capital Program 157 Hampshire St. Cambridge, MA 02139 Phone: 617.349.9452 jlynch@cambridgema.gov	TBD	2018 (R)
P	All	10. Municipal Service Center Brookline, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge Janet M. Slemenda, AIA, LEED-AP, Co-Principal-in-Charge	Town of Brookline Ray Masak Assistant Project Administrator Town of Brookline Building Commission 333 Washington Street Brookline, MA 02445 Phone: 617.730.2100	Est. of Construction Costs $2,660	2017 (N/R)
P	All	11. Taylor Square Fire Station Renovations Cambridge, MA William R. Hammer, AIA, LEED-AP, Principal in Charge	Julie Lynch, AIA City of Cambridge Municipal Facilities Capital Program 157 Hampshire St. Cambridge, MA 02139 Phone: 617.349.9452 jlynch@cambridgema.gov	Est. $6,700	Est. 2019 (R)
P	St	12. Cambridge DPW Study Cambridge, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge William R. Hammer, AIA, LEED-AP, Co-Principal in Charge	City of Cambridge – DPW Rebecca Fuentes Assist. Commissioner of Administration 147 Hampshire Street Cambridge, MA 02139 Phone: 617.349.4800	TBD	Est 2019 (N)
P	All	13. Unitarian Church – Design Services & Sanctuary Sharon, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge	Unitarian Church of Sharon Jack Armstrong, Chair Building Committee 4 North Main Street Sharon, MA 02067 jackarmstrong@comcast.net	Est. of Construction Costs $1,500	TBD (R)
P	St	14. Boxborough Public Safety Study – Phase II Bocborough, MA Janet M. Slemenda, AIA, LEED-AP, Principal-In-Charge Amy Dunlap, LEED-AP BD+C, Associate	Town of Boxborough 29 Middle Road Boxborough, MA 01719 Chief of Police – Warren Ryder 978.264.1751 Fire Chief – Randolph White 978.264.1771	Est. of Total Project Costs $22,000	TBD (N)
P	St	15. Wakefield Public Safety Study Wakefield, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge	Town of Wakefield Joseph Bertrand Permanent Building Committee Chair 1 Lafayette St. Wakefield, MA 01880 781.246.6300	Est. of Total Project Costs $6,800	TBD (N)

P	All	16. Salisbury Police Station Salisbury, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge William R. Hammer, AIA, LEED-AP, Co-Principal in Charge	Town of Salisbury – Police Department Chief Thomas Fowler 181 Beach Road Salisbury, MA 01952 978.465.3121	$7,900	2017 (N)
P	St	17. Leominster Police Station Conversion Study - Additional Services Leominster, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge William R. Hammer, AIA, LEED-AP, Co-Principal-in-Charge	City of Leominster Michael Goldman Interim Police Chief Leominster Police Department 29 Church Street Leominster, MA 01453 978.534.7560	TBD	2017 (R)
P	CD, AC	18. Cambridge Main Branch Public Library, Book Sorter Cambridge, MA William R. Hammer, AIA, LEED-AP, Principal in Charge	Bill Courier Cambridge Public Library 449 Broadway Cambridge, MA 02138 617.349.4413 bcourier@cambridgema.gov	Est. $1,800	2017
P	All	19. The MGM Resorts HCC Center for Hospitality & Culinary Arts at Holyoke Holyoke, MA W. Eric Kluz, AIA, LEED-AP, Principal-in-Charge	Holyoke Community College Amy Dopp Dean of Resource Development 303 Homestead Avenue Holyoke, MA 01040 413.552.2313	Est. of Construction Cost $4,700	2018 (R)
P	St	20. Merrimac Public Safety Study Merrimac, MA Janet M. Slemenda AIA, LEED-AP, Principal-in-Charge	Town of Merrimac Chief Eric M. Shears – Police Department 16 East Main Street Merrimac, MA 01860 978.346.8321	Est. of Total Project Costs $20,000	2016 (N/R)
P	All	21. O'Connell Branch Library – Heating Upgrades Cambridge, MA William R. Hammer, AIA, LEED-AP, Principal in Charge	Cambridge Main Library Warren Pearson 449 Broadway Cambridge, MA 02138 617.349.4438	Est. $114.3	2016 (R)
P	All	22. Central Square Library Entry Doors Cambridge, MA William R. Hammer, AIA, LEED-AP, Principal in Charge	Cambridge Main Library Warren Pearson 449 Broadway Cambridge, MA 02138 617.349.4438	$27	2016 (R)
P	St	23. Tewksbury School Department Study Tewksbury, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge	Town of Tewksbury Richard Montuori Town Administrator Tewksbury Town Hall 464 Main Street Tewksbury, MA 01876 978.640.4300	Est. Construction Costs $5,200	2016 (R)

P	All	24. Lawrence School Department Lawrence, MA W. Eric Kluz, AIA, LEED-AP, Principal-in-Charge	Pinck & Company Deborah Marai 98 Magazine Street Boston, MA 02119 Phone: 617.445.3555	Est. of Construction Costs $6,500	TBD – On Hold (R)
P	St	25. Leominster Police Window Study Leominster, MA William R. Hammer AIA, LEED-AP, Principal-in-Charge	City of Leominster Michael Goldman Interim Police Chief Leominster Police Department 29 Church Street Leominster, MA 01453 978.534.7560	Est. of Construction Costs $243	2016 (R)
P	All	26. Department of Conservation and Recreation Waquoit Bay National Estuarine Research Reserve Carriage House Renovations / Maintenance Facilities Falmouth, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge Janet M. Slemenda AIA, LEED-AP, Co-Principal-in-Charge	Waquoit Bay NERR Department of Conservation and Recreation Paul Botelho 194 Cranberry Road P. O. Box 66 South Carver, MA 02366 508.866.2580	$990	2013 & 2016 (N/R)
P	All	27. The MGM Resorts HCC Center for Hospitality & Culinary Arts at Holyoke - II Holyoke, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge	Holyoke Community College Amy Dopp Dean of Resource Development 303 Homestead Avenue Holyoke, MA 01040 413.552.2313	Est. of Construction Costs $3,500	2015 (R)
P	St	28. Leominster Police Station Conversion Study Leominster, MA William R. Hammer AIA, LEED-AP, Principal-in-Charge Janet M. Slemenda AIA, LEED-AP, Co-Principal-in-Charge	City of Leominster Michael Goldman Interim Police Chief Leominster Police Department 29 Church Street Leominster, MA 01453 978.534.7560	Est. of Total Project Costs $23,000	2015 (R)
P	St	29. First Street Garage Study Cambridge, MA William R. Hammer AIA, LEED-AP, Principal-in-Charge	City of Cambridge John Nardone 795 Massachusetts Avenue Cambridge, MA 02139 617.349.4853	Est. of Total Project Costs $638	2015
P	All	30. Cambridge Library Drains Cambridge, MA William R. Hammer AIA, LEED-AP, Principal-in-Charge	Cambridge Main Library Warren Pearson 449 Broadway Cambridge, MA 02138 617.349.4438	Est. of Project Costs $40	2015 (R)

P	St	31. Boxborough Public Safety Phase I Boxborough, MA Janet M. Slemenda, AIA, LEED-AP, Principal-in-Charge	Town of Boxborough 29 Middle Road Boxborough, MA 01719 Chief of Police – Warren Ryder 978.264.1751 Fire Chief – Randolph White 978.264.1771	Est. of Total Project Costs $25,000	2015-2016 (N)
P	All	32. Department of Conservation and Recreation Melnea Cass Community Center Roxbury, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge	Department of Conservation and Recreation Raul Silva Deputy Chief of Engineering 251 Causeway St. Boston, MA 02114 Phone: 617.626.1250	$350	TBD –On Hold (R)
P	St	33. Princeton Municipal Buildings Assessment Princeton, MA William R. Hammer, Principal-in-Charge Janet M. Slemenda AIA, LEED-AP, Co-Principal-in-Charge	Town of Princeton Nina Nazarian Town Administrator 6 Town Hall Drive Princeton, MA 01541 978.464.2102	Varies	2015
C	All	34. Chelmsford Fire Department Chelmsford, MA Janet M. Slemenda AIA, LEED- AP, Principal-in-Charge	Town of Chelmsford Patrick J. Maloney, Chairman of Building Committee 50 Billerica Road Chelmsford, MA 01824 978.458-6100	Est. $6,100	2015 (N/R)
P	St	35. Town Master Plan Needham, MA Janet M. Slemenda AIA, LEED-AP, Principal-in-Charge William R. Hammer AIA, LEED-AP, Co-Principal-in-Charge	Town of Needham Henry Haff, Project Manager Needham Public Facilities Department 500 Dedham Avenue Needham, MA 02492 781.455.7550 – X 347	Est. $9,050 (5 year) $321,300 (10 yr)	2014 (N/R)
P	All	36. Town-Wide Capital Improvements Wellesley, MA William R. Hammer AIA, LEED-AP, Principal-in-Charge	Town of Wellesley Kathy Mullaney Permanent Building Committee, Project Assistant 525 Washington Street Wellesley, MA 02482 781.431.1019	$2,500	2014 (R)
P	All	37. Marshfield Fire Station Marshfield, MA W. Eric Kluz AIA, LEED- AP, Principal-in-Charge Janet M. Slemenda AIA, LEED-AP, Co-Principal-in-Charge	Town of Marshfield Brian Adams - Project Manager 76 South River Street Marshfield, MA 02052 781.834.5000 X 40125	$3,400	2014 (N)

C	All	38. Amesbury DPW Amesbury, MA Janet M. Slemenda AIA, LEED- AP, Principal-in-Charge	City of Amesbury Robert L. Desmarais, P.E. Director of Public Works Department of Public Works 39 South Hunt Road Amesbury, MA 01913 978.388.8116	Total Project Costs $6,430	2014 (N)
P	All	39. Deerfield Highway Garage Deerfield, MA Janet M. Slemenda AIA, LEED-AP, Principal-in-Charge William R. Hammer AIA, LEED-AP, Co-Principal-in-Charge	Town of Deerfield Kevin Scarborough Superintendent of Public Works Operations 8 Conway Street South Deerfield, MA 01373 413.665.2036	Construction Costs $5,214	Phase I Study 2011 Phase II Study 2012 Construction 2014 (N)
P	St	40. Adaptive Reuse + Historic Preservation of the Cohasset Town Hall Cohasset, MA W. Eric Kluz AIA, LEED-AP, Principal-in-Charge William R. Hammer AIA, LEED-AP, Co-Principal-in-Charge	Town of Cohasset Brian Joyce Director of Project Management Cohasset Town Hall 41 Highland Avenue Cohasset, MA 02025 781.383.3094	Est. $8,000	2014 (R)
P	St	41. Salisbury Emergency Services Facility Study Salisbury, MA Janet M. Slemenda AIA, LEED-AP, Principal-in-Charge William R. Hammer AIA, LEED-AP, Co-Principal-in-Charge	Town of Salisbury Lisa Pearson Director of Planning & Development 5 Beach Road Salisbury, MA 01952 978.463.2266	Est. of Total Project Costs Police $7,900 Fire $9,831 DPW $15,627	Study: 2013 Police: 2017 (N)

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch. = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract

10. Use This Space To Provide Any Additional Information Or Description Of Resources Supporting The Qualifications Of Your Firm And That Of Your Sub-Consultants For The Proposed Project. If Needed, Up To Three, Double-Sided 8 ½" X 11" Supplementary Sheets Will Be Accepted. **APPLICANTS ARE ENCOURAGED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT**.

See proposal for firm profile resumes and approach to scope of work.

11. Professional Liability Insurance:

Continental Casualty Company	**$3,000,000**	**AEH288378089**	**6/28/2019**

12. Have monies been paid by you, or on your behalf, as a result of Professional Liability Claims (in any jurisdiction) occurring within the last 5 years and in excess of $50,000 per incident? Answer **YES** or **NO**. If YES, please include the name(s) of the Project(s) and Client(s), and an explanation (attach separate sheet if necessary).

NO

13. Name Of Sole Proprietor Or Names Of All Firm Partners and Officers:

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
a. William R. Hammer	President	3546	Current/Architect				
b. Walter Eric Kluz	Vice President	3555	Current/Architect				
c. Janet M. Slemenda	Vice President	6026	Current/Architect				

14. If Corporation, Provide Names Of All Members Of The Board Of Directors:

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
a. William R. Hammer	President	3546	Current/Architect				
b. Walter Eric Kluz	Vice President	3555	Current/Architect				
c. Janet M. Slemenda	Vice President	6026	Current/Architect				

15. Names Of All Owners (Stocks Or Other Ownership):

Name And Title	% Ownership	MA. Reg.#	Status/Discipline	Name And Title	% Ownership	MA. Reg.#	Status/Discipline
a. William R. Hammer	50%	3546	Current/Architect				
b. Walter Eric Kluz	50%	3555	Current/Architect				

16. I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. I further certify that this firm is a "Designer", as that term is defined in Chapter 7C, Section 44 of the General Laws, or that the services required are limited to construction management or the preparation of master plans, studies, surveys, soil tests, cost estimates or programs. The information contained in this application is true, accurate and sworn to by the undersigned under the pains and penalties of perjury.

Submitted by (Signature) Janet M. Slemenda

Printed Name and Title **Janet M. Slemenda, Principal**

Date **2.5.19**