



Town of Littleton, MA

# Proposal for Town Building and Space Needs Project, Designer Services

February 5, 2019 | 1:00 pm







William Francis Galvin  
Secretary of the  
Commonwealth

*The Commonwealth of Massachusetts*  
*Secretary of the Commonwealth*  
*State House, Boston, Massachusetts 02133*

Date: January 08, 2019

To Whom It May Concern :

I hereby certify that according to the records of this office,

**LERNER/LADDS + BARTELS, INC.**

a corporation organized under the laws of

**RHODE ISLAND**

on **February 05, 1993** was qualified to do business in this Commonwealth on

**December 29, 2003** under the provisions of the General Laws, and I further certify that said

corporation is still qualified to do business in this Commonwealth.

I also certify that said corporation is not delinquent in the filing of any annual reports required to  
date.



In testimony of which,  
I have hereunto affixed the  
Great Seal of the Commonwealth  
on the date first above written.

*William Francis Galvin*

Secretary of the Commonwealth

Certificate Number: 19010117130

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by:





ARCHITECTS

Lerner Ladds Bartels

February 5, 2019

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

Re: Request for Qualifications for  
Littleton Town Building and Space  
Needs Project, Designer Services

**Lerner Ladds Bartels**

161 Exchange St.  
Pawtucket, RI 02860  
401.421.7715

40 Southbridge St. 3rd Floor  
Worcester, MA 01608  
508.556.4648

[www.llbarch.com](http://www.llbarch.com)

Dear Interim Administrator Ansaldi, members of the Town Building and Space Needs Analysis Working Group, and Citizens of the Town of Littleton:

On behalf of LLB Architects, we are pleased to forward our qualifications for Designer Services for Littleton Town Building and Space Needs. We understand that the goals of this project are to study the Shattuck Street School in relation to the Town's growing needs and potentially assist the Town in the planning, design, and construction of space for a new Town campus.

One of our strongest abilities is managing project issues and risks, including budget, thereby turning obstacles into opportunities. This allows us to maximize the design potential of a project, especially for those projects with limited budgets and demanding schedules. Throughout this project, you can be assured that we will work with you to prepare recommendations, develop priorities, and help you to realize your goals.

LLB Architects has grown from a structural engineering firm started in 1936 by Samuel Lerner to a multidisciplinary architectural firm with four principals and 20 employees. We have kept our size manageable, and never wavered in our commitment to our clients and the quality of our work.

You can be assured that your project will receive the full attention of our firm. We have the staff and resources to begin this project immediately upon award of the contract. For the duration of your project, both a Principal and Project Manager will work collaboratively with you. R. Drayton Fair will be your Principal-in-Charge and primary contact. He has more than 30 years of experience with Massachusetts public projects. Brian Valentine will be the Project Manager. Brian is a certified LLB Project Manager having successfully completed the internal training program required of all our project managers. Suzanne DiSalvo will be the Project Architect.

To provide the most qualified team to complete the scope of work defined in the RFP, we have teamed with consultants who continually demonstrate strong performance and deep understanding of institutional projects. The consultants we have chosen for our team include AM Fogarty & Associates, Inc. for Cost Estimating, CDW Consultants, Inc. (WBE) for Civil



**ARCHITECTS**

Lerner Ladds Bartels

Engineering, and Roome & Guarracino, LLC for Structural Engineering. LLB Architects has worked with these teams on numerous previous projects.

As one of the latest steps in our evolution, we have opened a new office in Worcester, MA, which ensures that we can continue to service our projects throughout New England with the greatest possible efficiency.

Municipal projects are one of our great strengths and interests. We would consider it an honor and privilege to be selected to help the Town of Littleton find the best means of expanding the town campus to meet your needs. We look forward to an opportunity to speak with you in person, and to show how, through our approach of listening and developing a collaborative, communicative team, we have been continuously successful from 1936 to today.

Sincerely,

R. Drayton Fair, AIA, ALA, LEED AP  
BD+C, MCPPO  
Principal-in-Charge  
dfair@llbarch.com

**Lerner Ladds Bartels**

161 Exchange St.  
Pawtucket, RI 02860  
401.421.7715

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# Qualifications of Proposed Team





# Firm Background

<b>Firm Name</b> Lerner   Ladds + Bartels d/b/a LLB Architects	<b>Number of Years in Business</b> Established for 82 years Incorporated for 42 years	
<b>Locations</b> 161 Exchange Street Pawtucket, RI 02860 401.421.7715	<b>Registered Architects on Staff</b> Christian Ladds Kathleen Bartels R. Drayton Fair Aimee Lombardo Brian Valentine Cara Pomeranz Jeff Porter Jonathan Taylor Mallory Demty Bethany Robertson Mark Ritz	
40 Southbridge Street Worcester, MA 01608 508.556.4648		
<b>Primary Contacts</b> R. Drayton Fair, Principal dfair@llbarch.com		

Our core value as architects and designers is the care we have for the environment, communities and clients we work with. We focus on creating the best possible environments that promote well-being and allow people to thrive.

The root of our success is our ability to collaborate, explore and (re-)invent while creating positive experiences for all. By applying an approach that integrates people and technology, we allow the best ideas to emerge and evolve into timeless solutions.

As a multidisciplinary firm, LLB Architects provides clients with an exceptional depth of understanding and a full range of expertise. We have an extensive portfolio illustrating our diversity of project and program types for both public and private clients.

## History

Samuel Lerner, a structural engineer and professor at Brown University, founded the firm in 1936 as an engineering practice in his hometown of Providence. His son, Steven L. Lerner, AIA, became a principal in 1976 upon his architectural registration and the firm was incorporated as Lerner Associates to reflect the multidisciplinary practice.

In 1984, Christian J. Ladds, AIA, LEED AP joined the firm, becoming a partner in 1990, and the firm name changed to Lerner | Ladds Architects. Kathleen A. Bartels, AIA, LEED AP began her career with the firm in 1996 and became a partner of Lerner | Ladds + Bartels four years later. R. Drayton Fair, AIA, ALA, LEED AP BD+C, MCPPO joined the firm as a principal in 2003, bringing with him over 20 years of public and institutional experience.

In 2011, the firm upsized to the Design Exchange in Pawtucket - leading the adaptive reuse building as developer - and streamlined our name to LLB Architects, honoring the past and emphasizing our profession. In 2018, the firm expanded again with a new office in Worcester, MA, and promoted Aimee Lombardo, AIA, LEED AP BD+C, to Associate Principal and Worcester Practice Manager.

Senior Associate Suzanne DiSalvo, Assoc. AIA, LEED AP, along with Associates Neal Bijlani, Enno Fritsch, LEED AP, Cara Pomeranz, AIA, LEED AP, Jonathan M. Taylor, AIA, LEED AP, and Brian L. Valentine, AIA, LEED AP, MCPPO, have been instrumental in supporting the continued growth of the firm.

# R. Drayton Fair, AIA, ALA, LEED AP BD+C, MCPPO

## Principal-in-Charge

### Education

- Bachelor of Fine Arts
- Bachelor of Architecture
  - Rhode Island School of Design

### Registrations

- Massachusetts #9679
- Rhode Island #1600
- New Hampshire #3108
- South Carolina #3387
- Connecticut #ARI.0013053
- NCARB Certification #34946
- MCPPO Certification

### Relevant Experience

- Putnam Municipal Building, Putnam, CT
- Harvard Town Hall, Harvard MA
- Foxborough Town Hall, Foxborough, MA
- Acton Town Hall, Acton, MA
- Nantucket Town Hall Feasibility Study, Nantucket, MA
- Boyden Library, Foxborough, MA
- Watertown Public Library, Watertown, MA
- Newton Public Library, Newton, MA
- Dighton Public Library, Dighton, MA
- Maynard Public Library, Maynard
- Bolton Library, Bolton, MA

### Associations

- American Institute of Architects
- American Library Association
- National Trust for Historic Preservation
- Providence Preservation Society
- US Green Building Council
- National Council of Architectural Registration Boards



R. Drayton Fair joined the firm as a Principal in 2003 bringing with him over 20 years of public and institutional experience with an expertise in library design and Massachusetts public work. He has served as President of AIARI as well as President of AIA New England. A recognized expert in the planning and design of library and municipal facilities, he has taught and spoken at schools and conferences throughout New England including Harvard University, the New England Library Association, and for the Boston Society of Architects. He is an active member of the Providence Preservation Society, the National Trust for Historic Preservation, the American Library Association, and has served on the Cranston Historic District Commission. Drayton's public work experience has been essential in the transformation of LLB Architects into one of the most respected architectural firms in the region. His leadership in the firm's public and civic work has contributed to his recognized expertise in guiding community building committees through the building process.



# Brian Valentine, AIA, LEED AP, MCPPO

## Project Manager

### Education

- Bachelors of Architecture
- Roger Williams University

### Registrations

- Massachusetts #32081
- Rhode Island #3915
- MCPPO Certification
- NCARB Certification #7342
- California SAP Coordinator #7645

### Experience

- 2014-present
  - LLB Architects
- 2009-2014
  - Ai3 Architects, Wayland, MA
- 2003-2009
  - Vision 3 Architects, Providence, RI

### Relevant Experience

- Harvard Town Hall Renovations & Restoration, Harvard, MA
- Franklin Public Library, Franklin MA
- Acton Town Hall Historic Paint Restoration, Acton, MA
- Newton Free Library, Newton, MA
- Worcester Public Library Renovations & Addition, Worcester, MA

### Associations

- American Institute of Architects
- AIA Rhode Island
- US Green Building Council
- National Council of Architectural Registration Boards

### Volunteer

- Barrington Youth Soccer Association



Brian Valentine received his Bachelor of Architecture from Roger Williams University. He joined LLB Architects in 2014, bringing with him over 10 years of experience with an expertise in educational design and public work and procurement. His talent for designing effective solutions while executing complex projects with a focus on high performance sustainable building is recognized by clients and peers. He has recently served as the project manager for both the historic Franklin Public Library Renovations, Restoration and Addition, in Franklin MA, and the recently completed Lincoln School STEAM Hub for Girls. Brian has also served as the Project Manager on many other important historic designated buildings including the renovations and restoration to the historic Harvard Town Hall, the Acton Town Hall Historic Paint Restoration Project and the Brant Point Shellfish Propagation Facility Renovation and Rehabilitation, Nantucket, MA.

His commitment to sustainable design can be seen through his numerous activities with AIAR Committee on the Environment and the Rhode Island Green Buildings Summit.

# Suzanne M. DiSalvo, Assoc. AIA, LEED AP

## Senior Associate

### Education

- Rhode Island School of Design
  - Bachelor of Fine Arts, 1991
  - Bachelor of Architecture, 1993

### Experience

- 2002-present
  - LLB Architects
- 2002
  - New England Medical Design
- 2001-2002
  - Roger Ferris and Partners
- 1996-2000
  - O'Neil Langan Architects

### Relevant Experience

- Bigelow Spinning Mills Feasibility Study, Clinton, MA
- RISD, Graphic Design Gallery, Providence, RI
- RISD Master Plan Facilities Assessment, Providence, RI
- Rhode Island College (RIC), Roberts Hall Elevator Addition, Providence, RI
- RIC, President's House Renovation, Providence, RI
- RIC, Craig-Lee & Gaige Halls Assessment & Feasibility Study, Providence, RI
- RIC, Residence Hall Assessment & Feasibility Study, Providence, RI
- The King Philip Mills Complex Feasibility Study, Fall River, MA
- Smith College Facilities Assessment, Northampton, MA
- Lincoln School Master Plan, Providence, RI

### Professional Associations

- American Institute of Architects, Associate
- US Green Building Council



Suzanne M. DiSalvo joined LLB in 2002, was the first LEED-accredited professional in the office, and has taken a leadership role in sustainable practice, facilities assessment, and space planning and design.

Suzanne enjoys the detailing and material challenges of design driven projects and the problem solving and space planning of larger studies. Her work for the Rhode Island School of Design includes studios, innovative learning, gallery, and administrative spaces. The feasibility studies she has completed for Rhode Island College informs the institutions current and future work.

Suzanne has managed several lengthy and complex projects requiring the coordination of multiple team members and schedule tracks. She led the development of our Facilities Assessment Solution, an innovative and customized electronic database to organize buildings and spaces to plan for future uses. She was the project manager for its implementation at Smith College, RISD, Memorial Hospital, and the Moses Brown School.



# Consultants

Just as any whole is better than the sum of its parts, the LLB team believes in partnering with proven engineers and consulting firms to compliment our own strengths. We have a strong team-oriented dynamic that extends beyond our own office. We are able to integrate consultants from every field into our work plan, ensuring accurate and timely collaboration through both scheduled meetings and routine correspondence.

In order to ensure quality during the project, we suggest employing the following consultants. Additionally, we will collaborate and coordinate with any other consultants as chosen by the Town of Littleton. We absolutely expect the best from our consultants.

The proposed consultant team is as follows:

## **AM Fogarty & Associates, Inc.**

Cost Estimator | 175 Derby Street, Hingham, MA 02043 | 781.749.7272

## **CDW Consultants, Inc. (WBE)**

Civil Engineering | 6 Huron Drive, Natick, MA 01760 | 508.875.2657

## **Roome & Guarracino, LLC**

Structural Engineering | 48 Grove Street, Somerville, MA 02144 | 617.628.1700

**Firm Description**  
**A.M. Fogarty & Associates, Inc.**

A. M. Fogarty & Associates, Inc. was founded in 1972 by Alfred Fogarty, with the vision of providing the construction industry with personalized cost estimates of the highest quality. For the past thirty years, A. M. Fogarty & Associates, Inc. has provided Architects, Engineers, Contractors and Owners with timely and highly professional construction cost estimates.

Peter Timothy, Chief Estimator since 1989, replaced Mr. Fogarty as Owner and President of A. M. Fogarty & Associates, Inc. in 2000. Mr. Timothy's extensive background in construction estimating is based on practical and field experience in the industry. Many of our employees and consultants have expertise in all trades and disciplines of construction cost estimating. Mr. Timothy has the unique ability to estimate not only architectural, site and civil trades but has expertise in the mechanical and electrical trades as well. It is through this broad base of ability and expertise that A.M. Fogarty can provide critical personal attention to their projects.

The services we offer include: Budgetary, Schematic, Design Development and Final Bid Construction Estimates. We also provide Change Order Review, Insurance Claim Costing, Quantity Surveys and Value Engineering.

Clients include: the Commonwealth of Massachusetts, City of Boston, National Park Service, Massachusetts Port Authority and the Boston Housing Authority. Our project experience include public housing, historic restoration, commercial and heavy industry facilities, medical facilities, schools and education facilities, transportation facilities, site development and private homes.

Upon request, we will be glad to furnish a list of recent projects, clients, and any requested information. Thank you for your interest.

Peter T. Timothy  
President



### **PETER T. TIMOTHY**

Peter Timothy, President of A.M. Fogarty & Associates, Inc. has been a professional construction cost estimator since 1985. His broad depth of construction experience and comprehensive experience in estimating all construction disciplines with a thorough understanding of construction cost consulting making him a valuable member of any design team.

Mr. Timothy's education includes a Bachelor of Science Degree in Construction Management from the University of Wisconsin - Platteville. He continues his education through extended education programs geared towards business and the construction industry.

Prior to joining A.M. Fogarty in 1989, Mr. Timothy was Chief Estimator at Industrial Associates, a large union interiors contractor. His responsibilities included overseeing all public bidding, administering all filed sub-bids, and coordinating general contract work. He was also responsible for initiating "computerized" estimating as well as tracking actual project cost.

In 1989, Mr. Timothy joined A.M. Fogarty & Associates as senior estimator and replaced Al Fogarty as President in 2000. His experiences include budgeting several large scale restoration projects for the National Park Service in New York and Boston; estimating new commuter rail and light rail stations for the Massachusetts Bay Transit Authority; and work for the Massachusetts Housing and Finance Administration and Housing and Urban Development on many public housing projects.

Mr. Timothy's professional capabilities include estimating all civil, structural, architectural, mechanical and electrical trades. It is with this unique combination of abilities that Mr. Timothy has realized great success in predicting construction cost. It is also through the dedication of comprehensive estimating that his clients find his consulting invaluable in anticipating construction costs.



CDW CONSULTANTS, INC.  
CIVIL & ENVIRONMENTAL ENGINEERS

## CORPORATE PROFILE

**CDW CONSULTANTS, INC. (CDW)** is a civil and environmental consulting firm of engineers and scientists offering the following lines of service:

- **Environmental Consulting:** Hazardous materials site assessment, subsurface investigations and remediation, environmental permitting and compliance, asbestos inspections, indoor air quality studies, and brownfields redevelopment support.
- **Civil Engineering:** Civil/site design, land planning, land surveying, storm water management, permitting, water and wastewater management, wetlands studies, water resources management, and construction administration.

Founded in 1990, CDW provides comprehensive, professional engineering design and management services from initial site review to project completion. The firm's principals have combined their decades of engineering experience in the public and private sectors to provide high-level technical and management services. CDW has earned a reputation over the years for delivering high quality, responsive service, and we offer our clients proven leadership and total familiarity with technical issues, and regulatory processes which govern our projects.

**Markets We Serve:** Transportation, Education, Real Estate, Water Resources, Municipal Infrastructure, and Federal, State and Local Government Entities.

**National Registration:** The Professional Engineers of CDW are registered throughout the New England states, and in many other states in the nation, as required by our projects. They have project experience throughout the country and internationally. CDW has on-staff multiple Massachusetts Licensed Site Professionals, Professional Geologists, Licensed Asbestos Inspectors and LEED Accredited Professionals.

**WBE, DBE & WOSB:** CDW Consultants, Inc. is a certified Woman-Owned Business Enterprise (WBE) in Massachusetts and Rhode Island; a certified Disadvantaged Business Enterprise (DBE) in Massachusetts, Rhode Island and Connecticut; and, a registered Woman Owned Small Business (WOSB) with the United States General Services Administration System for Award Management (SAM).

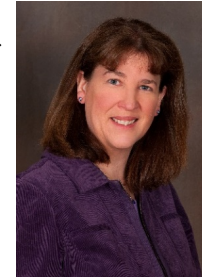
Located midway between Boston and Worcester, Massachusetts, CDW offers knowledgeable service and personal attention to clients throughout New England, New York, and New Jersey.



**Kathleen Campbell, PE, LSP, LEED AP**  
**Principal-In-Charge**

### **QUALIFICATIONS**

Ms. Campbell, President at CDW Consultants, Inc., has almost 30 years of experience in environmental engineering, in both the public and private sector. She is a Registered Professional Engineer and Licensed Site Professional in Massachusetts, and a LEED Accredited Professional. Ms. Campbell has been with CDW Consultants for 25 years.



### **EXPERIENCE**

#### **Permitting**

Ms. Campbell has extensive experience in the preparation of Federal, state and local permit applications. She has responsibility for all aspects of environmental permitting and compliance, including remediation, resource protection, wetlands, historical, and hazardous waste management. She has prepared permit applications under the Massachusetts Environmental Policy Act, the Wetlands Protection Act, DEP Air Quality, Waterways regulations, U.S. Army Corp of Engineers regulations, National Environmental Policy Act, and the NPDES.

#### **Brownfields**

Ms. Campbell's specialty is the assessment and remediation of brownfields sites. She has been involved in many high visibility national and state model brownfields projects. She has successfully achieved regulatory closure allowing redevelopment of contaminated sites by integrating risk assessment and cleanup technologies, demolition strategies, and ultimate re-use goals. In addition, she has successfully utilized cost-effective and innovative remedial measures to reduce site contamination to demonstrate the feasibility of redevelopment of contaminated parcels.

#### **Environmental Investigation**

Ms. Campbell has performed hundreds of environmental assessments and subsurface investigations. She has conducted historical research for due diligence assessments for real estate transactions. She has also performed and supervised drilling and soil sampling, groundwater sampling, tank excavation, geophysical surveys, and dewatering projects. She has investigated sites contaminated with gasoline, fuel oil, and other petroleum compounds, heavy metals, volatiles, chlorinated solvents, cyanide, PCBs, pesticides, and asbestos.

#### **LSP Services and Compliance Audits**

Ms. Campbell has performed regulatory compliance audits for several clients including public agencies and municipalities. Ms. Campbell has provided Licensed Site Professional services including IRAs, RAMs, LRAs, RAOs, and AULs under the Massachusetts Contingency Plan, as well as completed several Phase I, Phase II, and Phase III studies.

### **EDUCATION**

BS, Mechanical Engineering, Manhattan College, NY  
Groundwater Pollution and Hydrology; The Princeton Course  
Graduate Certificate, Environmental Risk Assessment, UMASS Lowell





**Eric Wilhelmsen, P.E.**  
**Associate Principal and Chief Engineer**

**QUALIFICATIONS**

Mr. Wilhelmsen is a Registered Professional Engineer in Massachusetts with over twenty years of experience in project management, design and permitting for commercial, residential and industrial developments in New England, and is familiar with lean construction concepts and principles. He has prepared construction plans and specifications for the design of residential and commercial engineering projects ranging from site plans, layouts, grading, stormwater and utility plans. He has had extensive experience with the Massachusetts School Building Authority projects providing feasibility studies, schematic designs, construction documents and construction administration. Further, he is experienced in site permitting with various local and state departments, including the preparation and presentation of projects to regulatory boards in a public hearing format, and interaction with stakeholders and review and regulatory agencies.



Mr. Wilhelmsen has extensive experience with the Massachusetts Wetland Protection Act and Local Wetland by-laws as well as MEPA thresholds, procedures, schedules and jurisdiction. He is well versed in modern stormwater management techniques, including low impact development. He is familiar with Title 5 regulations, policies and interpretations pertaining to Subsurface Sewage Disposal Systems.

**EXPERIENCE**

**Site Development**

Mr. Wilhelmsen has served as the project engineer on numerous and diverse site development projects. Projects have included residential, commercial, institutional, recreational, educational, and hospital sites. This work has involved utilities, roadways and parking areas, pedestrian facilities, grading, erosion and sediment control, stormwater management, and permitting required for the work. Many projects have also included construction administration services.

**Stormwater Management**

Mr. Wilhelmsen has been responsible for stormwater evaluation, design, treatment, and management systems for several private and public projects. These include both open channel and piped systems. He has designed various treatment systems to provide water quality treatment, infiltration for groundwater recharge, and peak flow attenuation, based on hydraulic and hydrologic studies and modeling. He has prepared erosion control and construction site stormwater management plans for numerous sites.

**Computer Design**

Mr. Wilhelmsen is proficient in AutoCAD Civil 3D and has developed plans for various projects. This work has included site plans, utility plans and profiles, roadway plans, profiles, and sections, erosion control and stormwater management plans, and numerous figures for planning, analysis, and presentation. He is also skilled in Haestad Methods, Hydrocad, as well as various hydraulic modeling softwares.

**EDUCATION**

B.S. Civil Engineering, University of Massachusetts, Lowell

**REGISTRATIONS/CERTIFICATIONS**

Professional Engineer, MA #41596, RI #0011457, NY #096280, and ME #15135  
MA Certified Soil Evaluator  
MA Hydric Soil Evaluator  
MA Title 5 System Inspector  
MA SIT



**Susan Cahalan, P.G. ISSP-SA**  
**Senior Environmental Scientist**



### **QUALIFICATIONS**

Ms. Cahalan has over 20 years of consulting experience in preconstruction building assessments, environmental site investigation, risk assessment, environmental compliance auditing, brownfields site redevelopment, environmental permitting, remediation system feasibility studies and design, due diligence environmental assessments and coastal/oceanographic environmental impact studies. Ms. Cahalan's current responsibilities include preconstruction assessments of asbestos and other hazardous materials contained in buildings, brownfields site data analysis, management of impacted soil and groundwater at construction sites, project reporting under the MCP, and the completion of risk assessments for a variety of public and private sector clients. She also has extensive experience in waste characterization and disposal alternatives.

### **EXPERIENCE**

#### **Building Hazardous Material Assessments**

Ms. Cahalan's current responsibilities include preconstruction assessments of asbestos and other hazardous materials contained in buildings, brownfields site data analysis, management of impacted soil and groundwater at construction sites, project reporting under the MCP, and the completion of risk assessments for a variety of public and private sector clients. She has extensive experience in waste characterization and disposal alternatives.

#### **Asbestos Consulting Services**

Ms. Cahalan has hands on field experience providing asbestos consulting services for inspections, reporting, contractor liaison, resolving abatement work issues/discrepancies to meet regulatory requirements and tight schedules with special consideration for building occupants. She has developed site-specific specifications and when needed, prepared abatement work plans. She has performed asbestos inspection services through construction documents.

#### **Environmental and Remedial Investigations**

Ms. Cahalan has performed and managed hundreds of environmental assessments and subsurface investigations in Massachusetts, Connecticut, New Hampshire, and Maine, and has conducted historical research for due diligence assessments for real estate transactions. She has performed and supervised subsurface investigations, soil gas surveys, surface water, sediment and groundwater sampling, and coordinated field soil and groundwater sampling events. She has investigated sites contaminated with gasoline, fuel oil and other petroleum compounds, polynuclear aromatic hydrocarbons, heavy metals, cyanide, coal tar, volatile organic compounds, chlorinated solvents, and polychlorinated biphenyls.

#### **Facility Compliance**

Ms. Cahalan has performed facility compliance audits for several clients, including public agencies. She also prepared Spill Prevention Control and Countermeasure Plans and a combined emergency response plan for a large industrial site, combining all regulatory requirements for emergency response into one document. Previously, as a project manager for an international environmental consulting firm, Ms. Cahalan managed client objectives and regulatory deadlines for multiple sites impacted with petroleum hydrocarbons. She also performed remediation system design and optimization, often on time-critical projects. She has completed regulatory site closures for sites by evaluating site data and applying appropriate Method 1, 2, and 3 risk characterizations under the MCP.

# **ROOME & GUARRACINO, LLC**

## **Consulting Structural Engineers**

48 Grove Street, Somerville, MA 02144

Tel: 617.628.1700 Fax: 617.628.1711

**ROOME & GUARRACINO, LLC provides structural engineering services for a wide variety of clients, including architects, private owners and contractors.**

Although the vast majority of our work has involved buildings, we have diverse and significant experience in many types of structures. Some of our services include the following:

- **Structural Design Services** for both new and renovated structures, including structural design, preparation of structural contract drawings and specifications, review of structural item shop drawings, and periodic site visits (or inspection, if so desired). We also include in this category specialty design services, such as the design of connections, stairs and rails for steel fabricators.
- **General Structural Consulting Services** including investigations of structural problems, the design of structural repairs for those problems, investigations and reports in connection with expert witness services, and feasibility studies.
- **Construction Phase Services** including inspection of steel, concrete, or timber structures for conformance with contract documents. Assist contractors with building problems encountered during construction such as non-conforming work, shoring and erection techniques.
- **Building Structural Inspection Services** including commercial inspections and home inspections.

**ROOME & GUARRACINO, LLC** has provided **Structural Design Services** for virtually all types of buildings and for other structures as well. We are well versed in the LEED requirements as they relate to structure, and have contributed on numerous LEED projects.

We have provided **Construction Phase Services** for various owners and contractors in the form of field inspection of structural systems including structural steel, concrete (both mild reinforced and post-tensioned) and timber construction, and in the design of shoring systems for temporary support to facilitate construction.

We feel that our knowledge and experience are most beneficial when we are involved at the outset of a project. Initial involvement while the functional and architectural planning are still flexible, allows the best opportunity to incorporate the optimum structural system in the most compatible way.

- ❖ ROOME & GUARRACINO, LLC carries \$1,000,000.00 in professional liability insurance with The Travelers Insurance Co., as well as, general liability, including automobile.



# **ROOME & GUARRACINO, LLC**

## **Consulting Structural Engineers**

48 Grove Street, Somerville, MA 02144

Tel: 617.628.1700 Fax: 617.628.1711

### **Reginald Roome II, P.E.**

**Title/Position** Partner

**Education** A.A.S. Civil Technology, 1976  
University of New Hampshire-Durham, N.H.

B.S. Civil Engineering, 1978  
Worcester Polytechnic Inst.-Worcester, MA

M.S. Civil Engineering, 1981  
Worcester Polytechnic Inst.-Worcester, MA

**Registration** Professional Engineer (Structural): New Hampshire, Massachusetts, Vermont, Connecticut, Maine, Pennsylvania

**Professional Experience** Mr. Roome co-founded **ROOME & GUARRACINO, LLC**-Consulting Structural Engineers in Early 2005. He has over 35 years of experience in the design and management of engineering projects. Over the years he has been responsible for the structural design of numerous projects, from the very small to projects with construction budgets in the hundreds of millions of dollars. In addition to, overseeing the structural design and monitoring of the construction process, Mr. Roome is responsible for client communications and coordination. Prior to founding **ROOME & GUARRACINO, LLC**, he spent almost 24 years with one of the premier structural engineering consulting firms in the country, LeMessurier Consultants Inc., starting as a staff engineer in 1981 and working his way up to Associate in 1994 and then Vice President and Partner in 1999. Before joining LeMessurier Consultants, he worked for Bechtel Power Co. and was a Graduate Teaching Assistant in structural design at Worcester Polytechnic Institute. He has extensive experience in structural steel, concrete, timber, and masonry structures, as well as, renovations and structural investigations. With over 38 years of experience in the design and management of engineering projects, Mr. Roome is presently Principal and Partner of **ROOME & GUARRACINO, LLC**.

# Project Approach



## Approach to design

What truly qualifies LLB Architects is our strength in finding the right marriage between “blue sky solutions” and the realities of the project when it comes to physical limitations, project budget, and schedule. We turn the challenges of a project into opportunities - squeezing every last drop of potential and pushing the project to its ultimate success.

Process largely determines the success of any project, so our methodology for this project is one that is carefully planned and rigorous, yet also allows for flexibility and creativity throughout the process. Our objective is to develop several design options that meet the Town of Littleton's goals. The resulting design options will meet the functional program requirements, incorporate the feedback of the Town's residents, and attentively study the design options' impacts on the town.

We have developed a unique approach to deeply understand the culture of each client. Our process establishes the foundation for the project and is rooted in each client's mission and goals. A design emerges through the development of highly customized objectives.

Recognizing that our clients are a central component of our project team is essential to our approach. A successful project is one where a client's goals are clearly heard and understood, feedback is actively sought and integrated, procedures are defined and communicated, and the exchange of information is continual. These conditions enable projects to move smoothly through every phase.

## Phase One

### Kick-off meeting

Key to a successful project is understanding the goals and desired deliverables. Therefore, one of the first steps we take is to plan a project kick-off meeting with project stakeholders. The purpose of this meeting is to develop a shared, comprehensive understanding of the project's goals, planning principles, and budget, and to review and confirm the overall project objectives and deliverables.

### Site evaluation and selection

Critical to developing sound design concept options is identifying and understanding the parameters related to the site and the existing building. The site conditions and existing facility will be analyzed to form a baseline from which to move forward with major planning decisions. They will be reviewed and measured relative to existing and anticipated program requirements, building codes, upgraded building systems, and parking. There will be a degree of overlap

with this exercise and the programming process. Evaluation of all impacts on the town will include impacts caused by traffic and access into the site.

## Programming

We believe in a planning process built upon engagement. Our goal is to develop a shared comprehensive understanding about the project. This means more than just defining the program, understanding the site, and surveying the context of the building. It includes an understanding of the history and culture of the Town of Littleton, as well as gaining insight into the aspirations and desires of those who will shape it. At the conclusion of the programming, we seek to have a consensus about the project that is documented in written project objectives and description, space utilization program diagrams, performance criteria and budget boundaries that articulate and illustrate the direction that the conceptual designs need to take.

## Conceptual design

Once the programming and space needs assessment has been completed, we continue forward into a higher level of detail as part of the conceptual design phase. Various conceptual design alternatives will be developed for review and discussion. These incorporate initial feedback on site evaluation and programming. The deliverables will include site and floor plans, exterior elevations, perspective views (both interior and exterior) that illustrate the proposed design and/or renovations, and narratives for civil, structural, and MEP systems. Exterior design concepts that consider the surrounding context will begin to be developed to help inform the future character and image of the building. Interior space plan concepts that are developed will focus on meeting functional and program goals.

## Conceptual cost estimating

We anticipate working closely with project stakeholders and Town residents to review the arrangement and design of the interior spaces to ensure that they function as intended. Town residents will have the opportunity to provide their feedback and insight. Through these iterative discussions, exterior design concepts and interior space plan alternatives will be modified and refined to reflect the consensus of the project stakeholders and Town residents with respect to the project's ultimate mission and goals. Once the design concepts have reached this stage, budgets of probable cost and a preliminary construction schedule and sequencing plan will be developed by AM Fogarty & Associates, Inc. The development of the conceptual cost estimate will conclude with a public information session to gain feedback prior to providing a final report.



## Phase Two

### Design Development

Based on the approved schematic documents and any modifications requested by you, LLB will prepare design development documents. The documents will consist of drawings and recommendations indicating a broader development of the selected plan solution. A phasing strategy of prioritized items will be generated, and a new budget estimate and presentation drawings are also developed to illustrate the current status of the project.

### Construction Documents

LLB will prepare contract documents consisting of drawings and specifications, setting forth, in detail, the requirements for the construction of the project. During this time we will also finalize a construction strategy with you to ensure that daily services remain uninterrupted to the greatest extent possible. When the documents are 90% complete, an estimate is made to verify that the project is on budget and to allow for any necessary adjustments or alternate pricing in the bid documents.

### Bidding & Negotiation

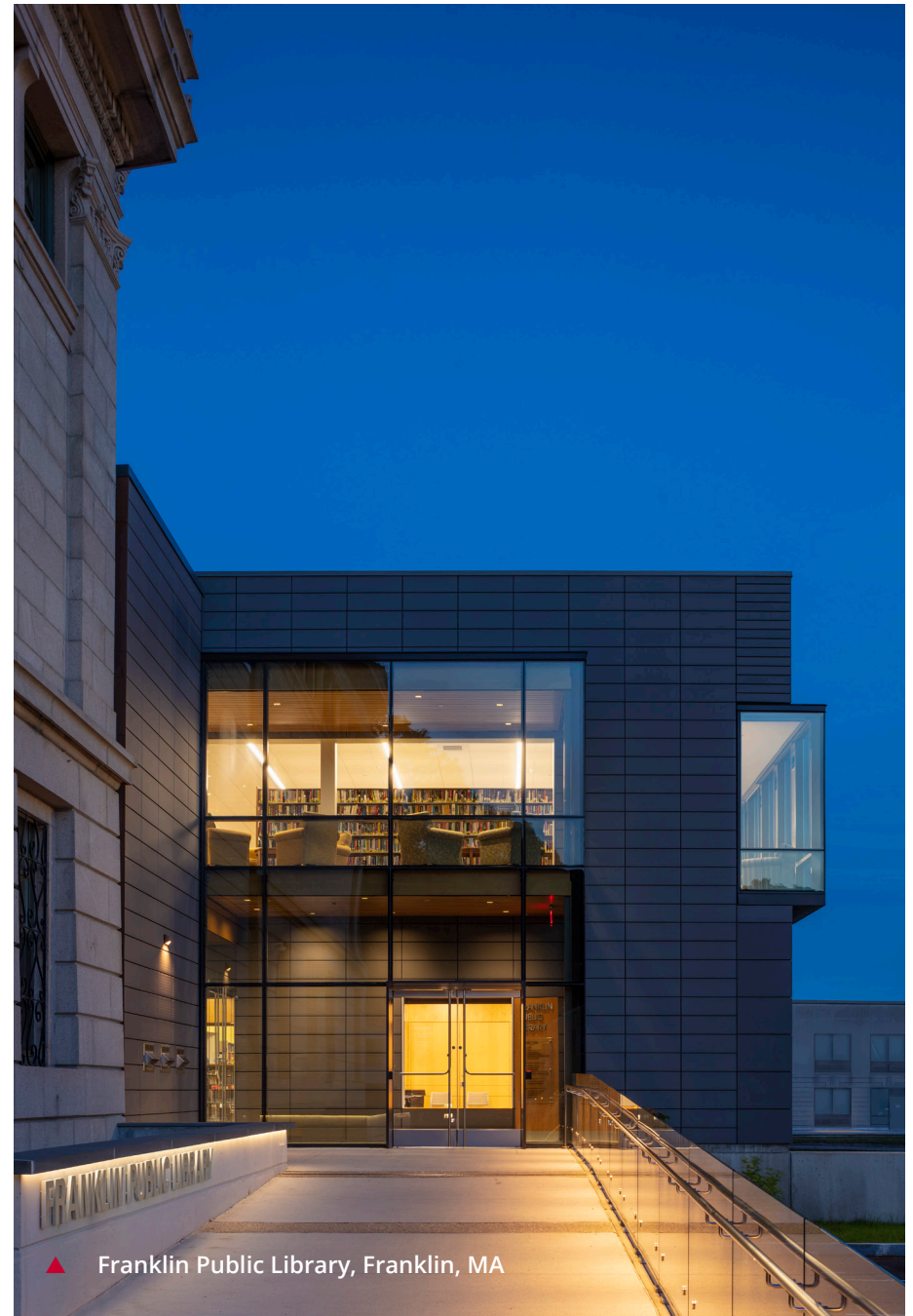
LLB will assist in advertising and obtaining lump sum bids for the work specified and assist in awarding and preparing contracts. We have particular experience in public work and attend scope reviews with our consultants to verify that the intent of the documents is clearly interpreted.

### Construction Administration

The design team visits the site at regular intervals to observe the progress and quality of the work. Weekly job meetings are scheduled with the Owner and General Contractor. During this phase LLB assists in obtaining the highest quality of construction within your required timeline. Based on observations at the site, we advise you on the work completed and its compliance with the construction documents. We review all submittals, shop drawings, samples, and schedules from the General Contractor for compliance with the Construction Documents, and assist you in any Change Order appeals. In addition, we review and certify all construction applications for payment.

### Occupancy & Close-out

LLB will review how the space meets its original intent and confirms that the agreed-upon punch list items are complete. We also follow up with the contractor if any issues arise after the project and can conduct a post-occupancy review after one year of occupancy.



▲ Franklin Public Library, Franklin, MA

## Staffing

Currently, LLB Architects has available personnel and the capacity required for the successful completion of this project. LLB Architects approaches project staffing collaboratively across all projects firm-wide; allowing for leveraging of individual staff experiences and capabilities as project needs change. This is balanced with consistent team leadership, primarily through the Principal-in-Charge and the Project Manager.

## Schedule Control

LLB Architects' management approach is driven by the simple fact that the project exists to achieve your objectives.

Upon award, LLB Architects will immediately begin working with Town of Littleton to identify and define the preferred project schedule, beginning with regular meetings. During this time, a more detailed schedule regarding access to facilities and key milestones will be drafted. Of utmost importance to LLB Architects' schedule control is its commitment to maintaining an efficient approach in order to meet key milestones.

Critical-path decisions are addressed commensurate with the schedule by drafting an agenda for each team meeting, outlining milestones and action items. This procedure assures that the client team and design team members are accountable, focused on individual tasks, and aware of the timeliness of their decisions.

A well-coordinated interdisciplinary team contributes to a smooth, efficient, and integrated process, ensuring that decisions are holistic, and take into account all aspects of the assessment methodology. LLB Architects will employ scheduling mechanisms and techniques that will ensure an effective and well-paced walk-through and analysis process while meeting all expectations for relevance and quality. Because some of the most important decisions are made in the early planning phase, they often have critical impact on the success of the assessment overall. We emphasize focused discussions with the client that will appraise options to confirm that time is focused on pursuing appropriate solutions.

## Graphic tools and Resources

Several years ago, LLB Architects implemented Building Information Modeling (BIM) software to design all our projects, which simultaneously creates 3D and 2D information, stores detailed building data, and exports information as CAD files. BIM allows the design team to engage in a centralized environment, more clearly understand ownership of design elements, and coordinate them early in the project timeline. Most importantly, it allows the client and project

stakeholders into the design process early on and consistently throughout, with three-dimensional visualization and analysis of concepts possible through realtime viewing of BIM models and spaces. Our BIM solutions allow the design team to have concurrent access to the entire model, with real-time updates to eliminate waiting periods between traditional data exchanges.

## Value Engineering

We do not view value engineering as an exercise in cutting costs, but rather, as achieving the most effective solutions at the best value. If going through a value engineering process, we have a disciplined approach with our consultants in seeking the best value for all facets of the project design.

As manifested in the design phase, the discipline of scope and cost control is maintained during the construction phase. Scope control during construction is primarily focused on reviewing the current scope against the written scope. Changes in program, unforeseen swings in product supply and cost, and anomalies to preexisting conditions can lead to claims and change orders. Our construction administration team will track all project costs and will issue periodic reports to the client that detail the status of each subcontract. Requests for changes are carefully evaluated in terms of their impact to budget and schedule. If a proposed change is identified, a Change Order Request would be prepared and submitted to the construction manager for a detailed cost breakdown and impact on the schedule.



# References





# References

We feel that commitment to our clients is something which truly makes our practice outstanding. Our references demonstrate that dedication and its positive results. They are the best indication of how we can work in careful coordination with large project teams in a collaborative process. We have selected the most relevant references for the Town of Littleton Building and Space Needs Project.

**Margi Rosetti, Children's Services**

Boyden Public Library  
Foxborough, MA  
508.543.1246 | mrosetti@sailsinc.org

**William G. Keegan, Jr., Town Manager**

Town of Foxborough, MA  
508.543.1219 | bkeegan@foxboroughma.gov

**Michael P. D'Angelo, Director of Franklin Public Facilities**

Facilities Management Office  
Franklin, MA  
508.553.4802 | dangelom@franklinps.net

**John Odell, Director of Energy & Assets**

City of Worcester, MA  
508.799.8325 | odellj@worcesterma.gov

**Allan Rawson, Chair**

Putnam Facilities Study Group  
Putnam, CT  
860.919.6413 | allan.rawson@yahoo.com

**Dan Hooper, Committee Chair**

Thayer Homestead Development Committee  
Medway, MA  
508.277.5981 | dan.hooper@verizon.net

**Edward Garcia, Director of Libraries**

Cranston Public Library  
Cranston, RI  
401.943.9080 | edgarcia@cranstonlibrary.org



# Similar Assignments





## Boyden Library Foxborough, MA



The existing Boyden Library in Foxborough, built from 1967-1968, is a surviving example of mid-century brutalist architecture. By its design and nature of untouched longevity, it is a beautifully honest representation of construction method and structural integrity, yet was in need of an expansion and reconfiguration. A proposed renovation of the existing 20,000 square foot space included replacement of mechanical systems, roofing, windows, elevator, addressing all handicap accessibility issues, and removal of all asbestos.

Working closely with the trustees, building committee, and neighboring community, LLB Architects designed the new addition to complement the original building geometry and material palette of concrete, glass and monolithic limestone panels. It takes cues in interpreting the original design by continuing the horizontal datum and patterns of fenestration for a unified building. The additional 13,800 square feet provides much-needed space to the library's growing collection for the next 20 years. The top floor houses an inviting and accessible children's area which doubled the size of the existing area. Another program element highly requested by the community was a new books and media area which is located on the ground floor. Additionally, more than thirty computers are now available to the public and an improved meeting room provides space for Foxborough's community groups and organizations.



### Project Size

34,600 sf

### Project Type

Renovation/Addition

### Cost

\$7,900,000

### Completed

2013

### Reference

Margi Rosetti  
Children's Services  
508.543.1246  
[mrosetti@sailsinc.org](mailto:mrosetti@sailsinc.org)



# Foxborough Town Hall

## Foxborough, MA



Following the completion of Foxborough's Boyden Library, LLB Architects was selected by the Town in 2014 to design their new 16,000 square foot Town Hall.

The new Town Hall is located on the same site as the original existing building. It was planned to accommodate the current and anticipated needs of the Town's administrative operations while improving resident access and providing much-needed community meeting space.

There are approximately 39 employees employed by the town. The space is a mix of 14 private offices, collaborative work areas, flexible work areas, and meeting rooms.

The design of the new Town Hall took the context of the location into consideration, and the result compliments the neighborhood and colonial heritage of the Town.



**Project Size**  
15,990 sf

**Project Type**  
New Construction

**Cost**  
\$6,200,000

**Completed**  
2017

**Reference**  
William G. Keegan, Jr.  
Town Manager  
Town of Foxborough  
508.543.1219

# Franklin Public Library

## Franklin, MA



The Franklin Public Library, established in 1790, is widely considered to be the nation's first public library. The library collection was started with the donation of 116 books by Benjamin Franklin.

The original library was built in 1904 and expanded in 1989. LLB Architects designed the 6,000 square foot addition, restored and renovated the existing 22,000 square foot structure. LLB worked closely with the library, town and community to develop a solution that would meet their goals. The addition increases the capacity of the general stacks, provides much-needed meeting and community rooms, enlarges the size of the children's room, and creates a young adult room. It also updates the entire building's heating, ventilation, and air conditioning systems, and inserts a complete new sprinkler system.

During the course of construction, the town added to the scope of the project by committing to additional extensive renovations and upgrades to the original building, tel/data systems, and original roof, resulting in significant, but value added change orders.

The renovation included the preservation of Memorial Hall, which contains the faux bronze plaque commemorating the dedication in 1904, the restoration of the original reading room with its priceless murals, and adds a custom designed climate controlled exhibition case for the original books donated by Benjamin Franklin.



**Project Size**  
22,000 sf renovation  
6,000 sf addition

**Project Type**  
Renovation/Addition

**Cost**  
\$10,300,000

**Completed**  
November 2017

**Reference**  
Michael P. D'Angelo  
Director of Franklin Public Facilities  
Facilities Management Office  
508.553.4802



# Worcester Public Library

## Worcester, MA



The revitalization of downtown Worcester is in full swing with vibrant new restaurants, outdoor plazas and hundreds of new apartments under construction. In the heart of all of this is the main branch of the Worcester Public Library.

LLB is creating a new entry that faces the public Common or, what is known to the locals as, “the living room of the city.” The design includes an entry that effectively makes a wide corridor, an interior “street,” down the central axis of the library connecting the parking lot at the rear of the building to the Common at the front. Coinciding with this plan is an interior renovation that requires the rearrangement of the existing book collections and turns an exterior covered walkway into 8,000 square feet of additional usable interior space. The ground level of the library will gain program elements new to the building such as an Innovation Center, Media Lab, and quiet study rooms of various sizes.

The design moves the Children’s Library to a safer location on an upper level, and gives the City of Worcester the opportunity to create an exciting and dynamic world-class destination space for the most important patrons of any public library.

LLB’s project plan not only addresses practical issues for the Library, but also some lingering urban design items. Removing the covered walkway eliminates loitering issues of concern to the city. The additional library space and programs will attract even more of the local university students. With construction beginning in early 2019, everyone expects that the library’s patron visits will increase from roughly 600,000 per year to 700,000 per year, and as a result, help patronize the new restaurant and retail establishments in the area.

### Project Size

139,487 sf

### Project Type

Renovation

### Cost

\$8,025,800 (Est.)

### Completed

December 2019 (Est.)

### Reference

John Odell, Director of Energy & Assets  
City of Worcester  
508.799.8325  
odellj@worcesterma.gov





# Putnam Municipal Building

## Putnam, CT



The Putnam Municipal Building project consists of three separate entities: the town hall, the public library and the Aspinock Historical Society of Putnam.

The town decided to explore the possibilities for constructing a municipal building large enough to house an appropriately-sized town hall, public library and historical society. The Putnam Facilities Study Group commissioned a feasibility study to develop a building to serve these needs. LLB worked with each department of the town hall, the library director and the municipal historian to create a building program and schematic design of a well-compacted building. The group favored a reserved two-story building to mitigate excess costs and create greater efficiency. LLB designed a 60,000 square foot building that creates a sense of place and civic pride through the use of a sheared floor plate concept with a colonnade below. Each of the three entities in the building are connected through the two-story main lobby. The double-sided entries in the main lobby provide access to the parking and link the building to the Town's green.



### Project Size

51,000 sf

### Project Type

New Construction

### Cost

\$24,656,000 (Est.)

### Completed

Feasibility Study - 2017

Construction - 2021 (Est.)

### Reference

Allan Rawson

Chair of the Putnam Facilities Study  
Group

860.919.6413

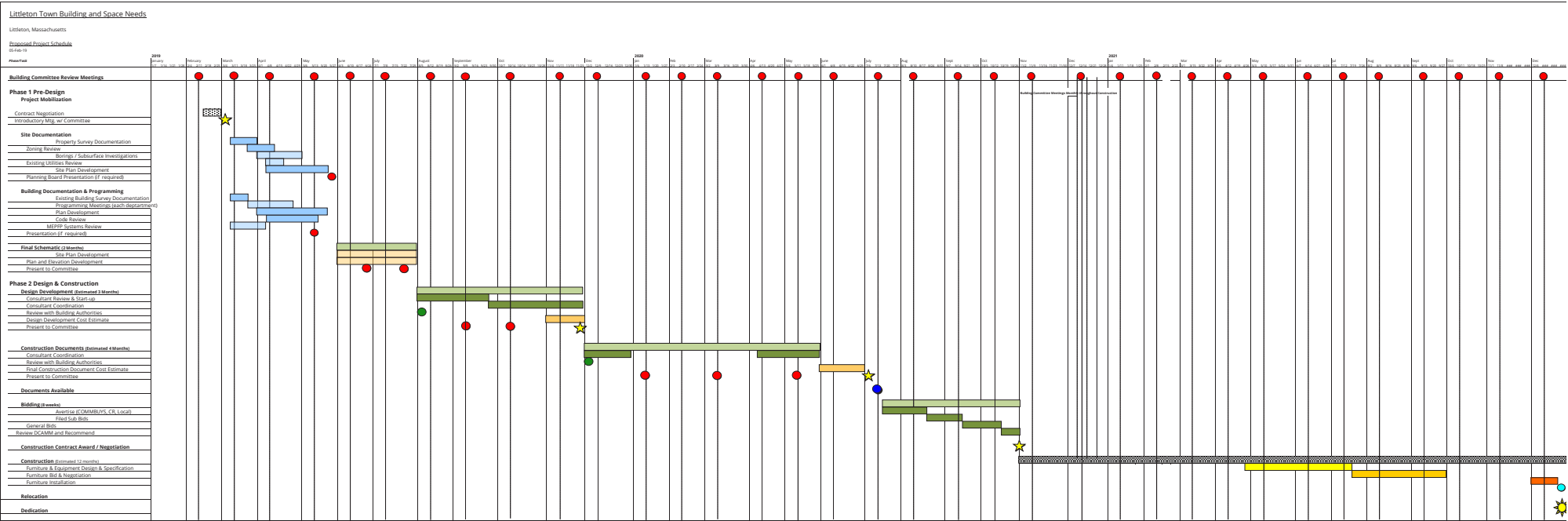
[allan.rawson@yahoo.com](mailto:allan.rawson@yahoo.com)



# Proposed Schedule



# Proposed Schedule





# Documentation of Minimum Qualifications



▲ Gleason Library, Carlisle, MA



## Relevant Experience



▲ Thayer Homestead, Medway, MA

### Municipal Projects Within Massachusetts

LLB has extensive experience with municipal projects in the Commonwealth of Massachusetts, including government offices, town halls, public libraries, senior centers and school facilities. To date, we have completed or are working on Chapter 149 projects in the municipalities of Acton, Bolton, Carlisle, Dartmouth, East Bridgewater, Foxborough, Franklin, Grafton, Harvard, Lincoln, Medway, Milford, Nantucket, North Andover, Maynard, Shrewsbury, Walpole, Watertown, Wellesley, Weston, West Springfield and Worcester.

As a result of our work, we are well versed in the Massachusetts State Building Code, the Americans with Disabilities Act, and all other applicable construction regulations for the design and construction of public buildings in the state.

We have guided our clients and their projects through agencies as varied as the Massachusetts Architectural Access Board and the Massachusetts Historic Commission, made successful appeals for waivers to the Fire Regulation Appeals Board, and have achieved approval from numerous local zoning, planning, and historic boards. We have worked closely with our clients to provide information to elected officials and the public to foster a better understanding of the need for, and costs associated with, well over a dozen civic and state projects.

Our Principal-in-Charge, R. Drayton Fair, has worked in Massachusetts and on Massachusetts public projects for over 30 years and has a thorough working knowledge of the Massachusetts State Building Code, ADA requirements, and construction procurement laws. He is also certified with the Massachusetts Office of the Inspector General in the Massachusetts Certified Public Purchasing Official Program (MCPPO) and regularly participates in re-certification training.

Our regulatory approach is to conduct a full review of a building and then meet with town building and fire officials early in the design process. We seek performance-based code compliance that balances the many aspects of life safety and does not simply follow the letter of individual code provisions, many of which are redundant or conflicting. Our experience is that this negotiated approach provides safer buildings at a lower cost to the town.

Below is a list of Massachusetts municipal projects completed by LLB Architects.

**Town of Acton Facilities Assessment**

Acton, MA  
Cost: \$117,350  
2015

**Town of Acton Senior Center Study**

Acton, MA  
Cost: \$50,000 study  
2015

**Town of Acton Town Hall**

Acton, MA  
Cost: \$120,000  
2016

**Bolton Public Library**

Foxborough, MA  
Cost: \$6,200,000  
2017

**Boyden Public Library**

Foxborough, MA  
Cost: \$6,200,000  
2017

**East Bridgewater Library**

East Bridgewater, MA  
Cost: \$12,238,211  
2016

**Foxborough Town Hall**

Foxborough, MA  
Cost: \$6,200,000  
2017

**Franklin Public Library**

Franklin, MA  
Cost: \$7,720,466  
2017

**Gleason Library**

Carlisle, MA  
Cost: \$511,031  
2009

**Grafton Public Library**

Grafton, MA  
Cost: \$464,073  
2013

**Harvard Hildreth House**

Harvard, MA  
Cost: \$1,283,000  
2017

**Harvard Town Hall**

Harvard, MA  
Cost: \$2,618,870  
2016

**Jodrey State Pier Facility Assessment**

Gloucester, MA  
Cost: \$110,200  
2018

**Marion Town Administration Building Study**

Marion, MA  
Cost: \$34,300  
2018

**Marlborough Public Library**

Marlborough, MA  
Cost: \$14,624,236  
2017

**Maynard Public Library**

Maynard, MA  
Cost: \$5,274,169  
2006

**Newton Free Public Library**

Newton, MA  
Cost: \$75,000  
2018

**Thayer Homestead**

Medway, MA  
Cost: \$2,500,000  
2014

**Walpole Library**

Walpole, MA  
Cost: \$7,372,500  
2012

**Watertown Free Library**

Watertown, MA  
Cost: \$9,438,943  
2006

**Weston Art & Innovation Center**

Weston, MA  
Cost: \$4,219,870  
2019 (Est.)

**Worcester Main Library Renovation**

Worcester, MA  
Cost: \$8,025,000 (Est.)  
2019 (Est.)



# Insurance Certificate







Policy Number: Specimen Certificate

Date Entered: 5/29/2018

**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

5/29/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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<b>PRODUCER</b> Maloney & Company, LLC 1110 Boston Post Road Guilford, CT 06437	<b>CONTACT NAME:</b>	
	<b>PHONE (AC, No, Ext):</b> (203) 458-4000	<b>FAX (AC, No):</b> (203) 458-4001
	<b>E-MAIL ADDRESS:</b> mail@maloneyllc.com	
<b>INSURED</b> Lerner   Ladds + Bartels, Inc.  161 Exchange Street Pawtucket, RI 02860	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> RLI Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		PSB0006284	6/1/2018	6/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		PSA0002204	6/1/2018	6/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED: RETENTION \$		PSE0002744	6/1/2018	6/1/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	PSW0001682	6/1/2018	6/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>PROFESSIONAL LIABILITY</b>		RDP0032837	6/1/2018	6/1/2019	<b>LIMIT:</b> \$3,000,000/ \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**

Specimen Copy

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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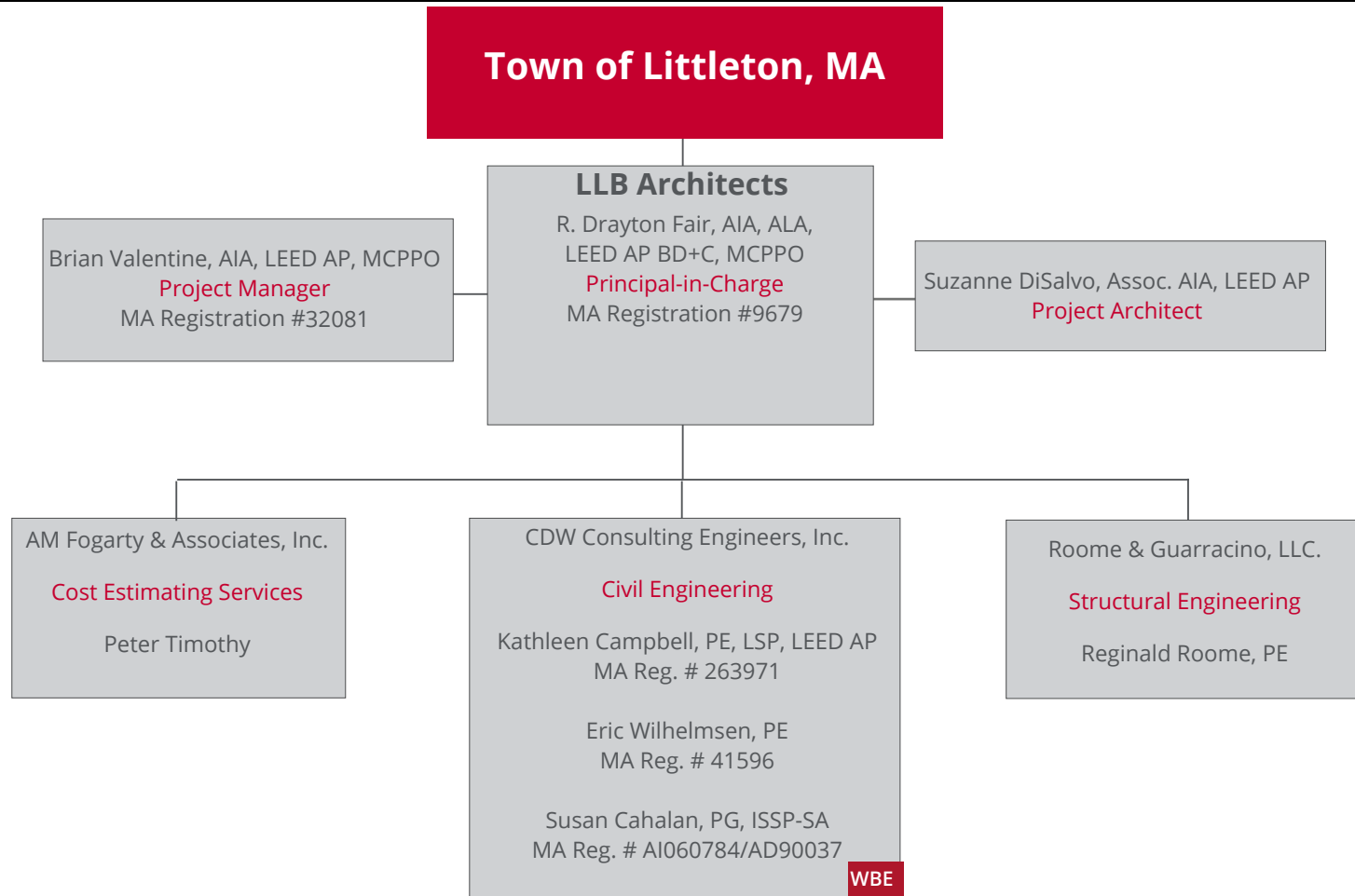
# Standard Designer Application Form








<b>Commonwealth of Massachusetts</b>  <b>Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)</b>	1. Project Name/Location For Which Firm Is Filing:  Qualifications for Littleton Town Building and Space Needs Project, Designer Services  Town of Littleton Office of the Town Administrator 37 Shattuck Street Littleton, MA 01460	2. Project #  This space for use by Awarding Authority only.																																																																																																
3a. Firm (Or Joint-Venture) - Name and Address Of Primary Office To Perform The Work: <div style="display: flex; align-items: center;"> <div style="background-color: red; color: white; padding: 5px; margin-right: 10px; font-weight: bold; font-size: 1.2em;">LLB</div> <div>             Lerner   Ladds + Bartels, Inc. d/b/a LLB Architects              161 Exchange St.              Pawtucket, RI 02860           </div> </div>	3. Name Of Proposed Project Manager: For Study: (if applicable) Brian Valentine, AIA, LEED AP, MCPPO For Design: (if applicable) Brian Valentine, AIA, LEED AP, MCPPO																																																																																																	
3b. Date Present and Predecessor Firms Were Established: Lerner Associates, 1976 Lerner Ladds Architects, 1990 Lerner Ladds Bartels, 2000	3f. Name and Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above: <div style="display: flex; align-items: center;"> <div style="background-color: red; color: white; padding: 5px; margin-right: 10px; font-weight: bold; font-size: 1.2em;">LLB</div> <div>             Lerner   Ladds + Bartels, Inc. d/b/a LLB Architects              40 Southbridge St. 3rd Floor              Worcester, MA 01608           </div> </div>																																																																																																	
3c. Federal ID #: 05-0470535	3g. Name and Address Of Parent Company, If Any:																																																																																																	
3d. Name and Title Of Principal-In-Charge Of The Project (MA Registration Required): R. Drayton Fair, AIA, ALA, LEED AP BD+C, MCPPO MA Registration #9679  Email Address: dfair@llbarch.com Telephone No: 401.421.7715 Fax No.: 401.475.7008	3. Check Below If Your Firm Is Either: (1) SDO Certified Minority Business Enterprise (MBE) <input type="checkbox"/> (2) SDO Certified Woman Business Enterprise (WBE) <input type="checkbox"/> (3) SDO Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/> (4) SDO Certified Service Disabled Veteran Owned Business Enterprise (SDVOBE) <input type="checkbox"/> (5) SDO Certified Veteran Owned Business Enterprise (VBE) <input type="checkbox"/>																																																																																																	
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):																																																																																																		
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Admin. Personnel</td> <td style="width: 10%; text-align: center;">5</td> <td style="width: 10%; text-align: center;">( )</td> <td style="width: 33%;">Ecologists</td> <td style="width: 10%; text-align: center;">_____</td> <td style="width: 10%; text-align: center;">( )</td> <td style="width: 33%;">Licensed Site Profs.</td> <td style="width: 10%; text-align: center;">_____</td> <td style="width: 10%; text-align: center;">( )</td> <td style="width: 33%;">Other</td> <td style="width: 10%; text-align: center;">_____</td> <td style="width: 10%; text-align: center;">( )</td> </tr> <tr> <td>Architects</td> <td style="text-align: center;">10</td> <td style="text-align: center;">( 8 )</td> <td>Electrical Engrs.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Mechanical Engrs.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td>Acoustical Engrs.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Environmental</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Planners: Urban./Reg.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td>Civil Engrs.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Fire Protection</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Specification Writers</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td>Code Specialists</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Geotech. Engrs.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Structural Engrs.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td>Construction Inspectors</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Industrial</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Surveyors</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td>Cost Estimators</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Interior Designers</td> <td style="text-align: center;">1</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> </tr> <tr> <td>Drafters</td> <td style="text-align: center;">8</td> <td style="text-align: center;">( )</td> <td>Landscape</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td></td> <td style="text-align: center;">_____</td> <td style="text-align: center;">( )</td> <td>Total</td> <td style="text-align: center;">24</td> <td style="text-align: center;">( 8 )</td> </tr> </table>			Admin. Personnel	5	( )	Ecologists	_____	( )	Licensed Site Profs.	_____	( )	Other	_____	( )	Architects	10	( 8 )	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	1	( )		_____	( )		_____	( )	Drafters	8	( )	Landscape	_____	( )		_____	( )	Total	24	( 8 )
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5. Has this Joint-Venture previously worked together? <input type="checkbox"/> Yes <input type="checkbox"/> 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. <u>Include Resumes of Project Managers</u> . 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: <b>R. Drayton Fair, AIA, ALA, LEED AP BD+C, MCPPO</b> <b>Principal</b>	a. Name and Title Within Firm: <b>Brian Valentine, AIA, NCARB, LEED AP, MCPPO</b> <b>Associate/Director of Production</b>
b. Project Assignment: <b>Principal-in-Charge</b>	b. Project Assignment: <b>Project Manager</b>
c. Name and Address Of Office In Which Individual Identified In 7a Resides:  LLB Architects 161 Exchange St. Pawtucket, RI 02860 MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides:  LLB Architects 161 Exchange St. Pawtucket, RI 02860 MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>15</u> With Other Firms: <u>20</u>	d. Years Experience: With This Firm: <u>4</u> With Other Firms: <u>11</u>
e. Education: Degree(s) /Year/Specialization Bachelor of Fine Arts, Rhode Island School of Design / 1982 Bachelor of Architecture, Rhode Island School of Design / 1983	e. Education: Degree(s) /Year/Specialization Bachelor of Architecture, Roger Williams University / 2002 / Architecture
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1986 / Architecture / MA Registration #9679 LEED Accredited Professional; AIA; ALA MCPPO Certified	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2014 / Architecture / Mass Registration #32081 LEED Accredited Professional; MCPPO
g. Current Work Assignments and Availability For This Project: Principal-in-Charge for Weston Art and Innovation Center, and the Worcester Public Library.  Drayton is available to devote 25% of his time to this project.	g. Current Work Assignments and Availability For This Project: Brian is currently the architectural project manager on the Maxwell Library New Air Handling Units, DCAM Certified Study for Bridgewater State University, the renovations to the Worcester Public Library, and the Rhode Island State Police HQ Roof Replacement .  Brian is able to contribute 20% of his effort to work the project.
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Drayton has over 30 years experience with public clients. He leads teams with an inclusive and empathetic approach. He has a thorough and current knowledge of Massachusetts design and procurement laws and has led project teams across the Commonwealth. He is an active member of the National Trust for Historic Preservation, The American Library Association, and has served on the Cranston Historic District Commission. Recently completed municipal projects include the Foxborough Town Hall, the Franklin Public Library, the Cranston Children's Library, and studies to combine the Town Hall, Public Library, Aspinock Historic Society, and the Council on Aging in Putnam, CT to create a new Municipal Building. He is currently the Principal-in-charge of the renovation of the Worcester Public Library.	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Brian has over 11 years of experience with an expertise in educational design and public work. His talent for designing effective solutions while executing complex projects with a focus on high performance sustainable building is recognized by clients and peers. Before joining LLB Architects in March of 2014, Brian worked with Ai3 Architects for five years specializing in education design and construction in Massachusetts and Rhode Island. Since joining LLB three years ago, Brian has managed complex renovation projects. Recent projects include the Franklin Public Library renovation & addition, and Harvard Town Hall renovation & restoration.



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a. Name and Title Within Firm: <b>Suzanne DiSalvo, Assoc. AIA, LEED AP</b> <b>Senior Associate</b>	a. Name and Title Within Firm:
b. Project Assignment: <b>Project Architect</b>	b. Project Assignment:
c. Name and Address Of Office In Which Individual Identified In 7a Resides:  LLB Architects 161 Exchange St. Pawtucket, RI 02860 MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>17</u> With Other Firms: <u>6</u>	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization Bachelor of Fine Arts / Rhode Island School of Design / 1991 Bachelor of Architecture / Rhode Island School of Design / 1993	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number MA Registration #N/A	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability For This Project: Suzanne is currently working on the International House Rhode Island, RI Foundation Door Upgrades, Bruno Residence Kitchen and Living Room, Big Nazo Labs, and 155 Chestnut Street. .  Suzanne is available to devote 45% of her time to this project.	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): Suzanne has contributed to several municipal, commercial, and institutional projects, including the King Phillip Mills Complex Feasibility Study, numerous projects at Rhode Island College, and the Moses Brown Head of School Residence in Providence, RI.	h. Other Experience and Qualifications 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. <u>Include Resumes of Project Managers.</u> 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: Peter T. Timothy, President – Cost Estimator	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: A. M. Fogarty & Associates, Inc. 175 Derby Street – Suite 5 Hingham, MA 02043-4014 (781) 749-7272 MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOVBE <input type="checkbox"/> VBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides:  MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOVBE <input type="checkbox"/> VBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>28</u> With Other Firms: <u>4</u>	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization University of Wisconsin-Platteville, 1985, Bachelor of Science Degree in Construction Management	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: <b>We currently are estimating approximately 10 projects per month.</b> <b>We are very flexible increasing our work load due to the nature of our staffing</b>	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):  Mr. Timothy has been a professional estimator since earning a BS degree in Building Construction Management in 1985. He was chief estimator for a large interior contractor. Currently, Mr. Timothy is President of A. M. Fogarty and Associates, Inc. and in charge of all construction cost estimates and competitive bidding for the company.	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. <u>Include Resumes of Project Managers</u> . 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: Kathleen Campbell, PE, LSP, LEED AP, President & CEO	a. Name and Title Within Firm: Eric Wilhelmsen PE, Associate Principal
b. Project Assignment: Principal-In-Charge, LSP	b. Project Assignment: Chief Civil Engineer
c. Name and Address Of Office In Which Individual Identified In 7a Resides: <div style="display: flex; align-items: center;"> <div style="background-color: red; color: white; padding: 5px; margin-right: 10px;">C D W</div> <div> CDW Consultants, Inc.  6 Huron Drive  Natick, MA 01760 </div> <div style="margin-left: 20px;"> MBE <input type="checkbox"/>  WBE <input checked="" type="checkbox"/>  SDVOBE <input type="checkbox"/>  VBE <input type="checkbox"/> </div> </div>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: <div style="display: flex; align-items: center;"> <div style="background-color: red; color: white; padding: 5px; margin-right: 10px;">C D W</div> <div> CDW Consultants, Inc.  6 Huron Drive  Natick, MA 01760 </div> <div style="margin-left: 20px;"> MBE <input type="checkbox"/>  WBE <input checked="" type="checkbox"/>  SDVOBE <input type="checkbox"/>  VBE <input type="checkbox"/> </div> </div>
d. Years Experience: With This Firm: 25 With Other Firms: 7	d. Years Experience: With This Firm: 7 With Other Firms: 20
e. Education: Degree(s) /Year/Specialization Bachelors of Mechanical Engineering/1986	e. Education: Degree(s) /Year/Specialization Bachelor of Science, Civil Engineering/1992
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1996/Professional Engineer/39420 1996/Licensed Site Professional/9984	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2000 / Registered Professional Engineer / MA #41596 Soil Evaluator / MA Title 5 System Inspector / MA
g. Current Work Assignments and Availability For This Project: MBTA – Commuter Rail, City of City of Chelsea / Availability: 20%	g. Current Work Assignments and Availability For This Project: MBTA – Saugus Drawbridge, Grafton Public Library, City of Boston, Department of Neighborhood Development / Availability: 30%
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  Ms. Campbell has over 30 years of experience in environmental engineering, specifically with land use planning and new construction of buildings and infrastructure. Her projects have included environmental planning and permitting, site investigation, brownfields, and remediation design. Clients include: <ul style="list-style-type: none"> <li>• Weston Field School, Weston, MA</li> <li>• Woodland School, Weston, MA</li> <li>• Dearborn School, Boston, MA</li> <li>• Wheatly Drive, Boston, MA</li> <li>• Assabet Valley Technical High School, Marlborough, MA</li> <li>• UMass Substation, Amherst, MA</li> <li>• UMass Parking Garage, Boston, MA</li> <li>• Department of Veterans Affairs West Roxbury, MA, Manchester, NH, Jamaica Plain, MA, Brockton, MA</li> <li>• DCAMM, Chelsea Soldiers Home</li> </ul>	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  Mr. Wilhelmsen has over 25 years of experience in the civil/environmental engineering field, including site planning and design, subdivision/commercial real estate development, infrastructure/utility design, solid waste management, stormwater management, environmental permitting, construction inspection, and contract administration. Clients include: <ul style="list-style-type: none"> <li>• Grafton Public Library, Grafton, MA</li> <li>• Blue Hills Regional Technical School, Canton, MA</li> <li>• Lincoln Public Schools, Lincoln, MA</li> <li>• Bigelow Mills, Clinton, MA</li> <li>• Center School, Hopkinton, MA</li> <li>• Weston Field School, Weston MA</li> <li>• Assabet Valley Technical High School, Marlborough, MA</li> <li>• Department of Veterans Affairs, West Roxbury, MA, Brockton, MA</li> <li>• Dearborn School, Boston, MA</li> <li>• UMass Substation, Amherst, MA</li> <li>• Boston Public Library, Boston, MA</li> <li>• Salisbury Library, Salisbury, MA</li> </ul>

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . 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: <b>Reginald Roome II, P.E.</b>	a. Name and Title Within Firm:
b. Project Assignment: <b>Partner</b>	b. Project Assignment:
c. Name and Address Of Office In Which Individual Identified In 7a Resides: <b>Roome &amp; Guarracino LLC</b> 48 Grove Street-Suite 301 Somerville, MA 02144 MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides:    MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>13</u> With Other Firms: <u>26</u>	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization A.A.S. Civil Technology, 1976 University of New Hampshire-Durham, N.H. B.S. Civil Engineering, 1978 Worcester Polytechnic Inst.-Worcester, MA M.S. Civil Engineering, 1981 Worcester Polytechnic Inst.-Worcester, MA	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1984 / Structural Engineer / MA # 31949 Professional Engineer (Structural): New Hampshire, Massachusetts, Vermont, Connecticut, Maine, Pennsylvania	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability For This Project: Concord Public Library-Concord, MA Medford Police Station-Medford, MA Cushing Square-Belmont, MA Greybarn Housing-Amityville, NY We are available for this project. Our office is <u>not</u> at capacity	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): Mr. Roome co-founded Roome & Guarracino in early 2005, after 24 years at LeMessurier Consultants. He is experienced in structural steel, concrete, timber and masonry structures as well as investigations and renovations. LL Bean Hunt/Fish Store, Freeport, ME; Hingham Fire Station; Wenham Town Hall and Police; Hasten Memorial Library; Milton Public Library; Dudley Public Library; Kilton Public Library; Walpole Public library; Foxboro Public Library; Dracut Town Hall; Athol Public Library; Lincoln Town Hall, Arlington Fire Stations; Osterville Fire Stations; Townsend Library and Senior Center; Weston Police Station, Newton Fire Station 10; Northborough Public Library; So. Hadley Public Library; YMCA of Martha's Vineyard; Edgartown Public Library	h. Other Experience and Qualifications 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 <b>ONLY</b> 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)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1) <b>Harvard Hildreth House</b> Harvard, MA  R. Drayton Fair, AIA Principal-in-Charge	Full Architectural Services - Design/Bid/Build	Marie C. Sobalvarro Asst. Town Administrator Town of Harvard 13 Ayer Rd. Harvard, MA 01451 978.456.4100 x330	Phase 1: 2017 Phase 2: 2020	\$4,206	\$130
(2) <b>Acton Senior Center Study</b> Acton, MA  R. Drayton Fair, AIA Principal-in-Charge	Feasibility Study for a new multi-purpose community facility.	Sharon Mercurio, Director Acton Council on Aging 50 Audubon Dr. Acton, MA 01720 978.929.6652	2015	N/A	\$50
(3) <b>Franklin Public Library</b> Franklin, MA  R. Drayton Fair, AIA Principal-in-Charge	Historic Renovation, New Construction, Addition	Michael P. D'Angelo, Director of Public Facilities, Town of Franklin 355 East Central Street Franklin, MA 02038 508.553.4802	November 2017	\$7,000	\$711.5
(4) <b>Thayer Homestead</b> Medway, MA  Christian J. Ladds, AIA Principal-in-Charge	Restoration and an addition to a historic town property to turn the house into a multi-purpose function and event space.	Dan Hooper, Chairman Town of Medway 155 Village Street Medway, MA 02053 508.277.5981	2014	\$2,500	\$216
(5) <b>Putnam Armory Senior Center</b> Putnam, CT  R. Drayton Fair, AIA Principal-in-Charge	Renovation of former town armory to town senior center.	Allan Rawson Chair of the Putnam Facilities Group 125 Church St. Putnam, CT 06260 860.919.6413	2018	\$6,100	\$35

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 .					
Sub-Consultant Name: <b>A. M. FOGARTY &amp; ASSOCIATES, INC. – COST ESTIMATOR</b>					
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 Responsible
(1) <b>Braintree Town Hall</b> Braintree, MA  Peter Timothy	Cost Estimating HVAC Improvements	Town of Braintree 1 John F. Kennedy Memorial Drive Braintree, MA 02184 (781) 749-8000	2018	\$767	\$2
(2) <b>Chicopee City Hall</b> Chicopee, MA  Peter Timothy	Cost Estimating Renovation	City of Chicopee 17 Springfield Street Chicopee, MA 01013 (413) 594-1400	2017	\$14 million	\$12
(3) <b>Fitchburg City Hall</b> Fitchburg, MA  Peter Timothy	Cost Estimating Renovation - Study	City of Fitchburg 166 Boulder Drive Fitchburg, MA 01420	2017	\$20 million	\$6.4
(4) <b>Foxboro Town Hall</b> Foxboro, MA  Peter Timothy	Cost Estimating New Construction	Town of Foxboro 40 South Street Foxboro, MA 02035 (508) 543-1208	2015	\$6.6 million	\$17
(5) <b>North Andover Town Hall</b> North Andover, MA  Peter Timothy	Cost Estimating Renovation	Town of North Andover 120 Main Street North Andover, MA 01845 (978) 688-9500	2015	\$5.4 million	\$10

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.

Sub-Consultant Name: **CDW CONSULTANTS, 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) Lincoln Public Schools Lincoln, MA  Kathy Campbell, PE, LSP, LEED AP	Prepared wetlands, zoning and general existing site conditions report including initial assessment, presentation to the public and delineation services.	LLB Architects 161 Exchange Street Pawtucket, RI 02860  Greg Smolley (401) 421-7715	2015	N/A	\$51
(2) Bigelow Spinning Mills Clinton, MA  Kathy Campbell, PE, LSP, LEED AP	Provided Feasibility Study and Schematic Design services including: Documentation and Evaluation of Existing Conditions, Evaluation of Potential Hazardous Materials, Evaluation of Infrastructure, and Regulatory Analysis.	LLB Architects 161 Exchange Street Pawtucket, RI 02860  Jonathan Matthew Taylor (401) 421-7715	Schematic Design	\$72,000	\$25
(3) Boston Public Library, McKim Building Boston, MA  Kathy Campbell, PE, LSP, LEED AP	Performed ground field survey to locate existing condition features including building corners, spot grades, utility structures, trees, walls, pavement, sidewalks and curbing. Prepared site plan in Autocad 2015 showing new drainage improvements in plaza as well as drainage connections to Dartmouth St and provided technical specifications. Reviewed shop drawings for compliance with approved plans and specifications and responded to contractor RFI's. Met with Boston Water & Sewer Commission (BWSC) to coordinate drainage connections to City of Boston drainage system and prepare any necessary documents for BWSC approval.	Goldman Reindorf Architects, Inc. 427 Watertown Street Newton, MA 02458  Mitch Goldman (617) 467-3119	Ongoing	\$271	\$10
(4) Dearborn School Boston, MA  Kathy Campbell, PE, LSP, LEED AP	Prepared stormwater management plan (per D.E.P. requirements) and sedimentation and erosion control plan (by best management practices). Prepared hydraulic and hydrologic analyses report. Prepared civil site design for permitting requirements including existing conditions plan, demolition plan, site layout plan, site grading plan, site utility plan, and detail sheets including retention/recharge details and standard utility concrete slab.	Jonathan Levi Architects 266 Beacon Street Boston, MA 02116  Jonathan Levi (617) 437-9458	Ongoing	\$50,000	\$115
(5) UMass Amherst Substation Amherst, MA  Kathy Campbell, PE, LSP, LEED AP	Provided design services for construction of substation site and duct bank, conducted construction administration services during that phase. Work included site development, site design for electrical substation, plan and profile designs for concrete encased electrical duct bank from new substation site to East Electrical Substation.	Jonathan Levi Architect 266 Beacon Street Boston MA 02116  Ian Ford (617) 437-9458	2014	\$25,000	\$147



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.					
Sub-Consultant Name: <b>Roome &amp; Guarracino LLC - Structural Engineer</b>					
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 Cst (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) <b>Lincoln Town Hall</b> Lincoln, MA  R. Roome	Structural Engineering Design Services – Additions and renovations to the existing wood and masonry town hall building.	Context Architecture 68 Harrison Avenue Boston, MA Mr. Jeff Shaw, AIA 617.423.400	2012	\$5,000	\$30
(2) <b>Boyden Library</b> Foxborough, MA  R. Roome	Structural Engineering Design Services – New two story, structural steel framed addition to the existing library, with parking below, renovations to the existing cast-in-place concrete library.	LLB Architects 161 Exchange St. Pawtucket, RI 02860 Mr. R. Drayton Fair, AIA 401.421.7715	2013	\$6,500	\$45
(3) <b>Walpole Public Library</b> Walpole, MA  R. Roome	Structural Engineering Design Services –New two-story steel framed town public library building with green roof.	LLB Architects 161 Exchange St. Pawtucket, RI 02860 Mr. Drayton Fair AIA 401.421.7715	2011	\$6,000	\$45
(4) <b>Townsend Public Library &amp; Senior Center</b> Townsend, MA  R. Roome	Structural Engineering Design Services –New single story steel framed town public library building with attached senior center.	Johnson Roberts Assoc. 15 Propezzi Way Somerville, MA Mr. J. Stewart Roberts, AIA 617.666.8585	2008	\$7,500	\$48
(5) <b>Weston Police Station</b> Weston, MA  R. Roome	Structural Engineering Design Services – New two story, structural steel framed police headquarters building, with separate masonry shooting range structure.	Donham & Sweeney Architects 68 Harrison Avenue Boston, MA Mr. Jeff Shaw AIA 617.423.1400	2015	\$10,500	\$70

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: 39		# of Active Projects: 10		Total Construction Cost (In Thousands) of Active Projects (excluding studies): \$14,608	
Role P, C, JV	Phases St., Sch., D.D., C.D.,A.C.	Project Name, Location & Principal-in-Charge	Owner Name & Address (Include Contact name and phone number)	Project Cost (in thousands)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
P	Sch., D.D., C.D.,A.C.	1. 1550 Main St. Electric Vault Emergency Repair Watertest 1550 Main St., Springfield, MA 01103 Christian J. Ladds, AIA	Massachusetts Development Finance Agency Zachary J. Greene, Senior Vice President 99 High Street, Boston, MA 617.330.2002	\$280	2019 R
P	Sch., C.D., A.C.	2. 8-12 Stearns Square Utility Upgrades 8-12 Stearns Square, Springfield, MA Christian J. Ladds, AIA	Massachusetts Development Finance Agency Zachary J. Greene, Senior Vice President 99 High Street, Boston, MA 617.330.2002	\$26	2018 R
P	St., Sch., D.D., C.D.,A.C.	3. Acton Memorial Library Roof 486 Main Street, Acton, MA 01720 R. Drayton Fair, AIA	Town of Acton Andrea Ristine, Municipal Properties 978.929.7744	\$1,315	2019 R
P	Study	4. Bigelow Spinning Mills Study Main St, Clinton, MA Christian J. Ladds, AIA	Mass Development Claire O'Neill, VP Planning & Development 508.363.2799 x139	\$83	2019
P	Sch., D.D., C.D., CA.	5. Brant Point Shellfish Propagation Facility Broad Street Nantucket, MA 02554 R. Drayton Fair, AIA and Greg Smolley, AIA	Town of Nantucket Gregg Tivnan, Assistant Town Manager 508.228.7200 x7320	\$1,200	2017 R
C	Study	6. Bridgewater State University - Maxwell Library 10 Shaw Rd. Bridgewater, MA 02324 Christian J. Ladds, AIA	Building Engineering Resources, Inc. Steve Karan, PE LEED AP BD+C 508.230.0260 x215	\$19	TBD
C	Sch. D.D., C.D., A.C.	7. Bridgewater State University – Art Center 40 School St. Bridgewater, MA 02324 Christian J. Ladds, AIA	Building Engineering Resources, Inc. Steve Karan, PE LEED AP BD+C 508.230.0260 x215	TBD	2018
C	Sch. D.D., C.D., A.C.	8. Bridgewater State University – Campus Center AC 19 Park Ave, Bridgewater, MA 02324 Christian J. Ladds, AIA	Building Engineering Resources, Inc. Steve Karan, PE LEED AP BD+C 508.230.0260 x215	TBD	2019 R
P	Sch., D.D., C.D.	9. Children’s Beach Concession Facility Renovation and Expansion Broad Street, Nantucket, MA 02554 Kathleen Bartels, AIA	Town of Nantucket Gregg Tivnan, Assistant Town Manager 508.228.7200 x7320	\$750	2016 R,N
P	St., Sch., D.D., C.D., A.C.	10. Dartmouth Public Schools Security Upgrades Bush Street, Dartmouth, MA 02748 Greg Smolley, AIA	Dartmouth Public Schools James Kiely, Business Manager 508.997.3391 x1106	\$300	2014 R

p	St., Sch., D.D., C.D., A.C.	11. Dartmouth Public Schools Field House Floor Refinishing Bush Street, Dartmouth, MA 02748 Greg Smolley, AIA	Dartmouth Public Schools James Kiely, Business Manager 508.997.3391 x1106	\$185	2014
P	Sch., D.D., C.D., A.C.	12. Davis Thayer Elementary School Toilet Partition Replacement Project 137 W Central St, Franklin, MA 02038 R. Drayton Fair, AIA	Town of Franklin Michael D'Angelo, Director of Public Facilities 508.553.4802	\$27	2018 R
P	St., Sch.	13. Dighton Public Library 395 Main Street, Dighton, MA 02715 R. Drayton Fair, AIA	Dighton Library Jocelyn Tavares, Director 508.669.6421	\$30	2017 STUDY
P	St., Sch.	14. East Bridgewater Public Library 32 Union Street, East Bridgewater, MA 02333 R. Drayton Fair, AIA	Town of East Bridgewater Manny Leite, Library Director 508.378.1616 x101	\$48	2016 R
P	S.D., C.D., A.C.	15. Fall River State Pier Weigh Station 1 Water Street, Fall River, MA Christian J. Ladds, AIA	Massachusetts Development Finance Agency Zachary J. Greene, Senior VP 99 High Street, Boston, MA 617.330.2002	TBD	2019 R
P	St., Sch., D.D., C.D., A.C.	16. Franklin Library Main Street, Franklin, MA 02038 R. Drayton Fair, AIA	Town of Franklin Michael D'Angelo, Director of Public Facilities 508.553.4802	\$10,500	2018 N,R
P	Sch., D.D., C.D., A.C.	17. Franklin Recreation Department Sports Court 275 Beaver Street, Franklin, MA 02038 R. Drayton Fair, AIA	Town of Franklin Michael D'Angelo, Director of Public Facilities 508.553.4802	\$64	2018 R
P	St., Sch., D.D., C.D., A.C.	18. Foxborough Town Hall South Street, Foxborough, MA 02035 R. Drayton Fair, AIA	Town of Foxborough William Keegan, Town Manager 508.543.1219	85,000	2017 N
P	St., Sch.	19. Hamilton Town Hall 577 Bay Rd, Hamilton, MA R. Drayton Fair, AIA	Town of Hamilton Timothy Olson 577 Bay Road, Hamilton, MA	\$93	2019
P	Sch., D.D., C.D., A.C.	20. Harvard Town Hall 13 Ayer Road, Harvard, MA 01451 R. Drayton Fair, AIA	Town of Harvard Marie Sobalvarro, Assistant Town Manager 978.456.4100 x330	\$3,100	2015 R,N
P	Sch., D.D., C.D., C.A.	21. Hildreth House 13 Ayer Road, Harvard, MA 01451 R. Drayton Fair, AIA	Town of Harvard Marie Sobalvarro, HR Director/Asst. Town Administrator 978.456.4100 x330	\$3,700	2016
P	Sch., C.D., A.C.	22. Hudson Senior Center 19 Kimball Hill Rd, Hudson, MA R. Drayton Fair, AIA	Town of Hudson 78 Main St, Hudson, MA 978.568.9615	\$178	2019 R
P	St.	23. Lincoln School Campus Master Plan Main Street, Lincoln, MA Kathleen Bartels, AIA	Town of Lincoln Buckner Creel, Finance/Administration 781.259.2623	N/A	2016 STUDY



P	St., Sch., D.D., C.D., A.C	24. Massachusetts Development Finance Agency 33 Andrews Parkway, Devens, MA 01434 Christian J. Ladds, AIA	Massachusetts Development Finance Agency Alan Delaney 978.784.2917	TBD	Est. 2019 R
P	St., Sch.	25. Marlborough Public Library 35 West Main Street, Marlborough, MA 01752 R. Drayton Fair, AIA	Marlborough Public Library Margaret Cardello, Director 508.624.6901	\$80	2016 STUDY
P	St., Sch., D.D., C.D., A.C	26. Nantucket Public Schools On-Call Services Surfside Road, Nantucket, MA 02554 R. Drayton Fair, AIA	Town of Nantucket Mike Cozort, School Superintendent 508.228.7285	\$35	2017 R
P	Sch., D.D., C.D.	27. Nantucket High School Photo Shop Surfside Road, Nantucket, MA 02554 R. Drayton Fair, AIA	Town of Nantucket Mike Cozort, School Superintendent 508.228.7280	\$12	2016 R
P	Sch.	28. Nantucket Town Wide Facilities Assessment Broad Street, Nantucket, MA 02554 Kathleen Bartels, AIA and Greg Smolley, AIA	Town of Nantucket Gregg Tivnan, Assistant Town Manager 508.228.7200 x7320	\$75	2015 STUDY
P	St., Sch.	29. Newton Free Library 330 Homer Street, Newton, MA 02459 R. Drayton Fair, AIA	Newton Free Library Philip McNulty, Director 617.796.1400	\$75	2017 STUDY
P	Sch., D.D.	30. Newton Free Library Children's Room 330 Homer Street, Newton, MA 02459 R. Drayton Fair, AIA	Newton Free Library Philip McNulty, Director 617.796.1400	\$54	2021 R
P	Sch. D.D., C.D., A.C.	31. Newton Free Library Teen Wing 330 Homer Street, Newton, MA 02459 R. Drayton Fair, AIA	Newton Free Library Philip McNulty, Director 617. 796.1400	\$100	2018
P	Sch., D.D., C.D., A.C.	32. Parmenter Elementary School Entrance Canopy Column Replacement Project 235 Wachusett Street, Franklin, MA 02038 R. Drayton Fair, AIA	Town of Franklin Michael D'Angelo, Director of Public Facilities 508.553.4802	TBD	Est. 2019 R
P	Sch., D.D., C.D.	33. Schofield Mill Renovation North Andover, MA 01845 R. Drayton Fair, AIA	Town of North Andover Ray Santilli, Assistant Town Manager 978.688.9516	\$155	2014 R,N
P	Sch., D.D., C.D., A.C.	34. Thayer Homestead 2B Oak Street, Medway, MA R. Drayton Fair, AIA	Town of Medway Dan Hooper, Committee Chair 508.277.5981	\$2,500	2014 R,N
P	St.	35. Town of Acton Town Wide Facilities Assessment Main Street, Acton, MA 01720 R. Drayton Fair, AIA	Town of Acton Andrea Ristine, Municipal Properties 978.929.7744	\$74	2016 STUDY
C	St., Sch., D.D., C.D., A.C	36. University of Massachusetts – Amherst CHP/CE 200 Mullins Way, Amherst, MA 01003 Christian J. Ladds, AIA	Fitzmeyer & Tocci Thomas L. Tsaros, PE, Marketing Leader 781.481.0210	\$6	TBD
P	St., Sch., D.D., C.D., A.C.	37. Wellesley Public Schools Security Upgrades 888 Worcester, St., Suite 370, Wellesley, MA Christian J. Ladds, AIA	Town of Wellesley Stephen D. Gagosian, Design & Construction Manager 781.489.4256	\$960	2018 R

P	Sch., D.D., C.D., A.C	38. Weston Arts & Innovation Center 358 Boston Post Road, Weston, MA 02492 R. Drayton Fair, AIA	Weston Town Manager Donna S. VanderClock 781.786.5020	\$4,580	2019 R
P	St., Sch., D.D., C.D., A.C.	39. Worcester Main Library Renovations 3 Salem Square Worcester, MA 01608 R. Drayton Fair, AIA	Town of Worcester John Odell, Director of Energy & Assets 508.799.8325	\$8,025	2020 R

\* 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 1/2" X 11" Supplementary Sheets Will Be Accepted. <b><u>APPLICANTS ARE ENCOURAGED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.</u></b>  Not Applicable.																																							
11.	Professional Liability Insurance:  <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Name of Company</td> <td style="width: 20%;">Aggregate Amount</td> <td style="width: 20%;">Policy Number</td> <td style="width: 30%;">Expiration Date</td> </tr> <tr> <td>Maloney &amp; Company LLC.</td> <td>\$3,000,000</td> <td>RDP0025046</td> <td>6/1/2019</td> </tr> </table>								Name of Company	Aggregate Amount	Policy Number	Expiration Date	Maloney & Company LLC.	\$3,000,000	RDP0025046	6/1/2019																								
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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 <b>YES</b> or <b>NO</b> . If YES, please include the name(s) of the Project(s) and Client(s), and an explanation (attach separate sheet if necessary). <b>NO</b>																																							
13.	Name Of Sole Proprietor Or Names Of All Firm Partners and Officers: <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 15%;">Name</th> <th style="width: 15%;">Title</th> <th style="width: 15%;">MA Reg #</th> <th style="width: 15%;">Status/Discipline</th> <th style="width: 15%;">Name</th> <th style="width: 15%;">Title</th> <th style="width: 15%;">MA Reg #</th> <th style="width: 15%;">Status/Discipline</th> </tr> </thead> <tbody> <tr> <td>a. Christian J. Ladds</td> <td>Principal</td> <td>31322</td> <td>Architecture</td> <td>d.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>b. Kathleen A. Bartels</td> <td>Principal</td> <td>31236</td> <td>Architecture</td> <td>e.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>c.</td> <td></td> <td></td> <td></td> <td>f.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>								Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline	a. Christian J. Ladds	Principal	31322	Architecture	d.				b. Kathleen A. Bartels	Principal	31236	Architecture	e.				c.				f.			
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14.	If Corporation, Provide Names Of All Members Of The Board Of Directors: <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 15%;">Name</th> <th style="width: 15%;">Title</th> <th style="width: 15%;">MA Reg #</th> <th style="width: 15%;">Status/Discipline</th> <th style="width: 15%;">Name</th> <th style="width: 15%;">Title</th> <th style="width: 15%;">MA Reg #</th> <th style="width: 15%;">Status/Discipline</th> </tr> </thead> <tbody> <tr> <td>a. Kathleen A. Bartels</td> <td>President/Secretary</td> <td>31322</td> <td>Architecture</td> <td>d.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>b. Christian J. Ladds</td> <td>First VP/Treasurer</td> <td>31236</td> <td>Architecture</td> <td>e.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>c. R. Drayton Fair</td> <td>Second VP</td> <td>09679</td> <td>Architecture</td> <td>f.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>								Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline	a. Kathleen A. Bartels	President/Secretary	31322	Architecture	d.				b. Christian J. Ladds	First VP/Treasurer	31236	Architecture	e.				c. R. Drayton Fair	Second VP	09679	Architecture	f.			
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15.	Names Of All Owners (Stocks Or Other Ownership): <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 20%;">Name And Title</th> <th style="width: 10%;">% Ownership</th> <th style="width: 10%;">MA. Reg.#</th> <th style="width: 10%;">Status/Discipline</th> <th style="width: 20%;">Name And Title</th> <th style="width: 10%;">% Ownership</th> <th style="width: 10%;">MA. Reg.#</th> <th style="width: 10%;">Status/Discipline</th> </tr> </thead> <tbody> <tr> <td>a.</td> <td></td> <td></td> <td></td> <td>d.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>b.</td> <td></td> <td></td> <td></td> <td>e.</td> <td></td> <td></td> <td></td> </tr> <tr> <td>c.</td> <td></td> <td></td> <td></td> <td>f.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>								Name And Title	% Ownership	MA. Reg.#	Status/Discipline	Name And Title	% Ownership	MA. Reg.#	Status/Discipline	a.				d.				b.				e.				c.				f.			
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b.				e.																																				
c.				f.																																				
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.  <table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">Submitted by (Signature) </td> <td style="width: 20%;">Printed Name and Title</td> <td style="width: 20%;">R. Drayton Fair, AIA, Principal</td> <td style="width: 20%;">Date</td> <td style="width: 20%;">2/4/2019</td> </tr> </table>								Submitted by (Signature)	Printed Name and Title	R. Drayton Fair, AIA, Principal	Date	2/4/2019																											
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# Forms



## LITTLETON MUNICIPAL BUILDING - REQUIRED FORMS

### 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.

  
\_\_\_\_\_  
Signed

February 4, 2019

\_\_\_\_\_  
Date

R. Drayton Fair, Principal

\_\_\_\_\_  
Name and Title

NAME OF PROPOSER: LLB Architects

## LITTLETON MUNICIPAL BUILDING - REQUIRED FORMS

### 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\*.



\*\*Signature of Individual

05-0470535

\*\*\*Contractor's Social Security Number

Or Corporate Contractor Federal  
Identification Number

By: Kathleen Bartels

Corporate Officer

(Mandatory, if applicable)

Date: February 4, 2019

NAME OF CONTRACTOR: LLB Architects



## LITTLETON MUNICIPAL BUILDING - REQUIRED FORMS

### 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 4, 2019  
\_\_\_\_\_  
Date

R. Drayton Fair  
\_\_\_\_\_  
Name and Title

LLB Architects  
\_\_\_\_\_  
Name of Proposer

**LITTLETON MUNICIPAL BUILDING - REQUIRED FORMS**

**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 LLB Architects  
(Name of Entity)  
held on July 25, 2018 (Date) at which all the Directors/Members/Partners were  
present or waived notice, it was voted that Kathleen Bartels, President  
(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:**



(Signature/Title)

Place of  
Business:

161 Exchange Street

Pawtucket, RI 02860

I hereby certify that I am the First Vice President of the LLB Architects  
(Title) (Name of Corporation)  
that Kathleen Bartels 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.



(Signature/Title)

Christian J. Ladds, First Vice President

(Typed Name/Title)

February 4, 2019

\_\_\_\_\_  
(Date)

-----

Subscribed and sworn to before me (Corporate Seal)  
If applicable (i.e., not necessary for sole proprietorships or *partnerships*)  
this 4 day of February, 2019

\_\_\_\_\_  
Notary Public (Notary Seal)

My Commission Expires \_\_\_\_\_













ARCHITECTS

Lerner Ladds Bartels

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