City of Biddeford
Finance Committee
May 03, 2022 5:00 PM
Council Chambers and via Zoom

Zoom Meeting Link

Please click the link below to join the webinar:
https://biddeford.zoom.us/j/99281299933?pwd=SnBlZkJWNFBkMmFMQkx4YzRhUjBoZz09

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1. **Call to order**
2. **Approval of the Minutes**
   2.1. April 5, 2022 Finance Committee Minutes
   4-05-2022 Finance Committee Minutes.pdf
   2.2. April 19, 2022 Finance Committee Minutes
   4-19-2022 Finance Committee Minutes.pdf
3. **Signing of the expenditure warrant**
4. **Discussion/Approval**
   4.1. Authorization/City Hall Renovation Project Architectural and Engineering Services/Artifex Architects & Engineers
   5-03-2022 City Hall Renovation Project - Artifex Architects & Engineers - ORDER
   5-03-22 City Hall Renovation Project - BRIEF
   5-03-2022 Artifex Architects & Engineers - Statement of Qualifications
   5-03-2022 Artifex Architects & Engineers - Fee Proposal
   5-03-2022 Resurgence Engineering & Preservation Inc - Statement of Qualifications
   5-03-2022 Oak Point Associates - Statement of Qualifications
   5-03-2022 Platz Associates - Statement of Qualifications
   4.2. Authorization/Purchase of Fire Department Pickup Truck
   5-03-2022 2022.34) Authorization/Purchase of Fire Department Pickup Truck - ORDER
   5-03-2022 Purchase of Fire Department Pickup Truck - BRIEF
   5-03-2022 Purchase of Fire Department Pickup Truck - Bill Dodge Quote
   5-03-2022 Purchase of Fire Department Pickup Truck - Fire Chief Letter

5. **Other Business**
6. **Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
April 5, 2022

The meeting was called to order at 5:00 p.m. by Councilor Belanger.

Present: Mayor Alan Casavant; Councilor Norman Belanger; Councilor William Emhiser; Councilor Marc Lessard (arrived at 5:25); City Manager, James Bennett; City Clerk, Carmen Bernier; and Finance Director, Nichole Wood.

Adjustment to the Agenda
No adjustment to the agenda.

Approval of Minutes of March 15, 2022
Motion by Councilor Emhiser to accept the minutes as printed, seconded by Mayor Casavant.

Vote: unanimous.
Motion carries.

Expenditure Warrants:
The Warrants were not available for review.

Discussion/Approval
Approval/Civic Engagement Platform
Motion by Councilor Emhiser to approve the expenditure for a Civic Engineer Platform/Software, seconded by Mayor Casavant.

Communications Coordinator, Danica Lamontagne, presented this item. Danica explained that last year the Council had set aside $30,000.00 for them to get some sort of civic engagement software or app. They put out RFP's and their recommendation is to go with CitizenLab for a three-year plan service at $20,060.00. Their software does come with survey software.

Vote: unanimous.
Motion carries.

Recommendation: Fire Department Assessment Consultant/Center for Public Safety Management, LLC
Chief Operating Officer, Brian Phinney, presented this item. We issued RFP's and received 2 respondents for the project with Staff recommending Public Safety Management, LLC in the amount of $53,500.00.

Motion by Councilor Emhiser to recommend going with Public Safety Management, LLC for the Fire Department Assessment Consultant in the amount of $53,500.00, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Other Business

Discussion: Bond Rating Upgrade

At the request of Bond Counsel, the run-through for the Bond Rating Upgrade has been pushed off for another week, so no presentation was able to be prepared for this meeting.

Update: River Wall Repair Alternatives Analysis - Recommended Extension of Contract with Weston & Sampson

Chief Operating Officer, Brian Phinney, explained this is really a timing issue as the river wall collapsed. We started mitigation work to stabilize it and approached FEMA for funding. Weston & Sampson did the alternatives analysis, which basically evaluates the site, determines what is the appropriate fix for the River Wall and then assigns a general cost. Generally, FEMA will only fund projects that restore structures to their original condition, but because Alternative 3 comes in cheaper and makes the most sense, City Staff is confident that FEMA will approve this alternative. We now have to permit the project because our current permitting in the river was only specific to the mitigation aspect of the project. We want to keep this moving because there are rules regarding "in river work". We had to build a road in order for an assessment of the river wall and it is not under FEMA project, so we need to permit that.

Motion by Councilor Emhiser to recommend extending the contract with Weston & Sampson for analysis of the River Wall Alternatives, seconded by Mayor Casavant.
Vote: Unanimous.

Motion to adjourn made by Councilor Lessard, seconded by Councilor Emhiser.
Vote: unanimous.
Motion carries.
Adjourned at 5:26 p.m.

City of Biddeford
Finance Committee Meeting Minutes
April 19, 2022

The meeting was called to order at 5:00 p.m. by Mayor Casavant.

Present: Mayor Alan Casavant; Councilor Marc Lessard; City Manager, James Bennett; City Clerk, Carmen Bernier; and Finance Director, Nichole Wood.

Excused: Councilor Norman Belanger and Councilor William Emhiser.

Adjustment to the Agenda
No adjustment to the agenda.

With no quorum, Mayor Casavant and Councilor Lessard will not take formal votes; however, they will give general recommendations to City Council on the items included on this agenda.

Expenditure Warrants:
The Warrants were available for review.

Discussion/Approval
Approval: Aeration Basin Concrete Epoxy Injection at Wastewater Treatment Plan
Public Works Director, Jeff Demers, presented this item. As part of the Aeration Basin Project previously approved, the need for injecting epoxy into the concrete has been identified. The item simply asks for the concrete filling.

Mayor Casavant and Councilor Lessard agreed to send this along to the full City Council for approval. This item will be included on tonight's City Council agenda.

Recommendation: Purchase of F150 Lightning Electric Pickup Truck for Engineering Department
Public Works Director, Jeff Demers, presented this item. Staff did look at maintenance costs of electric vehicle/truck in comparison with a regular vehicle and it made sense to go with the Lightning EV Pickup Truck. This truck will be used by the Engineering Department.

This item will be considered by the full City Council at tonight's meeting.

Recommendation: FEMA & MEMA Constultant for Disaster Recovery Services/October 2021 River Wall Repair & Other River Wall Projects
Code Enforcement Officer, Roby Fecteau, presented this item. Roby explained this project is not the typical FEMA project that the City has dealt with in the past. It involves infrastructure damage, which is new to the City. Due to the complexity of the project, it has been decided that it would be best to bring in a Consultant. The City went out to bid for a Consultant, and two bids were received. The Committee formed to review the bids has recommended Meridian Strategic Services, Inc.

The cost for the Consultant is 100% reimbursed by FEMA. Consulting cost for the other Projects outside of the River Wall collapse will be covered under mitigation grants.

Mayor Casavant and Councilor Lessard recommended forwarding Meridian Strategic Services, Inc. as the Consultant for the River Wall Project to the full City Council.

Other Business
No other business.

The meeting ended at 5:20 p.m.

2022.32 **IN BOARD OF CITY COUNCIL.....MAY 3, 2022**

BE IT ORDERED, that the City Manager be authorized to sign an agreement with Artifex Architects & Engineers for architectural and engineering services associated with renovations at Biddeford City Hall.

BE IT FURTHER ORDERED, that the project shall be completed in two phases with Phase I encompassing completion of a Historical Structure Assessment in the amount of $23,730 followed by Phase II, which shall encompass preparation of construction documents/bidding/construction administration, bidding and negotiating services, and construction administration charged at 11% of the actual awarded cost of construction.

BE IT FURTHER ORDERED, that funding for the project shall be first from reserve project code 11601 – City Hall Improvements in the approximate amount of $63,883 until expended followed by reserve project code 11901 – City Hall Windows in the approximate amount of $240,245 until expended, followed by the November 2021 voter-approved building renovation bond.

BE IT FURTHER ORDERED, that authorization for any additional work shall comply with the City of Biddeford purchasing policy and rules.

NOTE: The Finance Committee is scheduled to review this item on May 3, 2022 as part of the published agenda.

Finance Committee

Meeting Date: May 3, 2022
Meeting Time: 5:00 pm

Agenda Item No: 4.1
Item Description: Approval of City Hall Renovation Project Architectural and Engineering Services/Artifex Architects & Engineers

Submitted by: Brian S. Phinney, COO
Phil Radding, Project Management Consultant

Supporting Information/Documentation:

Artifex Architects & Engineers Statement of Qualifications
Artifex Architects & Engineers Fee Proposal
Resurgence Engineering and Preservation, Inc., Statement of Qualifications
Oak Point Associates Statement of Qualifications
Platz Associates Statement of Qualifications

Key Terms:

N/A

Executive Summary:

The City released a request for qualifications for firms interested in providing architectural and engineering services associated with renovation of Biddeford City Hall. The City reviewed responses from Artifex Architects & Engineers of Bangor; Resurgence Engineering and Preservation, Inc., of Portland; Oak Point Associates of Biddeford; and Platz Associates of Auburn. After review of the submittals, interviews, and reference checks the review committee unanimously recommends award to Artifex Architects & Engineers.

The scope of work is phased to facilitate completion of a Historical Structure Assessment upon which construction bid documents will be developed. The Historical Structure Assessment is anticipated to be available by July/August with bidding in September/October, award in November/December and project completion in the summer of 2023.

Detailed Review:

The City released a request for qualifications for firms interested in providing architectural and engineering services associated with renovation of Biddeford City Hall. The City reviewed four responses with all responders submitting complete qualification statements. The respondents were Artifex Architects & Engineers of Bangor; Resurgence Engineering and Preservation, Inc., of Portland; Oak Point Associates of Biddeford; and Platz Associates of Auburn.

A review committee consisting of Phil Radding, Brian Phinney, Mayor Alan Casavant, and City Manager James Bennett reviewed the submittals. The committee selected the two most qualified firms for interviews – Artifex Architects & Engineers (Artifex) and Resurgence Engineering and Preservation, Inc (Resurgence). After the interviews the committee found Artifex to be the unanimous choice for potential award. Following the RFQ protocol the committee opened Artifex's fee proposal and held a follow-up interview to obtain clarification on various recommendations and the fee structure. As noted in the fee proposal, Artifex has proposed seven tasks within two project phases.

Phase I includes four tasks centered on preparing a limited Historic Structure Assessment (HAS). The HAS will assess and document current conditions in order to better define the renovation scope of work prior to preparing design and bid documents. This phase is covered by a defined fee of $23,730.

Phase II includes the remaining three tasks encompassing preparation of construction and bidding documents with probable cost review, bid process management and submittal review, followed by construction administration. The cost of this phase is a cost of construction percentage-basis fee. Since the overall scope of the project will not be fully known until the HAS is complete and the design is available, Phase II is charged at 11% percent of the construction cost. In negotiations with Artifex, the principles agreed that the 11% will be calculated initially based on the probable cost of construction but will be "trued up" once the construction portion is known and awarded. This approach reduces each party's risk, eliminates the potential for significant contingencies, and provides a true representation for the cost basis versus an estimate.

An item of particular note involves a recommendation by both Artifex and Resurgence that the City consider a *construction manager at risk* approach to the project. There are three traditional approaches to construction projects. The first is the Design-Bid-Build process used by the City for most major projects. The second is the Design-Build process which uses a single point of contact for most of the design with the same entity or group conducting and managing the actual construction. The third approach is the Construction Manager at Risk (CMaR) process. This process is a modification of the Design-Bid-Build approach. Rather than have an architect (or engineer) design a project and then bid out the work to a separate entity for construction, the owner engages an additional entity, a CMaR, before the design work begins. The CMaR participates in the design process acting on behalf of the owner looking for potential cost savings. The CMaR operates on a guaranteed maximum project price and carries the risk for project overruns that exceed the defined guaranteed maximum price of construction. The CMaR handles all bidding and subcontractor management on behalf of the owner applying industry knowledge to limit costs where feasible. The nature of the project and the scope will assist in determining whether the benefits of the CMaR approach outweigh the cost and drawbacks. In any event, staff recommends tabling the CMaR decision until after the HAS is available. The issues of concern that may be identified

in the HAS or lack thereof will assist the City in determining the overall value of the CMaR approach and level of risk involved with the project.

Upon signing an agreement, the HAS is expected to be completed by late July or early August, construction documents available for bid by September/October, with construction award scheduled for November/December, and completion of work in July/August 2023.

Funding Source:

The City has two reserves established for projects at City Hall as well as funding from the November 2021 voter-approved building renovation bond. The draft order specifies that funding be utilized to zero the reserve accounts before the bond funding is utilized. The funds are as follows:

Reserve Project Code 11601 – City Hall Improvements; approximate amount $63,883
Reserve Project Code 11901 – City Hall Windows; approximate amount $240,245
November 2021 voter-approved building renovation bond; $3,750,000.

Staff Recommendation:

Staff recommends award of the project to Artifex Architects & Engineers.

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

Statement of Qualifications

ARTIFEX
architects & engineers

March 11, 2022

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

A. Title Page

ARTIFEX
architects & engineers

ARTIFEX
architects & engineers
175 Exchange Street
Bangor, ME 04401

March 11, 2022

Philip Raddling
Owner's Representative
City of Biddeford
P.O. Box 586
205 Main Street, Suite 207
Biddeford, ME 04005

RE: Renovations of Biddeford City Hall

Dear Philip,

Artifex is pleased to present these qualifications and experience statements to provide professional services for Renovations to Biddeford's City Hall.

Team:

Our team is known for our experience in historic assessment, restoration, rehabilitation, and design for municipal and governmental buildings. Artifex offers in-house licensed professionals for Architectural, Structural, and Civil engineering services.

Ellen Angel, Principal, will be Principal in Charge with Mike Pullen as Project Manager, working closely with the you and the City of Biddeford staff. Ellen and Mike both meet the Professional Qualification Standards of 36 CFR 61 for Historic Architecture. Mike has over 35 years of experience in providing design services for municipal projects throughout Maine with the depth of knowledge desired for this project, demonstrated time and time again. For example, Mike successfully managed the Artifex team on the design for the Corinna Stewart Library and Town Hall Renovations.

Colby Company will work closely with Artifex, reviewing existing fire protection systems and making recommendations for fire protection systems in the renovated historic City Hall building. We have worked closely with them on multiple projects including currently on three historic buildings for the State of Maine. Both Ellen and Mike as well as the entire Artifex Team will be fully available for this project for its duration.

We detail our recommended approach and steps in the qualifications which follow in order to fully delineate the scope of required services and reach an appropriate fee. We are excited that the City of Biddeford has persevered in recognizing the historic and cultural value of the City Hall and the need for appropriate renovation and rehabilitation.

We believe the Artifex team has the demonstrated qualifications and experience essential to assist you and the City of Biddeford and we look forward to meeting with you to discuss our qualifications.

With highest regards,

Ellen Angel, NCARB, LEED AP
Principal Architect
(207) 974-3028

Mike Pullen, AIA, LEED
Project Manager
(207) 745-8086

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

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ARTIFEX
architects & engineers

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ARTIFEX
architects & engineers

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

C. Organization and Assigned Personnel

ARTIFEX
architects & engineers

C. Organization and Assigned Personnel

Located in Bangor Maine, ARTIFEX is an Architectural and Engineering firm, formed in 2010, whose team of professionals was assembled to provide our clients with years of experience in a broad range of project types and scales. The majority of our projects are distributed throughout the State of Maine with additional projects in New Hampshire and Massachusetts. We are a federally certified WOB and EDWOB and serve both public and private sector clients.

Our professionals bring individual strengths and perspectives to the design of your project; providing you with architectural design; historic preservation and rehabilitation; space planning; site planning and design; and structural engineering services from assessment and programming through the construction phase. ARTIFEX specializes in well rounded client-centered design.

ARTIFEX is led by two principals, Ellen Angel, architect, and Rayshelly Lizotte, PE, civil engineer along with senior professionals Mike Pullen AIA and Scott Homer PE, who each have over thirty years experience in their professions. Additionally, we have maintained our small firm size so that we are able to be personally involved in your project from the onset to completion.

Organization Chart

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

D. Local Office Technical Qualifications

ARTIFEX
architects & engineers

D. Local Office Technical Qualifications

Architectural Services: Architecturally, we have extensive experience with complex buildings, such as municipal and governmental offices. We provide innovative design services for a wide range of public and private entities. We are knowledgeable and experienced in the restoration and rehabilitation of historic structures and have a close working relationship with the Maine Historic Preservation Commission. Our architects meet the professional qualification standards of 36 CFR Part 61 for historic architecture.

We strategize solutions to project challenges using Energy Star and LEED standards as a requisite part of our creative process.

Services provided by ARTIFEX architectural staff include: code review, building assessment, feasibility studies, architectural planning and design from schematic concepts through construction documents and bidding. We also provide space planning, utilization and tenant improvement services as well as interior design. We offer design rendering to assist with design development understanding and facilitate project fund raising.

Civil Engineering: Our Civil Engineering Department has experience designing projects for State, municipal, commercial, and private clients. This work has involved all aspects of site design including site layout and grading, storm water and sanitary sewer design, roadway design, utility coordination, erosion control, and State and local permitting. Our Civil Engineering staff has a long and successful history of working well with State agencies to obtain Stormwater Permits, Wetland Permits, LURC Concept Plan and Rezoning approvals, and Site Location of Development Act (SLODA) Permits for many challenging developments.

Structural Engineering: ARTIFEX ensures that our designs are based on thorough structural analysis and a solution that accurately represents the architectural goals of the project.

Our Structural Engineering staff has experience in steel, concrete, timber, masonry construction, and structural systems of historic buildings.

Municipal & Governmental Projects

When first opening our office in 2010 ARTIFEX, then Ames Associates, concentrated on providing services to a clientele we considered under-served: Municipalities. It was our observation that many municipalities relied on a small number of engineering firms to provide services that were better provided by an architectural multi-professional office. We knew we brought value-added services to these clients at the same or even lesser cost. In the eleven years since then, we have been able to assist more towns and cities than we ever expected, and help many of them numerous times.

ARTIFEX understands the policies and the requirements of the Municipal budget and bonding cycles. We care about public engagement and transparency of process and decision making. We know that when we work for a municipality we are actually working for the citizens of that community. We enjoy public interactions and presentations.

We are also extremely experienced in working successfully with municipal planning departments, code enforcement offices, and historic preservation commissions.

Recent projects include:

- Bangor City Hall Window Rehabilitation
- Historic Structure Assessments for Three Historic State-Owned Buildings
- Bangor Area Transit Center Building
- Bangor Innovation Center
- St. John's Catholic Church Restoration
- St. John's Episcopal Church Repair and Renovation
- All Saints Catholic School
- Amicus Learning Center (13th Street campus)

ARTIFEX
architects & engineers

Historic Properties

National Register Listed Properties represent a treasure of our region, our community, and our Country. Repairs, additions, and alterations to a listed historic building should be done in consideration of the impact on the character-defining elements of the place. Our recommendations comply with the Secretary of the Interior's Standards and Guidelines for the Rehabilitation of Historic Properties.

ARTIFEX understands the policies and the requirements of the State of Maine, the Maine Historic Preservation Commission, Maine Preservation, CDBG Requirements, the Main Street Maine Program, and is one of the leading firms in Maine in providing architectural services for Historic properties. We are also extremely experienced in working successfully with Historic Preservation Commissions.

- Historic Property Assessment based on ASTM Standard E 2018-01 "Standard Guide for Property Condition Assessment: Baseline Property Condition Assessment"
- Structural Analysis and Engineering of structural members and foundations
- Steeple Assessments meeting Maine Preservation requirements
- Prioritized Plans for Rehabilitation and Estimates of Probable Cost

ARTIFEX
architects & engineers

QUALIFICATIONS:

Historic Preservation and Restoration

Firm History and Background

Located in Bangor Maine, ARTIFEX is an Architectural and Engineering firm notable for its work in Historic Preservation, Restoration, & Rehabilitation. Ellen Angel, Architect, and Rayshelly Lizotte, Civil Engineer, are joined by Mike Pullen AIA in pursuing their love of historic architecture.

Historic Properties

National Register Listed Properties represent a treasure of our region, our community, and our Country. Repairs, additions, and alterations to a listed historic building should be done in consideration of the impact on the character-defining elements of the place. Our recommendations comply with the Secretary of the Interior's Standards and Guidelines for the Rehabilitation of Historic Properties.

ARTIFEX understands the policies and the requirements of the State of Maine, the Maine Historic Preservation Commission, Maine Preservation, and Community Development Block Grants, and the Main Street Program, and is one of the leading firms in Maine in providing Historic Structure Assessments to advise and inform property owners.

- Historic Property Assessment based on ASTM Standard E 2018-01 "Standard Guide for Property Condition Assessment: Baseline Property Condition Assessment"
- Structural Analysis and Engineering of structural members and foundations
- Steeple Assessments meeting Maine Preservation requirements
- Prioritized Plan for Rehabilitation and Estimates of Probable Cost

ARTIFEX
architects & engineers

175 Exchange Street,
Bangor ME 04401
T: 207.974.3028

Recent Historic Structure Assessments (HSA)

Saint John's Episcopal Church
Bangor, Maine

Phi Gamma Delta Fraternity House
University of Maine—Orono

Unitarian Universalist Meeting House
Pittsfield, Maine

Brownville Community Church UCC
Brownville, Maine

Frankfort Congregational Church
Frankfort, Maine

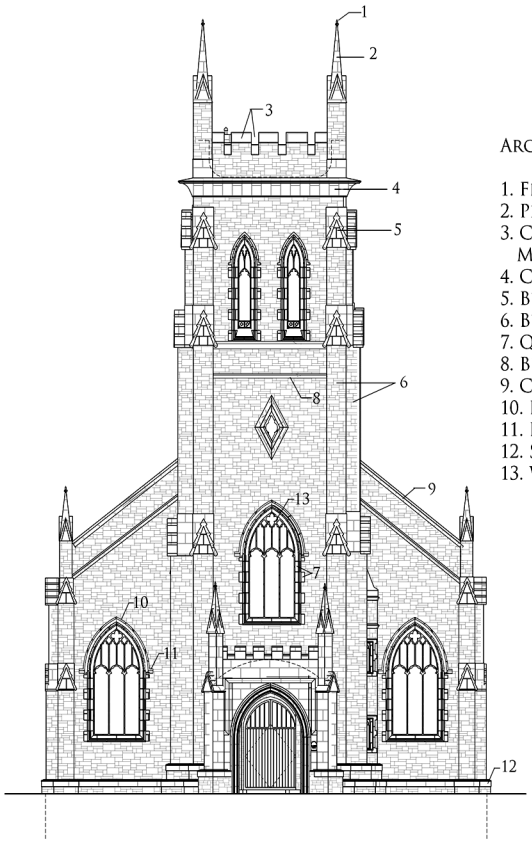
Sunset Congregational Church UCC
Deer Isle, Maine

Saint John's Catholic Church
Bangor, Maine

Unitarian Universalist Church
Sangerville, Maine

Robbinston Historic Chapel
Robbinston, Maine

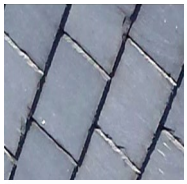
Pittsfield Community Theater
Pittsfield, Maine



Architectural Elements:

1. Finials
2. Pinnacle Caps
3. Crenels (void) & Merlins (solid)
4. Cornice
5. Buttress Caps (Gablets)
6. Buttress
7. Quoins
8. Belt Course
9. Coping
10. Hood Moulding
11. Label Stop
12. Set Off
13. Window Tracery

Front Facade



Rehabilitation Projects

BUCK MEMORIAL LIBRARY Bucksport, Maine
Rehabilitation, granite block walls and foundation.

STEWART LIBRARY Corinna, Maine
Rehabilitation of historic steeple and exterior masonry, windows, entries., and interiors. New accessible addition of elevator and stair lobby.

BROWN LIBRARY Clinton, Maine
Structural remediation, restoration of interior and windows

CHURCH ON THE HILL Addison, Maine
Structural remediation and repair of historic steeple.

PENOBSCOT THEATER Bangor, Maine
Rehabilitation of building façade including historic marquee, windows and masonry

SAINT JOHN'S CATHOLIC CHURCH Bangor, Maine
Rehabilitation of exterior masonry, waterproofing and belfry louvers.

ARTIFEX
architects & engineers

Ellen B. Angel, AIA, NCARB, LEED AP

Senior Architect & Principal

EDUCATION

Harvard University, Master of Architecture
University of Arizona, Bachelor of Architecture

PROFESSIONAL REGISTRATIONS

Maine Licensed Architect #1777
NCARB Registered Architect (Maine, California, New Hampshire)
USGBC—LEED Accredited Professional

PROFESSIONAL AFFILIATIONS

American Institute of Architects, AIA
- AIA Committee on Design (1985–1988)
- AIA Committee for Women (National) 1989

CIVIC:
Eastern Area Agency on Aging Board of Directors President
Penobscot Theatre Board of Directors (2007— 2010)
- Vice President (2009—2010)
- Building Committee (2012—present)

Eastport Historic Review Board (2002—2005)

AWARDS

Maine Preservation—2017 Honor Award
- Stewart Library

Maine Preservation—2009 Honor Award
- Penobscot Theatre Renovation

Fire Chief Magazine—2009 Notable Satellite Station
- Bangor Fire Station 6

F.I.E.R.O. 2019 Gold Award—Augusta Hartford Fire Station

PROFILE

As Senior Principal of ARTIFEX, Ellen brings extensive experience in complex project design and management. Ellen began her career in California over 30 years ago with Ron Yeo, FAIA, working on civic, recreation, and high-end residential projects. She spent many years with Ware Malcomb as an Associate, Senior Associate, and Principal. She was designer and project manager on diverse and complex corporate, commercial, and industrial facilities from 26 story high-rises to 850,000 sf distribution centers.

After moving to Maine, Ellen had a small office in Eastport specializing in custom coastal residential, healthcare, and historic renovation projects. She joined AMES AE in 2005 as Senior Architect prior to founding Ames Associates in 2010 and overseeing the rebranding as ARTIFEX in 2018.

Ellen has taught Design, Sustainable Design & Construction, and Project Management courses at the college level, and actively participates in mentoring architectural graduates.

AWARDS

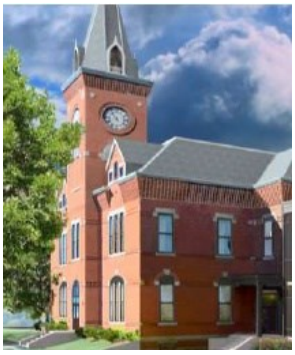
MAINE PRESERVATION—2017 HONOR AWARD
Stewart Library Restoration—Corinna, Maine

MAINE PRESERVATION—2009 HONOR AWARD
Penobscot Theatre Rehabilitation and New Marquee—Bangor, Maine

PROJECTS

BANGOR OPERA HOUSE—PENOBSCOT THEATRE – Bangor, Maine

Ongoing work with the Penobscot Theatre Company to preserve, rehabilitate and renovate this historic building. Beginning in 2007 with the rehabilitation of the building façade including doors, windows, and masonry and addition of a marquee. Also included is interior work to meet current Fire, Building, and Accessibility codes including accessible seating areas, appropriate exiting, and fire sprinkler system. This project has utilized CDBG funding.



STEWART LIBRARY – Corinna, Maine

As Principal-in-charge was responsible for preparation of an Historic Structural Assessment (HSA) of the building, prioritizing rehabilitation work, and establishing a phased preservation plan for the Town. Masonry restoration of the clock tower was an essential part of this work.

BROWN MEMORIAL LIBRARY – Clinton, Maine

Because of falling plaster in the stacks I completed a building assessment of this National Register Listed Property, to prioritize the required remediation, review probable costs for the work, and provide architectural solutions to the program requirements. The building, designed by noted Maine architect John Calvin Stevens, had structural and water infiltration issues. The project included completion of structural reinforcement, roof and plaster repair, electrical upgrades, and window refurbishment.

Church on the Hill – Addison, Maine

Was responsible for preparation of an Historic Structural Assessment (HSA) of the building, prioritizing rehabilitation work, and establishing a phased preservation plan. The next step was the stabilization of the steeple, requiring removal of the roofing and replacement of a substantial amount of sheathing followed by an underlayment to protect the building from water infiltration until the next phase could be begun. Finally, the entire belfry was removed, restored, and reinstalled on repaired heavy timber structure. Including repainting of the entire building exterior and refurbishment of the large wood windows.

This project has utilized funding through a Maine Steeples Project grant from the Maine Community Foundation and through USDA .

Bijou Theatre – Pittsfield, Maine

Was responsible for preparation of an Structural and Architectural Assessment of Current Conditions at the historic theater per the scope of work defined by ASTM E2018 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. Assembled information from various historic sources, tax information, and other written documentation and visited the site several times to photograph and measured the existing building. Provided Schematic Design options for the renovation of the building, opening walls to reveal previously covered historic features.

Historic Downtown Facades

Wilton Downtown Facades – Wilton, Maine

Assisted business/building owners in identifying appropriate means and methods for restoration, repair, and/or replacement in-kind of exterior facades and finishes. Façade improvements were reviewed by Maine's Historic Preservation Commission. The Sec. of the Interior's Standards for the Treatment of Historic Properties were used as guidance in defining appropriate façade rehabilitations.

This project has utilized CDBG funding.

Gardiner Downtown Facades – Gardiner, Maine

Met with prospective applicants and worked with them to develop appropriate design for application and develop cost estimates sufficient to aid in funding evaluation of projects. Prepared bid drawings and specifications for projects and submitted for MHPC and local historic preservation approval.

This project has utilized CDBG funding.

Fairfield Downtown Facades – Fairfield, Maine

Worked with program administrator and applicants to develop appropriate design and then refine individual projects for application for funding and MHPC approval.

Several National Register listed properties received additional documentation for construction phase.

This project has utilized CDBG funding.

Monson Downtown Facades – Monson, Maine

Conducted training session to educate applicants about basic design, the program, its roles and responsibilities; met with property and business owners to review their design interests including storefronts, windows, signs, awnings, color and others; provided sketches and written scope of work for use in bidding construction work, and submitted to the Maine Historic Preservation Commission for Section 106 Review.

This project has utilized CDBG funding.

AWARDS

FIRE CHIEF MAGAZINE—2009 NOTABLE SATELLITE STATION
Bangor Fire Station 6

FIERO– 2019 GOLD AWARD
Hartford Augusta Central Fire Station

TRAINING

FIERO– FIRE STATION DESIGN SYMPOSIUM Raleigh, NC

STATION DESIGN CONFERENCE Fort Worth, TX

PROJECTS

AUGUSTA NORTH STATION #3 Augusta, Maine

As Project Manager, Architect, and Designer, Ellen worked with the Ames Associates team of engineers in all stages of this project: initial programming; concept design; referendum process and presentation; design development; bidding; value-engineering; and construction. Soils and site were a major concern because of vernal pools, wetlands, and very poor soils (clay) and the permitting requirements were severe. Ellen oversaw the entire team in the successful solution of all issues and an under-budget project.

AUGUSTA HARTFORD FIRE STATION Augusta, Maine

Initially working with a task force made up of the Augusta City Manager, the Public Works Director and the Fire Chief as well as a member of the City Council, a member of the Historic Review Board, plus a representative of the Firefighters' Union, Ellen created the program for the renovation of this historic station; she developed the program into a Schematic Design; received approval by the Task Force and the City Council; and provided the cost-estimate.

BANGOR FIRE STATION #6 Bangor, Maine

As Designer and Project Manger on this LEED Gold Certified Fire Station for the City of Bangor, Ellen was responsible for working with a diverse client team made up of the City of Bangor Fire Chief, the City Finance Director, two Assistant Fire Chiefs and the Captain responsible for the busiest Fire Station in the city as well as representatives of the Construction Manager, Barr and Barr. As this was the first Bangor civic building to be designed as a LEED project, Ellen led the project team in review and discussion of materials and LEED requirements and options. She was also responsible for Interior design, LEED documentation, and Construction Administration.

AUGUSTA POLICE DEPARTMENT Augusta, Maine

As Project Manager, Architect, and Designer, Ellen worked with Manns Woodward Studio and the Artifex team of engineers in the assessment of the existing facility, a 1940's era wood frame structure barely functional for today's needs. She also directed initial programming and concept design of three sites within Augusta.

Projects

Skowhegan Public Safety Skowhegan, Maine

As Principal-in-Charge and Designer, Ellen worked with the Fire Chief and Police Chief to develop a program and to design a new Public Safety Facility for the Town of Skowhegan. Also responsible for guiding the Committee through the design process, getting consensus on the size of amenities included in the proposed facility in order to achieve a consensus for recommendation for funding through Town Bonds. The facility will replace a 1913 Fire Station and a Police office within the basement of the current City Hall.

Old Town Public Safety Old Town, Maine

Beginning as Principal with AMES A/E during the construction of the renovation of the former town offices to accommodate a renovated Police and Fire presence, Ellen oversaw the design architect and the smooth completion of the project. Subsequently she was responsible for renovations in 2014 when the demolition of neighboring Old Town Canoe caused a substantial amount of damage including destruction of a primary egress stair. Ultimately she was called on to design a museum/ display area for a historic pumper that the Town reacquired.

Orrington Public Safety Orrington, Maine

As Principal-in-Charge, Architect, and Designer, Ellen worked with the ARTIFEX team of architects and engineers as well as a six member Town Committee in all stages of this project. Initial work was to assess the condition and fitness of the existing two buildings, Police and Fire, both over 40 years old and to program a new joint public facility; Initial programming; concept design; and multiple presentations to the Town Selectman and Public.

R. Michael Pullen, AIA, LEED AP

Senior Architect

EDUCATION

E. Maine Technical College, AS Building Technology

PROFESSIONAL REGISTRATIONS

Maine Licensed Architect #1916
USGBC—LEED Accredited Professional

PROFESSIONAL AFFILIATIONS

American Institute of Architects
Maine Historic Preservation Commission–Ex officio
Maine Preservation–Advisory Trustee
Bangor Historical Society–Board of Trustees
Maine Uniform Building & Energy Codes (MUBEC) Board
Licensing Board for Architects / LA / ID
Blaine House Commission
US Green Building Council–Maine Chapter

AWARDS

Maine Preservation—2020 Honor Award
St. John's Catholic Church— Steeple Rehabilitation
Maine Preservation—2017 Honor Award
Stewart Library—Addition & Rehabilitation
Maine Preservation—2011 Honor Award
University of Maine—Coburn Hall Rehabilitation
Maine Preservation—2008 Honor Award
Merrill Financial Center

PROFILE

A Senior Architect at ARTIFEX, Mike brings a passion and skill for designing buildings that both fit their context, and the client's needs.

While at WBRC AE, Mike served as Principal, Senior Architect and Director of the Civic Studio, and is experienced in Historic Preservation, Educational, and Commercial projects of all sizes. Mike was Principal–in–Charge on the new Hampden Academy school, a 177,000 sf LEED Gold educational facility.

In cooperation with the public school's art program, Mike presents a talk every spring to all Bangor's third grade students on the fabulous historic architectural styles that can be found in their community.

AWARDS

MAINE PRESERVATION—2017 HONOR AWARD

Stewart Library Restoration—Corinna, Maine

MAINE PRESERVATION—2011 HONOR AWARD

University of Maine– Coburn Hall Rehabilitation—Orono, Maine

MAINE PRESERVATION–2008 HONOR AWARD:

Merrill Financial Center, Bangor Maine

PROFESSIONAL TRAINING

CERTIFIED LOCAL GOVERNMENT (CLG) ANNUAL TRAINING

Maine Historic Preservation Commission
Maine Street Program
National Trust for Historic Preservation

Mike has trained in and served as a presenter for annual CLG training workshops given to Maine's statewide CLG communities. Topics have included; application of the Secretary of the Interior's Standards for Rehabilitation, Legal Aspects of Historic Preservation and the Review Process, and Protecting Maine's Historic and Archeological Resources.

PROJECTS

BUCK MEMORIAL LIBRARY— Bucksport, Maine

Mike designed an addition to the 1887 stone public library that created a new primary and fully–accessible entrance that transitions seamlessly with the existing historic structure. In 2016–2019 Mike worked to rehabilitate the exterior granite masonry of the original building

STEWART LIBRARY – Corinna, Maine

Working closely with the Building Preservation Group, a Town committee, Mike designed an addition to the building and interior renovations which maintain the historic character. The new addition provides for accessibility, fire safety, and a much more pleasant experience of access to the second floor auditorium. Mike was also active during the construction phase of the project.

ST. JOHN'S ROMAN CATHOLIC CHURCH — Bangor, Maine

Photographed, measured, and documented the steeple with floor plans and elevation drawings to describe areas of masonry distress; performed an assessment of the existing masonry and waterproofing systems (belfry roof and exterior masonry) evaluating & rating condition; and prepared plans for rehabilitation. All done in conformance with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings.

THE EXCHANGE BLOCK — Bangor, Maine

Photographed, measured, and documented the building exterior including all windows and doors with floor plans and elevation drawings. He prepared plans for rehabilitation of all original wood windows and doors and repair and reconstruction to existing monumental entry. All work done in conformance with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings and the City of Bangor's Historic Standards

BANGOR CITY HALL — Bangor, Maine

Photographed, measured, and documented the building exterior including all windows and doors with floor plans and elevation drawings. He prepared plans for rehabilitation of all original wood windows and doors and repair and reconstruction to existing monumental entry. All work done in conformance with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings and the City of Bangor's Historic Standards

HILL HOUSE—BANGOR HISTORIC SOCIETY — Bangor, Maine

Photographed, measured, and documented the building exterior in order to analyze and make recommendations for rehabilitation and create construction documents for the rehabilitation of the building's portico foundations.
All work done in conformance with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings and the City of Bangor's Historic Standards

MERRILL FINANCIAL CENTER – Bangor, Maine

Mike worked with Merrill Bank in Bangor initially to evaluate the conditions of this historic 1880 Vestry building. From that evaluation, the bank committed to preserve this place if they could fit their Trust operations inside. The solution was to add a new floor within the center auditorium space to provide an additional 3,000 SF of usable floor area.

COBURN HALL— UNIVERSITY OF MAINE –Orono, Maine

Mike was the historic architect for the Phase I Building Envelope Rehabilitation on this important 1889 brick building at the University of Maine. Work included restoration of the building's brick masonry, wood windows, slate roof and copper gutter systems.

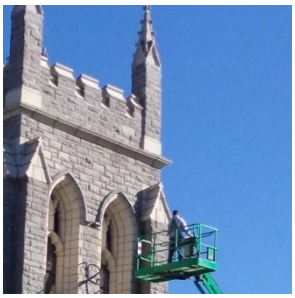
NORUMBEGA HALL (EMDC) OFFICES – Bangor, Maine

This preservation project involved renovation of a 1914 ballroom into open-office space for Eastern Maine Development Corporation (EMDC). The plaster ceiling coffers were preserved and feature with indirect lighting supplied from the systems furniture.

Historic Structure Assessments

Performed initial assessments on the following buildings and steeples throughout Maine, defining the conditions, deficiencies, and recommendations for programs of rehabilitation. The completed, reports define the essential work and associated probable costs to rehabilitate and maintain these buildings going forward, especially by prioritizing deficiencies from minor to critical levels.

The HSA is a necessary first step in rehabilitation of National Register Listed Properties and our recommendations conform to the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings with reference to these standards in our reports.



St. John's Episcopal Church
Bangor, Maine

Phi Gamma Delta Fraternity—University of Maine
Orono, Maine

UU Meeting House
Pittsfield, Maine

Eastbrook Town House
Eastbrook, Maine

Eastport First Baptist Church
Eastport, Maine

Eastport Congregational Church
Eastport, Maine

Reversing Falls Church
Brooksville, Maine

Historic Downtown Facades

Wilton Downtown Facades – Wilton, Maine

Assisted business/building owners in identifying appropriate means and methods for restoration, repair, and/or replacement in-kind of exterior facades and finishes. Façade improvements were reviewed by Maine's Historic Preservation Commission. The Sec. of the Interior's Standards for the Treatment of Historic Properties were used as guidance in defining appropriate façade rehabilitations.

This project has utilized CDBG funding.

Skowhegan Downtown Facades – Skowhegan, Maine

Met with business/building owners to review their design requirements, provide scope of work and design drawings for use in bidding and construction. Advised the Program Coordinator in their review of project applications. Assisted property/business owners in application and approval from MHPC. The Sec. of the Interior's Standards for the Treatment of Historic Properties were used as guidance in defining appropriate façade rehabilitations.

This project has utilized CDBG funding.

Green Downtown Initiative

State-wide six Maine communities were explored and recommendations made for "greening" the historic existing downtown buildings and streetscapes. This rendering shows a restored Masonic Lodge in the town of Dover-Foxcroft.

Rockland Main Street Program
Rockland, Maine

While at WBRC, architects Mike Pullen and Mac Collins worked with the Rockland Main Street organization to help define the important architectural features of the downtown district, plan for local preservation of the resources, and establish a preservation plan that works for the business owners and community.

SCOTT C. HOMER, PE

STRUCTUAL ENGINEER

EDUCATION

University of Connecticut, BS Engineering

PROFESSIONAL REGISTRATIONS

Licensed Professional Engineer
- Maine—PE #6951
- Connecticut—PE #15836
- Rhode Island—PE #10039

PROFESSIONAL AFFILIATIONS

American Society of Civil Engineers, ASCE
American Institute of Steel Construction, AISC
National Society of Professional Engineers, NSPE
Structural Engineers Association of Maine, SEAM

PROFILE

Scott is a Licensed Professional Engineer with extensive practical experience in the analysis, design, specification, and construction of structures for public and private building projects and their allied structures. He has a proven ability to manage project design development and coordination from preliminary concept through to the final design and construction phases. He is detail-oriented yet able to maintain the "big-picture" perspective necessary for effective program development and implementation.

Scott possesses excellent communication skills and is adroit at working with clients, contractors, and co-workers, maintaining a team atmosphere. He is experienced in steel, concrete, timber, and masonry construction. He has gained experience from participation in more than 600 diverse projects over a wide range of sizes from Maine, Connecticut, Rhode Island, Massachusetts, New Hampshire, New York, and New Jersey. His projects include Historic Structures, Office, Commercial. Institutional, Educational, and Industrial buildings and allied structures, small bridges, and piers.

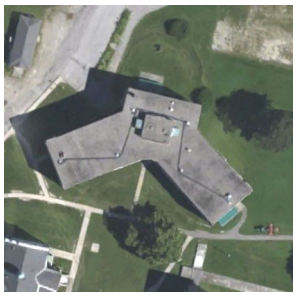
He brings over 30 years of project experience with 17 of those years as an independent consultant.

Scott is also an avid ice hockey player and competitive racing sailor.

PROJECTS

CETA BUILDING—EAST CAMPUS Augusta, Maine

Performed structural condition assessment and wrote report to the State of Maine on former Nurses' Residence building constructed around 1927. In the early 1970's the building was repurposed as office space, but in recent years it had been unused. The purpose of the structural assessment was to identify deficiencies and damage extents pursuant to a future renovation and re-use of this building, which was placed on the National Register of Historic Places in 1982 as part of the Maine Insane Hospital Historic District.



GREENLAW BUILDING—EAST CAMPUS Augusta, Maine

Performed structural condition assessment for this former Geriatric Ward facility, constructed around 1955, to determine its suitability for renovation and conversion to laboratory use. This included a general numerical analysis of the existing structural framing for both strength and serviceability, and subsequent advice and report to the State of Maine.

RSU 50 BUILDING CONDITION ASSESSMENT Aroostook County, Maine

Performed structural condition assessments for three school buildings, an elementary school and a high school/middle school located in Staceyville, Maine, and a regional vocational high school in Dyer Brooks, Maine. The assessment was for the purpose of identifying for the school district any outstanding needs or deficiencies, and to assist governing agencies in establishing priorities and planning for the future needs of the local communities.

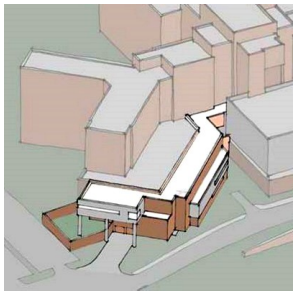
ST. JOHN'S ROMAN CATHOLIC CHURCH Bangor, Maine

Performed Historic Condition Assessment for this iconic structure to determine structural condition, and identify deficiencies and maintenance issues in the building. The assessment was used to establish work priority lists and to influence future planning to assure longevity for the historic church. Participated in planning, preparation of construction documents, and administration for reconstruction of the tower structure's elements in response to Owner's carry-through of assessment report recommendations.

Projects

Adams Hall, Bowdoin College Brunswick, Maine

As Structural Engineer-in-Charge of this project, Scott was responsible for the structural evaluation of the existing, historically significant campus structure, and the design of all structural improvements, additions and modifications to the building. Originally constructed in 1861, the brick and timber framed building required a complete renovation and updating to comply with ADA requirements and the needs of the College. Work including extensive repair of brick masonry bearing walls, reinforcement of timber trusses, the updating of stairways, provisions for new mechanical systems and the addition of a new, architectural elevator tower structure. 23,250 sq.ft., $5.1M project.
(With Harriman Associates)



VAMC Providence SPD Facility Providence, Rhode Island

As the initial Structural Engineer-in-Charge of this project, Scott was responsible for the structural evaluation, study, and design of three alternative schemes for additions and modifications to the existing Veterans Administration Hospital. After evaluation and selection of the most viable solution, Scott developed the initial structural design plans for this on-going project. The winding, three-story addition is to house the surgical Sterile Processing Department for the Providence VA, including storage and sterilization facilities for equipment and supplies, and it is designed to improve and segregate the movement of both sterile and "soiled" materials to and from operating rooms. A new steel framed structure addition to both a previously-constructed steel-framed addition and the existing concrete framed building.
(With Harriman Associates)

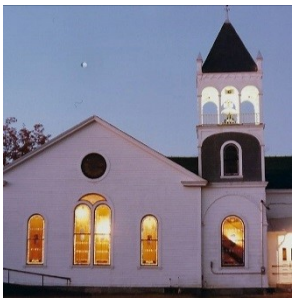
19 Union St. Maine Bureau of General Services Augusta, Maine

Structural Engineer-in-Charge in support of architectural renovations and mechanical upgrades to this former home of the Maine Department of Labor and Security, Scott was charged with the analysis, design and coordination of existing and new structural elements for both architectural and mechanical improvements to the 40,000 s.f. complex. Architectural improvements included the extensive remodeling of the entire interior space as well as improvements to the archaic exterior envelope. Mechanical upgrades necessitated the structural reinforcement of existing roof framing to accommodate larger, more efficient new systems to improve the energy performance of the three-story building. *(With Harriman Associates.)*

Historic Structure Assessments

Performed initial assessments on the following buildings and steeples throughout Maine, defining the conditions, deficiencies, and recommendations for programs of rehabilitation. The completed reports define the essential work and associated probable costs to rehabilitate and maintain these buildings going forward, especially by prioritizing deficiencies from minor to critical levels.

The HSA is a necessary first step in rehabilitation of National Register Listed Properties and our recommendations conform to the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings with reference to these standards in our reports.

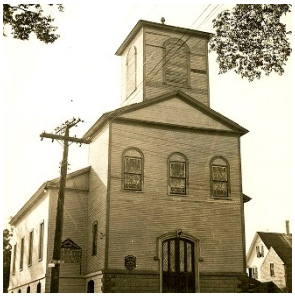


Brownville Community Church
Brownville, Maine

Dover–Sangerville Universalist Church
Sangerville, Maine

Eastbrook Town House
Eastbrook, Maine

Eastport Congregational Church
Eastport, Maine



Eastport First Baptist Church
Eastport, Maine

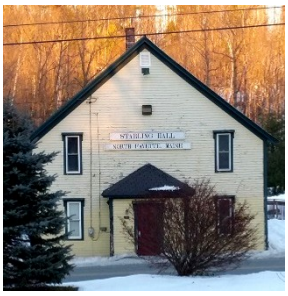
Grace Chapel
Robbinston, Maine

Phi Gamma Delta Fraternity—University of Maine
Orono, Maine

Pittsfield Community Theatre
Pittsfield, Maine

REVERSING FALLS CHURCH
Brooksville, Maine

ST. JOHN'S EPISCOPAL CHURCH
Bangor, Maine



STARLING GRANGE
Fayette, Maine

STEWART LIBRARY
Corinna, Maine

SUNSET CONGREGATIONAL CHURCH
Stonington, Maine

UU MEETING HOUSE
Pittsfield, Maine

STEWART LIBRARY

REHABILITATION & ADDITION

ARTIFEX
architects & engineers

TYPE Municipal / Historic Preservation / Addition

LOCATION Corinna, Maine

CONSTRUCTION COST $965,000

CONSTRUCTION SCHEDULE Completed November 2016

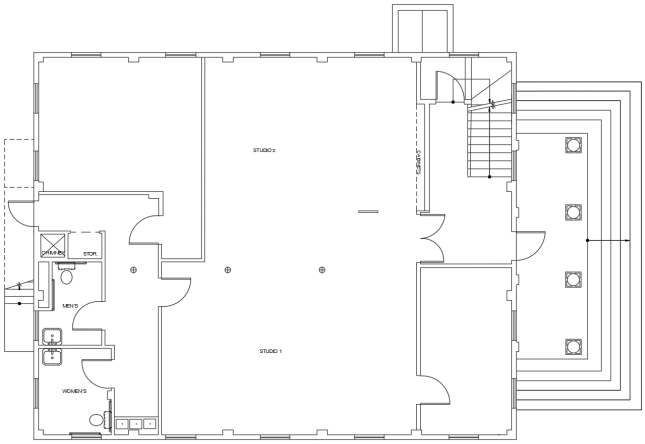
SCOPE OF WORK Initially services included preparing a Historic Structure Assessment (HSA) of the building, prioritizing rehabilitation work and establishing a phased preservation plan for the Town. Masonry restoration, accessibility to all three floors, and life safety improvements were included.

PROJECT DETAILS Following prioritization of the preservation plan, reported in the HSA, the Town and Preservation Committee were successful in securing a major grant to complete the essential work described above. Designed a three-story accessible entry and modified the interior to fit a new elevator. Also assisted in the Town's solicitation of qualified Construction Managers experienced in preservation work, and administered the construction process.

AWARDS 2017 Maine Preservation Honor Award

OWNER'S REPRESENTATIVE
Building Preservation Committee
Ken Dow, Chairman
207-278-5873

ACADEMY HALL



TYPE Historic Preservation / Rehabilitation

LOCATION University of Southern Maine—Gorham Campus

SCOPE OF WORK Artifex provided a Historic Structure Assessment of the University of Southern Maine Academy Building with a prioritized list of recommendations for corrective action. Cost estimates and construction phasing were also provided.

PROJECT DETAILS Since it's completion in 1806, Academy Hall has been used for educational purposes. Artifex was contracted to provide an assessment of the existing building's structure, interior, and exterior façades including a rehabilitation strategy for the entire structure. In addition to this, descriptive explanations for deterioration, cost estimates, and sustainable preservation strategies were provided.

OWNER'S REPRESENTATIVE
Lachelle Lackey, Project Manager
Capital Planning and Project Management
25 Bedford Street
Portland, Maine 04104
207-712-0317

ARTIFEX
architects & engineers

EXCHANGE BLOCK

TYPE Historic Preservation

LOCATION Bangor, Maine

CONSTRUCTION COMPLETE 2019-2020

SCOPE OF WORK Code analysis and historic assessment for city Historic Preservation Commission approval and for renovations to accommodate new tenants in all floors in the six buildings.

PROJECT DETAILS Artifex initially provided code assessments for six connected buildings on Bangor's Exchange street. Following this, research into historic photographs revealed the original storefronts that were then rehabilitated. Federal and State Tax Credits involved designs compliant with SOI Standards for Rehabilitation of Historic Properties.

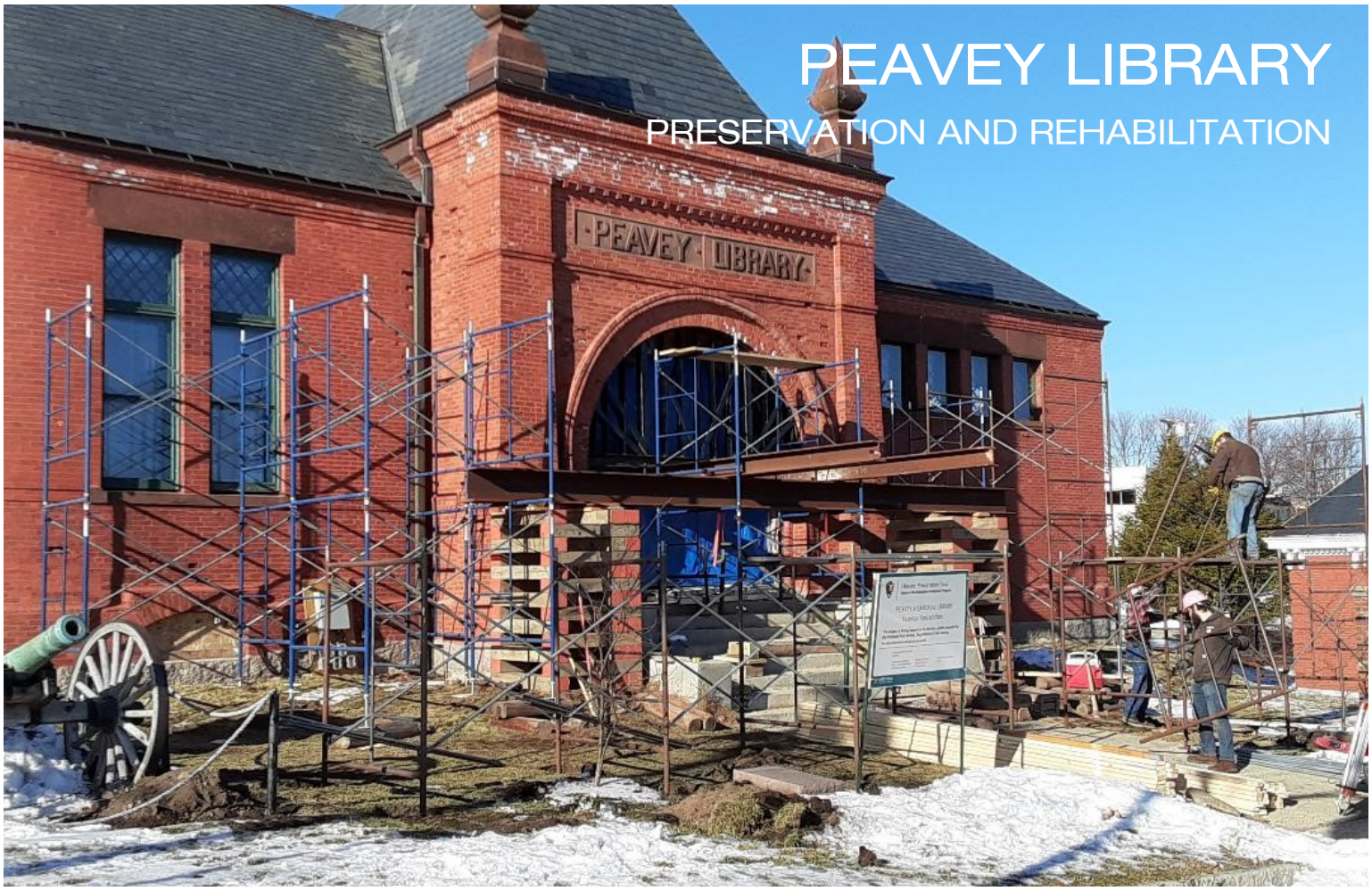
New tenants include the Bangor Symphony with practice and performance spaces, bar and restaurant, professional offices, and clothing retailer.

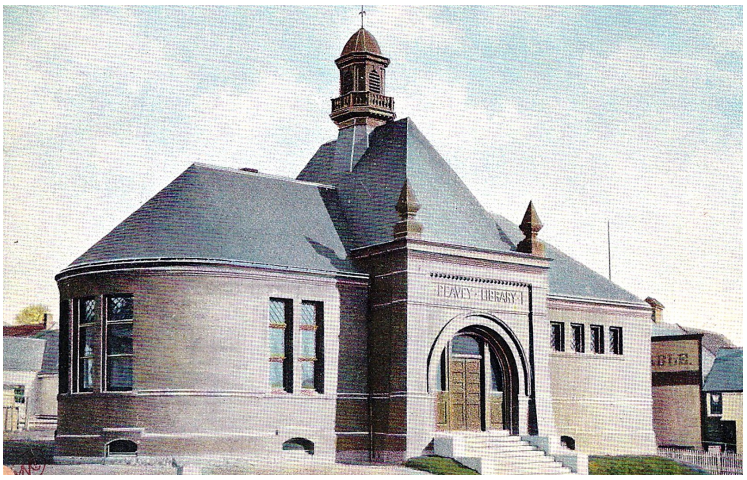
OWNER'S REPRESENTATIVE

Adam Moskovitz
ANM Properties
377 State Street, Bangor, Maine
moskovitz49@hotmail.com

PEAVEY LIBRARY

PRESERVATION AND REHABILITATION





TYPE Historic Preservation / Rehabilitation

LOCATION Eastport, Maine

CONSTRUCTION SCHEDULE 2020-21

SCOPE OF WORK Under the aegis of a NPS Historic Preservation Fund Grant, Artifex provided documents and guidance in the rehabilitation of the exterior masonry, cupola, and roof of this *National Register of Historic Places* listed library. Artifex also provided a Baseline Condition and Character Defining Features Schedule for the library.

PROJECT DETAILS The entry arch masonry was failing along with the areas immediately to each side due to serious water infiltration issues. In addition, work was needed on the wooden cupola, the slate roof, copper hips, valleys, and decorative ridge cap.

OWNER'S REPRESENTATIVE

Fred Fitch, Trustee
Eastport Public Library Association
207-671-0219
thefitchs@ymail.com

ARTIFEX
architects & engineers

DOWNTOWN FAÇADE IMPROVEMENTS

ARTIFEX
architects & engineers

TYPE Historic Rehabilitation

LOCATION Statewide

SCOPE OF WORK Work with business owners, State Historic Preservation Officer, and Maine Downtown Center to assist with certified rehabilitation according to State and Federal Historic Preservation Standards.

PROJECTS
Skowhegan– Main Street (above)
Gardiner– Main Street (left)
Wilton Downtown
Bangor Exchange Block
Monson (below)
Fairfield Downtown (bottom left)
Eastport Storefronts

TYPE Historic Building Assessment / Historic Preservation

LOCATION Bangor, Maine

CONSTRUCTION COST $290,000

CONSTRUCTION SCHEDULE 2020

SCOPE OF WORK Preparation of an Historic Structure Assessment (HSA) of the building, prioritizing rehabilitation work with emphasis on the 140 foot tall steeple.

PROJECT DETAILS The church was designed by Patrick C. Keely, and built in 1855 with the spire added in 1873. Artifex prepared an HSA and construction documents with special emphasis on steeple rehabilitation including reparation of the interior plaster finishes, masonry and structure, copper flashings, as well as the belfry deck and granite sills on lancet windows from water infiltration. Artifex further provided expertise on the installation of new louvers in lancet windows and the rebuilding of decorative wooden louvers.

AWARDS 2020 Maine Preservation Honor Award.

OWNER'S REPRESENTATIVE
Tim MacKay, Director of Buildings and Grounds
St. Paul the Apostle Parish
217 York Street, Bangor, Maine
207-659-6990

Belfry Deck Before Restoration

Belfry Roof Before Restoration

Lancet Opening Before Weatherproofing

Belfry Deck After Restoration

Belfry Roof After Restoration

Lancet Opening Weatherproofed

Masonry Before Repair

Plaster Before Repair

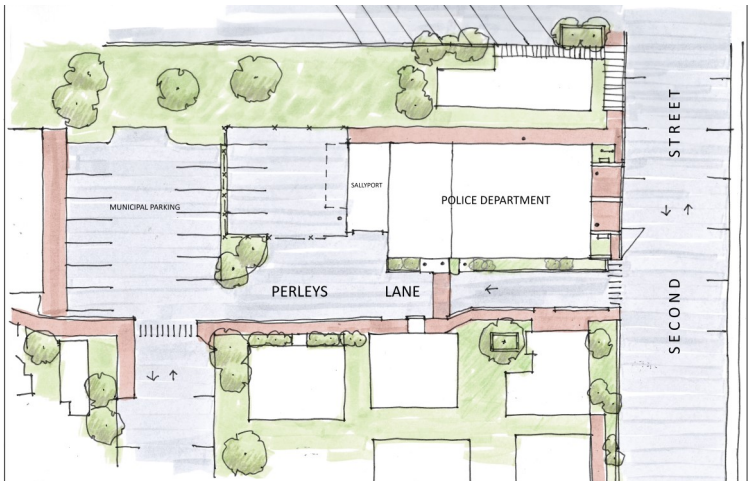
Wood Louver Before Repair

Masonry After Repair

Plaster After Repair

Wood Louver After Repair

HALLOWELL PUBLIC SAFETY



TYPE Municipal / Public Safety / Historic Preservation / Historic Building Re-use

LOCATION Hallowell, Maine

CONSTRUCTION COST $3,224,026 (estimate)

CONSTRUCTION SCHEDULE Fall 2021

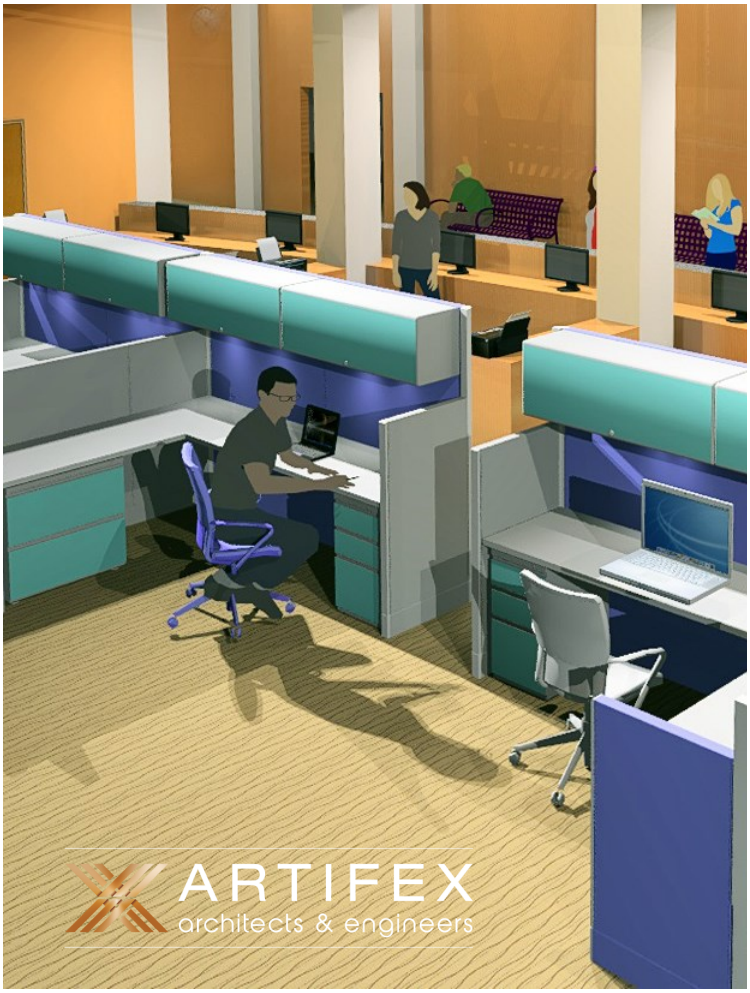
SCOPE OF WORK Existing building assessment, needs assessment, programming and conceptual design.

PROJECT DETAILS Artifex teamed with consultant Manns-Woodward to assist the City of Hallowell Police department, in planning and conceptual design for a new police station in the old Hallowell Fire Station historic building. Our team was first tasked to provide an objective evaluation of the existing building and a needs assessment for the Fire Station.

Following the assessment, Artifex was tasked with designing a new police office space, including a locker room, shower and bathroom facility. It was necessary to provide suitable spaces for both a museum area with an interior public view of the hose tower in the building, as well as space for the Hallowell Food Bank who already used the location and was interested in remaining there alongside the police station. Artifex provided construction cost estimates as well as construction management estimates as part of the proposal.

OWNER'S REPRESENTATIVE
Micheal Frett, City Counselor, Chair of Property Committee
City of Hallowell, Maine
207-458-1182
ward2@hallowellmaine.org

BANGOR CITY HALL



TYPE Municipal / Space Planning / Historic Preservation

LOCATION Bangor, Maine

CONSTRUCTION COST $2,200,000

CONSTRUCTION SCHEDULE TBD

SCOPE OF WORK Programming & Pre-Design services: analyze existing space utilizations, departmental relationships/ adjacencies, and development of conceptual interior layouts that improve efficiencies and service to the public.

PROJECT DETAILS This project began with a comprehensive programming of seven municipal departments that operated within the 42,000 square foot historic City Hall building (originally a U.S. Federal Post Office). Goals of the planning/programming analysis included providing improved and more flexible space utilization; enhanced municipal operations; and upgraded public service experience. Conceptual planning proved that Level One (Ground Floor) of City Hall would accommodate six of the seven departments and that by sharing resources and meeting spaces as well as a single service counter, that efficiencies and service experience would be greatly improved.

OWNER'S REPRESENTATIVE

Debbie Laurie, City Manager
73 Harlow Street, Bangor, ME 04401
207-992-4253
debbie.laurie@bangormaine.gov

MAINE SPINNING CO. MILL
SKOWHEGAN ME

TYPE Historic restoration ; Re-use

LOCATION Skowhegan, Maine

CONSTRUCTION COST N/A

CONSTRUCTION SCHEDULE 2021

SCOPE OF WORK Artifex AE provided architectural design and engineering services for re-use and restoration of the historic mill building into a multi-use complex.

PROJECT DETAILS Bigelow Brewing Company located in Skowhegan Maine, purchased the former Maine Spinning Company Mill building, located on the east bank of the island within the Kennebec River, downtown Skowhegan. Bigelow intends to locate their business on the ground floor of the mill. Artifex provided a phased restoration, with schematic designs for each floor. Beginning with the first floor conversion into brewery and tasting room space, the subsequent two floors into apartments, and the fourth floor will be converted into restaurant space with exterior rooftop dining and space for small music performances. In addition to the design and engineering services, Artifex provided documentation for application to the National Register of Historic Places, and provided a review of building codes, such as fire and accessibility, City planning board review and Floodplain permitting.

OWNER'S REPRESENTATIVE

Pam and Jeff Powers
Bigelow Brewing Company
pjamespowers@yahoo.com; jp8994@yahoo.com

BANGOR OPERA HOUSE

PENOBSCOT THEATRE RENOVATIONS

ARTIFEX
architects & engineers

TYPE Historic Preservation

LOCATION Bangor, Maine

CONSTRUCTION COST $2,200,000

CONSTRUCTION SCHEDULE TBD

SCOPE OF WORK Responsibilities include design development.

PROJECT DETAILS After providing façade rehabilitation for the historic Bangor Opera House, services were sought to renovate and restructure the building's interior layout. Particular attention was paid to the anterior portion of the building as a means to improve the functionality of services and operations for The Penobscot Theatre Company. This included the reconstruction of the rehearsal space, black box, administrative offices, restrooms, and the lobby. Significant attention was given to the historical origins of the building, with the design of the lobby being heavily rooted in the style and form of traditional theatres that preceded and influenced the original design of the Bangor Opera House. Features, such as ghosted imagery of past performances and historically accurate architectural details, transform and reanimate the space for a complete and time-honored theatrical experience.

OWNER'S REPRESENTATIVE
Bari Newport, Producing Artistic Director
Penobscot Theatre Co.
207-942-3333

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

E. Certifications

ARTIFEX
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E. Certifications

Ellen Angel– NCARB, LEED AP

Professional Qualification Standards of 36 CFR 61 for Historic Architecture

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
ARCHITECTS, LANDSCAPE ARCHITECTS & INTERIOR DESIGNERS

ELENI M. ANGEL

ARCHITECT

License Number: ARC1777
Status: Active
Expiration Date: 06/30/2022
Licensed By: Other

Michael Pullen– AIA, LEED AP

Professional Qualification Standards of 36 CFR 61 for Historic Architecture

DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
ARCHITECTS, LANDSCAPE ARCHITECTS & INTERIOR DESIGNERS

R MICHAEL PULLEN

ARCHITECT

License Number: ARC1916
Status: Active
Expiration Date: 06/30/2022
Licensed By: Other

Both Ellen and Mike have State of Maine Architecture licenses and have over 30 years of professional experience in historic preservation projects.

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

F. Quality Control

ARTIFEX
architects & engineers

F. Quality Control

The Artifex Quality Management System documents processes, procedures and responsibilities for achieving quality policies and objectives and directs our activities to meet customer needs, regulatory requirements, and to improve our effectiveness and efficiency on a continual basis.

Our specific process adapts a Continuous Quality Improvement model that focuses on continuous improvement by emphasizing the roles that teams and individuals play in the process. We follow a "Plan, Do, Check, Act" approach.

As Principal, Architect Ellen Angel's primary overall responsibilities are quality leadership and accountability. Her primary project responsibilities are staffing and client satisfaction, addressing such issues as: Are projects adequately and appropriately staffed? Do we need to reallocate or hire more staff? Before we agree to additional work, are we certain that we have the resources to complete it? Have we verified owner satisfaction with completed designs or engineering?

She also advises and mentors the project manager on issues of quality on all projects where she is not the project manager, verifying that project work has not only been completed but completed to meet the firm's standard of quality. Her single priority and role on the project: seeing that the quality process is followed throughout all aspects of the project.

The Project Manager bears primary responsibility for planning, implementing and monitoring project quality (except for project staffing/resource management). This includes managing the following: Budget, Quality planning, Quality control (review), Risk management, Schedule, Resource management (with the senior manager), Resource monitoring, and Verification of owner satisfaction.

In addition, everyone who touches the project, including architects, engineers, designers, and CAD and administrative staff, although they do not have primary responsibilities for the overall project quality, the team members do own the quality of the work they complete on the project.

Artifex believes that quality control begins at the onset of every project with a thorough understanding and agreed statement of the project's scope, schedule, and budget. This translates into a successful and focused work scope will less chance of creating changes and reworking of the design documents.

At each design phase of the project (schematic, design development, and construction documents) the design documents, reports, and probable cost information are reviewed and approved by the Owner, as well as the assigned ARTIFEX team members.

Another important factor in maintaining project budgets is limiting change order costs during construction. Change order amounts on our design projects (exclusive of user requested program changes) are approximately two percent of the contract award. This is largely due to our effective quality control program and our familiarity with the typical pitfalls of building renovations and facility upgrades in the design as well as the construction phase.

By maintaining the defined project scope, we have a good record of producing complete construction documents that help reduce changes needed in the field. These are typically in the 2-4% range.

*Even with alternative project delivery methods, such as design/build, ARTIFEX stays involved with a project's network of contractors to ensure our work reflects the established budget. We understand our role as key figures in determining project cost, and have a proven track record of consistency in meeting our client's budgetary expectations.

Project	Engineering Estimate	Bid Amount	% within Budget	Year
John Bapst High School	$4,750,000	$4,850,000	2.11%	2017
Augusta Fire Station #3	$3,742,461	$3,547,939	–5.20%	2016
Bangor Transit Center	$3,493,652	$3,446,000	–1.36%	2021
Orrington Public Safety	$2,600,000	N/A	0.00%	2020
Little Hall – University of Maine	$1,155,550	$1,166,370	0.94%	2015
FA Peabody Office	$968,413	$995,900	2.84%	2018
Stewart Library	$939,000	$880,530	–6.23%	2015
Bangor City Hall	$500,000	$433,219	–13.36%	2020
Brewer High School TAP Room	$431,750	$326,453	–24.39%	2017
Camp Keyes Bldg 12	$204,350	$234,400	14.71%	2018
St. John's Catholic Church	$200,000	N/A	0.00%	2020
State Milk and Blood Labs	$196,300	$151,239	–22.96%	2016
DDPC Tank Room Ceiling	$45,000	$35,000	–22.22%	2017
TOTAL	**$16,426,476.00**	**$16,067,050**	**–2.19%**	

ARTIFEX
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for

Renovations of Biddeford City Hall

G. Performance

ARTIFEX
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G. Performance

ARTIFEX has no judgements, pending or expected litigations, or other real or potential financial reversals that might materially affect the viability or stability of ARTIFEX, and warrants that no condition is known to exist.

No contracts have been terminated for default in the past five (5) years.

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

H. Use of Subcontractors

ARTIFEX
architects & engineers

H. Use of Subcontractors

ARTIFEX has in-house professionals providing architectural, structural, and civil design services. When the project dictates mechanical, electrical, and fire protection design, professionals are added as consultants to our team.

For the City Hall, Colby Co., from their offices in Portland, ME, join our team to provide fire protection design services.

Also included on our team is Ben Cawley - President, G. Drake Masonry. Ben will be responsible for assessing the condition of the masonry and providing cost information for appropriate repairs. Ben has been an integral part of the Artifex team on a number of projects over the last 20 years. Some of the projects included as examples within include: Buck Library, Bucksport, Saint John's Episcopal church, Bangor, Saint John's Catholic Church, Bangor, Augusta Fire Station #3, Augusta, Penobscot Theater, Bangor, ME .

Preferred Construction Management (PCM), joins our team to provide cost estimating services.

Company Overview

Fifty employees strong, Colby Company LLC (Colby Co.) offers registered Professionals in the Architecture, Electrical, Mechanical, Fire Protection, Structural and Civil fields. With registrations in 35 states, six Canadian Provinces and world-wide project experience, Colby Co. has the necessary experience to provide numerous types of engineering designs for new and renovated buildings, manufacturing facilities, power plants, heavy industry, boilers and non-building structures.

Colby Co.'s team has provided designs for new projects and renovations with estimated construction costs ranging from $100,000 to $90,000,000. From complex chemical system design to new buildings to building renovations, energy audits to arc flash analysis, chiller system design to construction administration, one of our strengths is the diversity of project experience on which we can draw.

Formed in 2008, Colby Co. is located at 47A York Street in Portland, Maine. Colby Co. was named to the 2018 and the 2019 "Best Places to Work in Maine" lists, ranking #3 in the 2019 Small Business Category.

GSA St. Albans Renovations
General Services Administration
St. Albans, VT

The United States Post Office and Custom House was constructed in 1938 as a three-story brick building of the Colonial Revival style and it is listed on the National Register of Historic Places. An addition was built in 1966 and faced with American bond brickwork above a poured concrete basement. The interior of the original building contains a public postal lobby decorated with murals installed during the Works Progress Administration and is finished with marble. Colby Co. has been responsible for the successful completion of six task orders since 2016, including numerous renovations involving fire protection and fire alarm design. In addition to the design of modifications to the building's sprinkler and fire alarm systems, Colby Company's Fire Protection Engineers provided code study and life safety analysis support for the projects to assure a code compliant design.

Project Reference:
General Services Administration
Paul Rojko, Branch Chief, Technical Services
Branch 1PCS
617.565.5726
paul.rojko@gsa.gov

Main Stores Renovations
Bath Iron Works
Bath, ME

Colby Company provided engineering services, including fire protection engineering for the renovation of the building known as "Main Stores" at the historic Bath Iron Works. The building was originally constructed in 1931 as a storage warehouse, was converted into an office building in the 1980's and was recently converted into a multi-use industrial facility. Colby Company conducted a detailed life safety study as well as the design of upgrades to the building sprinkler systems, sprinkler monitoring and fire alarm. The building is fully sprinkled with a dry pipe system but was converted to a wet pipe system as part of the renovation. The building is currently being evaluated to be contributing to Bath Iron Work application on the historic register.

Project Reference:
Bath Iron Works
Jake Harriman
207-442-2998
jacob.harriman@gdbiw.com

Dept of State Renovation (O'Neill Building)
General Services Administration
Boston, MA

The O'Neill Federal Building was constructed in 1985. Colby Company provided engineering services for the renovation of the Department of State on the 10th floor, including upgrading the fire alarm system throughout the building. Colby Company conducted a Life Safety Plan, identifying measures so that the work for this project did not impede any means of egress or hinder any other aspects of life safety. This project included the relocation, addition, and removal of sprinkler heads as required to suit the renovation. Where existing sprinkler heads were located too far from an adjacent wall or too close to an obstruction in the area of work, relocation or addition of heads were made to correct the spacing.

Project Reference:
Raymond M. Nowakowski
202.647.3820
nowakowskirm@state.gov

Westbrook Armory Renovation
Maine Army National Guard
Westbrook, ME

Colby Co. provided the study, design and construction administration services for a $5.7M renovation of an existing 16,760 SF Armory that houses the Horizontal Construction Company. As the Prime Contract Holder, Colby Co. was responsible for all contract administration; performance of Study, Design, and Construction Administration; and management of subcontractors including kitchen design, survey and environmental. Colby Company's Fire Protection Engineers provided Life Safety assessment and design for sprinkler and fire alarm upgrades.

Project Reference
Rob Palmer, Maine DVEM
207.430.6363
robert.w.palmer.nfg@mail.mil

Aaron Bundy, FPE

Fire Protection Engineer

B.S., Electrical Engineering, Purdue University
M.C., Fire Protection Engineering, Worcester Polytechnic Inst.

Aaron is a fire protection engineer with a background in contracting, project management, consulting, and design. He is a NICET Level IV certified fire alarm senior engineering technician. Aaron has experience with fire alarm, emergency voice/alarm communication, mass notification, fire sprinkler, fire suppression, and smoke control systems as well as experience in fire, smoke, and egress modeling for performance based design. He has provided fire protection services for commercial, healthcare, educational, local, state and federal clients.

East West Campus Energy Study, Bureau of Real Estate Management, Augusta, Maine

Fire Protection engineer for an energy study of 15 State-owned buildings representing over 500,000SF. The team examined the existing conditions of the central heating plants at each campus and the outlying HVAC systems at buildings that were not served by the central plant. They determined the most cost-effective way to heat these buildings over the next heating plant life cycle of twenty years. They performed an envelope analysis for each building to determine if the energy conservation measures have potential payback merit.

Facility Conditions Assessments, U.S. Coast Guard, Base Cape Cod, Massachusetts

Fire Protection engineer for a comprehensive multi-discipline Facility Condition Assessments of approximately 435,000 SF of building space at Base Cape Cod. Conducted site interviews; performed site inspections; identified facility discrepancies and rated conditions; validated project backlog; reviewed safety assessments and equipment inventory following the Coast Guard's Process Guide Technical Order. Services inspected included plumbing, HVAC, electrical, and fire protection and verifying capacities of the equipment and systems for its intended use.

Envelope and HVAC Program Development Study, U.S. Post Office and Customs House, St. Albans, VT

Fire Protection engineer for the preparation of a Program Development Study for envelope and HVAC upgrades at this three-story, 34,000 SF Colonial Revival building constructed in 1937-1938. The team evaluated and analyzed the replacement, upgrades and/or repairs to the air handling system, chillers, heating system, building automation system, masonry, windows, doors, roof, electrical service, lighting, parking lot repairs, ABA restroom renovations, photovoltaic system, generator sizing, replacement of basement sewer piping, evaluation of a stair lift system and energy rebates.

Life Safety and Fire Protection Risk Assessments, US Army Corps of Engineers, Watervliet Arsenal, New York

Fire Protection engineer for the performance of fire protection risk and life safety assessments of 16 active manufacturing buildings representing 1,130,000 SF. Conducting user interviews for each building and completed a review of existing historical documents pertaining to the fire protection, MEP, structural and safety systems.

Facility Conditions Assessments, U.S. Coast Guard, Sector Northern New Englagnd, South Portland, Maine

Fire Protection engineer for a comprehensive multi-discipline Facility Condition Assessments of approximately 101,500 SF of building space at Sector Northern New England in South Portland. Conducted site interviews; performed site inspections; identified facility discrepancies and rated conditions; validated project backlog; reviewed safety assessments and equipment inventory following the Coast Guard's Process Guide Technical Order. Services inspected included plumbing, HVAC, electrical, and fire protection and verifying capacities of the equipment and systems for its intended use.

Facilities and Grounds Study, Cape Elizabeth School System

Fire Protection engineer for the provision of an existing facilities study that includes all major facility improvements that will be anticipated within the next five years for the existing school facilities. The study includes renovations, additions, and/or new construction, both interior and exterior, with each element ranked by priority for the Pond Cove Elementary School, Cape Elizabeth Middle School, Cape Elizabeth High School, and athletic fields.

PREFERRED CONSTRUCTION MANAGEMENT
Accuracy you can build on

COMPANY PROFILE

OFFICE LOCATIONS

1131 Greenwood Lake Tpke,
Suite A-1
Ringwood, NJ 07456
973.853.6060

94 Auburn Street,
Suite 207
Portland, ME 04103
207.618.7500

Year Established

1995

Family Owned & Operated

Karen Sarnowski, President
Jan Sarnowski, Vice President

Certifications

New Jersey
WBE | SBE | DPMC | SDA | DBE (NJDOT, NJT & PANYNJ)

Maine
DBE (MEDOT)

New Hampshire
DBE (NHDOT)

Massachusetts
WBE | DBE

Connecticut
DBE

Philadelphia
WBE

New York
WBE | DBE (PANYNJ)
New York City WBE

Washington
DBE

Vermont
DBE

Rhode Island
DBE

Estimating

PCM offers a wide spectrum of cost estimating services from the idea stage to design phases through bidding and construction. We work with Owners, Architects, Engineers, General Contractors, Construction Managers and Government & Facility Officials. Our estimating staff has extensive experience in a diverse field of project sectors.

CPM Scheduling

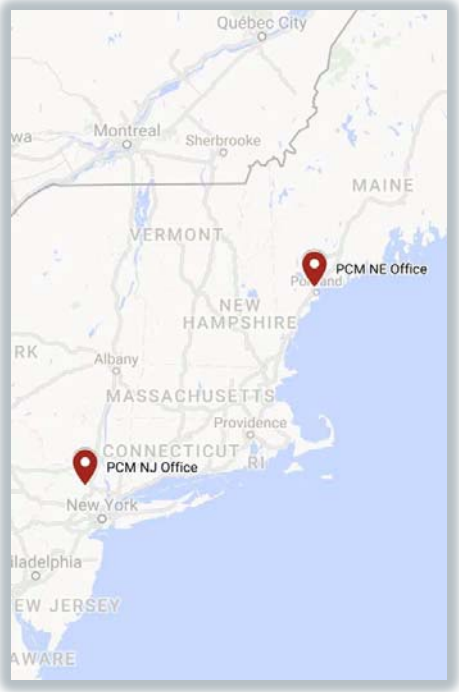
PCM utilizes Primavera P6 and MS Project to develop Critical Path Method (CPM) schedules for our clients. Our scheduling specialists are experienced in creating, analyzing and updating project schedules. PCM tailors our CPM scheduling service in order to meet the needs of our clients.

Claims Analysis

The experts at PCM are equipped to support your team if a construction claim / dispute should occur. By analyzing the construction documentation and parties performance PCM can assess liability and damage in order to resolve disputes in a cost effective and timely manner.

Project Support Services

PCM offers comprehensive construction support services including staff augmentation, subcontractor solicitation, contract management and document control, among other services. Our experience provides solutions to the challenges that owners, architects, engineers and contractors face every day. PCM customizes our support services to meet the needs of our client and the project requirements.



1131 Greenwood Lake Tpke, Suite A-1 | Ringwood, NJ | 07456 | (T) 973.853.6060
94 Auburn Street, Suite 207 | Portland, ME | 04103 | (T) 207.618.7500
www.pcmcompany.com

COMPANY OVERVIEW

Preferred Construction Management Co., Inc. (PCM) is a professional construction consulting firm established in 1995. PCM offers a variety of services including Construction Cost Estimating; Value Engineering / Cost Analysis; Claims Analysis; Plan / Specification & Building Feasibility Reviews; CPM Scheduling and Project Support Services. Some of our clients include Architects, Engineers, State and Government Entities, and Construction Management firms across the United States. With most of our work concentrated on the eastern seaboard.

PCM is now in its twenty-fifth year of business. We have a broad range of experience in many sectors including, but not limited to Multi-Use, Retail, Hospitality, Military, Municipal, Community Facilities, Education, Healthcare, Transportation, Government, Industrial, and Laboratories. Projects include new construction, renovations, additions and historical restoration work.

Many clients have utilized our services for over fifteen years. We believe this a true testament of the professionalism and accuracy that we bring to every project. Working with a diverse client pool keeps PCM at the forefront of market pricing and conditions. We work to maintain relationships with local suppliers and contact them regularly to confirm pricing. PCM has developed a proprietary database of costs derived from subcontractor pricing received on projects that we have estimated for our general contractor clients. We also use databases published by RSMeans, McGraw Hill, and ENR to augment our database.

PCM understands that your construction service needs are unique because your organization and project are unique; your needs require a firm that not only has a full portfolio of project experience but is also small enough to bring the individual attention and expertise of its top officers to every project.

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PREFERRED CONSTRUCTION MANAGEMENT
Accuracy you can build on

Kyla Magnusson
Lead Estimator

Education:

Clarkson University
Bachelor of Science

Professional Affiliations:

- American Society of Professional Estimators, Maine Chapter Secretary
- National Association of Women in Construction, Maine Chapter
- Portland Society of Architecture
- Consulting Estimators Round Table: CERT Member

Advanced Trainings:

- On Screen Takeoff
- Timberline Estimating

"PCM has provided professional services for me for the last 20 years, they have included estimating, scheduling, and subcontractor solicitation. No matter which task they performed it was of the highest quality at a competitive fee. Their responsiveness has always exceeded their competition."

John Llewellyn, COO
Cherokee 8a Group

RELEVANT EXPERIENCE:

Berkshire Health Systems Renovations, North Adams, MA
Estimated Project Value: $4.4 Million
Conceptual cost estimate was provided to the general contractor for the renovations at the Berkshire Health Systems North Adams Campus. The project consisted of renovations to five (5) departments, Laboratory, Radiology, Emergency Department, Providers' Office Suite and Orthopedics Practice Suite. A detailed estimated was provided for each department / space.

Sullivan County Health Care, Unity, NH
Estimated Project Value: $78.2 Million
Detailed conceptual design estimates were created for the renovation and additions of the facility. Project includes the renovation of the four existing building to improve ADA accessibility and upgrades to the electrical, plumbing and HVAC systems. Patient rooms' improvements were a primary focus of the project design. Interior renovations included utilizing an existing four story stair tower as a new elevator shaft in one building and erecting a new four story stair tower adjacent to a connecting building to expand accessibility. There were five options estimated at the concept design level.

Central Maine Medical Center, Emergency Department and Lab Expansion, Lewiston, ME
Estimated Project Value: $30 Million
Cost estimating for a multi-phased, occupied renovation to construct a 50,000 sq. ft. addition and a 40,000 sq. ft. renovation consisting of a new entrance, lobby, exam rooms, laboratory spaces, and an expanded ED. Developed estimates from conceptual design through completed construction documents, with a final GMP established at the conclusion of design.

Cathedral of St. John the Baptist, Patterson, NJ
Estimated Project Value: $2.7 Million
Estimating services for the exterior restoration of 47,000 sq. ft. façade. Work included restoration of exterior stone, brick, and granite. Repointing of all towers and replacement/repairs of slate roofing. Developed schematic and design development estimates and worked with the team to price alternates and value management options to help bring the project within budget.

Maine Medical Center, Maine General Building, Portland, ME
Estimated Project Value: $3.8 Million
Cost estimating provided for the exterior envelope restoration to the original historic hospital building which was build in the late 1800's. The project included full replacement of the slate roof and restoration of wood trim, wood window sashes, and masonry façade. Estimates were developed from design development through completed construction documents, with a final GMP established at the conclusion of design.

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

I. Project Approach

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RENOVATIONS OF
BIDDEFORD CITY HALL

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I. Project Approach

The methods and process to renovate a historic structure rely heavily on the architectural and engineering experience of the design team. The combination of concern for a facility that serves the public and the understanding that this is a historic structure require coordination and a thorough understanding of the historic fabric of the building.

In reading the documentation provided for the project by the City of Biddeford, it appears that the last full Historic Structures Assessment was completed in 2007 with construction centered on the deficiencies most expeditious to complete for public safety accomplished in 2009. Additionally, in 2018 the 2007 report was updated by personnel familiar with the initial study after completing a visual inspection of the most problematic areas and was extended based on anticipation of subsequent deterioration. The 2018 Conditions Update was apparently a tool for revising expected project costs based on that further deterioration as well as increased construction costs.

Our experience tells us that this was a worthwhile process to pursue but due to present conditions is probably already out of date. We recommend that we begin this project with a limited Historic Structure Assessment (HSA). This assessment would focus on the conditions of the clock tower and windows of the historic building. To complete this assessment we have included two historically qualified architects, a structural engineer, a mason experienced in historic restoration, and the services of a drone pilot to extensively photo-document current existing conditions

Attached is an HSA Scope of Work outline with the initial assessment scope noted. This report will give guidance to the correct process for rehabilitating those important character-defining features of the building. Once complete, the HSA will provide the current correct basis for clearly defining the work scope, required design and construction administration services, and fees for that work. It is especially important that the work is clearly defined as increasing construction costs (masonry pointing can now run as high as $125/sq. ft. in recent bids) demand accuracy in order to maintain budgets.

After the Assessment Report is complete, we will provide a list of discrete projects with appropriate budgets so that, in the face of unparalleled cost increases, we are able to recommend work to be completed within current budgets. Each project, or all, will then be defined by construction drawings and specifications to assist the City in procuring rehabilitation and renovation construction services. A sample of a discrete project list with associated costs follows.

We will assist in the bid process, evaluation of bids, and initial preparation of construction contracts as well as provide construction administration services for the duration of the project.

Item Description	QTY	UOM	Item Total
#1 - Masonry Wall Condition - Granite and Brick	**9675**	**SF**	**$ 108,887**
Repair and repointing of areas marked red or green			
General repointing			
Granite foundation blocks and columns			
#2 - Slate Roofing, Gutters, and Downspouts	**952**	**SF**	**$ 24,562**
Repair of Missing and damaged slate			
Repair damaged step flashing and other flashing			
Inspection and repair of gutters and downspout connections			
Removal and replacement of historically accurate downspouts			
Replacement of Hip and ridge covers			
#3 -Fire Protection System	**23,445**	**SF**	**$ 161,759**
Installation of Fire Suppression (sprinkler) system			
New Water Entrance into building			
Alarm system			
#4 - Entry Porches	**220**	**LS**	**$ 73,540**
Remove and reinstall slate roofing incl underlayment,flashing			
Remove and replace damaged structural framing (roof & Col)			
Remove and replace damaged wood trim (Allowance)			
Remove and rebuild damaged masonry framing & steps			
Allowance for new railings			
#5 - Windows Refurbishment and Restoration	**85**	**EA**	**$ 64,150**
Restore and reinstall original wood windows			
Install interior storm windows			
Miscellaneous wood trim Allowance	1	LS	
New Entry doors and hardware			
#6 - Accessibility	**1**	**LS**	**$ 233,100**
Repairs to existing ramp (temp.)			
2 Stop Elevator			
Existing Restroom modifications			
Second Stair Upgrades			
New Elevator Enclosure & Lobby			
#7 - Restrooms	**700**	**SF**	**$ 10,800**
Plumbing Fixtures			
#8 - Electrical Upgrades		**SF**	**$ 85,000**
Electrical Upgrades (3p. power)			
TOTAL ESTIMATED DIRECT CONSTRUCTION COSTS			$ 761,798
GENERAL CONDITIONS	5%		$ 38,090
RECOMMENDED CONTINGENCY	20%		$ 152,360
COST OF THE WORK			$ 952,247
ARCHITECTURAL/ ENGINEERING FEES	12%		$ 114,270
TOTAL COST OF RENOVATIONS			$ 1,066,517

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Architectural and Engineering Services

for

Renovations of Biddeford City Hall

J. Use of City Personnel

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J. Use of City Personnel

Owner's team might include the Director of Facilities, Historic Preservation/ Planning Staff, CEO, and Engineer. CAD plans, if available, will be provided by staff to the designers.

Depending on what portions of the clock tower require assessing, City personnel could be beneficial providing important historical information on Biddeford's City Hall and can accompany our team during the assessment on site.

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

K. Reporting Deadlines

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K. Schedule

Kick-off Meeting / Review of Existing Building Plans & Reports

Late March—early April

Historic Structure Assessment (HSA)

Field Review & Photography of limited areas identified in HSA Scope of Work

April 4-April 22, 2022

Develop drawings / report

Develop exterior elevation / plan drawings and prepare draft report of findings and recommendations.

May 2 - June 10, 2022

Review HSA findings with City staff, Biddeford HPC and MHPC

June 13 - June 24, 2022

Complete HSA including probable cost information

July 15, 2022

Prepare agreements to continue Professional Services for the following:

July 25, 2022

Prepare Construction Documents

August 1 - Sept. 30, 2022

Bidding / Negotiation Services

October 3 - October 31, 2022

Construction Administration Services

November 7, 2022 – July 30, 2023

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

L. References

ARTIFEX
architects & engineers

L. References

Stewart Library

Ken Dow — Chairman of Building Preservation Committee
8 Levi Stewart Drive
Corrina, ME 04928
207.278.5873
info@corinnapreservation.org

Bangor City Hall

Debbie Laurie — City Manager
73 Harlow Street
Bangor, ME 04401
207.992.4253
debbie.laurie@bangormaine.gov

City of Augusta - Augusta Police Department

Jared Mills — Police Chief
33 Union St,
Augusta, ME 04330
207.626.2380
jared.mills@augustamaine.gov

Univeristy of Southern Maine — Academy Hall

Lachelle Lackey — Project Manager
Capital Planning and Project Management
25 Bedford Street
Portland, ME 04104
207-712-0317
lachelle.l.lackey@maine.edu

City of Bangor

Steve Bolduc — Economic Development Officer
40 Johnson Street
Bangor, ME 04401
207.735.4059
steve.bolduc@bangormaine.gov

Architectural and Engineering Services

for

Renovations of Biddeford City Hall

M. Proof of Insurance

ARTIFEX
architects & engineers

AMESASS-01 EGLEASON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/8/2021

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.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Clark Insurance
1945 Congress Street, Bldg A
PO Box 3543
Portland, ME 04104-3543

CONTACT NAME:
PHONE (A/C, No, Ext): (207) 774-6257 FAX (A/C, No): (207) 774-2994
E-MAIL ADDRESS: info@clarkinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Citizens Ins Co of America	31534
INSURER B : Maine Employers Mutual Ins Co	11149
INSURER C : XL Specialty Insurance Co	37885
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Ames Associates, LLC/Artifex
128 Broadway
Bangor, ME 04401

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE / X OCCUR			OBPH398695	10/28/2021	10/28/2022	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 2,000,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO			OBPH398695	10/28/2021	10/28/2022	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
							Included in GL	$ 2,000,000
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A		1810105555	5/30/2021	5/30/2022	E.L. EACH ACCIDENT	$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000
C	Prof Liability			DPS9944532	6/17/2019	6/17/2022	Each Claim	2,000,000
C	Deductible: $5,000			DPS9944532	6/17/2019	6/17/2022	Aggregate	2,000,000

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

For Professional Liability coverage, the aggregate limit is the total insurance available for all covered claims presented within the policy period. The limit will be reduced by payments of indemnity and expense.

The hired & non-owned auto liability limit shown is not a separate limit. It is included in the General Liability limit of $2,000,000.

CERTIFICATE HOLDER

For Proposal Purposes Only

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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ARTIFEX
architects & engineers
175 Exchange Street
Bangor, ME 04401

March 11, 2022

Philip Raddling
Owner's Representative
City of Biddeford
P.O. Box 586
205 Main Street, Suite 207
Biddeford, ME 04005

RE: **Renovations of Biddeford City Hall**

Dear Philip,

Artifex is pleased to present this proposal to provide professional conceptual design services for the Renovation of the historic Biddeford City Hall. Our Fee for the Historic Structure Assessment as defined is $23,730.00. Our fee for continuing work will be 11% of estimated construction costs.

The probable construction cost will be established in this initial work, and fees to continue design services through construction administration are noted in the following worksheet.

The itemized Proposal is included as we currently understand it; additional information could refine the scope.

With highest regards,

Ellen Angel, NCARB, LEED AP, Principal Architect

Biddeford City Hall Renovations-Tower, Windows & FP Systems			Date: 3/8/22
HSA Scope of Service (Work Tasks)	Artifex (incl Mason and drone)	Colby Co.	PCM
1. Review Existing Building Plans & Reports			
Collect & review existing drawings & reports	$230	$250	
Field review of existing building (8 hrs.)	$3,850	$1,500	
2. Prepare Draft HSA			
Develop exterior elevations/ plan drawings**	$2,500		
Prepare HSA materials	$4,500		
Recommendations for Fire Protection Systems		$2,500	
Probable Costs		$500	$3,500
3. Review of Draft HSA			
Biddeford staff	$460	$250	
Biddeford HPC	$345	$250	
Maine HPC	$345	$250	
4. Prepare Final HSA			
Complete report for user & HPC input	$1,500	$500	incl
Travel (four trips)	$500	-	
Subtotals:	**$14,230**	**$6,000**	**$3,500**
Subsequent Services			
5. Const. Docs./ Bid/ Const. Admin.	TBD	TBD	TBD
Prepare agreements for subsequent services			
Prepare Construction Documents			
Final Review of CDs			
Probable Cost review			
6. Bidding & Negotiation Services	TBD	TBD	
Respond to Questions			
Issue clarifications			
7. Construction Administration	TBD	TBD	
Submittals Review			
Periodic site visits			
Prepare meeting minutes			
Respond to RFIs			
Certify requisitions			
Certify substantial completion			
***Based on City provided drawings*			

Schedule of Hourly Rates
For Year Ending December 31, 2022

Principal	$ 165
Project Manager	$ 115
Senior Engineer / Architect	$ 115
Construction Administrator	$ 80
Project Engineer / Architect	$ 80
Staff Engineer / Architect	$ 75
Senior Technician	$ 75
Administrative Assistant/Intern	$ 55
Clerical	$ 55

Reimbursable Expenses: Reproduction, travel expenses (includes mileage rate of 54.0¢ per mile reimbursed to our employees), postage, accommodations, long distance telephone calls, etc., will be billed to the Client at 1.1 times cost.

HISTORIC STRUCTURE ASSESSMENT (HSA)
TYPICAL SCOPE OF WORK

0.0 INTRODUCTION

PROJECT PARTICIPANTS

- Owner's team members.
- Consultants involved in preparing the report, and their roles.
- ~~Funding partners.~~

1.0 EXECUTIVE SUMMARY

2.0 HISTORY AND USE

2.1 CONSTRUCTION HISTORY

2.2 ARCHITECTURAL SIGNIFICANCE

- ~~National, State or Local Register~~
- Character Defining Features
- historical drawings and photographs

3.0 EXISTING CONDITION ASSESSMENT

3.1 ~~SITE~~

- ~~Location, zoning and permitting (local / state)~~
- ~~grading, drainage, and landscape~~
- ~~utilities~~
- ~~site use limitations and opportunities~~

3.2 STRUCTURAL SYSTEM (Clock Tower)

- general description
- foundations
- floor systems
- framing systems

3.3 ENVELOPE – EXTERIOR WALLS (Clock Tower)

- exterior wall construction
- exterior finishes
- exterior masonry
- exterior appendages

3.4 ENVELOPE – ROOFING & WATERPROOFING (Clock Tower)

- Roofing systems
- Sheet metal flashing
- Perimeter foundation drainage
- Drainage system, gutters & downspouts
- Skylights / cupolas

3.5 WINDOWS ~~& DOORS~~ (Excluding City Theatre)

- ~~Doors (hardware, casing / trim, and finishes)~~
- Windows (hardware, Casing / trim, and Finishes)

~~3.6 INTERIOR FINISHES~~

- ~~Wall Finish Materials~~
- ~~Ceiling Finish Materials~~
- ~~Floor Finish Materials~~
- ~~Trim and Built-Ins (not previously addressed in Section 3.5)~~

3.7 MECHANICAL SYSTEMS

- ~~Heating & Air-Conditioning~~
- ~~Ventilation~~
- ~~Water Service, Plumbing, & Sewer Utilities~~
- Fire Suppression—Sprinklers

~~3.8 ELECTRICAL SYSTEMS~~

- ~~Electrical Service & Panels~~
- ~~Electrical Distribution System~~
- ~~Lighting~~
- ~~Fire Detection System~~
- ~~Security Systems~~

~~4.0 ANALYSIS AND COMPLIANCE~~

- ~~Code compliance overviews~~
- ~~Accessibility compliance overview~~

5.0 PRESERVATION PLAN

- Treatment (Preservation, Restoration, Rehabilitation, Preservation)
- Recommendations and prioritization
- Probable construction costs

6.0 APPENDICES

- Standards for Rehabilitation
- ~~National register forms~~
- ~~Code review forms and drawings~~

7.0 BIBLIOGRAPHY

CONDITION EVALUATION

Evaluations of the conditions of each feature, element, or space. Criteria/guidelines for each are as follows:

GOOD CONDITION:

An element, feature, or space is evaluated in good condition when it is meets the following criteria:

1. It is intact, structurally sound, and performing its intended purpose.
2. There are few or no cosmetic imperfections.
3. It needs no repair and only minor or routine maintenance.

FAIR CONDITION:

An element, feature, or space is evaluated in fair condition when one or more the following are evident:

1. There are early signs of wear, failure, or deterioration, although the feature or element is generally structurally sound and performing its intended purpose.
2. There is failure of a sub-component of the feature or element.
2. Replacement of up to 25% of the feature or element is required.
3. Replacement of a defective sub-component of the feature or element is required.

POOR CONDITION:

An element, feature, or space is evaluated in poor condition when the following is evident:

1. It is no longer performing its intended purpose.
2. It is missing.
3. It shows signs of imminent failure or breakdown.
4. Deterioration/damage affects more than 25% of the feature/element and cannot be adjusted or repaired.
5. It requires major repair or replacement.

RECOMMENDATIONS:

Recommendations for each element, feature, or space, based on (1) the evaluation of existing conditions and (2) the significance or importance of the building and its associated features and elements. Recommended treatments should comply with, and specifically address, The Secretary of the Interior's Standards for the Treatment of Historic Properties.

CHOOSING THE APPROPRIATE TREATMENT

FOUR TREATMENT APPROACHES

1. PRESERVATION places a high premium on the retention of all historic fabric through conservation, maintenance, and repair. It reflects a building's continuum over time, through successive occupancies, and the respectful changes and alterations that are made.

2. REHABILITATION allows for a compatible new use for the resource but still emphasizes the retention and repair of historic materials. More latitude is provided for replacement because the treatment assumes the property has suffered more deterioration prior to work. (Both Preservation and Rehabilitation Standards focus attention on the preservation of those materials, features, finishes, spaces, and spatial relationships that, together, give a property its historic character.)

3. RESTORATION focuses on the retention of materials from the most significant time in a property's history, while permitting the removal of materials from other periods.

4. RECONSTRUCTION establishes limited opportunities to re-create a non-surviving site, landscape, building, structure, or object in all new materials.

PRIORITIZATION AND USE DEFICIENCY LISTING

CRITICAL DEFICIENCY:

One or more of the following indicate a critical deficiency:

1. Advanced deterioration has resulted in failure of the building element, feature, or space, or will result in its failure if not corrected within two years.
2. Accelerated deterioration of adjacent or related building materials has occurred as a result of the feature or element's deficiency.
3. The feature or element poses a threat to the health and/or safety of the user.
4. The feature or element fails to meet a code/compliance requirement.

SERIOUS DEFICIENCY:

One or more of the following indicate a serious deficiency:

1. Deterioration, if not corrected within two to five years, will result in failure of the feature or element.
2. Deterioration of a feature or element, if not corrected within two to five years, may pose a threat to the health and/or safety of the user.
3. Deterioration of adjacent or related building materials and/or systems will occur as a result of the deficiency of the feature or element.

MINOR DEFICIENCY:

One or more of the following indicate a minor deficiency:

1. Standard preventive maintenance practices and building conservation methods have not been followed.
2. A reduced life expectancy of affected or related building materials and/or systems will result.
3. A condition exists with long-term impact beyond five years.

TITLE PAGE

Response to
Request for Qualifications
Professional Services – Experience Statements

For

Renovations of Biddeford City Hall

Philip Radding
Owner's Representative
City of Biddeford
P.O. Box 586 (mailing)
205 Main Street, Suite 207 (street)
Biddeford, Maine 04005

RESURGENCE
ENGINEERING AND PRESERVATION, INC.
ALFRED H. HODSON III, P.E.
132 BRENTWOOD STREET
PORTLAND, MAINE 04103
v (207) 773-4880
AL@RESURGENCE207.COM

Jake Keeler Design Build
43 Hardy Road
Falmouth, Maine 04105
(603) 828-5100
jakekeelerdesignbuild@gmail.com

MARCH 10, 2022

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APPENDIX I – PROJECT SCHEDULE CHART 14

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c. Organization and Assigned Personnel

Resurgence Engineering and Preservation (REP) and Jake Keeler Design/Build (JKDB) are two local, single-person firms providing historic/structural/building envelope engineering and historic architectural services, respectively. Resurgence Engineering and Preservation has been practicing historic preservation engineering in Maine since 2002, and Jake Keeler Design/Build has been practicing Architecture since 2014. From 2010 to 2014, Jake Keeler worked in the office of Lachman Architects & Planners.

Alfred Hodson P.E. and Jake Keeler RA LEED AP will perform the field work, design work, and specification writing on this project, with some assistance from city of Biddeford staff, to verify existing conditions. With our team, the City will be working directly with the principals in charge of the project, streamlining the chain of command on this important and complex endeavor.

d. Local Office Technical Qualifications

Alfred Hodson P.E. and Jake Keeler RA LEED AP have a combined 22 years of experience working with the City of Biddeford on Biddeford City Hall. We have also worked with the city on the public access building rehabilitation, the Biddeford Community Center Basketball Court Replacement, Biddeford Welfare office, and Biddeford Middle School structural assessment.

We present our resumes on the following pages, along with a brief table showing some of the projects that we have worked on for the City of Biddeford and other clients in the past.

RESURGENCE

ENGINEERING AND PRESERVATION, INC.
132 BRENTWOOD STREET PORTLAND, MAINE 04103
O/C (207) 615-9985 EMAIL: AL@RESURGENCE207.COM

ALFRED H. HODSON III, P.E.

MAINE P.E. #9246

EXPERIENCE:

OWNER/ENGINEER September 2002 – present. Resurgence Engineering and Preservation, Inc., Portland, ME

- Evaluation and inspection of historic institutional, commercial, and residential building structures.
- Structural design and analysis to stabilize and upgrade existing historic structures.
- Structural design of residential additions and light-commercial construction.

PROJECT E.I.T. / ENGINEER - September 1996 - April 2002. Criterium-Mooney Engineers, Portland, ME

- Structural, Fire, and Life-safety upgrades in historic masonry, iron, steel, and timber structures.
- Construction litigation and deposition witness.

MECE (STRUCTURES) and HISTORIC PRESERVATION CERTIFICATE – UNIVERSITY OF VIRGINIA
September 1994-August 1996. Charlottesville, VA (Completed January 1998)

- Graduate Research Assistant, History Department, Virginia Transportation Research Council. MECE Report: "Renovation Options for the Goshen Bridge". Restoration feasibility study proposed and estimated costs of renovation methods for two-span metal truss bridge listed on the National Register of Historic Places.
- Preservation courses included Preservation Theory, Preservation Planning, Engineering Aspects of Preservation (Building Evaluation Techniques), Community History Studies (two semesters).

STRUCTURAL E.I.T. January 1990 - July 1994. S E A Consultants, Cambridge, MA

- Design and analysis of steel, reinforced and prestressed concrete, reinforced masonry, and wood structures.

STRUCTURAL E.I.T. June 1988-January 1990. Engineers Design Group, Cambridge, MA

- Design using steel, concrete, masonry, and timber construction; shop drawing review, site inspections.

PARTIAL PROJECT LISTING:

- Façade Assessment, Fidelity Investments, Headquarters, Boston, MA (1991): Performed field investigation and assisted with evaluation report describing deficiencies in the facades of four historic multistory buildings in the Boston Financial District. Assisted with repair recommendations for parapets following severe storm damage in October 1991.
- Roof Repairs, Fort Knox State Historic Site, Prospect, ME (January 1997-December 2000): Provided construction documents and specifications for ongoing roof repairs, masonry restoration, life safety, accessibility and site improvements at Fort Knox State Historic Site. Re-assessed masonry conditions for the Friends of Fort Knox in 2017.
- Masonry Rehabilitation and Life Safety Improvements, Fort Popham, Phippsburg, ME (2008-09) Engineer of record for structural rehabilitation of brick and granite masonry casemates in this third system fortification, allowing for renewed public access to the upper floor of the fort.
- City Hall Clock Tower and Parapet Restoration, Portland, ME (2003-2007): Engineer of record for structural restoration of historic clock tower and parapets on 1912 Carrere & Hastings / John Calvin Stevens City Hall. Work included seismic strengthening of parapets and extensive structural upgrades to corroding steel and spalling granite in tower. Designed replacement belfry slab to replace significantly deteriorated slab.
- Masonry Rehabilitation and Life Safety Improvements, Burnt Coat Harbor Light, Swan's Island, ME (2006-2019): Engineer of Record for preservation assessment, phased rehabilitation, and construction monitoring for masonry rehabilitation and life safety improvements at Burnt Coat Harbor Light Station, including the Tower, Keeper's House, Oil Shed, and Bell Building.

PRIOR EDUCATION:

Duke University. BSCE, May 1988. Civil Engineering - Emphasis in Structures
BSCES Lecture Series, "Structural Rehabilitation/Restoration" (1993)
"Engineering for Historic Structures", APTI Conference, 2003.
"Wind Loads "Transitioning from 2003 IBC to 2009 IBC", Seminar, 2010.

PROFESSIONAL AFFILIATIONS:

Greater Portland Landmarks, Structural Engineers Association of Maine, (Board Secretary, 2007-2011)

Contact

Jake Keeler, Maine Licensed Architect, LEED AP
43 Hardy Road
Falmouth, ME 04105
603 828 5100
JakeKeelerDesignBuild@gmail.com

Employment

Jake Keeler, of Jake Keeler Design Build, is a Maine Licensed Architect (rehabilitation and renovation emphasis) with 10 years of experience designing and rehabilitating historic buildings and structures. Mr. Keeler worked in Portland, ME, at Lachman Architects and Planners from 2010 to 2014, and has been self employed at Jake Keeler Design Build since 2014. Before pursuing his Masters in Architecture, Mr. Keeler worked as a craftsman on 18th century houses and barns in New Hampshire with Henry Page House Restoration and Bedard Preservation and Restoration from 2003 to 2006.

Mr. Keeler has

- Produced drawings from Concept to CD sets for projects from $2000 to $4.5M budget
- Documented historic properties for Town Planning and HTRC projects
- Produced applications for (7) Historic Rehabilitation Tax Credit Projects
- Produced financial models for several projects, including the Norway Opera House

Project experience relevant to Scope of Services includes:

- Norway Opera House Hall Concept Design, 2019
- Independent Ice Company, Portland, 2018
- Rigby Yard Event Center, Portland, 2018
- St. Luke's Church Campus Master Plan, 2014
- Walker Library Office, Westbrook, 2013
- Norway Opera House Storefronts Rehab, HRTC, 2012
- Union Hall in Rockport, HRTC, 2012
- CDBG Facade projects in several Towns, 2010 to 2014
- Biddeford TV Studios, Biddeford, 2011
- Shepard Block HRTC Project, Rockport, 2010

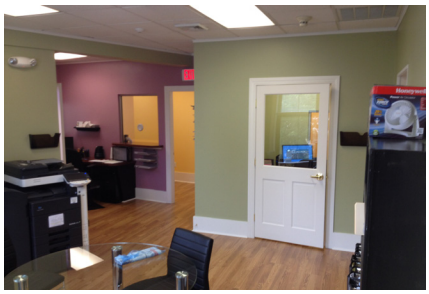
Education

M. Architecture
University of Oregon; Eugene, Oregon; June 2009; GPA 3.9/4.0

B.A. Business Economics
Awarded with Honors; Brown University; Providence, RI; 2003; GPA 3.5/4.0

B.A. Geology
Awarded with Honors; Brown University; Providence, RI; 2003; GPA 3.5/4.0

Example Projects

Project Photo Project	Year and Firm	Budget	Project Summary
 Norway Opera House	2007 to present, REP & LA (Jake Keeler was project architect while with Lachman Architects in 2012) (JKDB currently)	$125k $1.1 million N/A $800k	Ongoing restoration and rehabilitation of the Norway Opera House. 2007 to 2010 - structural stabilization after partial collapse of the existing roof trusses (REP) 2012 - restoration of the building's (5) Main Street storefronts, which were all immediately leased and have been active on Main Street since(REP and LA (Jake Keeler Project Architect)) 2018 - concept design for the full restoration of the Hall (JKDB) 2022 - design of new roof trusses and back wall to replace existing stabilized, but damaged, existing roof structure (REP and JKDB)
 Biddeford City Hall	2010 REP and LA	$325k	Stabilization of Biddeford City Hall Clock Tower to mitigate overhead hazards caused by falling railings, dentils, etc.
 Portland City Hall	2006 REP and TTL Architects	$1.8 million	Rehabilitation of Portland City Hall Clock Tower and Stone Parapets. Rehabilitation included Weathervane Conservation, Copper Dome Replacement, Clock Restoration, Masonry Re-pointing, Corroded Iron Removal, and Stone Parapet Reconstruction of this 1909 Portland Landmark
 Biddeford City Hall Welfare Office	2014, LA (Jake Keeler was project architect while with Lachman Architects)	$100k	Renovation of part of the Biddeford City Hall for improved office and meeting space for the Welfare Office. The previous space was small, cramped, and lacked appropriate safety and egress measures. The newly renovated space created a welcoming waiting room, two private meeting rooms for residents and staff to meet, and a significant improvement in office space for the staff.

Example Projects

Project Photo Project	Year and Firm	Budget	Project Summary
 Bath Customs House	2012, LA (Jake Keeler was project architect while with Lachman Architects)	$180k	Documentation, assessment, and drawings for the restoration of (38) very large double hung windows in the Bath Customs House. Worked closely with the window restorer and the Maine Historic Preservation Commission on the restoration approach for these windows.
 446 Fore Street	2020 - present, JKDB	$1.4 million	Design and drawings for the restoration of 446 Fore Street, Portland. Work included replacement of the existing mid 20th century alum windows with new full frame windows, structural strengthening of the interior framing due to deterioration and previous fires, and upgrades of the building's spaces with new finishes as well as sprinkler system, fire alarm system, and all new utility service upgrades.
 Irish Heritage Center	2006, REP	NA	Structural and Safety assessment of the Initial Bell collapse and tower assessment for the City of Portland
 Burnt Coat Harbor Light Station	2006-2019 REP	$800k	Rehabilitation of Keepers' House into Museum Space and Rented Apartment, Lighthouse Rehabilitation, Fog Bell Building Rehabilitation, and Fuel House Rehabilitation.

e. Certifications

Alfred Hodson P.E. and Jake Keeler RA LEED AP will perform the field work, design work, and specification writing on this project. Please find copies of their licenses below:

STATE OF MAINE

Be It Known That

ALFRED H. HODSON III

HAVING QUALIFIED AS REQUIRED BY LAW IS DULY LICENSED
AND IS HEREBY AUTHORIZED TO PRACTICE
IN THE STATE OF MAINE AS A

PROFESSIONAL
ENGINEER

ISSUED BY THE STATE BOARD OF
LICENSURE FOR PROFESSIONAL ENGINEERS

In Testimony Whereof
We have affixed our Hand and Seal this January 26, 2022

License No. PE9246
Expires December 31, 2023

CHAIR, STATE BOARD OF LICENSURE FOR PROFESSIONAL ENGINEERS

State of Maine
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
ARCHITECTS, LANDSCAPE ARCHITECTS & INTERIOR DESIGNERS

License Number ARC4486

Be it known that
JEFFREY GEORGE KEELER, II
has qualified as required by Title 32 MRS Chapter 3A and is licensed as:
ARCHITECT

ISSUE DATE
July 1, 2021

Commissioner

EXPIRATION DATE
June 30, 2022

f. Quality Control

Alfred Hodson P.E. and Jake Keeler RA LEED AP have worked together on many projects since 2011 and both are adept at reviewing each other's work on complex building renovation projects such as the Norway Opera House mercantile space rehabilitation and the Biddeford Maine Public Access Cable rehabilitation. Additionally, we will hire Denis Lachman during the Design Development Phase and as Construction Documents are completed, to review the documents. Denis Lachman previously prepared some of the clock tower design documents and is widely familiar with Biddeford City Hall as an Architect.

g. Performance

Neither Resurgence Engineering nor Jake Keeler Design Build have any judgements, pending or expected litigation or any real or potential financial reversals that might materially affect the viability or stability of the proposing organizations.

h. Use of Subcontractors

REP and JKDB do not propose to use subcontractors in the typical sense, but we would enlist the assistance of window manufacturers, masons, sprinkler companies and/or scaffold contractors to provide adequately proper cost opinions for subspecialties, since the work being performed is mostly specialized trades.

We recommend that you proceed using a Construction Manager at Risk approach. If a Construction Manager is used, a sprinkler designer, fire alarm designer, and window manufacturer could be engaged early in the project to begin the design process and to provide cost estimating during the design.

i. Project Approach

Please refer to Appendix I for our proposed Project Schedule. Beginning in June 2022, REP and JKDB plan to perform assessment of the clock tower and windows to gain accurate information about their condition and dimensions, respectively. We will use an articulating boom lift to assess the tower masonry and stained-glass windows, as well as the other windows, and to better understand existing exterior conditions on the building façade.

Our proposed timeline acknowledges the need for tower work to happen during warm months for safety and quality of the work. Starting the work in summer or fall 2022 would lead to finishing the work in the winter. Similarly, the lead time on windows varies from six to nine months. Due to this, we propose starting construction on the tower and windows in spring 2023. The timeline for sprinkler work is more flexible, and could be started earlier, if qualified contractors are available.

Through the summer, we will refine our documents along parallel tracks: REP working on the clock tower, and JKDB working on the windows with REP field assistance.

Both REP and JKDB will work on the background information for the sprinkler system and fire alarm design, which we anticipate will be a performance specification design-build project designed by a sprinkler company, as is the typical project delivery method in the State of Maine.

We anticipate releasing bid documents for the tower in January, the windows in October or November, and the sprinkler system/alarm in October. If we engage in a Construction Manager Approach, we recommend bidding the specialty subcontractors in a similar or earlier timeframe.

We recommend that you proceed using a Construction Manager at Risk approach. If a Construction Manager is used, a sprinkler designer and fire alarm designer could be engaged early in the project to begin the design process.

On projects of this technical complexity that involve often surgical interventions to existing building fabric, construction administration and onsite observation of work will be more on this project than a typical new construction project. Our previous experience with this type of work indicates that as much time can be spent onsite during construction as was spent creating the plans and specifications. Our fees acknowledge and include this important on-site time during construction.

With our team, we plan to be working on the project, onsite or from our offices, from day one through project completion. There will be no replacement, rotation, or substitution of personnel.

j. Use of City Personnel

It will be a great benefit to work with Phil Radding and Ray (facilities maintenance at City Hall) during the assessment process, given their extensive knowledge of the building. Even with two people looking at the windows, interior trim, and ceiling conditions, we will benefit from staff that knows the occupants of all the individual office spaces throughout city hall, remembers which ceiling tiles are most troublesome to lift, and recalls when certain repairs may have been performed in the individual rooms. We enjoy the camaraderie and shared enthusiasm that occurs during such escorted site visits, and we believe that it leads to a more technically proficient and accurate project overall, since we then may benefit from city personnel knowledge and share that with bidders or subcontractors.

k. Reporting Deadlines

Please refer to the attached Project Design Schedule in Appendix I for a more thorough breakdown of the proposed milestones for the design work. In summary, whether we work through a Construction Manager at Risk process or a Design-Bid-Build process, our intent is to have the documents ready to bid on the following schedule:

1. Tower Rehabilitation Bid November 2022 for April 2023 start
2. Window Rehabilitation Bid October 2022 for June 2023 start
3. Sprinkler Rehabilitation Bid October 2022 for February 2023 start

I. References

Please refer to the following references for work that REP and JKDB have worked on in the past several years.

Rob Wiener–City of Portland Historic Preservation Planning Department (REP&JKDB)
Email: rwiener@portlandmaine.gov
Phone: (207) 756-8023
Rob Weiner has reviewed several projects that both REP and JKDB have submitted to the City of Portland for Historic Preservation compliance.

Deborah Andrews – City of Portland Historic Preservation Planning Director (REP)
Email: dga@portlandmaine.gov
Phone: (207) 874-8726
Deborah Andrews is the longtime Historic Preservation Planning Director for the City of Portland. REP worked for the City Historic Preservation Board and Ms. Andrews on the structural assessment of the Portland Company Complex in 2014.

Ethan Hipple – City of Portland Director of Parks, Recreation, and Facilities (REP)
Email: ehipple@portlandmaine.gov
Phone: (207) 808-5400
REP has worked with Ethan Hipple on several projects in the City of Portland since 2017, including Fort Gorges, the Lincoln Park Fence, and the Wilde Chapel structural assessment in Evergreen Cemetery.

Tom Lutrelle, City Manager, City of Rockland, Maine (REP)
Email: tlutrelle@rocklandmaine.gov
Phone: (207) 594-0300

Scott Berk, Norway Opera House Committee (REP and JKDB)
Email: iflyxc@gmail.com
Phone: (617) 877-1949
Scott Berk has served on the board of the Norway Maine Opera House during the time that REP and JKDB performed assessment, stabilization, and rehabilitation of various parts of the Norway, Maine Opera House.

Eric Chetwynd – Friends of Swans Island Light (REP)
Email: eric.chetwynd@yahoo.com
Phone: (919) – 259-3665
Eric Chetwynd spearheaded the Burnt Coat Harbor Light Station Rehabilitation project from 2006 through its completion in 2021. REP worked with Eric Chetwynd on nearly all phases of the Lighthouse Rehabilitation.

m. Proof of Insurance

Please find attached the proof of Insurance for Resurgence Engineering and Preservation. Appendix II contains the Certificate of Insurance for Jake Keeler Design Build. JKDB, while insured under General Liability as a General Contractor for Design/Build purposes, will be serving as an Architect of Record for this project and will not be serving as a General Contractor in any capacity. JKDB has the Professional Liability insurance of a typical licensed architect.

RESUENG-02 EGLEASON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 3/9/2022

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.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Clark Insurance
1945 Congress Street, Bldg A
PO Box 3543
Portland, ME 04104-3543

CONTACT NAME:
PHONE (A/C, No, Ext): (207) 774-6257 FAX (A/C, No): (207) 774-2994
E-MAIL ADDRESS: info@clarkinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Citizens Ins Co of America	31534
INSURER B : XL Specialty Insurance Co	37885
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Resurgence Engineering and Preservation, Inc.
132 Brentwood Street
Portland, ME 04103

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY							
	CLAIMS-MADE / X OCCUR			OBPH423997	11/3/2021	11/3/2022	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
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO			OBPH423997	11/3/2021	11/3/2022	BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
							Included in GL	$ 1,000,000
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
B	Prof Liability			DPS9951224	11/3/2019	11/3/2022	Each Claim	1,000,000
B	Deductible $5000			DPS9951224	11/3/2019	11/3/2022	Aggregate	1,000,000

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

CERTIFICATE HOLDER

Norway Opera House Corporation
c/o Matthew Delameter, Board President
P.O. Box 271
Norway, ME 04268

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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Effective with UNDERWRITERS AT LLOYD'S, LONDON
Administered by Hiscox Inc.
5 Concourse Parkway Suite 2150, Atlanta, GA 30328
(646) 452-2353

Insurance for General Contractors

DECLARATIONS

This insurance contract is issued pursuant to the Maine Insurance Laws by an insurer neither licensed by nor under the jurisdiction of the Maine Bureau of Insurance.

Broker No.: US 0000280

AmWINS Brokerage of New England (Farmington CT)
308 Farmington Ave
Farmington, CT 06032-1913

Certificate No.: ANE5085078.22
Renewal of: NEW

1. Named Insured: Jeffrey Keeler II
Address: 43 Hardy Rd
Falmouth, ME 04105-2418

2. Policy Period: **Inception Date:** 03/07/2022 **Expiration Date:** 03/07/2023
Inception date shown shall be at 12:01 A.M. (Standard Time) to Expiration date shown above at 12:01 A.M. (Standard Time) at the address of the Named Insured.

3. General terms and conditions wording: WCL P0001 CW (02-21)
The General terms and conditions apply to this policy in conjunction with the specific wording detailed in each section below.

4. Endorsements: E6020.3 - War and Civil War Exclusion Endorsement, E6007.2 - Maine Amendatory Endorsement, E6015.10 - Lloyd's Syndicate (3624) Endorsement, E6016.1 - Service of Suit, E6017.3 - Nuclear Incident Exclusion Clause-Liability-Direct (Broad) Endorsement, E6018.2 - Applicable Law Endorsement, E6361.1 - Cyber Incidents Clarification Endorsement (PL), and E6682.1 - Risk Management Services Endorsement

5. Optional Extension Period: 12/24/36 months at 75/150/225 percent of the annual premium, for eligible coverage parts.

6. Notification of claims to: Hiscox Claims
5 Concourse Parkway, Suite 2150
Atlanta GA, 30328
Fax: 678-731-9501
Email: HiscoxClaims@Hiscox.com

Additional Notification requirements: NONE

7. Policy Premium: $6,061 **Premium Allocated to TRIA:** $0 **Administration Fee:** $100

Administered by Hiscox Inc.
5 Concourse Parkway Suite 2150, Atlanta, GA 30328
(646) 452-2353

Insurance for General Contractors

DECLARATIONS

General Contractors Professional Liability Coverage Part: WCLANE P0006 CW (10-19)

Professional Liability (PL): $ 1,000,000 Each Claim / $ 1,000,000 Aggregate

	Limit of Liability	Retention	Retroactive Date	
Defense of Licensing Proceedings:	$ 10,000	None		(Separate Limit)
FHA/OSHA/ADA Regulatory Proceedings:	$ 25,000	None		(Separate Limit)
Pre-Claim Assistance:	$ 50,000	None		(Separate Limit)
Subpoena Assistance:	$ 10,000	None		(Separate Limit)
Supplementary Payments:	$ 10,000	None		(Separate Limit)
Contractors Pollution Liability (CPL):	$ 1,000,000 Each Claim and Aggregate	$ 2,500	03/07/2022	Covered (Shared with PL)
Mold Liability:	$ 1,000,000	$ 2,500	03/07/2022	(Shared with CPL)
Non-Owned Disposal Sites:	$ 1,000,000	$ 2,500	03/07/2022	(Shared with CPL)
Protective Indemnity:	$ 1,000,000 Each Claim and Aggregate	$ 2,500	03/07/2022	Covered (Shared with PL)
Rectification Coverage:	$ 1,000,000 Each Claim and Aggregate	$ 2,500	03/07/2022	Covered (Shared with PL)
Crisis Management:	$ 50,000 Each Claim and Aggregate	$ 2,500		Covered (Shared with PL)
Media and Advertising Activities:	$ 1,000,000 Each Claim and Aggregate	$ 2,500		Covered (Shared with PL)

PL Retroactive Date: 03-07-2022

PL Retention: $ 2,500

PL Premium: $ 6,061

Endorsements: NONE

In accordance with the authorization granted to Hiscox Inc. under Contract No. B1234HisInc2020 by certain Underwriters at Lloyd's, London, whose names and the proportions underwritten by them can be ascertained by reference to the said Contract, which bears the Seal of Lloyd's Policy Signing Office and is on file at the office of the said Agency and in consideration of the premium specified herein, the said Underwriters do hereby bind themselves, each for their own part and not one for another, their heirs, executors and administrators, to insure as follows in accordance with the terms and conditions contained or endorsed hereon.

Administered by Hiscox Inc.
5 Concourse Parkway Suite 2150, Atlanta, GA 30328
(646) 452-2353

Insurance for General Contractors

DECLARATIONS

The Certificate terms and conditions contained herein or endorsed hereon and such other provisions, agreements or conditions as may be endorsed hereon or added hereto are hereby incorporated in this Certificate. No representative of the Underwriters shall have the power to waive or be deemed to have waived any provision or condition of this Certificate unless such waiver, if any, shall be written upon or attached hereto; nor shall any privilege or permission affecting the insurance under this Certificate exist or be claimed by the Insured(s) unless so written or attached.

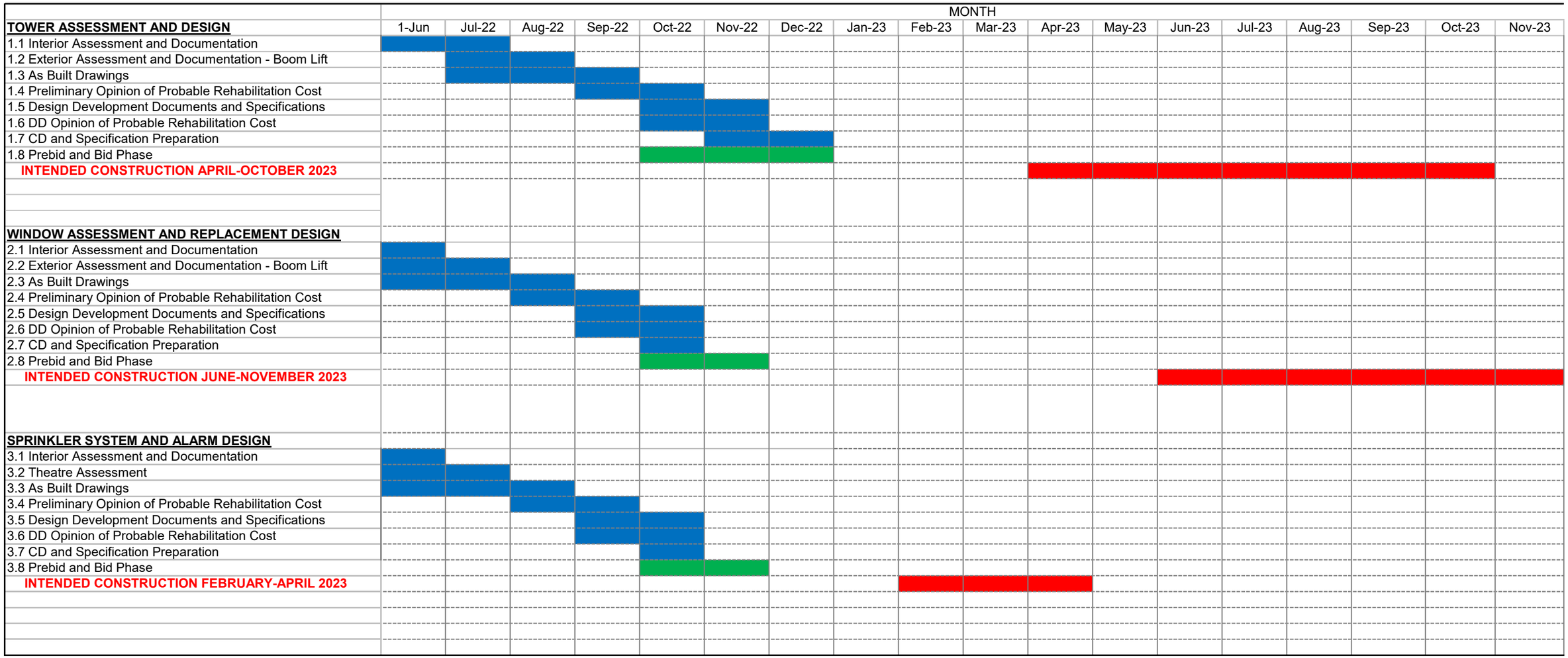
IN WITNESS WHEREOF this Certificate has been signed at New York, New York

Authorized Representative
Kevin Kerridge

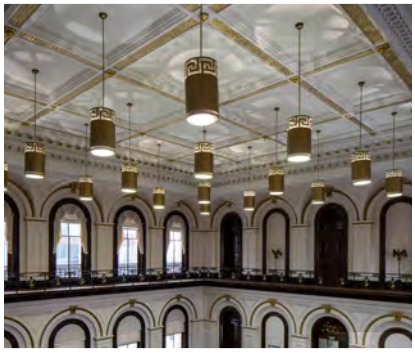
March 4, 2022

Hiscox Inc.

CITY OF BIDDEFORD, MAINE
REQUEST FOR QUALIFICATIONS - ENGINEERING AND ARCHITECTURAL SERVICES FOR REHABILITATION OF BIDDEFORD CITY HALL
DETAILED TIMELINE FOR PROJECT COMPLETION



RENOVATIONS OF BIDDEFORD CITY HALL



Prepared For:

Mr. Philip Radding
Owners Representative
City of Biddeford
205 Main Street, Suite 207
Biddeford, Maine 04005

March 11, 2022

OAK POINT ASSOCIATES
architecture
engineering
planning

OAK POINT ASSOCIATES | architecture engineering planning

March 11, 2022

Mr. Philip Radding
Owners Representative
City of Biddeford
205 Main Street, Suite 207
Biddeford, Maine 04005

Re: Renovations of Biddeford City Hall

Dear Mr. Radding:

Oak Point Associates (OPA) is pleased to provide this letter of interest and our qualifications for the renovation of Biddeford City Hall. Our firm was established next door to City Hall in 1979 and we have always been proud supporters of downtown Biddeford. Between our two offices (we also have a location in Portsmouth) we are a fully integrated design and engineering firm with 73 staff members that are comprised of highly qualified and experienced professionals.

For this project, we are teaming with Building Conservation Associates, Inc. (BCA) for their expertise in preservation design, conditions assessments, and historic building documentation. OPA and BCA have worked together on numerous successful historic renovation projects.

OPA offers architecture, interior design, landscape architecture, civil, structural, mechanical, fire protection, and electrical engineering services. With all disciplines in-house, we can provide better communication and coordination, saving time and resulting in higher quality projects. We pride ourselves on interacting closely with our clients to develop solutions that meet their needs.

OPA has successfully provided design and engineering services to the City of Biddeford, as well as numerous other municipal, government and educational facilities. We have extensive experience with design of historic renovations, as well as new construction. Given our team's experience and capabilities, we are well-qualified to address all of the needs of the City of Biddeford for this project.

We would welcome the opportunity to meet with you to discuss how OPA and BCA can best meet your needs. Please contact me if you have any questions or if you require additional information. Your consideration of our team for this important project is greatly appreciated.

Sincerely,

Robert C. Tillotson, NCARB, PE, AIA, LEED AP
President

231 Main Street, Biddeford, Maine 04005 TEL 207.283.0193 FAX 207.283.4283 www.oakpoint.com

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Section 1

ORGANIZATION AND ASSIGNED PERSONNEL

Organization and Assigned Personnel

INTRODUCTION

For more than 40 years, Oak Point Associates has been transforming client needs into innovative design solutions. As a full service, interdisciplinary design and consulting organization providing a wide range of architectural, engineering, and planning services, we offer an advantageous integrated design approach. Our clients enjoy the benefits of comprehensive design capabilities merged with broad experience and personalized service.

With locations in Biddeford, Maine, and Portsmouth, New Hampshire, Oak Point Associates serves the public and private sector throughout New England. Our capabilities have been demonstrated through successful and award-winning projects for clients that include universities and other educational institutions, municipalities, state agencies, and private entities, as well as federal agencies such as the U.S. Navy, U.S. Fish and Wildlife Service, and U.S. General Services Administration.

Exceptional service is a hallmark of our operations; principals of the firm are involved in every project and lead a staff of 73 highly qualified personnel. Under the leadership of principals Robert C. Tillotson, Tyler G. Barter, Allison Towne DiMatteo, Sarah D. Smith, Matthew S. Albert, Peter F. Dunn, Robert Scott Hughes, and Robert C. Tillotson II, the team provides a full range of professional services including:

- **ARCHITECTURE**
- **ENGINEERING – Civil | Structural | Mechanical | Electrical | Fire Protection**
- **INTERIOR DESIGN**
- **LANDSCAPE ARCHITECTURE**

Assigned Personnel

- Robert Tillotson, NCARB, PE, AIA, LEED AP, Principal-In-Charge
- Tyler G. Barter, NCARB, AIA, LEED AP, Principal/Maine Licensed Architect
- Jonathan McIntyre, NCARB, LEED AP, Maine Licensed Architect
- Norman Lemire, LEED AP, Project Coordinator
- William Van Benthuysen, AIA, Maine Licensed Architect
- Chantel Tardif, NCARB, AIA, LEED AP BD+C
- Sarah Smith, CID, ALEP, LEED AP, Principal/Maine Certified Interior Designer/Space Planner
- Kristen Gauthier, LEED AP, Interior Designer/Space Planner
- Allison Towne DiMatteo, PLA, LEED AP, Principal/Maine Licensed Landscape Architect
- David Martin, PE, Associate Structural Engineer
- Laura Clebak, PE, LEED AP, Associate Fire Protection Engineer
- Jacques Gagnon, Jr., PE, LEED AP, Associate Civil Engineer
- Jonah DeWaters, PE, LEED AP BD+C, Civil Engineer
- Matthew Albert, PE, LEED AP, Principal/Associate Mechanical Engineer
- Diane Acheson, PE, CEM, LEED AP, Associate Mechanical Engineer
- Dale Lincoln II, PE, Associate Electrical Engineer
- Kelly O'Brien, PE, Electrical Engineer

Organization - Professional Services

ARCHITECTURE

- Architectural Design for Educational Facilities, Government Services, the Private Sector, and the Military
- New Builds, Renovations, and Additions
- Design for LEED
- Historic Preservation, Restoration, and Reconstruction
- Illustrative Renderings
- Building Envelope Commissioning
- 3D Printing and Model Making
- Building Information Modeling (BIM)

INTERIOR DESIGN

- Interior Design for Educational Facilities, Government Services, the Private Sector, and the Military
- New Builds, Renovations, and Additions
- Universal Design and ADA Planning
- Space Planning/Programming
- Material/Finishes, Furniture, and Color Selection
- Furniture, Fixtures, and Equipment Packages
- Wayfinding and Signage Systems
- Environmental Graphics
- Percent for Art Programs

LANDSCAPE ARCHITECTURE

- Site Selection
- Facilities Master Planning
- Site Circulation Planning
- Downtown/Urban Redevelopment
- Parks and Recreation Facilities, Playgrounds
- Site Perimeter Security
- Trail and Greenway Planning
- Green Roof Design
- Planting Design
- Illustrative Renderings
- Site Amenities

CIVIL ENGINEERING

- Topographic and Property Surveying
- Site Design
- Stormwater Management
- Erosion/Sedimentation Control Planning
- Utilities Coordination
- Water and Sewer System Design
- Federal/State/Local Permitting
- Low Impact Development

All disciplines offer:

- Existing Conditions Surveys, Analyses, and Reports
- Feasibility Studies
- Master Planning and Programming
- Design for Sustainability and LEED
- Cost Estimation
- Construction Plans and Specifications
- Bid and Contract Documentation
- Construction Period Services
- On-site Inspections

STRUCTURAL ENGINEERING

- Structural Systems Design
- Analysis/Upgrade of Existing Building Components
- Seismic Upgrade Design
- Concrete Restoration
- Anti-Terrorism Force Protection
- Building Information Modeling (BIM)

MECHANICAL ENGINEERING

- Indoor Air Quality
- Air Conditioning Systems
- Heat Recovery Systems
- Geothermal Systems
- Energy Audits
- Building Control Systems Design
- Industrial Ventilation
- Process Piping Systems Design
- Plumbing Systems Design
- Rainwater Harvesting Systems
- Central Heating/Cooling Plant Design
- Commissioning
- Building Information Modeling (BIM)

ELECTRICAL ENGINEERING

- Electrical Power Distribution Systems
- Grounding Systems
- Lightning Protection Systems
- Standby Generator Systems
- Energy Audits
- Security System Design
- Communications Design
- Fire Alarm Systems
- Indoor/Site/Street Lighting
- Wind Power
- Solar Power
- Building Information Modeling (BIM)

FIRE PROTECTION ENGINEERING

- Egress System Analysis and Design
- Fire Suppression System Analysis and Design
- Fire Detection and Notification System Analysis and Design
- Smoke Management System Design
- Passive Fire Protection Analysis and Design
- Analysis of Structural Fire Resistance
- Third Party Design and Construction Review

All disciplines offer:

- Existing Conditions Surveys, Analyses, and Reports
- Feasibility Studies
- Master Planning and Programming
- Design for Sustainability and LEED
- Cost Estimation
- Construction Plans and Specifications
- Bid and Contract Documentation
- Construction Period Services
- On-site Inspections

PROCESS

Oak Point Associates is a design studio-based practice, in which a full range of disciplines – architecture, engineering, landscape architecture, and interior design – works together in teams from the very beginning of a project to ensure the greatest amount of cross-discipline collaboration. As a full-service firm, we have the tools, resources, and services required to take an idea and bring it into reality. From conceptualization to the final finishes, architecture to mechanical systems, lighting to landscaping – we will work with you to design and engineer your project. Robert C. Tillotson, the firm's founder, is both an architect and an engineer, and the driving force behind this integrated design approach that allows us to be more inventive, efficient, and adaptable.

The firm can simultaneously manage projects of various sizes and complexity. Projects begin with a team meeting to ensure the scope of work and schedule are clearly understood. Ample personnel are assigned, and any concerns are addressed at this and regularly-scheduled coordination meetings to ensure project progress that meets client expectations. Our departments are staffed with the goal of providing an integrated design approach for complex, multi-disciplined projects, while also allocating appropriate resources to suit smaller project demands. Quality control review is performed at each key phase. This approach allows us to efficiently respond to fluctuating work demands, while enabling us to ensure the quality of our work.

The project team will follow through from conceptual design to design development and contract document preparation to construction administration and supervision of the project. Individuals assigned to this project have many years of "hands on" experience at construction sites. They are well versed in the bidding process, working with contractors, reviewing requisitions and construction schedules, and supporting clients throughout the construction phase.

PHILOSOPHY

Architecture is the built context in which we grow – as students, educators, and institutions. At Oak Point Associates, we take pride in creating inspiring, functional, and highly efficient facilities that bring our clients closer to meeting their development goals.

Our firm strives to provide designs that work today yet are flexible enough to meet the needs of tomorrow. Our team of experts collaborates closely with stakeholders to define design objectives; then, based on identified goals, we synthesize programmatic, budgetary, and aesthetic considerations with innovation and experience. We combine time-tested systems with new, advanced technologies, and integrate the latest sustainable design principles. The results are tightly woven, highly sophisticated design solutions that not only reflect each project's unique needs and budget but will also provide long-term value.

AWARDS

The quality of our design is reflected in the many awards our projects have received. A sampling of these awards includes:

- 2021 Honorable Mention Award, Educational Facilities Design Awards Showcase - Camden-Rockport Middle School, Camden, ME
- 2021 AIA New Hampshire Citation Award for Excellence in Architectural Design: Commercial, Telecommunications Building Renovation, University of New Hampshire, Durham, NH
- 2021 AIA Maine Design Award, Telecommunications Building Renovation, University of New Hampshire, Durham, NH
- 2021 Excellence in Construction Award, Associated Building Contractors of New Hampshire/Vermont, Telecommunications Building Renovation, University of New Hampshire, Durham, NH
- 2019 AIA Maine Special Citation Award for Renovation – Rochester City Hall Annex, Rochester, NH
- 2019 Learning By Design Architectural Award of Excellence - Pratt & Whitney Building, York County Community College, Wells, ME
- 2019 Learning By Design Architectural Award of Excellence - Saint Patrick Academy, Portsmouth, NH
- 2018 Excellence in Construction Award, Connecticut Chapter of Associated Builders & Contractors - Lee Federal Courthouse, New Haven, CT
- 2018 Elizabeth Durfee Hengen Award for Exhibiting Overall Excellence in Preservation Planning, Education and/or Advocacy – Rochester City Hall Annex, Rochester, NH
- 2018 NIRSA Outstanding Facility Design Award – Hamel Recreation Center, University of New Hampshire, Durham, NH
- 2018 AIA New Hampshire Design Excellence: Honor Award – Rochester City Hall Annex, Rochester, NH
- 2014 Greater Portland Landmarks Award for Excellence in Historic Preservation – U.S. Custom House, Portland, ME
- 2014 Maine Preservation Honor Award for Restoration – U.S. Custom House, Portland, ME
- 2012 Learning By Design: Outstanding Project – Falmouth Elementary School, Falmouth, ME
- 2012 Associated Builders and Contractors' "Excellence In Construction" Awards Program: Excellence Award & Sustainability Award - NH Liquor and Wine Outlet; Nashua, NH
- 2011 Learning By Design: Outstanding Award – Mount View School, Thorndike, ME
- 2011 Learning By Design: Outstanding Award – Ellsworth Elementary and Middle School, Ellsworth, ME
- 2006 AIA Maine Design Awards Honor Award – Design Studio, Biddeford, ME

SUSTAINABLE DESIGN

As a full-service architecture and engineering firm, Oak Point Associates provides a holistic approach, seamlessly integrating excellent design, sustainability, and function. Our designs carefully consider building performance, occupant comfort and health, and impacts to the broader community. The firm joined the U.S. Green Building Council in 2001 and now includes 22 LEED Accredited Professionals representing every discipline. As a basic principle, sustainable design strategies are built into all our projects, whether they are seeking LEED certification or not. Within each project's scope, we believe in providing the highest possible levels of energy performance, indoor environmental quality, and responsible material and site use.

LEED Projects

Fifteen of our recently completed projects achieved LEED certification and more than a dozen projects are currently LEED registered and actively pursuing certification. Sample projects include:

LEED PLATINUM

- Armed Forces Reserve Center, Brunswick, ME

LEED GOLD

- Energy Conservation and Structural Repair to Consolidate Submarine Component Operations, Building 178, Portsmouth Naval Shipyard, ME
- NH Liquor and Wine Outlet, Nashua, NH
- Consolidated Emergency Control Center, Portsmouth Naval Shipyard, Kittery, ME
- SERE School, Barracks Renovation, Building H-21, Portsmouth Naval Shipyard, Kittery, ME

LEED SILVER

- Falmouth Elementary School, Falmouth, ME
- Regional Training Institute, Pembroke, NH
- Energy and Building Repairs to Building 171, Portsmouth Naval Shipyard, ME
- Squadron Operations Facility, Pease ANGB, Newington, NH
- Foster Center for Student Innovation, University of Maine, Orono, ME
- Administration and Visitor Center, Nulhegan NWR, Brunswick, VT *EBOM*
- Ellsworth Elementary and Middle School, Ellsworth, ME
- Cottages at Great Pond Outdoor Adventure Center, Hancock County, ME
- P-268, Drydock #3 Waterfront Support Facility, Portsmouth Naval Shipyard, Kittery, ME
- Amanda C. Rowe Elementary School, Portland, ME *anticipated*
- New Dive Locker, Naval Submarine Base, Groton, CT anticipated
- P-130 Vehicle Maintenance Facility, USMC, Brooklyn, NY *anticipated*
- Energy and Building Renovation of West End Waterfront Support Facility, Building 174, Portsmouth Naval Shipyard, ME anticipated

LEED CERTIFIED

- Joint Command Readiness Center, Concord, NH

Section 2

LOCAL OFFICE TECHNICAL QUALIFICATIONS AND CERTIFICATIONS

PROJECTS LIST

Since the firm's inception in 1979, Oak Point Associates has worked on dozens of historical architectural projects. The following is a sampling of current and prior projects of this nature:

- **City Hall Annex Renovation | Rochester, NH**
- **McArthur Public Library Renovation and Addition | Biddeford, ME**
- **U.S. Custom House Renovation| Portland, ME**
- **E. T. Gignoux Federal Courthouse Renovation | Portland, ME**
- **Renovation and Repair of Numerous Historical Facilities at Portsmouth Naval Shipyard (Building 2, Building 240, Building 178, Building 166, P266 & M1, M2, M3) | Kittery, ME**
- **Lee Federal Courthouse Restoration | New Haven, CT**
- **Federal Courthouse Renovation | Springfield, MA**
- **Municipal Building Renovation | North Berwick, ME**

RÉSUMÉS AND CERTIFICATIONS

Training, experience, and certifications for each team member are further detailed in the résumés which follow.

Robert C. Tillotson, NCARB, PE, AIA, LEED AP

President / Principal-in-Charge

Education

- Bachelor of Science, Civil Engineering, Univ. of New Hampshire, 1977

Licenses and Certifications

- Registered Architect: ME (#ARC2891), NH (#4473), MA (#951463), VT (#2608), CT (#14071)
- Professional Engineer: ME (#4898), NH (#5697)
- LEED Accredited Professional, USGBC

Affiliations

- National Council of Architectural Registration Boards (NCARB)
- American Institute of Architects (AIA), Member
- AIA Committee for Architecture on Education, Member
- University of New Hampshire, Industry Advisory Board for College of Engineering and Physical Science
- Engine, Board of Advisors
- U.S. Green Building Council (USGBC), Member
- AIA Maine, Board of Directors

Biography

Rob Tillotson, Founder and President of Oak Point Associates, maintains a distinguished résumé of successful projects and satisfied clients. As both an architect and an engineer, has been the design architect and led the efforts of Oak Point's school design team. He is the past President of AIA Maine and serves on the AIA Committee on Architecture for Education. He is also a member of the Board of Advisors at *Engine*, a non-profit committed to designing, launching, and promoting community-based arts programming.

Since the firm's inception in 1979, Rob has been committed to providing excellence in project delivery and keeping Oak Point Associates at the forefront of the Architecture and Engineering industry.

Project Experience

- City Hall Annex Renovation, Rochester, New Hampshire (Principal-in-Charge)
- Design Services for the U.S. Custom House, Portland, Maine (Principal-in-Charge)
- Norris Cotton Federal Building Renovation, Manchester, New Hampshire (Principal-in-Charge)
- Building 13 (B13) Base Communication Facility Repairs, PNSY, Kittery, Maine (Principal-in-Charge)
- Building 2, Reactor Servicing Ship Support, PNSY, Kittery, Maine (Principal-in-Charge)
- Camden-Rockport Middle School, Camden, Maine (Principal-in-Charge, Architect)
- Saint Patrick Academy Gymnasium, Portsmouth, New Hampshire (Principal-in-Charge, Architect)
- Saint Patrick Academy, Portsmouth, New Hampshire (Principal-in-Charge, Architect)
- Nokomis Middle/High School, Newport, Maine (Principal-in-Charge, Architect)
- Monmouth Elementary/Middle School- RSU 2, Monmouth, Maine (Principal-in-Charge, Architect)
- Amanda C. Rowe Elementary School, Portland, Maine (Principal-in-Charge, Architect)
- E.T. Gignoux Federal Courthouse Restoraton, Portland, Maine (Principal-in-Charge)
- Lee Federal Courthouse Exterior Envelope Restoration, New Haven, Connecticut (Principal-in-Charge)
- UMFK Enrollment and Advancement Center, Fort Kent, Maine (Principal-in-Charge, Architect)
- Foster Center for Student Innovation, University of Maine, Orono, Maine (Principal-in-Charge, Architect)

LET THE CHILDREN COME TO ME

SAINT PATRICK
ACADEMY

Tyler G. Barter, NCARB, AIA, LEED AP

Principal / Maine Licensed Architect

Education

- Bachelor of Architecture, Wentworth Institute of Technology, 2001
- Associate of Applied Science, Wentworth Institute of Technology

Licenses and Certifications

- Registered Architect: ME (#ARC2952), NH (#3623), CT (#14083)
- LEED Accredited Professional, USGBC

Affiliations

- National Council of Architectural Registration Boards (NCARB), Member
- American Institute of Architects (AIA), Member
- U.S. Green Building Council (USGBC), Member

Biography

Tyler is a Principal of the firm and a Maine Licensed Architect whose 20 years of experience includes design and project management for all phases of school and university projects. Tyler has been the project manager for school and university projects in Portland, Falmouth, Lincolnville, Lamoine, Mount View, and Jefferson, to name a few. As a project manager, he brings a particular strength in managing an integrated team of architects and engineers towards achieving the project's goals in a timely manner throughout all project phases.

Tyler also has experience in the facilitation of public meetings, and is a strong supporter of sustainable design. He is a member of the American Institute of Architects (AIA) and a certified member of the National Council of Architectural Registration Boards.

Project Experience

- Renovation Of The Mary E. Taylor Building, Camden, Maine (Project Manager)
- Cumberland County Offices and Portland Police Headquarters, Portland, Maine (Project Manager)
- Multi-purpose Facility Modifications & Outdoor Rec Access, Rachel Carson National Wildlife Refuge, Kennebunk, Maine (Architect)
- Lighthouse & Keepers House Rehabilitation, Monomoy National Wildlife Refuge, Chatham, Massachusetts (Architect)
- Renovations to Waesche, Dimick, Yeaton and Satterlee Halls, U.S. Coast Guard Academy, New London, Connecticut (Project Manager, Architect)
- Camden-Rockport Middle School, Camden, Maine (Project Manager, Architect)
- Amanda C. Rowe Elementary School, Portland, Maine (Project Manager, Architect, LEED Administrator)
- Buildings for Our Future, Portland Public Schools, Portland, Maine (Project Manager, Architect)
- Falmouth Elementary School, Falmouth, Maine (Project Manager, Architect, LEED Administrator)
- Jefferson Village School, Jefferson, Maine (Project Manager, Architect)
- Ellsworth Elementary-Middle School, Ellsworth, Maine (Architect, LEED Administrator)
- University of New England Innovation Hall Renovation, Portland, Maine (Project Manager, Architect)
- University of New England Leonard Hall Renovation, Biddeford, Maine (Project Manager, Architect)

ARMY NATIONAL GUARD

INNOVATION HALL

Jonathan McIntyre, NCARB, LEED AP

Maine Licensed Architect

Education

- Bachelor of Arts, Augustana College, 1980
- Bachelor of Architecture, Montana State University, 1985
- Master of Architecture, Montana State University, 2008

Licenses and Certifications

- Registered Architect: ME (#ARC2253), NH (#2517), MA (#9978), CT (#9033), RI (#2404), VT (#2275), WV (#5034)
- LEED Accredited Professional, USGBC

Affiliations

- National Council of Architectural Registration Boards (NCARB), Member

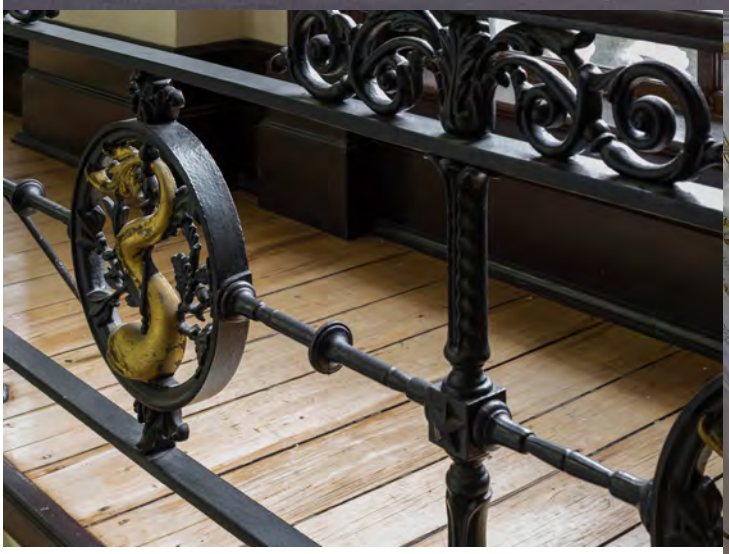
Biography

Jon is an Associate Architect with 37 years of experience in architectural design, preparation of construction documents and specifications, project management, quality control review, and construction administration on a wide variety of projects including residential, educational, religious, healthcare, institutional, and commercial buildings. He has specific expertise on projects involving the repair, restoration and rehabilitation of historic structures and has been involved with historic preservation work throughout New England.

He is a certified member of the National Council of Architectural Registration Boards (NCARB).

Project Experience

- Design Services for the U.S. Custom House, Portland, Maine (Project Manager, Project Architect)
- Norris Cotton Federal Building Renovation, Manchester, New Hampshire (Project Architect)
- E.T. Gignoux Federal Courthouse Restoraton, Portland, Maine (Project Manager, Project Architect)
- Lee Federal Courthouse Exterior Envelope Restoration, New Haven, Connecticut (Project Manager, Architect)
- Providence Federal Courthouse Window Replacement and Repairs, Providence, Rhode Island (Project Manager, Architect)
- APHIS/FDA Building, U.S. Land Port of Entry, Highgate Springs, Vermont (Project Architect)
- Energy Conservation & Structural Repair, Building 178 (B178), PNSY, Kittery, Maine (Architect)
- Massachusetts Trial Courts, McCormack Post Office and Courthouse Building, Boston, Massachusetts (Architect)
- Repair Historic Boathouse, NOSC Buffalo, Buffalo, New York (Architect)
- College for Lifelong Learning Renovation, Portsmouth, New Hampshire (Architect)
- Major Maintenance and Repair, Buildings One and Two, USCG Sector Northern New England, South Portland, Maine
- Design Services for the U.S. Custom House, New Bedford, Massachusetts (Project Manager, Project Architect)
- Building 156 IPX Renovation, PNSY, Kittery, Maine (Project Manager, Architect)



DO NOT
ENTER

Norman V. Lemire, LEED AP

Project Coordinator / Designer

Education

- Bachelor of Science, Architecture, Pennsylvania State University, 1988

Licenses and Certifications

- LEED Accredited Professional, USGBC
- National Association of School Resource Officers (NASRO) School Crime Prevention Through Environmental Design (CPTED) Practitioner Certification

Affiliations

- Association for Learning Environments (A4LE), Member

Project Experience

- Secure Building Containment Areas, Waterboro, Maine (Project Manager)
- Fairfield, Burns and Middle School Renovations, Saco, Maine (Project Coordinator/Designer/Construction Administrator)
- Young and Fairfield Schools Concept Design, Saco, Maine (Project Coordinator/Designer)
- RSU 23 School Buildings Assessment, Saco, Maine (Project Coordinator)
- Nokomis Regional Middle/High School, Newport, Maine (Project Coordinator/Designer/Construction Admin)
- Monmouth Elementary/Middle School, Monmouth, Maine (Project Coordinator/Designer)
- Buildings for Our Future, Portland Public Schools, Portland, Maine (Project Coordinator/Designer)

OAK POINT ASSOCIATES

William S. Van Benthuysen, AIA

Maine Licensed Architect

Education

- Civil/Architectural Technology - Associates in Applied Science, Hudson Valley Community College

Licenses and Certifications

- Registered Architect: ME (ARC3974), NY (021202-1)

Affiliations

- American Institute of Architects (AIA), Member

Project Experience

- Facilities Master Plan, Southern Maine Community College (SMCC), South Portland, Maine (Project Manager/Architect)
- Hutchinson Union Building (HUB), SMCC, South Portland, Maine (Project Manager/Architect)
- Orion Hall - Midcoast Fitness Center, SMCC, Brunswick, Maine (Project Manager/Architect)
- Culinary Arts Building Renovations, SMCCe, South Portland, Maine (Project Manager/Architect)
- Campus Center Renovations, SMCC, South Portland, Maine (Architect)
- Fine Arts Gallery Elevator Addition, University of New England, Portland, Maine (Project Manager/Architect)
- SMCC Campus Center Renovations, South Portland, Maine (Architect)

OAK POINT ASSOCIATES

Chantel Tardif, NCARB, AIA, LEED AP BD+C

Maine Licensed Architect

Education

- Masters of Architecture, Northeastern University
- Bachelor of Science in Architecture, Northeastern University

Licenses and Certifications

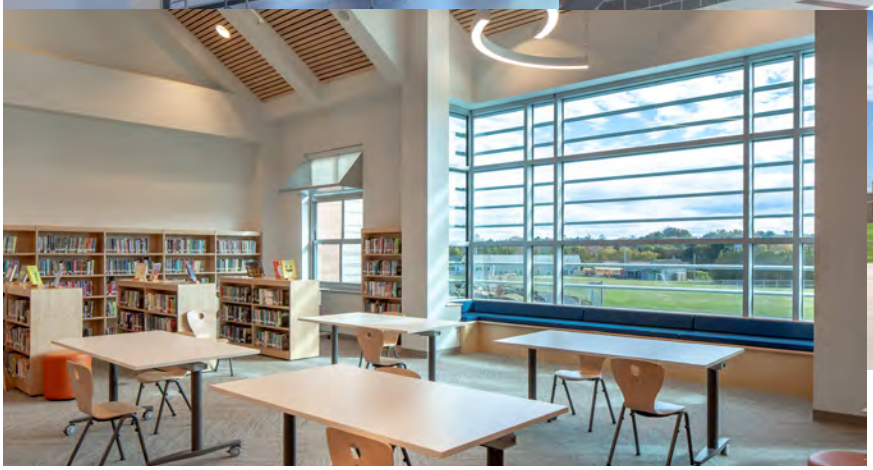
- Registered Architect: ME (ARC4670), NH (4404)

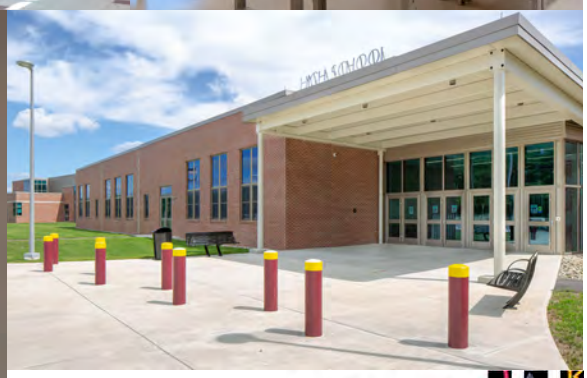
Affiliations

- National Council of Architectural Registration Boards (NCARB)
- American Institute of Architects (AIA), Member
- U.S. Green Building Council (USGBC), Member

Project Experience

- Camden-Rockport Middle School, Camden, ME (Architect)
- Nokomis Middle/High School, Newport, ME (Architect)
- Amanda C. Rowe Elementary School, Portland, ME (Architect)
- Reiche Elementary School Elevator Addition, Portland, ME (Architect)
- Hampton District Courthouse, Hampton, NH (Architect)
- University of New England, Innovation Hall Renovation, Portland, ME
- Rangeley Lakes Regional School, Rangeley, ME (Architect)
- University of New England, Alexander Hall, Portland, ME (Architect)
- Armed Forces Reserve Center, Maine Army National Guard, Brunswick, ME (LEED Documenter)





OAK POINT
ASSOCIATES

Sarah Smith, NCIDQ, IIDA, ALEP, LEED AP

Principal / Certified Interior Designer / Space Planner

Education

- Bachelor of Science, Interior Design, Wentworth Institute of Technology, 1990
- Associate of Applied Science, Wentworth Institute of Technology

Licenses and Certifications

- Certified Interior Designer: ME (#CID2912)
- National Council for Interior Design Qualification: Certified Interior Designer
- Accredited Learning Environments Planner (ALEP)
- LEED Accredited Professional, USGBC

Affiliations

- National Council for Interior Design Qualification, Certified
- U.S. Green Building Council, Member

Project Experience

- Camden-Rockport Middle School, Camden, Maine (Interior Designer, Space Planner)
- Renovation of the Mary E. Taylor Building, Camden, Maine (Interior Designer, Space Planner)
- Saint Patrick Academy, Portsmouth, New Hampshire (Interior Designer, Space Planner)
- Renovations To Waesche Hall, Yeaton Hall, Satterlee Hall And Dimick Hall, U.S. Coast Guard Academy, New London, Connecticut (Interior Designer, Space Planner)
- Innovation Hall Renovation, University of New England, Portland, Maine (Interior Designer, Space Planner)
- Campus Center Cafe, Bookstore And Student Services Renovations, Southern Maine Community College, South Portland, Maine (Interior Designer, Space Planner)
- Pratt & Whitney Building, York County Community College, Wells, Maine (Interior Designer, Space Planner)

OAK POINT ASSOCIATES

Kristin Gauthier, LEED AP

Interior Designer / Space Planner

Education

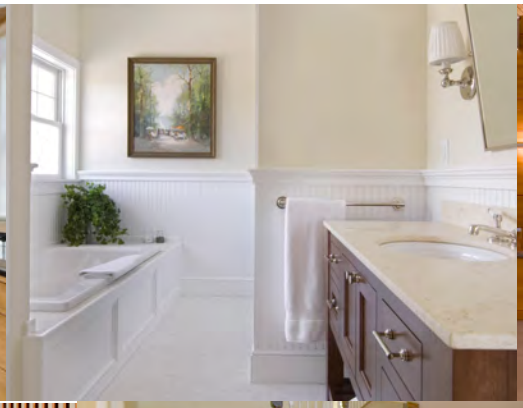
- Associates of Applied Science, Fashion Institute of Technology
- Bachelor of Fine Arts, Restoration, Fashion Institute of Technology, 1998

Affiliations

- LEED Accredited Professional, USGBC

Project Experience

- Building 13 (B13) Base Communications Facility Repairs, PNSY, Kittery, Maine (Space Planner, Interior Designer)
- Building 2, Reactor Servicing Ship Support, PNSY, Kittery, Maine (Space Planner, Interior Designer)
- Repairs for Insulator Shop Relocation, B166, PNSY, Kittery, Maine (Space Planner, Interior Designer)
- New Hampshire 10th Circuit Courthouse, Hampton, New Hampshire (Space Planner, Interior Designer)
- UMFK Enrollment and Advancement Center, Fort Kent, Maine (Space Planner, Interior Designer)
- Foster Center for Student Innovation, University of Maine, Orono, Maine (Space Planner, Interior Designer)
- Renovations to Mason-Motz Community Programs Building, Falmouth, Maine (Space Planner, Interior Designer)
- Renovations to the President's House, University of New Hampshire, Durham, New Hampshire (Space Planner, Interior Designer)



OAK POINT ASSOCIATES

Allison Towne DiMatteo, PLA, LEED AP

Principal / Maine Licensed Landscape Architect

Education

- Master of Landscape Architecture, Harvard University, 1995
- Bachelor of Arts (Architecture/Economics), Wellesley College, 1991

Licenses and Certifications

- Registered Landscape Architect: ME (#LAR2403), NH (#00094)
- LEED Accredited Professional, USGBC

Affiliations

- U.S. Green Building Council, Member
- Society for Marketing of Professional Services, Member
- Maine Conference United Church of Christ (MEUCC), Executive Board

Project Experience

- City Hall Annex Renovation, Rochester, New Hampshire (Landscape Architect)
- Exterior Plaza Renovations, JFK Federal Building, Boston, Massachusetts (Project Manager, Landscape Architect)
- Hamel Recreation Center Renovation and Outdoor Pool, UNH, Durham, New Hampshire (Landscape Architect)
- Renovation of the Mary E. Taylor Building, Camden, Maine (Landscape Architect)
- Repair Mission Critical Transmitter Building, B100, NCTAMS LANT Det Cutler, Cutler, Maine (Project Manager)
- Pond Residence, Cape Elizabeth, Maine (Landscape Architect)
- Smith-Corcoran Residence, Cumberland, Maine (Landscape Architect)
- The Tulip Residence, Biddeford Pool, Maine (Landscape Architect)

OAK POINT ASSOCIATES

David N. Martin, PE, SE

Structural Engineer

Education

- Bachelor of Science, Civil Engineering, University of Maine, 1984
- Master of Engineering, Structural Engineering, Virginia Tech, 1993

Licenses and Certifications

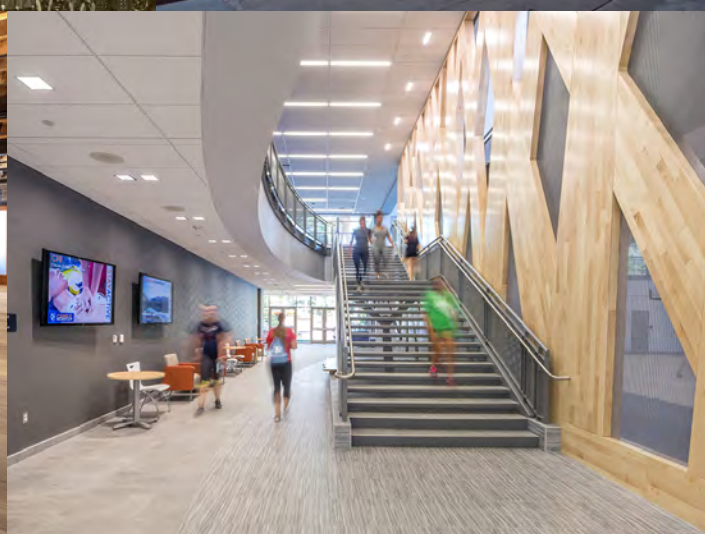
- Professional Engineer: ME (#6622), NH (#9134), RI (#6848), MA (#40537-ST), VT (#7330), CT (#20569), DE (#17211), NY (#092732), WV (#23181)
- Structural Engineer: IL (#81-006287)

Affiliations

- American Society of Civil Engineers
- Structural Engineering Association of Maine
- American Concrete Institute
- American Institute of Steel Construction

Project Experience

- City Hall Annex Renovation, Rochester, New Hampshire (Structural Engineer)
- Repair Historic Boathouse, NOSC Buffalo, Buffalo, New York (Structural Engineer)
- Building 2, Reactor Servicing Ship Support, PNSY, Kittery, Maine (Structural Engineer)
- Energy Conservation & Structural Repair, Building 178 (B178), PNSY, Kittery, Maine (Structural Engineer)
- Saint Patrick Academy Gymnasium (Saint Sebastian Hall), Portsmouth, New Hampshire (Structural Engineer)
- University of New Hampshire, Hamel Recreation Center Renovation & Addition, Dover, New Hampshire (Structural Engineer)
- Telecommunications Center Addition And Renovation, UNH, Durham, New Hampshire (Structural Engineer)
- NH Army National Guard Regional Training Institute (RTI), Pembroke, New Hampshire (Structural Engineer)
- Mary E. Taylor Building Renovation, Camden, Maine (Structural Engineer)



OAK POINT ASSOCIATES

Laura E. Clebak, PE, LEED AP

Fire Protection/Structural Engineer / Life Safety

Education

- Bachelor of Science, Civil Engineering, Worcester Polytechnic Institute, 1997
- Master of Science, Fire Protection Engineering, Worcester Polytechnic Institute, 1999

Licenses and Certifications

- Professional Engineer: ME (#10417), NH (#13018), MA (#48544-FP), NY (#96336)

Affiliations

- National Fire Protection Association
- Society of Fire Protection Engineers, New England Chapter
- International Code Council (ICC)
- LEED Accredited Professional, USGBC

Project Experience

- Building 13 (B13) Base Communication Facility Repairs, PNSY, Kittery, Maine (Fire Protection Engineer)
- Building 2, Reactor Servicing Ship Support, PNSY, Kittery, Maine (Fire Protection Engineer)
- Energy Repairs to Shipyard OPS Planning Department, M1, M2 and M3, PNSY, Kittery, Maine (Fire Protection Engineer)
- Saint Patrick Academy, Portsmouth, New Hampshire (Fire Protection Engineer)
- University of New Hampshire, Hamel Recreation Center Renovation & Addition, Dover, New Hampshire (Fire Protection Engineer)
- Amanda C. Rowe Elementary School, Portland, Maine (Fire Protection Engineer)
- Camden-Rockport Middle School, Camden, Maine (Fire Protection Engineer)
- Repair Historic Boathouse, NOSC Buffalo, Buffalo, New York (Fire Protection Engineer)

OAK POINT ASSOCIATES

Jacques L. Gagnon, Jr., PE, LEED AP

Civil Engineer

Education

- Bachelor of Science, Civil Engineering, University of New Hampshire, 1984

Licenses and Certifications

- Professional Engineer: ME (#6237), MA (#48809-C), NH (#08925), CT (#20671), VT (#9039), RI (#6898)
- FAA Licensed Drone Pilot

Affiliations

- LEED Accredited Professional, USGBC

Project Experience

- Nokomis Regional Middle School/High School, Newport, Maine (Civil Engineer)
- Monmouth Elementary/Middle School, Monmouth, Maine (Civil Engineer)
- Young and Fairfield Schools Concept Design, Saco, Maine (Civil Engineer)
- Falmouth Elementary School, Falmouth, Maine (Civil Engineer)
- Mount View School, Thorndike, Maine (Civil Engineer)
- Vinalhaven School, Vinalhaven, Maine (Civil Engineer)
- Hall-Dale Elementary School, Hallowell, Maine (Civil Engineer)
- University of New England, Innovation Hall Renovation, Portland, Maine (Civil Engineer & Quality Control)
- Finance & Administration Building, University of New England, Biddeford, Maine (Civil Engineer)

OAK POINT ASSOCIATES

Jonah DeWaters, PE, LEED AP BD+C

Civil Engineer

Education

- Bachelor of Science, Civil Engineering, University of New Hampshire, 2005

Licenses and Certifications

- Professional Engineer: ME (#12273)

Affiliations

- Member, American Society of Civil Engineers (ASCE)
- LEED Accredited Professional (Building Design & Construction), USGBC

Project Experience

- Monmouth Elementary/Middle School, Monmouth, Maine (Civil Engineer)
- Nokomis Middle/High School, Newport, Maine (Civil Engineer)
- Amanda C. Rowe Elementary School, Portland, Maine (Civil Engineer)
- Buildings for our Future, Portland Public Schools, Portland, Maine (Civil Engineer/Site Designer)
- Falmouth Elementary School and Athletic Fields, Falmouth, Maine (Civil Engineer/Design Assistant)
- Mount View School, Thorndike, Maine (Civil Engineer/Design Assistant)
- York County Community College, New Academic Building, Wells, Maine (Civil Engineer & Quality Control)
- Innovation Hall, University of New England, Portland, Maine (Civil Engineer, Permitting)

OAK POINT ASSOCIATES

Matthew S. Albert, PE, LEED AP

Principal / Mechanical Engineer

Education

- Bachelor of Science, Physics Engineering, University of Maine, 1987

Licenses and Certifications

- Professional Engineer: ME (#9235), MA (#48823-M), NH (#13173), CT (#27818), VT (#71499), RI (#9489), DE (#17189), NY (#093617), PA (#PE077991), WV (#23136)
- Certified Building Commissioning Professional
- Certified Geoexchange Designer
- Certified Measurement & Verification Professional

Affiliations

- LEED Accredited Professional, USGBC
- Association of Energy Engineers
- American Society of Heating, Refrigerating and Air-Conditioning Engineers

Project Experience

- Mary E. Taylor Building Renovation, Camden, Maine (Mechanical Engineer)
- University of New Hampshire, Hamel Recreation Center Renovation & Addition, Dover, New Hampshire (Mechanical Engineer)
- Repair Historic Boathouse, NOSC Buffalo, Buffalo, New York (Mechanical Engineer)
- Energy Conservation & Structural Repair, Building 178 (B178), PNSY, KIttery, Maine (Mechanical Engineer)
- Repairs for Insulator Shop Relocation, B166, PNSY, Kittery, Maine (Mechanical Engineer)
- Innovation Hall Renovation, University of New England, Portland, Maine (Mechanical Engineer)
- Camden-Rockport Middle School, Camden, Maine (Mechanical Engineer)
- NH Army National Guard Regional Training Institute (RTI), Pembroke, New Hampshire (Mechanical Engineer)
- Campus Center Cafe, Bookstore & Student Services Reno, SMCC, South Portland, Maine (Mechanical Engineer)

OAK POINT ASSOCIATES

Diane Acheson, PE, CEM, LEED AP

Mechanical Engineer / Certified Energy Manager

Education

- Bachelor of Science, Mechanical Engineering, University of Hawaii, 1990

Licenses and Certifications

- Professional Engineer: ME (#9277)
- Certified Energy Manager, Association of Energy Engineers

Affiliations

- LEED Accredited Professional, USGBC

Project Experience

- Building 13 (B13) Base Communication Facility Repairs, PNSY, Kittery, Maine (Mechanical Engineer)
- Renovations to Mason-Motz Community Programs Building, Falmouth, Maine (Mechanical Engineer)
- Renovations To Waesche Hall, Yeaton Hall, Satterlee Hall And Dimick Hall, U.S. Coast Guard Academy, New London, Connecticut (Mechanical Engineer)
- Saint Patrick Academy Gymnasium (Saint Sebastian Hall), Portsmouth, New Hampshire (Mechanical Engineer)
- Falmouth Town Hall And Food Pantry Renovations, Falmouth, Maine (Mechanical Engineer)
- Amanda C. Rowe Elementary School, Portland, Maine (Mechanical Engineer)
- UMFK Enrollment and Advancement Center, Fort Kent, Maine (Mechanical Engineer)
- Pratt & Whitney Building, York County Community College, Wells, Maine (Mechanical Engineer)

OAK POINT ASSOCIATES

Dale Lincoln II, PE

Electrical Engineer

Education

- Bachelor of Science, Electrical Engineering, University of Maine, 1994

Licenses and Certifications

- Professional Engineer: ME (#10443), MA (#48897-E), NH (#13200), VT (#73084)

Project Experience

- Nokomis Regional Middle School/High School, Newport, Maine (Electrical Engineer)
- Saint Patrick Academy, New Academic Building, Portsmouth, New Hampshire (Electrical Engineer)
- Camden-Rockport Middle School, Camden, Maine (Electrical Engineer)
- University of New England, Innovation Hall Renovation, Portland, Maine (Electrical Engineer)
- York County Community College, New Academic Building, Wells, Maine (Electrical Engineer)
- Finance & Administration Building, University of New England, Biddeford, Maine (Electrical Engineer)
- Farm Production Facility, Kennebec Valley Community Center, Fairfield, Maine (Electrical Engineer)
- Southern Maine Community College Campus Center Renovations, South Portland, Maine (Electrical Engineer)

OAK POINT ASSOCIATES

Kelly A. O'Brien, PE

Electrical Engineer

Education

- Bachelor of Science, Electrical Engineering, Worcester Polytechnic Institute, 1995

Licenses and Certifications

- Professional Engineer: ME (#9277)
- Certified Energy Manager, Association of Energy Engineers

Project Experience

- Amanda C. Rowe Elementary School, Portland, Maine (Electrical Engineer)
- Nokomis Regional Middle School/High School, Newport, Maine (Electrical Engineer)
- Mary E. Taylor Building, Camden, Maine (Electrical Engineer)
- Saint Patrick Academy, Portsmouth, New Hampshire (Electrical Engineer)
- Enrollment and Advancement Center, University of Maine, Fort Kent, Maine (Electrical Engineer)

OAK POINT ASSOCIATES

Section 3

QUALITY CONTROL

Quality Control

Quality Assurance (QA) is a process that starts at the very beginning of every project at Oak Point Associates and continues until delivery of final construction documents. We believe our QA process is one of the major reasons the firm has continued to be successful.

QA begins with the design team, who is headed by a project manager. An internal project "kick-off" meeting is held with team members to discuss and familiarize everyone with the project scope, client objectives, budget, schedule, and communication processes. Project meetings are regularly scheduled to ensure proper coordination and communication between design disciplines during the entire project development. Project meetings are in addition to the day-to-day interaction of team members and provide the forum to review and cross-coordinate documents including drawings, specifications, cost estimates, reports, and other related documents.

Quality control reviews are conducted at each design phase, prior to submitting to the client, with enough time to allow for corrections. These quality control reviews are coordinated through our Quality Control Manager, who assembles and coordinates the quality control review teams. Each discipline's work (Civil, Structural, Architectural, etc.) is reviewed by another staff member within the same discipline who is not associated with the project to provide an independent check. The entire set of project documents then receives a quality assurance review by the Quality Control Manager and the Design Project Manager to further coordinate the project. Documents are marked up with comments and returned to the authors/designers for consideration and incorporation. Most importantly, the comments are back-checked prior to the next submission.

Our QA/QC process includes review and coordination of the following: drawings, specifications, cost estimates, reports, constructability of the project, compliance with applicable codes, accuracy and completeness of details and materials, compatibility of materials, coordination of terms used on the drawings and in the specifications, confirmation that items on the drawings are covered in the specifications, detail referencing, dimension verification, coordination of drawing titles, and sheet numbering. Cost estimates are reviewed for accuracy of quantities; material and labor costs are cross checked with Means Building Construction Cost Data, manufacturers' quotes, Oak Point Associates cost data, and current market conditions.

At the heart of both the quality assurance and quality control processes is communication. Communication between disciplines is very important to producing a quality product for the client. Oak Point Associates houses all design disciplines, which allows free-flowing communication and coordination to be accomplished. Coordination between our two locations in Portsmouth, New Hampshire, and Biddeford, Maine, is accomplished via direct data and phone link, face-to-face meetings, teleconferencing, e-mail, and interoffice courier.

Section 4

PERFORMANCE

Performance

Our objective is to exceed expectations with every project. We understand that each project has its own unique set of challenges and opportunities, and we are committed to providing each of our clients with an inspired, appropriate design solution within an effective project delivery process. Our level of dedication is proven by the long-term relationships we maintain, providing many clients with decades of service. They depend on our proven ability to meet their programmatic needs, develop accurate project budgets, and control cost.

Oak Point Associated does not have any record of substandard work and there aren't any pending or expected judgments, or litigation against our firm.

Section 5

USE OF SUBCONTRACTORS

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BCA

Representative Maine Projects List

Historic Structure Reports and Measured Drawings

Abyssinian Meeting House
Portland, Maine
Material Review
Historic Structure Report

Fort Kent Blockhouse
Fort Kent, Maine
Measured Drawings of Building to the Historic American Building Survey Standards, Filed at the Library of Congress

Comprehensive Building Restoration

Edward T. Gignoux Courthouse
Portland, Maine
Exterior Masonry, Wood Window Restoration
Interior Paint and Plaster Restoration; Building Preservation Plan Update

Portland Custom House
Portland, Maine
Exterior Masonry, Wood Window Restoration
Interior Plaster Restoration

Maine State House
Augusta, Maine
Copper Clad Window Repair Documents
Exterior Masonry Restoration Construction Documents and Administration

St. Mary's-by-the-Sea Church
Northeast Harbor, Maine
Exterior Survey, Construction Documents and Administration

Studies

L.L. Bean House
Freeport, Maine
Interior Paint Study

Walker Art Gallery / Bowdoin College
Brunswick, Maine
Paint Study

Edmund S. Muskie Federal Building
Augusta, Maine
Exterior Envelope Survey and Report

Hamilton House
South Berwick, Maine
Paint Analysis

Harriet Beecher Stowe House
Brunswick, Maine
Paint and Materials Analysis

Maine Maritime Museum
Bath, Maine
Interior Paint Research

Kennebec Arsenal
Kennebec, Maine
Exterior Envelope Survey, Treatment Recommendations, and Repair Plan for Officers Quarters II

Pemaquid Point Lighthouse
Bristol, Maine
Materials Testing

McLellan House / Portland Museum of Art
Portland, Maine
Paint Analysis and Report

Victoria Mansion
Portland, Maine
Conditions Assessment of Brownstone Façade
Exterior Trim and Paint Research

Winslow Homer Studio
Prout's Neck, Maine
Historic Paint and Mortar Analysis
Exterior Wood Shingle Assessment

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Lisa Howe is the director of BCA’s New England branch located in Newton Centre, Massachusetts. In addition to managing the branch, Lisa also provides leadership on the projects in the office.

Lisa brings over 30 years of experience in the construction and restoration industry. Her expertise consists of both professional and hands-on experience, starting her career as a mason. Past roles include: Director of Preservation at Consigli Construction; Principal and Director of Preservation at Goody Clancy, an architecture firm in Boston; and Project Manager at Harvard University, Faculty of Arts and Sciences. Lisa received her historic preservation degree from Roger Williams University; a Masters in Real Estate Development from the University of Maryland; and training in Strategic Leadership Towards Sustainable Development in Sweden. Lisa is a board member of Preservation Massachusetts, and a past Board Member of the Association for Preservation Technology.

Lisa has extensive experience documenting the condition of historic building materials, developing treatments for their repair and conservation, preparing construction documents for the implementation of these treatments, providing project monitoring during the repair and conservation work, and writing Historic Structures Reports.

Lisa’s work focuses on the seamless integration of design, preservation, and sustainability of iconic buildings and campuses. Projects completed over her career span time periods from the 1798 Bulfinch Massachusetts State House to the 1970’s Kallman McKinnel and Knowles Boston City Hall; range in materials including the ornately carved gauged brick at H. H. Richardson’s Sever Hall to the extensive terra cotta replication and replacement at the Walker Building in Boston, MA; and range in scale from a Historic Structures Report for the Charlestown, MA Navy Yard Building 24 to coordinating the assessment of 900,000 SF of historic building stock at St. Elizabeth’s Campus in Washington, DC.

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University of Maryland, College Park, Maryland
Master’s in Real Estate Development

Roger Williams University, Bristol, Rhode Island
Bachelor of Science in Historic Preservation

Blekinge Institute of Technology, Karlskrona, Sweden
Strategic Leadership Toward Sustainable Development Program

COLLEEN CHAPIN

Senior Architectural Conservator

Experience

Colleen Chapin joined BCA in 2017 with 10 years of experience in historic preservation, primarily working for Historic New England (formerly the Society for the Preservation of New England Antiquities, SPNEA). Her expertise consists of both management and hands-on experience. Starting her career as a preservation carpenter, her early work and training gave her experience in documenting and repairing historic building fabric using a mix of traditional and modern techniques as required. Her responsibilities also included promotion of Historic New England's best practices through homeowner workshops and blog entries, and the ongoing development and maintenance of HNE's Property Care project database.

As a Senior Preservation Manager with Historic New England, Colleen had overall responsibility for the preservation, maintenance and capital improvements of properties ranging from the 17th to the 20th centuries. In this role Colleen developed conditions assessments and management plans, developed required construction documents for budgeted projects and oversaw implementation of various capital projects. The weatherization project to reduce energy consumption of The Lyman Estate by 50% with minimal impact on historic fabric of the National Historic Landmark received the 2013 Massachusetts Historical Commission Preservation Award.

Colleen's projects with BCA have included historic structures reports, conditions surveys and varied preservation consulting for such historic properties as Faneuil Hall and Boston City Hall in Boston, MA; Harvard Stadium in Boston, MA; Dr. Francis Wicks House in Falmouth, MA; Sawin House in Natick, MA; and The Mount in Lenox, MA. Additionally, Colleen has led the development of Historic Building Preservation Plans for a variety of Government Services Administration (GSA) historic buildings throughout New England.

Education

University of Massachusetts, Master of Science, Historic Preservation 2016
North Bennet Street School, Preservation Carpentry Program, 2006
University of Arizona, Master of Science, Physiology 1990
Boston University, Bachelor of Science, Physiology 1988

Section 6

PROJECT APPROACH

Oak Point Associates' objective with every project is to exceed client expectations in satisfying all program requirements and design goals. Throughout the project's duration, the City of Biddeford facilities staff will be an integral partner. Based on our understanding of the work, key partnership milestones for project success include establishing lines of communication with building occupants, coordinating involvement with stakeholders, and reviewing options for plans and systems.

Staffing

At the beginning of the project, a Principal-In-Charge will be assigned to the project along with a Project Manager, Architect and Engineer for each required discipline. This project team will be maintained throughout the duration of the project. Additional staff will supplement the primary design team as required throughout the project. Our firm possesses a depth of staff within each department, allowing qualified personnel to cover for staff vacations and time off.

Initial kick-off meeting and introduction of project team

An initial meeting with stakeholders will be held to introduce the project team, outline the process, and establish dates for critical milestones. It is anticipated that City of Biddeford facilities staff and the Oak Point Associates project team will attend the initial meeting. This meeting will be an opportunity to review the studies previously conducted and define the scope for the project. Our Historic Preservation consultant, Building Conservation Associates (BCA) will also attend. This initial meeting will provide an opportunity to review the goals for historic preservation including the architectural features and character of the clock tower and window options.

Construction Documents

The development of construction documents will include preparing drawings, specifications and estimates of probable construction cost for all aspects of the construction project. Our in-house, full-service architecture and engineering teams offer client flexibility, rapid problem solving, and the ability to test ideas quickly and thoroughly. This integrated approach leads to thoughtful designs, comprehensive solutions and detailed construction documents.

OPA and BCA will provide documentation of the existing architectural features, materials, profiles and construction of the historic elements of the clock tower will be developed to aid in the restoration of these elements. Options for window replacements will be developed. Given this age and historical significance of the building, a range of replacement options are available to be evaluated for both appropriateness and budget.

Submissions will be made at 35%, 65%, and 95% progress completion. At each submission, the City of Biddeford will have the opportunity to provide written review comments to Oak Point Associates, a submission review meeting will be held, and the design team will respond to each comment provided.

QA/QC

Throughout the process, Oak Point Associates' robust Quality Assurance/Quality Control procedures will be employed. Architecture and engineering professionals not actively working on the project will review submissions to verify functionality of the design and overall progress. In addition, prior to projects being released for contractor bidding, the entire project will be reviewed as a package for cross-discipline coordination and system functionality. These QA/QC procedures help to reduce construction change orders and lead to a high-quality product for our clients.

Bid Procurement

Oak Point Associates will provide support to the City of Biddeford during the bid period. This includes attending pre-bid walkthroughs, answering Requests for Information, and assisting with the evaluation of bids received.

Construction Period Services

Oak Point Associates' design team will be involved throughout the construction phase of the project, maintaining consistent project knowledge from initial project kick-off through construction completion. Submittals will be reviewed by individuals involved in the design, verifying intent and compliance with the documents. These same design professionals will be involved in on-site inspections, responding to contractor Requests for Information, and completing preliminary and final punch lists.

We anticipate that, through the course of the work, limited assistance from City of Biddeford personnel will be required. During the initial information gathering phase, Oak Point Associates will conduct a detailed review of the building and associated systems, which will require access to be coordinated with occupants and staff. Throughout the project, City of Biddeford facilities staff will be an important partner on the project team. City Staff will be asked to review progress documents, attend construction meetings and review requisitions and other project related documents.

Section 7

USE OF CITY PERSONNEL

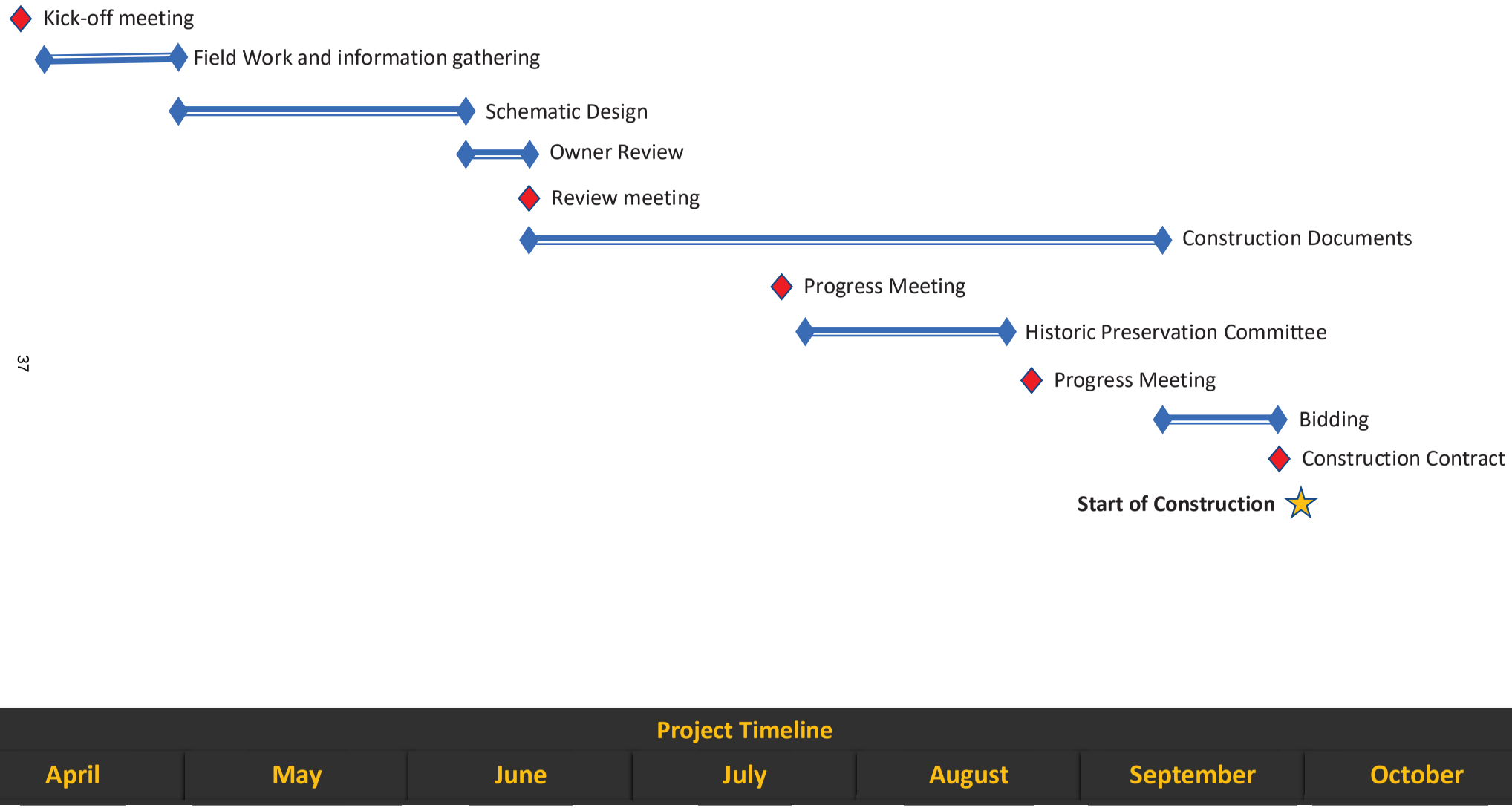
Use of City Personnel

We anticipate that, through the course of the work, limited assistance from City of Biddeford personnel will be required. During the initial information gathering phase, Oak Point Associates will conduct a detailed review of the building and associated systems, which will require access to be coordinated with occupants and staff. Throughout the project, City of Biddeford facilities staff will be an important partner on the project team. City Staff will be asked to review progress documents, attend construction meetings and review requisitions and other project related documents.

Section 8

REPORTING DEADLINES

Preliminary Schedule



Section 9

REFERENCES

References

CITY HALL ANNEX RENOVATION | ROCHESTER, NH

Mr. Blaine M Cox, City Manager
City of Rochester, New Hampshire
31 Wakefield Street
Rochester, NH 03867
603.335.7609
blaine.cox@rochesternh.net

U.S. CUSTOM HOUSE RENOVATION & E. T. GIGNOUX FEDERAL COURTHOUSE RENOVATION | PORTLAND, ME

Mr. Thomas Severance, Property Manager, GSA
Gignoux Courthouse
156 Federal Street
Portland, ME 04101
207.780.3050
thomas.severance@gsa.gov

BUILDING 2 RENOVATION & BUILDING 166, SHOP 57 LAGGER RELOCATION, PORTSMOUTH NAVAL SHIPYARD | KITTERY, ME

Mr. Robert Westhelle, Architect / Program Manager
Public Works Department
Portsmouth Naval Shipyard
Kittery, ME 03804
207.438.4433
robert.westhelle@navy.mil

ENERGY REPAIRS TO SHIPYARD OPS PLANNING DEPARTMENT, M1, M2 AND M3, PORTSMOUTH NAVAL SHIPYARD| KITTERY, ME

Ms. Jessica Grant, Facilities Planner
Public Works Department
Portsmouth Naval Shipyard
Kittery, ME 03804
207.438.4607
jessica.l.grant21.civ@us.navy.mil

P266 STRUCTURAL SHOPS CONSOLIDATION, PORTSMOUTH NAVAL SHIPYARD| KITTERY, ME

Mr. Sam Russo, NAVFAC Mid-Atlantic NE IPT Design Manager/Architect
NAVFAC Mid-Atlantic
9324 Virginia Avenue
Norfolk, VA 23511-3095
757.341.2056
samuel.v.russo@navy.mil

Section 10

PROOF OF INSURANCE

OAKPOIN-01 EGLEASON

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/18/2022

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.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Clark Insurance
1945 Congress Street, Bldg A
PO Box 3543
Portland, ME 04104-3543

CONTACT NAME:
PHONE (A/C, No, Ext): (207) 774-6257 FAX (A/C, No): (207) 774-2994
E-MAIL ADDRESS: info@clarkinsurance.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Tri-State Insurance Company of Minnesota	31003
INSURER B : Continental Western Insurance Company	10804
INSURER C : Acadia	31325
INSURER D : Maine Employers Mutual Ins Co	11149
INSURER E : XL Specialty Insurance Co	37885
INSURER F :	

INSURED
Oak Point Associates
PO Box 1259
Biddeford, ME 04005

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE / X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY / PRO-JECT / LOC OTHER:			ADV5244623-15	5/23/2021	5/23/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 300,000 $ 10,000 $ 2,000,000 $ 4,000,000 $ 4,000,000 $
B	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY			CAA5100503-18	5/23/2021	5/23/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 2,000,000 $ $ $ $
C	X UMBRELLA LIAB / X OCCUR EXCESS LIAB / CLAIMS-MADE DED / RETENTION $			CUA5244624-15	5/23/2021	5/23/2022	EACH OCCURRENCE AGGREGATE	$ 3,000,000 $ 3,000,000 $
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		5101800856	5/23/2021	5/23/2022	X PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 500,000 $ 500,000 $ 500,000
E	Prof Liability			DPR9979620	6/15/2021	6/15/2022	Each Claim	3,000,000
E	Deductible: $50,000			DPR9979620	6/15/2021	6/15/2022	Aggregate	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
For Professional Liability coverage, the aggregate limit is the total insurance available for all covered claims presented within the policy period. The limit will be reduced by payments of indemnity and expense.

CERTIFICATE HOLDER

City of Biddeford
205 Main Street
Biddeford, ME 04005

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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231 Main Street, Biddeford, ME 04005 TEL 207.283.0193 FAX 207.283.4283 www.oakpoint.com

RFQ for Biddeford City Hall

PLATZ ASSOCIATES
Two Great Falls Plaza, Auburn, ME 04210
207-784-2941

Contact:
Thomas H. Platz.AIA
tplatz@platzassociates.com

10 March 2022

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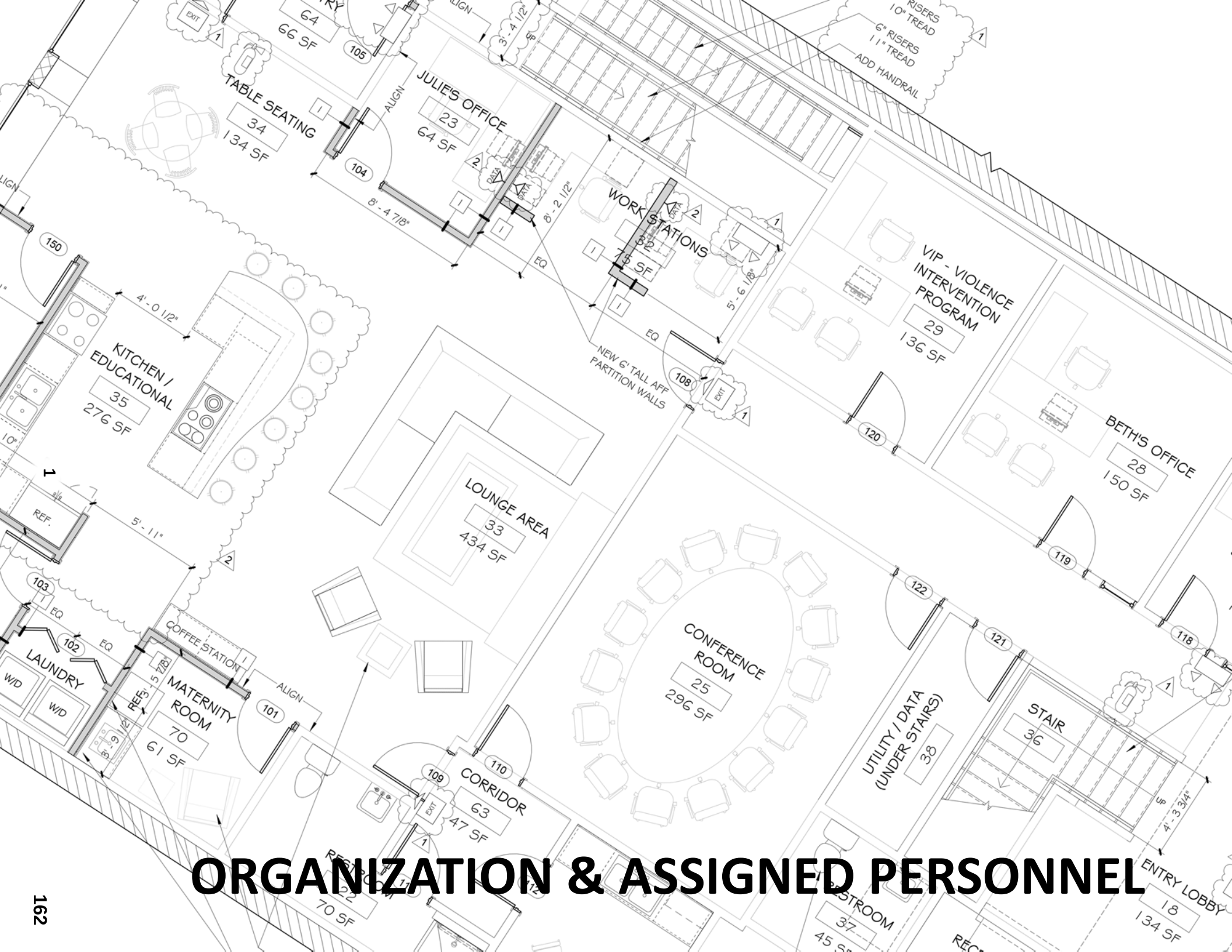


ORGANIZATION & ASSIGNED PERSONNEL

ORGANIZATION
&
ASSIGNED PERSONNEL

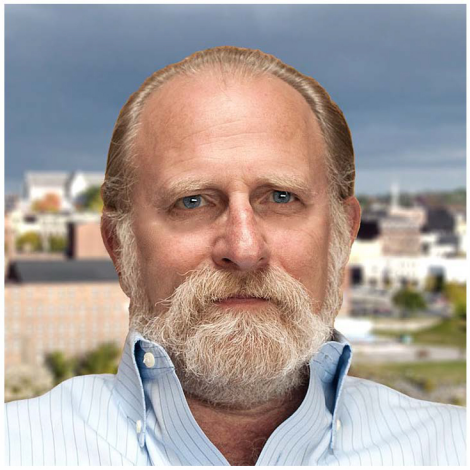
Platz Associates is a regional architectural firm that does business in Maine and New Hampshire. We are a multidiscipline design and construction management firm with a long history rooted in community centered projects. Since 1980, we have worked to blend function, aesthetics, and cost-efficiency in our designs. The professional staff of Platz Associates includes not only architects and engineers, but also specialists in site evaluation, planning, permitting, cost estimating and construction. With experienced leadership and a versatile team, we understand the necessity of working within well-defined budget constraints and providing design solutions that maximize value for the available resources while meeting scheduling demands. We have completed the design for over 1,000,000 SF of Historic buildings with most of them being Historic Tax Credit projects. For this project we intend to work with the firm of Haley Ward in Bangor to furnish the Electrical, Mechanical, Structural and Civil services.

We propose to assign the following personnel to this project:

Thomas H. Platz, AIA, Principal
Travis Nadeau, LEED AP BD&C
Gabrielle L. Russell, AIA, LEED AP
Bruce W. Allen, Construction Engineer
William R. McLaughlin, Const. Tech & Drafting

LOCAL OFFICE TECHNICAL QUALIFICATIONS

Thomas H. Platz, AIA
President
Platz Associates



Thomas H. Platz founded Platz Associates with his brother 41 years ago and he currently serves as the firn's senior architect. Tom is responsible for the day-to-day firm management as well as working with the firm's architects to craft our creative direction. Tom has over 40 years of experience designing projects in New England and throughout the United States. His experience includes involvement on projects such as The Baltimore Aquarium, The San Antonio Museum of Art and The Boston Children's Museum.

Tom has extensive experience in project development, sustainable design, and providing innovative design solutions for a vast array of clients. In 1980, he and his brother Jim designed the largest Trombe wall ever built in Maine, which to this day heats an engineering and boat maintenance facility in Castine, Maine.

In recent years Tom has been the lead architect in the renovation of well over one million square feet of historically significant buildings. This includes work on the Bates Mill, the Knapp Shoe Building, The B. Peck Building, The Libby House, The McGuillicudy Block, and many, many other historical restorations. Platz Associates has been presented with awards from the Maine Preservation Society, Lewiston Preservation Board, the Maine Development Foundation, the Androscoggin Chamber of Commerce and Lewiston-Auburn Economic Growth Council.

Since completing his Master's degree, Tom has returned to Harvard's Graduate School of Design to complete coursework in; Public Library Planning & Design, Hospital Planning & Design, Design for Critical Care, Hotel Design & Development, Theatre Design as well as several other stategic educational courses.

SELECT PROJECTS:

The Lofts at Bates Mill - *Lewiston, Maine*
49-Unit Workforce Housing | N.P.S. Tax Credit Project | Winner of 2013 Historic Preservation Honor Award by Maine Preservation | Winner of 2013 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

The Knapp Shoe Building - *Lewiston, Maine*
Tom was the lead architect on this 180,000 sf historic renovation of an historic shoe mill in downtown Lewiston, This building now houses The Dempsey Center, The School of Nursing, and admistrative offices for Central Maine Healthcare.

Bates Mill #6 - *Lewiston, Maine*
Renovation of a 1926 Mill Building for Mixed Use | Winner of 2007 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

San Antonio Museum of Art - San Antonio, Texas
Tom was part of the design team that renovated and restored the former Lone Star Brewery to house the the Museum of Modern Art.

The Children's Museum - Boston, Massachusetts
During his tenure in Cambridge, Tom was part of the team of Architects responsible for the original Childrens Museum along the Boston waterfront.

The Baltimore Aquarium - Tom was part of the original team that conceived of and designed this innovative aquarium that sparked the redevelopment of Baltimores waterfront.

Business Service Center / Maine Supply Company Building - *Lewiston, Maine*
Adaptive Reuse | N.P.S. Tax Credit Project | Winner of 2007 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

EDUCATION
Harvard University, *Bachelor of Arts*

Harvard Graduate School of Design
Master of Architecture

Massachusetts Institute of Technology
Special Studies in Construction

REGISTRATIONS
Maine #1440, New Hampshire #4285

BUSINESS AFFILIATIONS
American Institute of Architects
Maine Chapter AIA (former Director)

International Code Council

National Fire Protection Association

Baxter Brewing Company, Chairman of the Board

CSP Mobile Productions, Chairman of the Board

LAEGC, Past Director

Lewiston Mill Redevelopment Committee, Past Director

AWARDS
Maine Development Foundation,
Economic Development Champion Award 2016
Androscoggin Chamber, Ray Geiger Award, 2006
d'Youville Community Award for Stewardship 2001
City of Auburn, Citizen of the Year 1999

PRESS
Mainebiz
"Young visionaries, veteran developer take on Bates Mill No. 5" November 11, 2013

VOLUNTEER WORK
Maine Public, Board of Directors (former Director)
The Public Theater, Board of Directors, Treasurer
L/A Arts, past Director
Central Maine Community College
Architectural Advisory Committee

Travis R. Nadeau, LEED AP BD+C
Licensed Maine Architect

Travis brings over seventeen years of experience in a wide range of municipal, residential, civic, religious, and retail projects, from 70-unit apartment buildings to 175,000 square foot retail entertainment centers. His resume includes the design coordination of six historic tax credit projects, and winners of two Maine Preservation Awards, with the 49-unit Lofts at Bates Mill and the Business Service Center, the adaptive reuse of Maine's first indoor automobile dealership in downtown Lewiston, Maine. Focused on client satisfaction and effective communication, the design of parking garages has been a specialty for Travis, with projects including a 380-vehicle garage in Lewiston, a 730-vehicle parking structure for the Thompson's Point mixed-use development in Portland, Maine, and a 523-vehicle parking component of a mixed-use development in historic Downtown Portsmouth, New Hampshire.

A tremendous asset to his clients, Travis brings a practical perspective to complex design issues and a strong focus on quality construction documents. With all of his projects, he works hard to build consensus with well-pitched design concepts and beautifully detailed architectural renderings. These qualities have proven particularly valuable with projects that have intensive design review and public participation, where his skillful blend of design and diplomacy incorporates the collective considerations toward enhancing architectural design.

In addition to his design work, Travis has extensive carpentry and contracting experience through his many renovations of light wood-framed residential projects, giving him a solid base of hands-on problem-solving experience and wide-ranging understanding of various construction costs and fabrication techniques.

RELEVANT PROJECTS:

HarborCorp North End Development - *Portsmouth, New Hampshire*
523-vehicle Parking Garage Component of a Mixed-Use Project

The Lofts at Bates Mill - *Lewiston, Maine*
49-Unit Workforce Housing | N.P.S. Tax Credit Project | Winner of 2013 Historic Preservation Honor Award by Maine Preservation | Winner of 2013 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

Bates Mill #6 - *Lewiston, Maine*
Renovation of a 1926 Mill Building for Mixed Use | Winner of 2007 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

Thompson's Point Parking Garage - *Portland, Maine*
720-vehicle Parking Garage component of an urban Mixed-Use Development

Brown Street Parking Garage - *Portland, Maine*
240-vehicle Parking Garage in Downtown Portland's Commercial District

Lincoln Street Parking Garage - *Lewiston, Maine*
523-vehicle Parking Garage supporting Mixed-Use Downtown Mill Development

Business Service Center / Maine Supply Company Building - *Lewiston, Maine*
Adaptive Reuse | N.P.S. Tax Credit Project | Winner of 2007 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

EDUCATION
Syracuse University
Bachelor of Architecture

Study Abroad Program - 1997
Florence, Italy

REGISTRATION
Maine

AFFILIATIONS
LEED AP BD+C
Leadership in Energy and Environmental Design
Accredited Professional
Building Design & Construction

VOLUNTEER WORK
N.C.A.R.B. Intern Development Program (I.D.P.),
Supervisor

Lisbon Youth Recreation Program, Volunteer

Gabrielle Russell, LEED AP
Licensed Maine Architect

With over 17 years of post-graduate experience in the design and construction fields, Gabrielle's career has developed cohesively; from supervision of Tulane's wood shop, work in architectural firms and a commercial construction firm, through to licensure. She also offers a unique perspective as a commercial real estate owner and historic building owner.

Joining Platz Associates in 2014, Gabrielle has worked on a number of transformative projects in downtown Lewiston, Maine, including the redevelopment efforts at the Bates Mill Weave Shed #5, a 21,500 sf office space for Grand Rounds at Bates Mill No. 6, the historic building renovation at 215 Lisbon Street and interior design for MUNKA, a cowork office space.

A selection of her past projects include a two theater addition to the historic Strand Theater in Skowhegan, a Portland brewery addition and renovation, private residences, church renovations, business offices, and art gallery space. She has experience in design, marketing, construction project management, specification writing, graphic design, and business development.

Gabrielle is motivated to improve her community and the environment, and it shows in her volunteer work as a Founding Member and Board President of Grow L+A, her role on the YMCA of Auburn-Lewiston Board and her past board roles on Auburn Business Development Corporation Board, the Lewiston's Historic Preservation Review Board and LA Arts.

PROJECTS

Blake and Pine Street Community Housing Lewiston, ME
A 35 unit Maine State Housing project for AVESTA currently in design development.

Sophia's House Lewiston, ME
A historic building and former convent that is being renovated for women's 2 year transitional housing and apartments, planned to open 1/2020.

Grand Rounds, Bates Mill No. 1 Lewiston, ME
47,000 Interior renovation of a historic downtown Mill building into offices

The Pub at Baxter Brewing Co. Lewiston, ME
7,000 sf restaurant adjacent to Baxter Brewing Company. The design was awarded a 2019 AIA Merit Award in the Institutional & Commercial category.

Grand Rounds, Bates Mill No. 6 Lewiston, ME
21,500 Interior renovation of a historic downtown Mill building into offices

Bath Savings Institution Yarmouth, ME
Interior Renovation to an existing branch bank

The Agora Grand Events Center and Inn at the Agora* Lewiston, ME
Historic church and rectory renovated into event space and Inn

Academy Street Townhouses* Auburn, ME
New 5 unit townhouses

Education
Tulane University, *Master of Architecture*

Tulane University, *Bachelor of Architecture*

Tulane University, *Architecture Study Abroad (Vienna, Prague, Basel)*

Maine Indoor Air Quality – Seminars
Construction Leadership Institute – CMCC & AGC

REGISTRATIONS
Maine #3325

AFFILIATIONS
LEED Accredited Professional

AWARDS
Maine Preservation Honor Award for the Agora Grand Event Center & Inn at the Agora - 2017

Uplift LA, 40 Under 40 - 2017 + 2016

PRESS
Maine. (magazine)
"50 Mainers Boldly Leading Our State" July 2015

Maine Home & Design (magazine)
"AIA DESIGN THEORY - The Power of Place" March 2015

Mainebiz
"Young visionaries, veteran developer take on Bates Mill No. 5" November 11, 2013

TEDxDirigo
"Envisioning the Future of a Mill City"
https://www.youtube.com/watch?v=83C4W4nRk10

VOLUNTEER WORK
Grow L+A, Board of Directors
(President + founding member)

YMCA Auburn Lewiston, Board of Directors

City of Lewiston, Historic Preservation Review Board,
(past Associate Member)

Bruce W. Allen
Construction Engineer
Platz Associates

Bruce joined Platz Associates in 1983 with seven years of experience as a field superintendant for a Maine based general contractor. He has supervised projects ranging from $50,000 to $12,000,000 which have encompassed all types of construction including wood, concrete, steel, and masonry, and include both new builings and rehabilitation of historic structures.

During the last thirty-two years working for Platz Associates, Bruce has led the construction team as the Construction Engineer for over $145,000,000 in construction projects. From a construction and management perspective, he maintains involvement with all of the projects in the office. Many of these have been fast tracked and, therefore, have had strict construction schedules. As an engineer, Bruce works directly with the design team to develop early design strategies to optimize schedule and maintain the project budget. Responsible for all aspects of Construction Management at Platz Associates, Bruce's integration into the design team has earned Platz Associates the reputation of delivering solutions that meet original design goals as well as financial constraints and exacting time schedules.

Bruce brings a pragmatic approach to resolving design issues, and his extensive construction management experience allows him to anticipate issues so that they can be addressed in the planning stages rather than encountered during construction when the solution is more expensive. Focused on the creation of plans that are buildable in the most efficient and value-oriented manner possible, his experience allows for developing highly accurate cost estimates and construction schedules.

EDUCATION
University of Maine
Bachelor of Science, Engineering
Associate of Science, Engineering

RELEVANT PROJECTS:

The Lofts at Bates Mill - *Lewiston, Maine*
49-Unit Workforce Housing | N.P.S. Tax Credit Project | Winner of 2013 Historic Preservation Honor Award by Maine Preservation | Winner of 2013 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

Maine Community Health Options Headquarters - Lewiston, Maine
Bates Mill Complex

Bates Mill #6 - *Lewiston, Maine*
Renovation of a 1926 Mill Building for Mixed Use | Winner of 2007 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

The Hartley Block - *Lewiston, Maine*
63-Unit Workforce Housing - N.P.S Tax Credit Project This new construction is located at the site of a multi building fire in downtown Lewiston. The multi floor projects includes both market rate appartments as well as affordable units. The street level was designed for commercial space.

Park Street Parking Garage - *Lewiston, Maine*
385-vehicle Parking Garage

Lincoln Street Parking Garage - *Lewiston, Maine*
475-vehicle Parking Garage

Business Service Center / Maine Supply Company Building - *Lewiston, Maine*
Adaptive Reuse | N.P.S. Tax Credit Project | Winner of 2007 Excellence in Historic Preservation by Historic Preservation Review Board, City of Lewiston

Select Construction Projects:

The Peck Building 100,000 SF

Two Great Falls Plaza 65,000 SF

Bates Mill #6 56,000 SF

The Knapp Shoe Building 180,000 SF

Chapel Street Garage 600 cars

Chestnut Street Garage 650 cars

The Lofts at Bates Mill 49 units

Bates Mill #7 48,000 SF

Key Bank Plaza 80,000 SF

The Supply Building 32,000 SF

Universiy of Maine L/A 60,000 SF

Bates Mill #3 166,000 SF

Baxter Brewing Co. 25,000 SF

William R. McLaughlin
Livermore, Maine

Construction Technology & Drafting
St. Petersburg College Construction Arts Program

Bill joined Platz Associates in April of 2017 with over 12 years of construction design experience on a wide range of commercial and residential projects. He has a base of knowledge developed from years of working with construction professionals on the design of structural, architectural, mechanical, HVAC, electrical, and plumbing systems. Practice of administrative support for construction, supplier, and building department professionals helps to provide a coherent transition from design to implementation. With a background in construction labor, together with design, and administration practice; Bill helps to provide sensible and efficient solutions for the client.

With the experience of over 250 building, and construction inspections, Bill has the insight to foresee possible issues, helping to make the construction process as seamless as possible. This is an asset to the creation of construction documents that provide clear direction incorporating all aspects of a buildings design.

RELEVANT PROJECTS:

Lofts at Saco Falls – Biddeford, Maine
Historic Mill Renovation – 80 apartment units

Lincoln Mill – Biddeford, Maine
Historic Mill Renovation

Brown Street Parking Garage – Portland, Maine
240 vehicle Parking Garage in Downtown Portland's Commercial District

Bayside Bowl Expansion – Portland, Maine
Multi-use addition with mezzanine & rooftop access

Salvation Army - Portland, Maine
4,000 square foot dining hall addition

St. Petersburg College
Construction Technology
Computer Aided Design & Drafting

International Code Council
Commercial Building Inspector Certification

Solidworks
Certified Solidworks Associate

HISTORIC PROJECTS

Sophia's House - Lewiston, Maine An historic building and former convent that was renovated for women's transitional housing and apartments. This was a NPS Tax Credit project that won a Maine Historic Preservation Honor Award and an Historic Preservation Award from the City of Lewiston.

Grand Rounds – Lewiston, Maine This 47,000 square foot mill renovation created office space for a health care company. This $6,000,000 renovation was a NPS Tax credit project.

The Pub at Baxter Brewing – Lewiston, ME This 7,000 SF restaurant was built a mill space originally constructed in 1854. This was a NPS Tax credit project, and the design was awarded a 2019 AIA Merit Award. Platz Associates acted as the architect and construction manager of this project.

Grand Rounds – Lewiston, Maine This project involved the historic renovation of 21,500 square feet in a Lewiston mill building built in the 1890's. Platz Associates acted as architect and construction manager.

Bath Savings Bank – Bath, Maine This project involved the complete renovation of the historic bank building with the inclusion of a 20,0000 sf office addition and parking garage. This was a NPS historic project.

Bates Mill #2 W&S – Lewiston, Maine Built in the 1860's, this four story 40,000 sf historic structure was renovated to accommodate 4 different tenants. This was part of a NPS historic project.

The Peck Building – Lewiston, Maine Built in 1904, Pecks department store was once the largest store north of Boston. Platz Associates restored this magnificent 100,000 SF structure to serve as a call center for LL Bean. The renovation included the design and construction of an adjacent 650 car parking garage. Platz Associates served as the architect and construction manager for this project.

The Knapp Shoe Building – Lewiston, ME Platz Associates was engaged by Central Maine Healthcare to transform this 180,000 square foot historic building into usable space for their campus. This building built in the late 1800's now houses The Dempsey Center, The School of Health Professionals, and administrative offices.

Bates Mill #6 – Lewiston, Maine Platz Associates orchestrated the renovation of this 48,000 SF mill building built in 1892. Its users include a restaurant, medical offices, banking offices and a call center. The completed project was the winner of the 2007 Excellence in Historic Preservation Award by the City of Lewiston.

***San Antonio Museum of Art – San Antonio, TX** Tom was part of the design team that renovated and restored the former Lone Star Brewery to house the San Antonio Museum of Art.

***The Children's Museum – Boston, MA** During his tenure in Cambridge, Tom was part of the team of architects responsible for designing the original Children's Museum along the Boston waterfront.

***Maine Supply Building – Lewiston, ME** We were retrained by the Androscoggin County Chamber of Commerce to accomplish the renovation and restoration of this turn of the century brick building for their offices and community space. This was a NPS Tax Credit project and a winner of an Excellence in Historic Preservation Award.

***Bates Mill #7 – Lewiston, Maine** The City of Lewiston hired Platz Associates to design the historic renovation and restoration of this impressive 48,000 square foot structure in downtown Lewiston. After acquiring it in a tax lien/foreclosure, the City tasked itself with restoring the building and putting it back into public use. Platz Associate was the architect and construction manager.

223 Lisbon Street – Lewiston, Maine Gabrielle Russell was tasked with the design and restoration of this, 4 story, historic structure. Originally home to Le Messager newspaper, this beautiful building was converted to elegant apartments on the upper floors and commercial use on the street level. This was a NPS Tax Credit project.

***Lewiston Police Station – Lewiston, ME** Platz Associates is currently designing the new headquarters for the Lewiston Police Department which will be located in a 50,000 SF mill building built in 1880. This four story historic structure will house all aspects of the Police department as well as space for local FBI, DEA and State crime teams. This will be a NPS Tax Credit project. Occupancy is expected in 2023.

Agora Events Center & Inn – Lewiston, ME Gabrielle was the architect chosen to transform an historic Lewiston church and rectory into the Agora Grand Events Center and The Inn at Agora. This project won a Maine Preservation Honor Award in 2017.

The Lofts at Bates Mill – Lewiston, ME The Szanton Company hired Platz Associates to design 48 workforce housing units in Mill #2 on Chestnut Street in Lewiston. Situated on four floors over 60,000 SF these units celebrated the exposed beams, high ceilings, and massive windows that originated with the building in 1860. This project won a 2013 Historic Preservation Honor Award from Maine Preservation as well as a 2013 Excellence in Historic Preservation award from the City of Lewiston. This was a NPS Historic Tax Credit project.

***Oxford Street Gatehouse – Lewiston, ME** The City of Lewiston has hired Platz Associates to convert an historic canal gatehouse into a boathouse for public recreation on the river and in the canals. This project is currently in design and should be under construction in the summer of 2022.

Trinity Church – Lewiston, Maine Platz Associates is currently converting Trinity Church (1882) into a more functional space to accommodate the needs of Trinity Jubilee Center. The Jubilee Center caters to the needs of homeless as well as other underserved populations in need. The upstairs will be maintained as a space for worship as well as community gatherings and entertainment. This will be an NPS Tax Credit project.

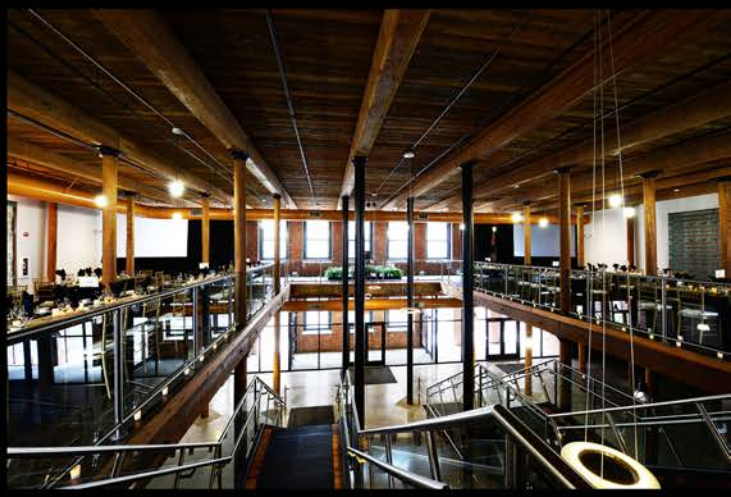
St. Mary's Church - Lewiston, Maine When the Catholic Diocese decided to demolish this historic gothic style church designed by Boston architects O'Connell & Shaw in 1927, local residents rose to its defense. The result was the Franco American Heritage Center. Platz Associates was retained to restore this magnificent stone structure and convert it to a 428 seat performing arts center, museum, and multi-purpose function hall. The newly restored facility opened to the public in 2003 and has been vibrant addition to the community ever since.

St. Joseph's Church – Lewiston, Maine Platz Associates was hired by Boston based Democracy Brewing to restore and convert this 1867 Church into a Brewery and Brew Pub. Design is currently underway with Construction to start late in 2022. This will be an NPS Historic Tax Credit project.

***Designates Public Projects**

MILL No.6

MILL No. 3

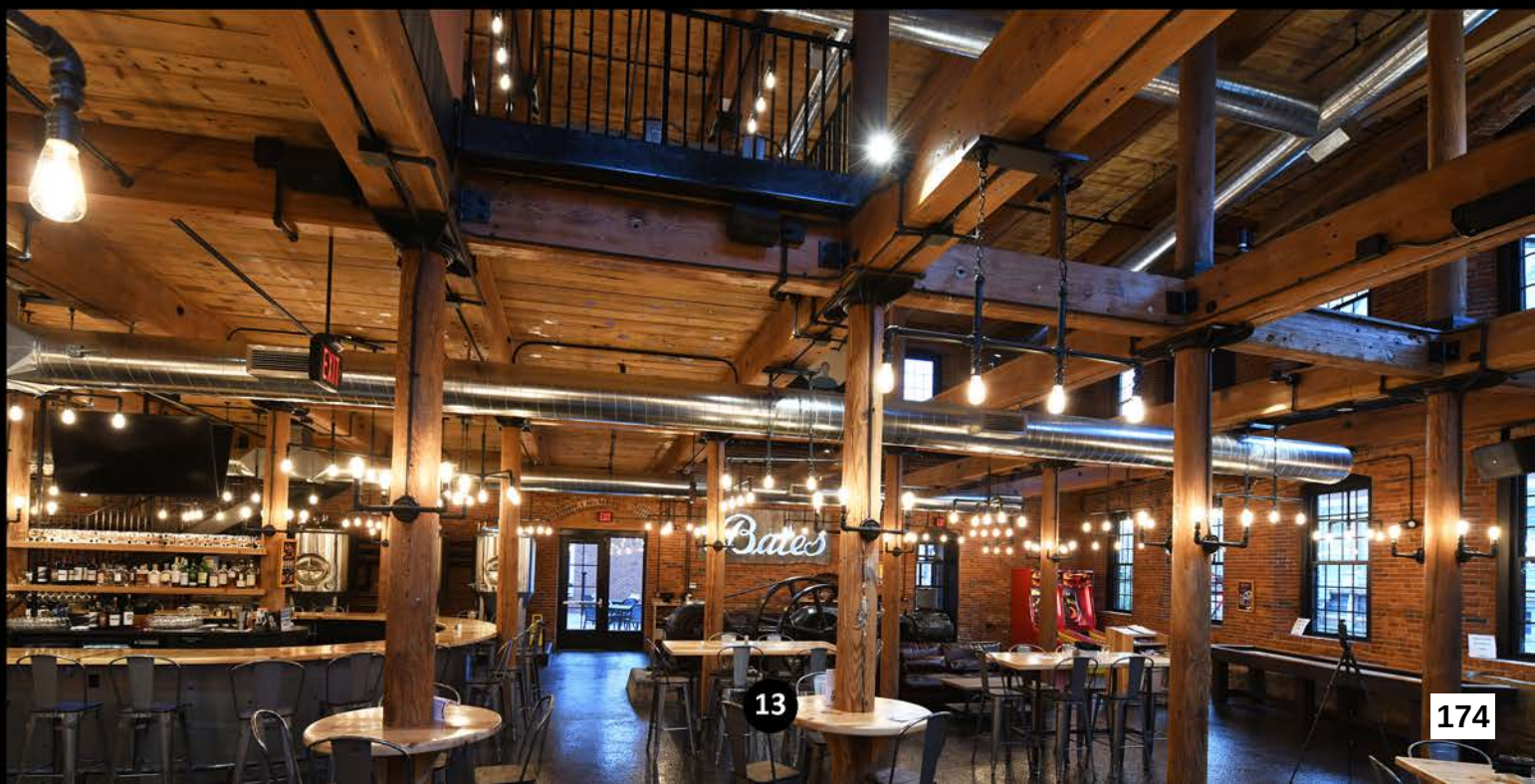


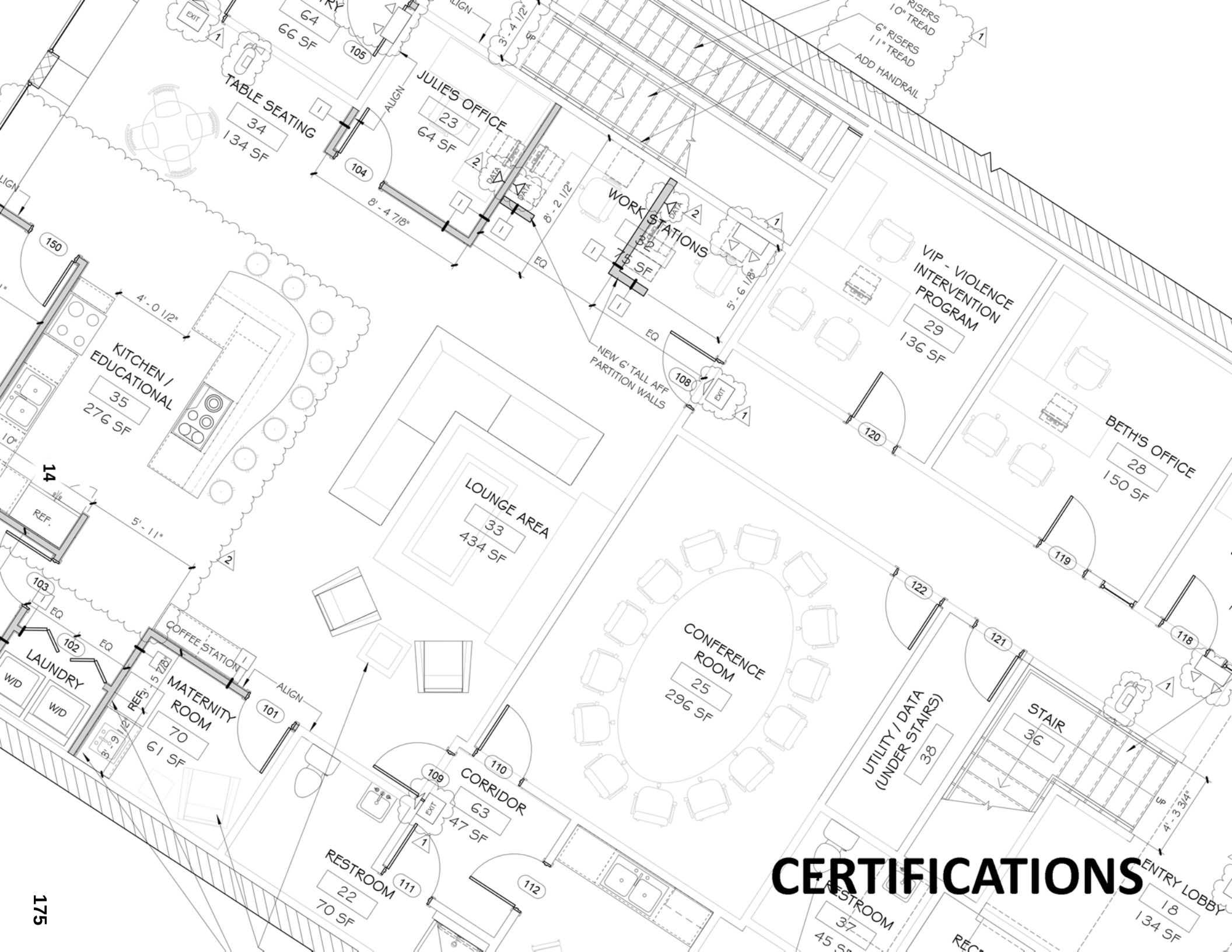
SAVINGS INSTITUTION
BATH SAVINGS INSTITUTION

Lowell Square
Central Maine Medical Family

101
EXIT

KeyBank Plaza
Business
Service
Center


Bates
EXIT



CERTIFICATIONS

CERTIFICATIONS

Maine Architecture License

State of Maine
DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
OFFICE OF PROFESSIONAL AND OCCUPATIONAL REGULATION
ARCHITECTS, LANDSCAPE ARCHITECTS & INTERIOR DESIGNERS

License Number ARC1440

Be it known that

THOMAS H. PLATZ

has qualified as required by Title 32 MRS Chapter 3A and is licensed as:

ARCHITECT

ISSUE DATE
May 4, 2021

Anne L. Head
Commissioner

EXPIRATION DATE
June 30, 2022

Professional Qualification Standards for 36CFR 61 for Architecture

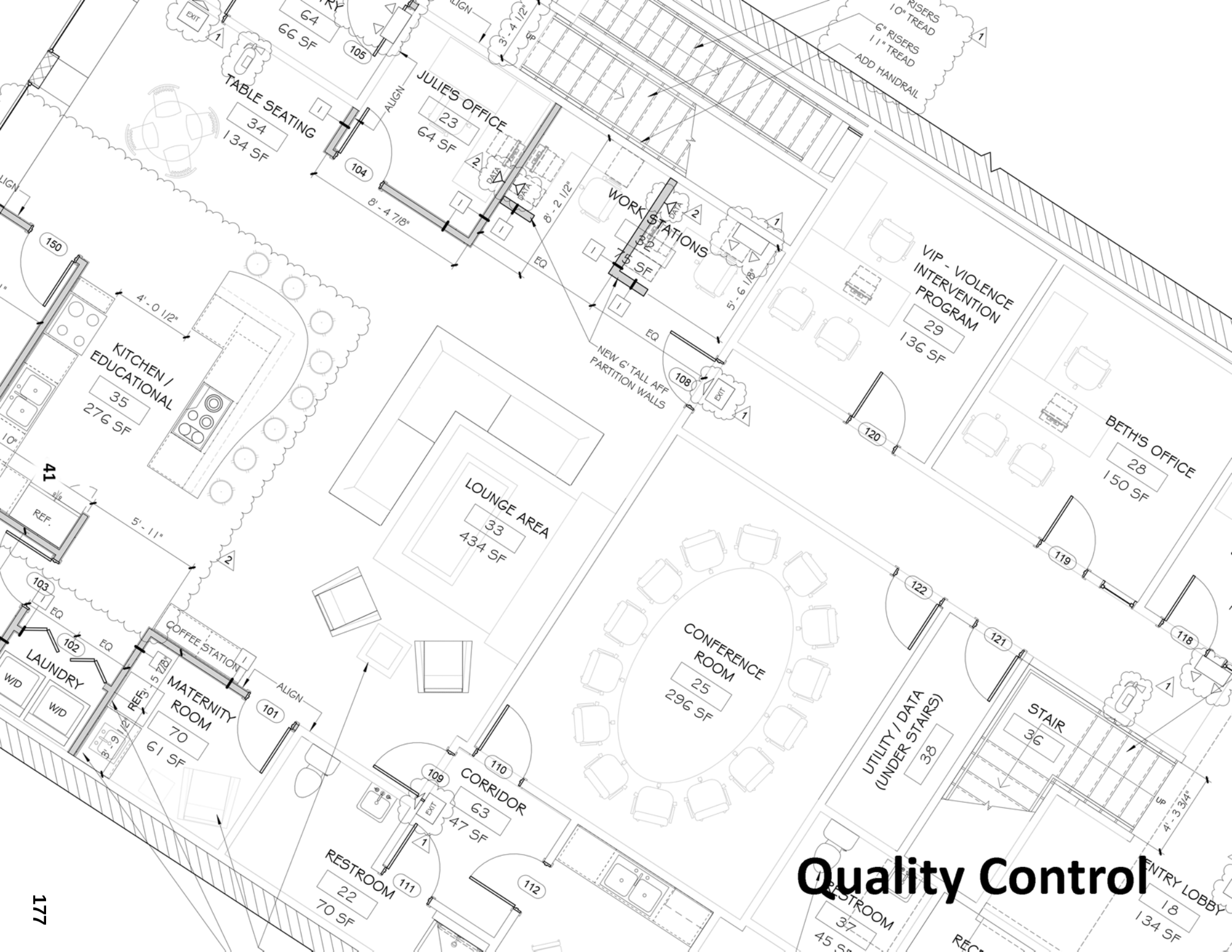
At least one year of full-time professional experience on historic projects.
Professional degree in architecture or State license to practice architecture.

Thomas H. Platz, AIA

Master of Architecture II, Professional Degree
Harvard Graduate School of Design

Licensed to practice in the states of Maine and New Hampshire

Forty years of professional experience with over 1,000,000
square feet of historic design,



Quality Control

QUALITY CONTROL

Platz Associates is committed to providing quality services to our clients across all types of projects. The checklist criteria below represents the detail that we look at through each phase of the design process as well as through the construction process. Protocols may vary depending on the needs of specific jobs and clients. It is our practice to involve our clients in every phase of the project to ensure that their needs are met while assuring that maximum quality standards are adhered to.

Predesign

__Program aligns with Budget.
__Building and Life/Safety Codes
__Adaptive Use Design Program Narrative
__Square Feet
__Adjacencies
__Functions
__Historic Structure Report recommendations.
__Compatibility with Secretary of the Interior's Standards for Rehabilitation.
__Historic resource status of structure/property. Provide dates of final determination and State Historic Preservation Officer (SHPO) statement of significance summary.
__Site design and development impacts to historic resources.
__All required deliverables submitted.

Schematic Design

__Building code and life safety issues identified.
__All client program criteria is met.
__Adequate space reserved for mechanical and electrical systems.
__Accessibility and Egress alternatives.
__Preservation approach with alternative treatments to preserve significant features, fabric, and appearance of historic property.
__Constructability Issues (retrofit of building systems, technical infeasibility, risk of loss to historic integrity, means and methods, etc.)
__Existing Condition Drawings
__Demolition Drawings
__Clearly distinguish between existing and new construction. Describe (narrative, graphics or zoning plan) preservation/restoration work, alterations (rehabilitation), and new additions.
__All required deliverables submitted.

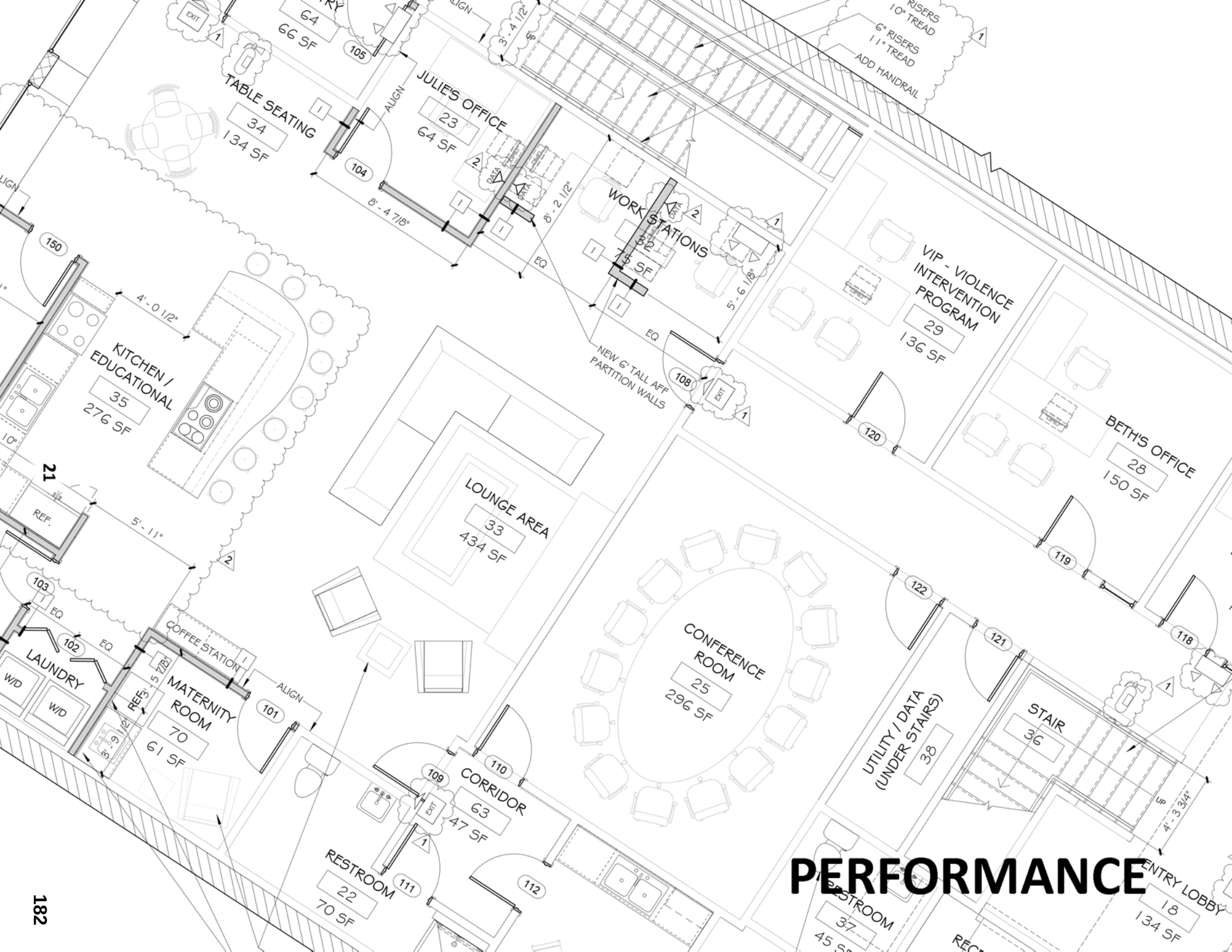
Design Development

__Compliance Drawings clearly indicate impacts of preferred alternative design with means for mitigation of impacts.
__Drawings clearly indicate extent of historic fabric and limits for removal or modifications, along with adverse impacts to salient features.
__Adaptive-Use floor plans clearly distinguish old from new construction.
__Fire Suppression (sprinklers)
__Architectural Barriers Act Accessibility Standard modifications and accessible route illustrated.
__Character-Defining features protected.
__Programmatic Issues (meets circulation and functional sufficiency).
__Hazmat Issues
__Lead-Based Paint (LBP) and Glazing Putty
__Asbestos removal.
__Rodent and insect infestation control.
__Coordination with Landscape Architecure, Civil (Site) & Environmental Engineering, Mechanical
__Engineering, Structural Engineering, Electrical Engineering, and Fire Protection Engineering design documents.
__Site plans indicating park boundaries, property boundary and adjacencies, limits of proposed work, existing site development and any historic district boundaries.
__Outline Specifications cover work scope and preservation intent. Additional sections for protection of archeological, natural and structural resources, recordation, and technical restoration tasks.
__Organization of drawings for other design disciplines.
__Site property lines and existing conditions match with surveyor civil drawings.
__Limits of construction match with landscape, civil, plumbing, and electrical site plans.
__Building location meets all setback requirements, zoning codes, and deed restrictions.
__Elevation points match with site, civil, landscape, architectural and structural drawings.
__Demolition notes are clear on what to remove and what remains, and are coordinated with design documents. Salvaged items to be reinstalled or returned to NPS are clearly defined as to materials, extent of work, post-removal tasks (handling, storage, cleaning, moving, documenting, protecting), and park contacts.
__Architectural space requirements are commensurate with ductwork, conduit, piping, light fixtures, elevators, and other equipment.
__All plans, elevations and details are accessibility compliant where required.
__Orientation of all site, floor, ceiling and reflected ceiling plans is consistent.
__Large-scale plans and sections match small scale plans and sections.
__Locations of columns, bearing walls, grid lines and overall building dimensions match structural.
__Modern structural, mechanical, and electrical components are concealed where necessary.
__Locations of expansion joints on floors and elevations match the structural drawings.
__All required deliverables submitted.

100% Construction Documents

__Preservation Issues
__Restoration Issues
__Reconstruction Issues
__Mortar Issues
__Is Portland cement used inappropriately on structures too old to have been built with it?
__Masonry pointing
__Paint Issues
__Has a paint Conservator been involved in sampling and testing?
__Are linseed oil based products being used on exterior walls and trim where mildew could be a problem?
__Is paint specified for weathered wood where PPG Permanizer Plus should be used?
__Historic Window and Door Survey
__Schedules
__Door and Window Details (in-kind replacement comparison)
__Door and Window Elevations (in-kind replacement comparison)
__Roofing Issues
__Glazing Issues
__Building elevations match floor plans and have the same scale.
__Building sections match elevations, plans, and structural drawings.
__Building plan match lines are consistent on architectural, structural, mechanical, plumbing, and electrical drawings.
__Specifications follow NPS format and include contract price or bid schedule.
__Appropriate treatment and "quality" of materials is represented in the specifications.
__Structural member locations are commensurate architecturally.
__Chases match on structural, mechanical, plumbing, and electrical drawings.
__Section and detail call-outs are complete and accurately cross-referenced. Location of details and call-outs on detail sheets, such as left to right, and top to bottom, is consistent.
__Reflected architectural ceiling plans match with structural, mechanical, plumbing, fire protection, and electrical plans.
__Columns, beams, and slabs are shown and noted on elevations and sections.
__Door schedule information matches plans, elevations, fire rating, and specifications.
__Cabinets and millwork will fit in available space.
__Through wall flashing and weep holes are provided where moisture may penetrate the outer material.
__Appropriate flashing materials and gauges are selected.
__Walls, ceilings, fire and smoke dampers are fire rated as required.
__Miscellaneous metals are detailed, noted, and coordinated with the specifications.
__The limits, types, and details of insulation are coordinated with design documents.
__The limits, types, and details of roofing are coordinated with design documents.
__All window walls, expansion joints, and weeps are provided as required.

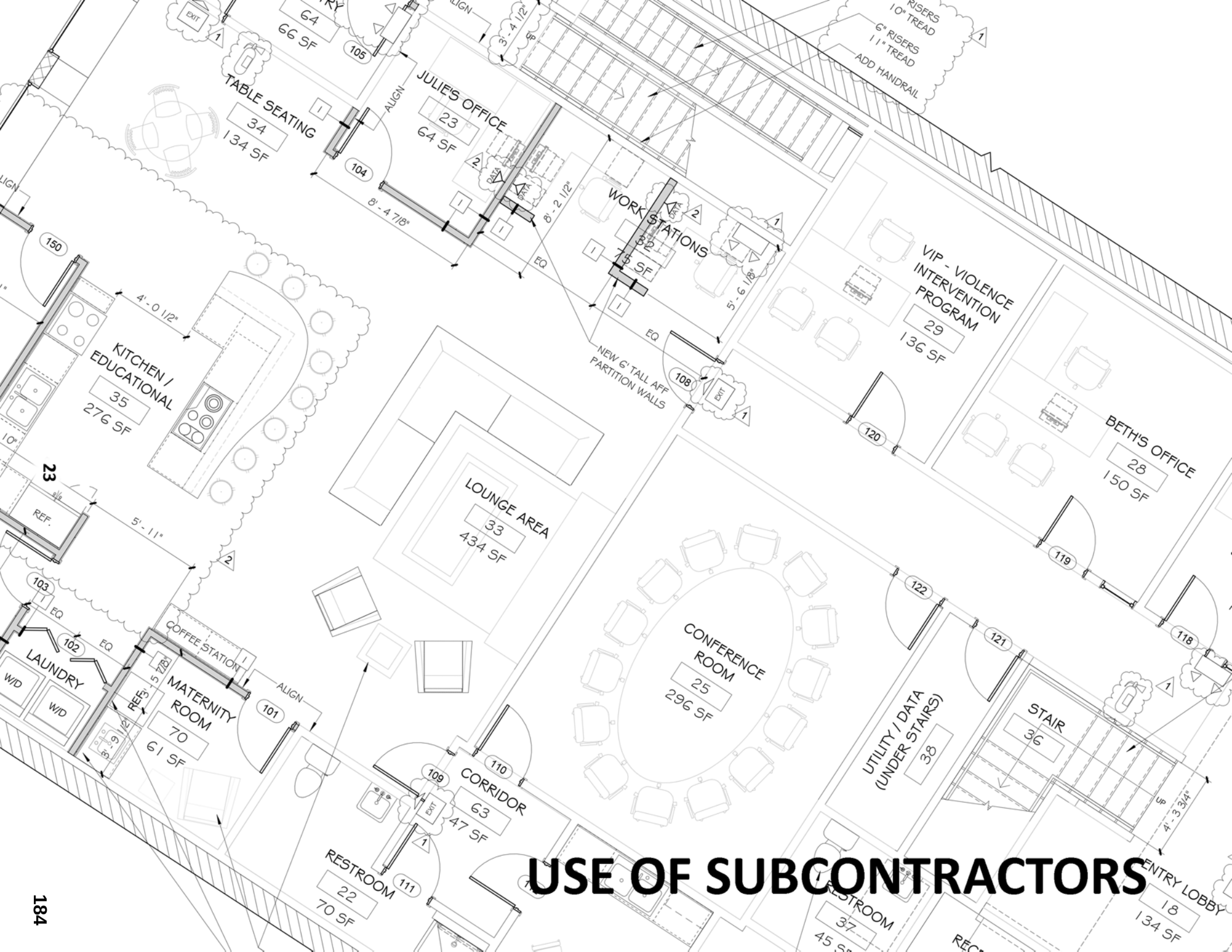
__Dew point locations in walls, roofs, and terraces have been determined, and vapor retarders have been provided where required.
__Paint and material colors are in the finish schedule on the drawings or in the specifications where appropriate.
__Appropriate glazing materials such as tempered, laminated, etc., are indicated in drawings and specifications where required.
__Paint samples are taken from less weathered locations, and used to match modern paints to historic colors.
__Drain-back piping of fire sprinkler systems is coordinated with architectural spaces, structural members, mechanical drainage piping and ductwork, and electrical fixtures and equipment.
__All required deliverables submitted.



PERFORMANCE

PERFORMANCE

Platz Associates has no judgements, pending or expected litigation, or other real or potential financial reversals that might materially affect the viability or stability of our company. We have no reports of substandard work by our company.



USE OF SUBCONTRACTORS

USE OF SUBCONTRACTORS

For this project we intend to work with the firm of Haley Ward in Bangor to furnish the Electrical, Mechanical, Structural and Civil services. Listed below you will find the personnel that will be involved with the project.

Philip Badger III, PE, Senior Project Engineer
Anatoly Gregor, PE, Senior Electrical Engineer
Dennis B. Kingman, Jr., CHMM, Senior Project Manager
Travis E. Noyes, PE, Civil Engineering
Chris W. Snowdeal, PE, Structural Engineer
Ron Willey, PE, Mechanical Engineering

Haley Ward will follow the same quality protocols that Platz Associates has set up for the job. Haley Ward has no proceedings that might materially affect their viability or stability or ability to perform the work.

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

Philip E. Badger III, PE

Senior Project Engineer

pbadger@haleyward.com | 207.989.4824

Philip Badger has over 30 years of experience in electrical installation, engineering and as a project manager. Philip is a licensed Master Electrician in the State of Maine that includes over 12 years of experience in the construction field on projects. Philip has provided leadership and directed the creation of BIM (Building Information Modeling) standards for several engineering firms where he has worked and has led Haley Wards creation of MEP engineering and drafting standards. In his management role, Philip both directly supervised office staff and coordinated the efforts of others in multiple disciplines (e.g. design and construction) on projects throughout New England. To advance his practice area and management knowledge, Philip has completed various Project Management Workshops addressing Leadership, Time Management, and Supervisory skills.

PROFESSIONAL HISTORY

2018 – Present
Haley Ward, Inc., formerly CES, Inc.
Senior Project Engineer/MEP Group Leader

2012 – 2018
DiGiorgio Associates, Inc.
Vice President Electrical Engineering

2010 – 2012
Amec
Senior Electrical Engineer

2007 – 2010
exp (formerly X-nth)
Electrical Engineer II

2005 – 2007
TLC Engineering for Architecture
Electrical Engineer

CORE EXPERTISE:
Project Management
Electrical Engineering
Building Information Modeling Standards
AutoDesk

EDUCATION:
B.S. (2003) Electrical Engineering Technology, University of Maine, Orono

REGISTRATIONS:
Maine Master Electrician #MS60020325

Professional Licensed Engineer in Maine (#12480), New Hampshire (#13739), Massachusetts (#50069), Connecticut (#29030), New York (#90843), Florida (#88407) California (#E19762), Virginia (#4020-49032), and Washington (#49143) Rhode Island (#147299)

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

Anatoly Gregor, PE

Senior Electrical Engineer

agregor@haleyward.com | 207.989.4824

Anatoly has 29 years of diversified experience in the field of electrical engineering for healthcare, research, educational, and commercial projects. He is responsible for the design and specification of all electrical systems within a facility including primary and secondary power distribution, emergency power, interior lighting, exterior lighting, and fire alarm as well as security and telephone system infrastructure. His designs incorporate energy efficiency, code compliance and functional use of space.

PROFESSIONAL HISTORY

2022 – Present
Haley Ward, Inc.
Senior Electrical Engineer,

2012 – 2021
Harriman Associates
Project Manager, Senior Electrical Engineer

2005– 2012
DiGiorgio Associates
Electrical Department Manager

1994-2004
R.G. Vanderweil Engineers
Senior Electrical Engineer, Project Manager

1993-1994
Emerson Electrical Company
Lead Project Engineer

1992-1993
DLB Associates
Project Engineer

CORE EXPERTISE:
AutoCAD,
MicroStation
Newforma
Procore

EDUCATION:
B.S. Electrical Engineering
New Jersey Institute of Technology

LEED Green Associate

REGISTRATIONS:
Licensed Professional Engineer in:
CT, DE, MA, ME, MD, NH, NJ, NY, RI, VA

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

Dennis B. Kingman, Jr., CHMM

Vice President, Senior Project Manager

dkingman@haleyward.com | 207.989.4824

Dennis Kingman has 33 years of experience providing asbestos, lead and PCB management, occupational health and safety consultation; and environmental management services to industry, public and private academic institutions, as well as local, state, and federal governments. As a Senior Project Manager and Senior Environmental Scientist, Dennis oversees, coordinates, and completes environmental, asbestos, lead-based paint (PCB), Industrial Hygiene, and Indoor Air Quality (IAQ) projects. Dennis is experienced in conducting Phase I Environmental Site Assessments and associated HUD related documentation, OSHA compliance audits, industrial hygiene monitoring, IAQ assessments, development and implementation of health and safety programs and associated training. Additionally, Dennis has served as an in-house safety manager for a large academic institution and has developed and implemented exposure assessment programs and managed asbestos management programs for a broad range of public and private sector facilities.

PROFESSIONAL HISTORY

2013 – Present
Haley Ward, Inc., formerly CES, Inc.
Vice President/Senior Project Manager

2003 – 2013
Summit Environmental Consultants, Inc.
Manager, Environmental Services

1999 – 2003
URS Corporation
Senior Project Manager, Office Manager

1997 – 1999
University of Maine.
Assistant Director Environmental Health and Safety

CORE EXPERTISE:
Environmental Management

OSHA/Health & Safety Regulatory Compliance

Asbestos, PCB, & Lead-based Paint Management

Industrial Hygiene & Indoor Air Quality Consulting

EDUCATION:
B.S. (1983) Wildlife Biology, University of Maine

REGISTRATIONS:
Asbestos Design Consultant/Inspector/ Management Planner – MDEP

Certified Hazardous Materials Manager (CHMM) #12061

AFFILIATIONS:
Maine Indoor Air Quality Council (MIAQC) – Past President/ Former Board Member

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

Travis E. Noyes, PE

Principal-in-Charge
Executive Vice President

tnoyes@haleyward.com | 207.989.4824

Travis E. Noyes has over 24 years of civil engineering experience related to site development and infrastructure design and analysis. Travis has worked on a wide range of projects including roads, trails, and site design, wastewater treatment plant upgrades; pump station design; water system analysis and design; civil utility; Capital Improvement Plan for development for water utilities; and project management. Travis also has experience coordinating with State and Federal funding agencies for sewer and water projects. Along with his project management experience, Travis serves as the Engineering Division Director where he is responsible for ensuring appropriate resources are allocated to meet the goals and milestones of each project.

PROFESSIONAL HISTORY

2008 – Present
Haley Ward, Inc., formerly CES, Inc.
Executive Vice President
Principal-in-Charge

2003 – 2008
Woodard and Curran
Project Manager / Team Leader / Regional Delivery Manager

2001 – 2003
City of Brewer
Assistant City Engineer

1996 – 2001
CES, Inc.
Project Engineer

CORE EXPERTISE:
Site Design and Permitting
Utilities and Roads
Capital Improvement Planning

EDUCATION:
B.S. (1996) Civil and Environmental Engineering, University of Maine

REGISTRATIONS:
Professional Engineer
State of Maine (#9713)
State of New York (#100504)
State of Florida (#PE86088)

AFFILIATIONS:
American Council of Engineering Companies, State of Maine Chapter Board Member

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

Chris W. Snowdeal, PE

Project Manager

csnowdeal@haleyward.com | 207.989.4824

Chris Snowdeal holds a B.S. in Civil/Structural Engineering from the University of Maine and has over 20 years of structural engineering work experience, including foundation design and design of wood, steel, and concrete structures. Chris also has 11 years of site design experience, including site plan and storm water quantity applications, subdivision designs, drainage analysis and design, roadway design, and design of underground utilities. Additionally, Chris is skilled in using AutoCAD Architecture, Revit, RAM Elements, and Microsoft Software.

PROFESSIONAL HISTORY

2018 – Present
Haley Ward, Inc., Formerly CES, Inc.
Senior Project Engineer / Project Manager

2013 – 2018
CES, Inc.
Senior Project Engineer

2009 – 2013
CES, Inc.
Project Engineer

1999 – 2009
CES, Inc.
Assistant Engineer

1998 – 1999
CES, Inc.
Technician

CORE EXPERTISE:
Building & Life Safety Code Review
General Structural Building Analysis & Design
Construction Document Development
Construction Administration

EDUCATION:
B.S. Civil Engineering, University of Maine, Orono
PSMJ Project Management Training

REGISTRATIONS:
Professional Engineer, State of Maine (#13764)

AFFILIATIONS:
Mathcounts, Volunteer, Chapter Coordinator

HALEY WARD
ENGINEERING | ENVIRONMENTAL | SURVEYING

Ron Willey, PE

Senior Project Manager

rwilley@haleyward.com | 207.283.9151

Ron has over 25 years of background, training and experience in the Mechanical Engineering field. As a Mechanical Project Professional, Ron has a wide variety of design experience in the cleanroom and industrial, healthcare, justice and corrections, and government market sectors. Ron is experienced in the preparation of energy efficient designs that will provide for a sustainable building for the client.

PROFESSIONAL HISTORY

August 2021 – Present
Haley Ward, Inc.
Senior Project Manager

2019– 2021
The LiRo Group/DiGiorgio Associates, Inc.
Senior Mechanical Engineer

2017– 2019
SMRT, Inc.
Director of Mechanical Engineering

2005– 2017
SMRT, Inc.
Senior Mechanical Engineer

2002-2005
AWM Engineering, Inc.
Mechanical Engineer

1997-2002
Efficient Air Systems, Inc.
Mechanical Engineer

1996-1997
Hancock Lumber Co.
Project Engineer

CORE EXPERTISE:

- *Energy Efficient Design*
- *Sustainability*
- *Designing to Budget*

EDUCATION:

M.S. Wood Science & Technology (1996)

University of Maine , Orono

B.S. Mechanical Engineering (1993), University of Maine, Orono

REGISTRATIONS:

MA P.E., MD-P.E., ME-P.E., MI-P.E., NH-P.E., NY-P.E., NV-P.E., SC-P.E., TX-P.E., VA-P.E.

COMPANY QUALIFICATIONS

Haley Ward is a 100% employee-owned technical consulting firm offering a wide range of engineering, architectural, environmental, and surveying services focused upon delivering client-based solutions. Founded as CES, Inc. of Brewer, Maine in 1978, our company evolved into Haley Ward in 2020 to better represent our increasing size, reach, and services portfolio.

While our name has changed, our commitment to our clients has not. By listening attentively to clients' needs and working collaboratively, Haley Ward delivers *optimal solutions* built on value, quality, promptness, and teamwork. Functioning as a team within our organization, with our subcontractors, and most importantly with our clients, promotes effective communication and results in the delivery of a cost-efficient project that is customized to fit your needs.

At Haley Ward, we value accountability and collaboration. These values drive us to provide every client with quality service that meets, and often exceeds, their expectations, and is one of the reasons clients routinely return to us for help. Haley Ward retains clients through our technical ability and years of experience solving problems across a wide spectrum of complexity.

Haley Ward is headquartered in Bangor, Maine, with branch offices located in the communities of Lewiston, Machias, Presque Isle, Waterville and Saco, as well as offices in Florida and Massachusetts.

COMPANY NAME:
Haley Ward, Inc.

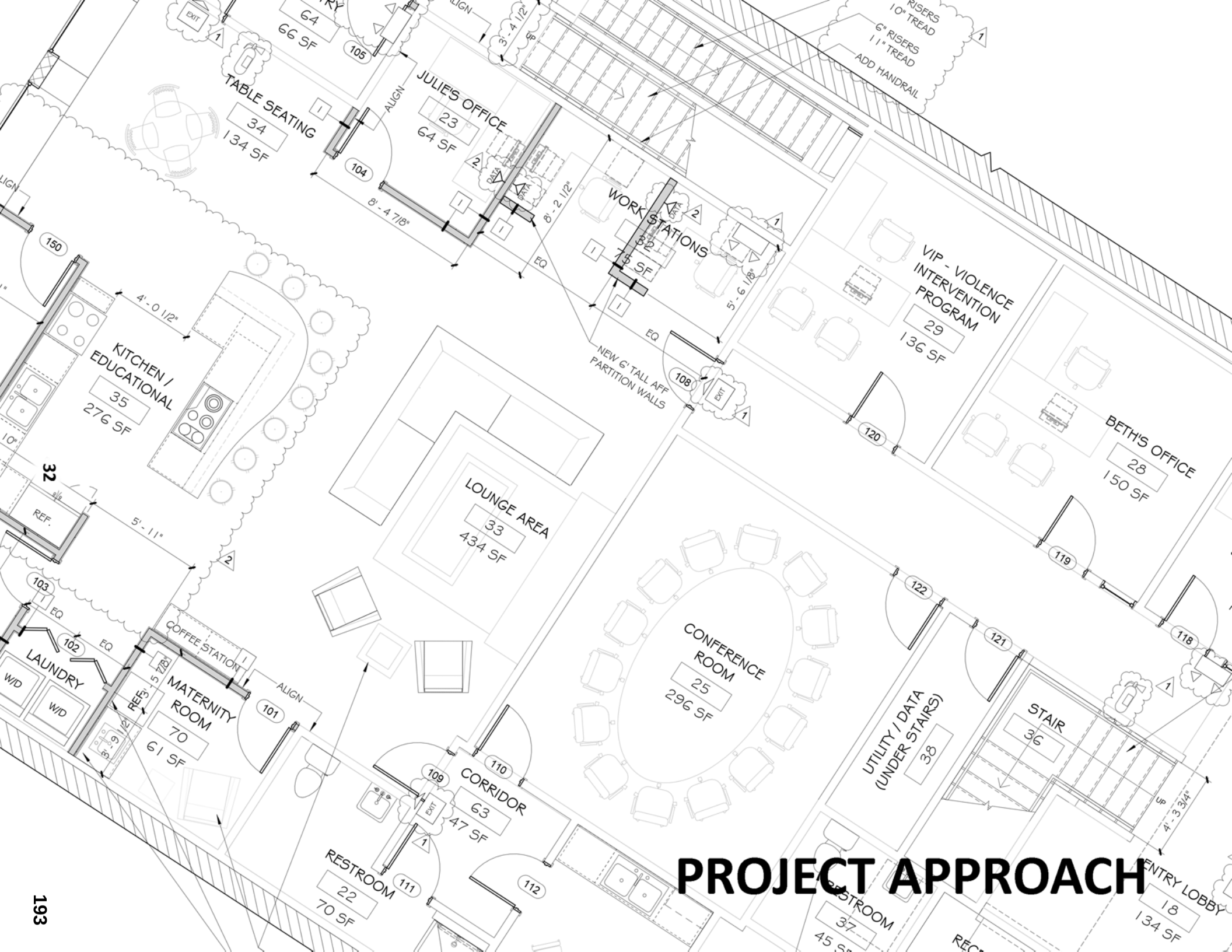
POINT OF CONTACT:
Phil Badger III, PE

ADDRESS:
Headquarters
One Merchants Plaza
Suite 701
Bangor, ME 04401

WEBSITE:
www.haleyward.com

PHONE:
207.989.4824

EMAIL:
pbadger@haleyward.com



PROJECT APPROACH

PROJECT APPROACH

We would approach this project with two project architects and two technical staff positions. All professionals in our office are made familiar with all ongoing projects by interacting with each other and bouncing ideas around during the creative process. This method brings many advantages to process by tapping into the knowledge of our entire team. While there will be specific team members tasked with the responsibility for your work product, you will have the advantage of knowing that anyone can step in and feel comfortable handling the project in the event of a team member's sickness or vacation.

On the Biddeford Town Hall we would begin the process by assessing the building and developing an understanding of its historical significance and historical character. This process would shape how we interpret the programming and use of spaces within the building. The building would be completely photographed and measured for existing drawings. Any requirements pertaining to the historic preservation of the building would be noted.
Historic assessment and measuring 3 weeks

During the next phase of the design we would begin to create a Schematic design that aligns with the desired program. This process involves client and architect working hand in hand to create the spaces and adjacencies that will ultimately result in a building that meets all of the desired criteria. We will also be looking at code issues, accessibility issues, and any zoning issues if applicable to this project. At the end of this phase, we will have a set of Schematic drawings that show floor plans, site plan, and some preliminary building elevations.
Schematic Design 6 weeks

Upon completion of Schematic Design and acceptance by the Owner, we move into the Design Development phase. During this phase we will finalize the floor plans and start to develop reflected ceiling plans. Building sections will be created to show proximity of various design elements and start to organize the building configuration. Mechanical, electrical and plumbing elements will start to be brought into the drawings, as will the systems that drive them. Exterior building elevations will be developed to depict any work that is scheduled for the exterior of the building. Though we will not develop a finish schedule at this point, we will start to create an understanding of the basic materials for all architectural elements, including structure, envelope, and interior. We will prepare a draft finish schedule to be filled in with the client through this and the next phase. Coordination among all disciplines is an important part of this phase to ensure that all components are accounted for and fit into the project where they need to. Lastly we will create a set of outline specifications that will be further developed and finished during the Construction Document phase. Architect meetings with the client are essential during this phase so that we can be sure that all aspects of the programming have been taken into account.
Design Development 6 weeks

The Construction Document phase is where we take all of the design criteria to date and create a detailed set of drawings that can be built by the contractor. Every material is specified and every detail essential to the design is defined and prepared for delivery to the contractor for bid. We will also work closely with the city's code enforcement and the State Fire Marshall's office during this phase so that we get ahead of any problem areas that might surface. At the end of this phase we will have a set of drawings and specifications suitable to be bid and built by a contractor.

Construction Documents 8 weeks

Throughout all of the design phases we believe it is essential to engage in regular meetings and discussions with the client so that the finished product is reflective of their vision.

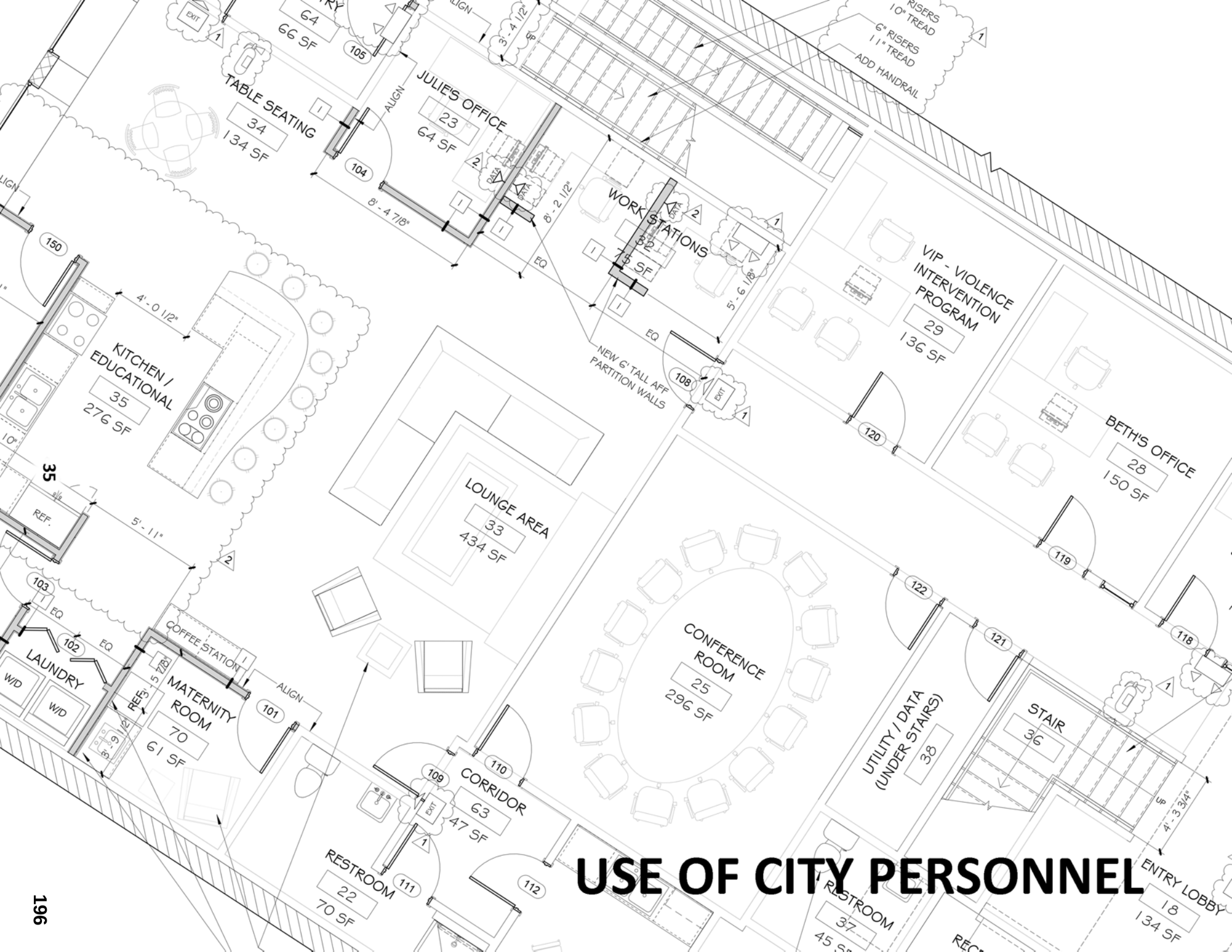
During the Bid Phase we will answer questions from the bidding contractors and issue answers as appropriate. We will work with the client to review the bids and aid in making the decision to award a construction contract.

Bid Phase 3 weeks

During construction we will visit the site regularly to ensure that the building is being built in accordance with the plans and specifications. We will review and approve contractor's requisitions and should it become necessary, we will issue addendum and approve change orders. Finally, at the end of construction, we will prepare punch lists and eventually sign off on the completed project.

Construction Phase 6 months

This schedule is based upon the work described in the study published as part of the RFP which is limited to the restoration of the clock tower, windows, sprinlkler system replacement and fire suppression system.



USE OF CITY PERSONNEL

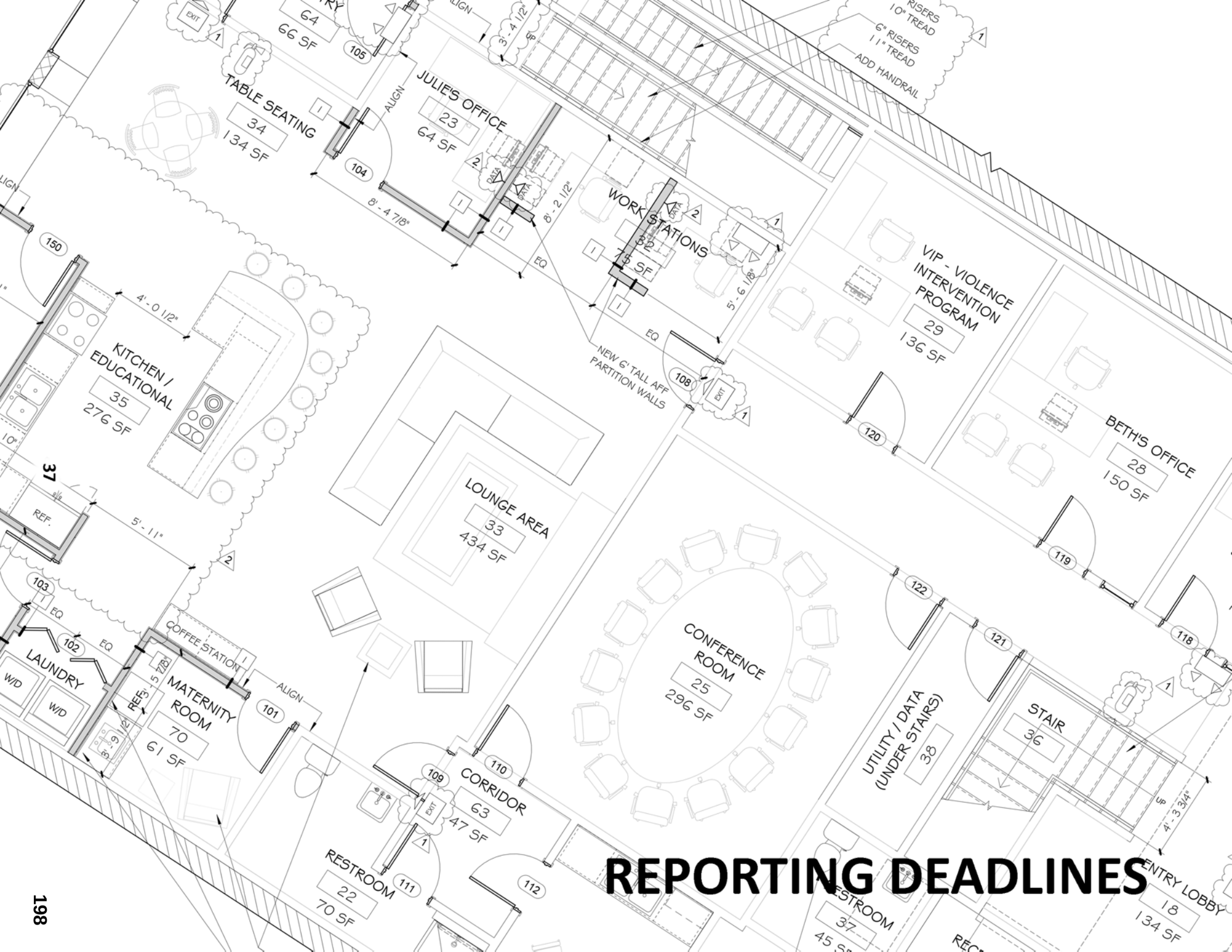
USE OF CITY PERSONNEL

As the client, involvement by the city is paramount to the success of the project. Unlike many clients, the city is in the unique position of driving the programming while also being an approval authority for codes, ordinances and zoning.

While working on programming and schematic design Platz Associates will work very closely with all the stakeholders of the space. We will meet with each group who will be using the space and develop an understanding of their unique needs. This process will involve a series of meetings through the early design until we have solidified the space planning. We would imagine the client will designate certain stakeholders among the various users to remain involved throughout the ensuing design process.

Beginning early in the design we make it a practice to work closely with your code enforcement and development departments as well as the planning board. We find that bringing everyone on board early and keeping them involved throughout the project, makes everything move along smoothly. This philosophy also applies to the State Fire Marshall's office where we always schedule an in person meeting in the early part of the design phase. This alerts us to any concerns they might have before we get committed to a design.

During construction, we regularly schedule meetings on site with the client, contractor and other relevant stakeholders.



REPORTING DEADLINES

REPORTING DEADLINES / MEETINGS

Week	Building Assessment	Schematic Design	Design Development	Construction Documents	Bid Phase Construction
1	1				
2					
3	1				
4					
5		1			
6					
7		1			
8					
9		1			
10			1		
11					
12					
13			1		
14					
15			1		
16				1	
17					
18					
19				1	
20					
21				1	
22					
23				1	
24					1
25					
26					1
24-50					14

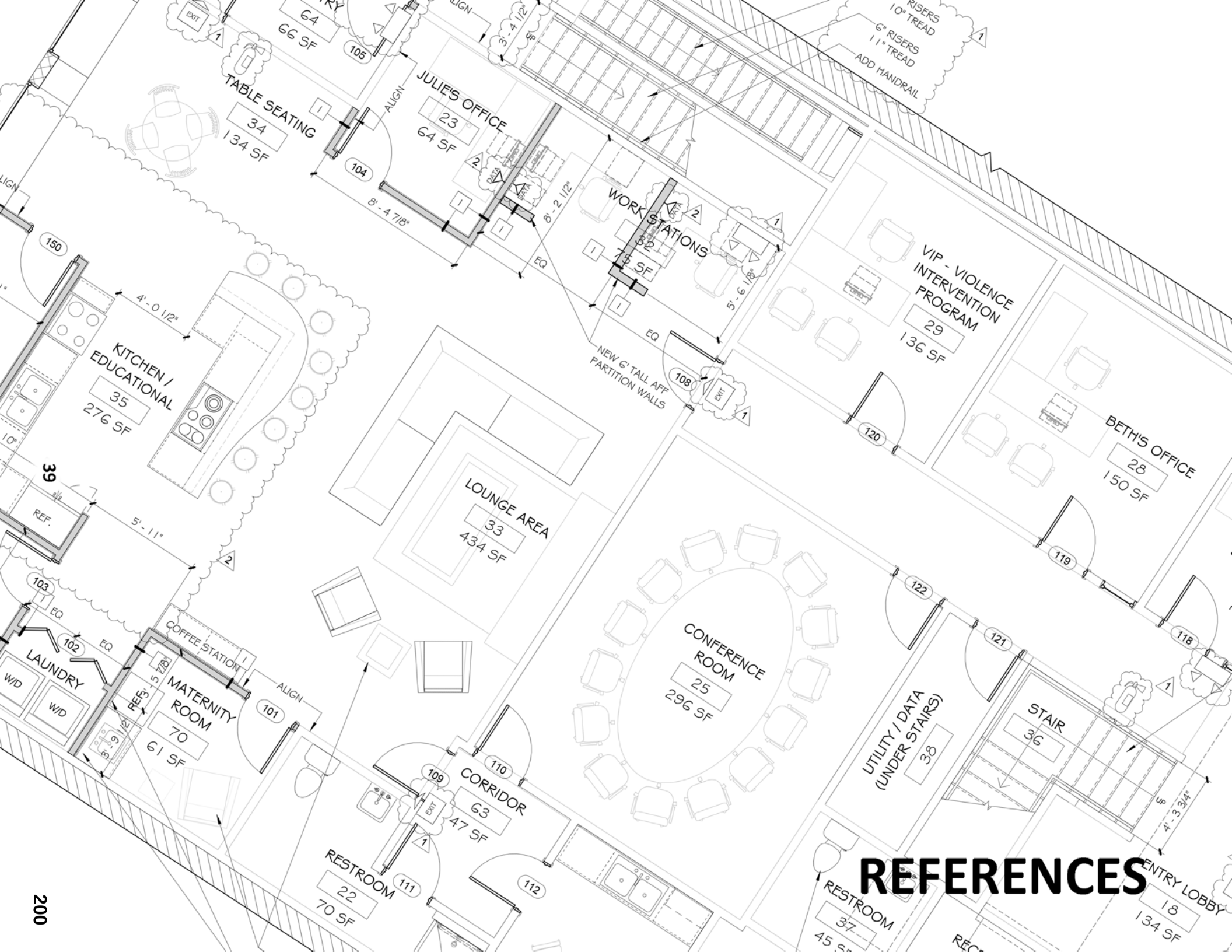


TABLE SEATING
34
134 SF
JULIE'S OFFICE
23
64 SF
WORK STATIONS
32
75 SF
VIP - VIOLENCE INTERVENTION PROGRAM
29
136 SF
BETH'S OFFICE
28
150 SF
KITCHEN / EDUCATIONAL
35
276 SF
LOUNGE AREA
33
434 SF
CONFERENCE ROOM
25
296 SF
UTILITY / DATA (UNDER STAIRS)
38
STAIR
36
ENTRY LOBBY
18
134 SF
RESTROOM
37
45 SF
LAUNDRY
W/D
W/D
MATERNITY ROOM
70
61 SF
COFFEE STATION
CORRIDOR
63
47 SF
RESTROOM
22
70 SF
NEW 6" TALL AFF PARTITION WALLS
RISERS
10" TREAD
6" RISERS
11" TREAD
ADD HANDRAIL
8' - 4 7/8"
8' - 2 1/2"
5' - 6 1/8"
4' - 0 1/2"
5' - 11"
4' - 3 3/4"
3' - 9 1/2"
5' - 5 7/8"
3' - 4 1/2"
REF.
EQ
ALIGN
EXIT
DATA
UP
150
104
105
103
102
101
109
110
111
112
108
120
119
118
122
121
39

REFERENCES

REFERENCES

All of the projects described in the previous pages designated as "Historic Projects" were completed on time and within the established budget.

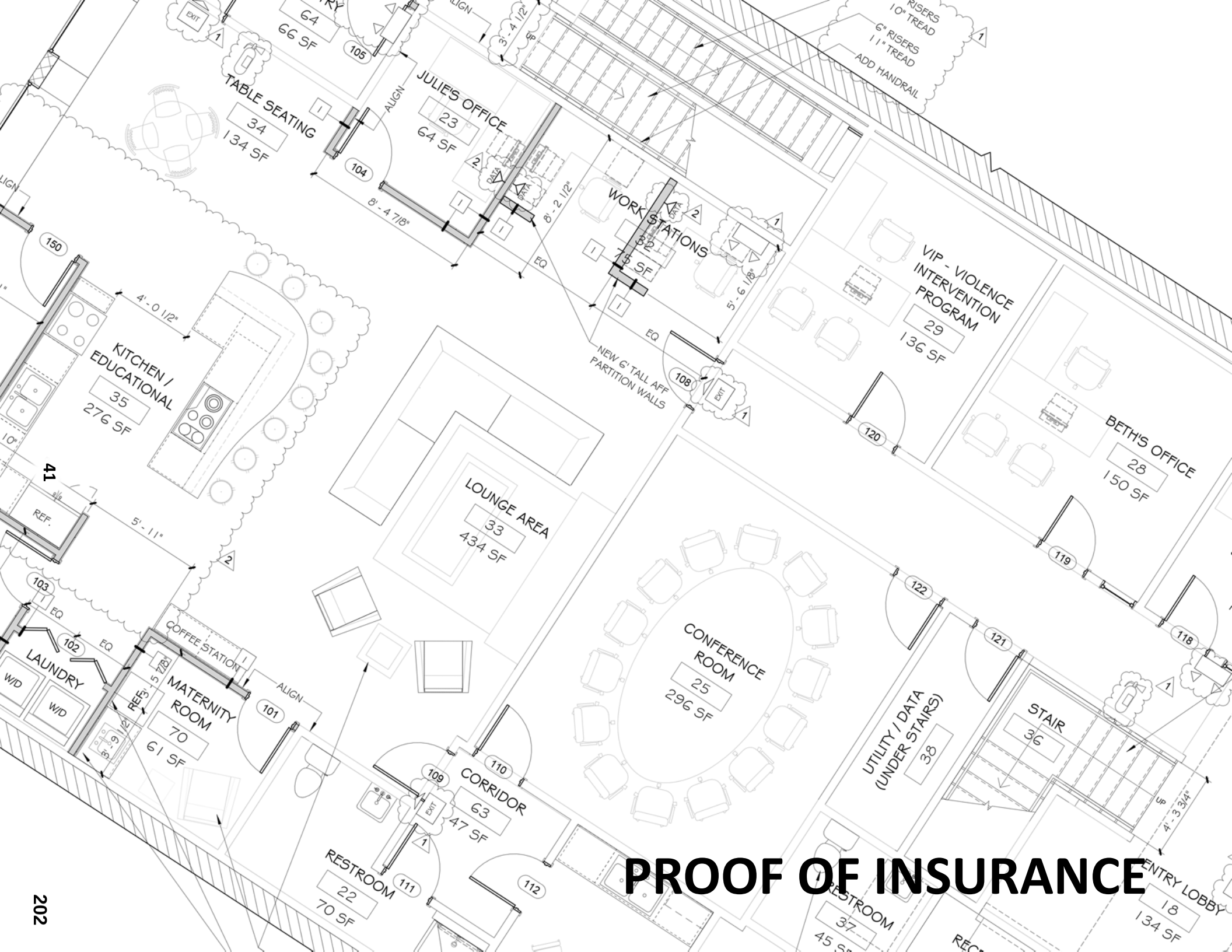
The Szanton Company
Nathan Szanton
10 Free Street, 3rd Floor
Portland, Maine 04101
207-871-1661

Sophia's House
Klara Tamany
143 Blake Street
Lewiston, Maine 04240
207-577-0607

Lewiston Police Station
City of Lewiston
Lincoln Jeffers, Development Director
27 Pine Street
Lewiston, Maine 04240
207-513-3014

Androscoggin Chamber of Commerce
Charles Morrison
415 Lisbon Street
Lewiston, Maine 04210
207-754-2537

Lewiston Gatehouse
Mary Ann Brenchick, Director of Public Works
27 Pine Street
Lewiston, Maine 04240
207-520-0609



PROOF OF INSURANCE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 03/02/2022

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.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Cross Insurance - Lewiston
150 Mill Street
Fourth Floor, Suite 4
Lewiston ME 04240-3101

CONTACT NAME: Susan Dwelley
PHONE (A/C, No, Ext): (207) 783-8591 FAX (A/C, No): (207) 777-6223
E-MAIL ADDRESS: susan.dwelley@crossagency.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	Tri-State Ins Co of Minnesota	31003
INSURER B :	Acadia Ins Co.	31325
INSURER C :	Maine Employers Mutual Ins Co	11149
INSURER D :	Continental Casualty Co	
INSURER E :		
INSURER F :		

INSURED
Platz Associates
2 Great Falls Plaza
Auburn ME 04210

COVERAGES **CERTIFICATE NUMBER:** CL223288268 **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC [ ] OTHER:			ADV0324511-22	02/27/2022	02/27/2023	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Employee Benefits	$ 1,000,000
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [X] HIRED AUTOS ONLY [X] NON-OWNED AUTOS ONLY			ADV0324511-22	02/27/2022	02/27/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
B	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			CUA0324512-22	02/27/2022	02/27/2023	EACH OCCURRENCE	$ 7,000,000
							AGGREGATE	$ 7,000,000
								$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		1810068370	05/01/2021	05/01/2022	[X] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000
D	Professional incl Pollution Liab-Claims Made-12/4/78 Knowledge Date			AEH008230806	12/04/2021	12/04/2022	Each Claim Limit	3,000,000
							Aggregate Limit	3,000,000

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

CERTIFICATE HOLDER

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
Susan M. Dwelley

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PLATZ ASSOCIATES

Since 1980

Architects • Engineers

Construction Managers

2022.34 **IN BOARD OF CITY COUNCIL.....May 3, 2022**

BE IT ORDERED, that the City Manager be authorized to enter into an agreement with Bill Dodge Buick GMC for one 2022 GMC 2500 HD Sierra Double Cab pickup truck as specified on the vehicle configuration summary dated April 8, 2022 in the amount of $41,070 and outfit the pickup truck with a bed cap from Truck Trends of Bow, NH in the amount of $3,729, for a total purchase price of $44,799.

Note: Funding for the purchase of the pickup truck from the FY22 CIP at $45,000.

Finance Committee

Meeting Date: May 3, 2022
Meeting Time: 5:00 PM

Agenda Item No: 4.2.
Item Description: Authorization/Purchase of Fire Department Pickup Truck

Submitted by: Jeff Demers, Public Works Director
Jerry Court, Garage Supervisor
Scott Gagne, Fire Chief

Supporting Information/Documentation:

Bill Dodge price sheet
Fire Chief's Letter

Executive Summary:

Approval to purchase 2500 HD Sierra series pickup truck.

Detailed Review:

The public works department is requesting approval to purchase a 2022 GMC 2500 HD pickup truck for the Fire department. Public works reached out to the following dealerships: Arundel Ford, Weirs Motors, Rowe Ford, Bill Dodge, Quirk Chevy, Casco Bay ford and Marc Motors, etc.

The only vendor at this time that will give the city Government pricing is Bill Dodge.

Funding Source:

This vehicle was budgeted in FY2022 CIP.

Staff Recommendation:

Staff recommends going forward with purchase from Bill Dodge for a total of $44,799 for the truck and cap. Staff will be available for any further questions.

ATTENTION ALL USERS: When using Order Workbench (OWB), please DO NOT disable pop-up windows functionality. OWB uses pop-up windows to display business critical alerts, confirmations and warning messages while in transactions. For assistance, contact the OWB Help Desk at 1-888-337-1010.

Configure a New Vehicle: Summary

BAC: 117953 BFC: 1 Name: BILL DODGE BUICK GMC

Choose Model Choose Options Summary

RELATED LINKS
- View My Allocation and Constraints
- View Stored Configurations
- US On-Line Order/Reference Guide

Review the vehicle configuration information in order to ensure that it is correct. If you need to make a change click "Back" to return to the Configure a New Vehicle: Select Options screen. Click "Submit as Preliminary Order" to submit this configuration as a preliminary order. Click "Save in Stored Configurations" in order to store this configuration. Click "Cancel" to cancel the entire configuration.

Note: A submitted preliminary order is at Event Code 1100 (Preliminary Order Accepted).

View Customer Version

Model Information

Model Year: 2022 Division: GMC Allocation Group: GHDDBL

Model: TK20753 - 2500HD Sierra: Double Cab Standard Box, 4WD Order Type: TRE-Retail Stock

DAN:

Stock No: Quantity: 1

$41,070.00

MSRP: $47,375.00 MSRP W/DFC: $49,070.00

Preferred Equipment Group †

PEG: 1SA

Color

Primary Color: G7C - Cardinal Red $495.00

Trim

H1T: Jet Black, Cloth seat trim

Options

9L7: Upfitter switch kit, (5)	$150.00	
AE7: Seats, front 40/20/40 split-bench		
AKO: Glass, deep-tinted		
AU3: Door locks, power		
BG9: Floor covering, rubberized-vinyl		
C49: Defogger, rear-window electric		
CGN: Bed Liner, Spray-on, Pickup bedliner with GMC logo	$545.00	
DBG: Mirrors, outside power-adjustable vertical trailering		
E63: Pickup bed		
G80: Auto-locking rear differential		
GT4: Rear axle, 3.73 ratio		
IOR: Audio system, GMC Infotainment System with 7" diagonal color touch-screen		
JGC: GVWR, 10,350 lbs. (4695 kg)		
MYD: Transmission, 6-speed automatic, heavy-duty		
NE1: Emissions, Connecticut, Delaware, Maine, Maryland, Massachusetts, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont and Washington state requirements		
NQF: Transfer case, two-speed, electronic shift		
PCI: Convenience Package		$1,310.00
PYN: Wheels, 17" (43.2 cm) painted steel, Silver		
QHQ: Tires, LT245/75R17E all-season, blackwall		
QK1: Tailgate, standard		
QT5: Tailgate, gate function manual with EZ Lift		
RFQ: Focused Ordering Configuration		

JL1: Trailer brake controller, integrated	$275.00	
K34: Cruise control, steering wheel-mounted		
K47: Air filter, heavy-duty		
KW7: Alternator, 170 amps		
L8T: Engine, 6.6L V8		
UF2: LED Cargo Area Lighting		
UVC: Rear Vision Camera		
V46: Bumper, front chrome lower		
V76: Recovery hooks, front, frame-mounted, Black		
VJH: Bumper, rear chrome		
VK3: License plate kit, front		
Z82: Trailering Package		
ZHQ: Tire, spare LT245/75R17E all-season, blackwall		

▶ **Save in Stored Configurations**

CANCEL BACK

† North American Order Workbench is intended solely for business use by GM Dealers. Pricing shown is for illustration purposes only. Refer to GMPricing.com for official GM Price schedules. GM pricing is subject to change by GM at anytime, without notice.

Order Workbench: **FAQs** **Site Map**

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CITY OF BIDDEFORD
FIRE DEPARTMENT

152 Alfred Street
Biddeford, Maine 04005
Tel: 207-282-6632
Fax: 207-283-8243

Chief Scott R. Gagne
Assistant Chief Ed Dexter

As part of the fleet maintenance responsibility of Public Works they have presented the memo for the request for purchase for a new pick up for the Fire Department. This vehicle will be used by the OIC (Officer in Charge) of shift operations. This vehicle will be used in the forward command role.

Currently, our OIC is the Officer that rides on our fire engine. He/she is in charge of the incident as a whole and must make all of the operational decisions until a Chief Officer arrives. This is a practice that is not effective and comes with extreme risk. With the recent hiring of staff and the recent Lieutenant promotions, we are now able to modify the way that we operate, allowing our OIC to now be able to not have to be in the Fire Engine. He/she will now be allowed to be in a vehicle that allows him/her to make tactical decisions from the front of the building and not from inside of the building while trying to perform fire suppression functions. It is important that there is someone outside of the building to see conditions as they change.

This new vehicle will allow the OIC to leave the fire station first to arrive on scene before the fire apparatus, allowing for critical information to be relayed to incoming fire apparatus before they arrive on scene. Not having the ability to have an immediate strong command presence is a challenge for many departments, in many of the line of duty death reports that you read about, the lack of an initial command presence is listed as the number one thing that went wrong. Today, with the number of inexperienced staff that we have, it is more important than ever for our department to have someone on the scene outside of the building that can give direction to our staff and provide that extra level of safety.

In addition to the vehicle, I have asked that we also include the purchase of a cap for the vehicle that will allow us to carry needed equipment and allow us to operate in the command role from the rear of the vehicle. This vehicle will carry a large amount of tools to include the following:

- Fire extinguishers
- Hand tools
- Incident command boards
- Mass casualty kits
- Structural Firefighting PPE
- Wildland Firefighting PPE
- Medical equipment
- Preplan building information
- Hazmat information

In the FY 22 budget process $44,900 was left outstanding for this vehicle. The price of the vehicle is $41,070. The price for the cap is $3,729.

Total requested purchase price for vehicle and cap would be $44,799.

Thank you for your consideration on this purchase.