

Architectural and Engineering Design Services for

Town of Norfolk Police and Fire Safety Building Renovations

REQUEST FOR QUALIFICATIONS • MARCH 26, 2015





**Drumme
Rosane
Anderson
Inc.**

235 Bear Hill Road
Fourth Floor
Waltham, MA
02451

225 Oakland Road
Studio 205
South Windsor, CT
02451

Planning
Architecture
Interior Design
e-mail:
website:

617-964-1700 PHONE
617-964-1701 FAX
info@draws.com
www.DRAarchitects.com

860-644-8300 PHONE
860-644-8301 FAX

March 25, 2015

Jack Hathaway
Town Administrator
Norfolk Town Hall
One Liberty Lane, Floor 2
Norfolk, MA 02056

Re: Norfolk Police & Fire Stations Project

Dear Mr. Hathaway and Members of the Public Safety Building Committee:

We are pleased to submit our qualifications for your proposed police and fire stations project. We have assembled a dynamic team that we believe will give Norfolk a thoughtful and realistic approach to the project.

DRA is a 92 year old architectural and interior design firm of 30 staff members, including architects, planners, interior designers, and construction administrators who are among New England's most experienced designers of public facilities. We are known for our design quality, on-time performance and adherence to strict client budgets. We understand that design is a collaborative effort, whether the end result is multi-million dollar new construction, additions and renovations or specific repairs to redefine and extend the life of an existing building.

*Anwar Hossain, AIA is our proposed Project Manager. As a former Principal at The Lawrence Associates, Anwar has worked on 17 police stations and 45+ fire/EMS facilities (this includes facility assessment studies and planning). He understands the unique features and levels of security which must be inherent in a facility that houses operations of an emergency nature and translates these into efficient, durable, functional and economical designs.

We believe our team can provide unmatched design services for the following reasons:

- Municipal projects have been the backbone of our practice since our founding.
- Anwar has worked with the City of Hartford on a 3-Phase Renovations Project for 11 Fire Stations built between 1917 and 1963. Renovations to 10 stations have been completed and construction at the 11th station is awaiting funding approval.

- At the September 15, 2014 ribbon cutting ceremony for the new Webster Police Station both the Town Administrator and Police Chief praised the building design for its excellent spatial flow, quality of materials and planning for future growth.
- Through his portfolio of fire station projects, Anwar has developed a clear understanding of how police & fire stations really work 24/7 and 365 days a year. His projects balance function and aesthetics while staying within budget.

Our team has an unmatched reputation for delivering value to our clients. Our hands-on approach and commitment to open communication will facilitate a process that will allow Norfolk to confidently make informed decisions that are based upon the most up-to-date and accurate information.

We are keenly interested in this project and assure you of our personal commitment to making it a success. Please review our credentials and feel free to contact me if you have any questions. We look forward to discussing this project further with you.

Sincerely,

DRUMMEY ROSANE ANDERSON, INC.



Ken Best, AIA
Principal

**DRA formed an alliance with The Lawrence Associates (TLA) as of July 1, 2014. Together we operate under the DRA name and all TLA staff moved into DRA's offices. TLA has provided professional design services for 30 police stations and 60 fire stations. DRA's experience with TLA dates back to 2005. Since that time we have worked together on several significant municipal projects.*

As requested we have been selective about the information provided and have not included plastic covers, bindings, dividers, tabs or other material that cannot be recycled. We have also chosen to include the required forms in only the signed original and not the copies.

Cover Letter

Designers Selection Board Application

Previous Project Experience

Firm Overview

Previous Project Experience Chart

References & Reputation

Project Approach

Approach/Design Philosophy

Communication & Tools

Creative Problem Solving

Proposed Staffing

Team Organizational Chart

Architects' Resumes

Schedule

Firm Stability & Capacity

Firm History & Ownership

Firm Stability

Financial Statement

Required Forms

Affidavit and Notary Form

Certificate of Non-Collusion

Certificate of Authority

Certificate of Tax Certification

Insurance Certificates

Financial Statement submitted in a separate sealed envelope

<p>Commonwealth of Massachusetts</p> <p>Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated May 2014)</p>	<p>1. Project Name/Location For Which Firm Is Filing:</p> <p style="text-align: center;">Architectural and Engineering Design Services Norfolk Police & Fire Stations Project Norfolk, MA</p>	<p>2. Project #</p> <p>This space for use by Awarding Authority only.</p>																																																																																																																								
<p>3a. Firm (Or Joint-Venture) - Name And Address Of Primary Office To Perform The Work:</p> <div style="display: flex; align-items: center;"> <p>Drummey Rosane Anderson, Inc. 235 Bear Hill Road, Fourth Floor Waltham, MA 02451 www.DRAarchitects.com</p> </div>	<p>3e. Name Of Proposed Project Manager:</p> <p>For Study: Anwar Hossain, AIA MA Reg: 3954</p> <p>For Design: Anwar Hossain, AIA MA Reg: 3954</p>																																																																																																																									
<p>3b. Date Present And Predecessor Firms Were Established:</p> <p>Drummey Rosane Anderson, Inc. (Incorporated 1966) Drummey Rosane Anderson (1956-1965) William Drummey Architect (1923-1955)</p>	<p>3f. Name And Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above:</p>																																																																																																																									
<p>3c. Federal ID #:</p> <p style="text-align: center;">04-2385420</p>	<p>3g. Name And Address Of Parent Company, If Any:</p>																																																																																																																									
<p>3d. Name And Title Of Principal-In-Charge Of The Project (MA Registration Required):</p> <p>Kenneth C. Best, AIA, Principal MA Reg: 8587</p> <p>Email Address: best@draws.com Telephone No: 617.964.1700 Fax No.: 617.964.1701</p>	<p>3h. Check Below If Your Firm Is Either:</p> <p>(1) SDO Certified Minority Business Enterprise (MBE) <input type="checkbox"/></p> <p>(2) SDO Certified Woman Business Enterprise (WBE) <input type="checkbox"/></p> <p>(3) SDO Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/></p>																																																																																																																									
<p>4. Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Admin. Personnel</td> <td style="width:10%; text-align: center;">6</td> <td style="width:10%;">()</td> <td style="width:15%;">Ecologists</td> <td style="width:10%; text-align: center;">_____</td> <td style="width:10%;">()</td> <td style="width:15%;">Licensed Site Profs.</td> <td style="width:10%; text-align: center;">_____</td> <td style="width:10%;">()</td> <td style="width:15%;">Other</td> <td style="width:10%; text-align: center;">_____</td> <td style="width:10%;">()</td> </tr> <tr> <td>Architects</td> <td style="text-align: center;">11</td> <td>(9)</td> <td>Electrical Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Mechanical Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Const. Admin</td> <td style="text-align: center;">_____</td> <td>()</td> </tr> <tr> <td>Acoustical Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Environmental Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Planners: Urban./Reg.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>CAD Tech</td> <td style="text-align: center;">_____</td> <td>()</td> </tr> <tr> <td>Civil Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Fire Protection Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Specification Writers</td> <td style="text-align: center;">*</td> <td>()</td> <td>_____</td> <td style="text-align: center;">_____</td> <td>()</td> </tr> <tr> <td>Code Specialists</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Geotech. Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Structural Engrs.</td> <td style="text-align: center;">_____</td> <td>()</td> <td>_____</td> <td style="text-align: center;">_____</td> <td>()</td> </tr> <tr> <td>Construction Inspectors</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Industrial Hygienists</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Surveyors</td> <td style="text-align: center;">_____</td> <td>()</td> <td>_____</td> <td style="text-align: center;">_____</td> <td>()</td> </tr> <tr> <td>Cost Estimators</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Interior Designers</td> <td style="text-align: center;">2</td> <td>()</td> <td>_____</td> <td style="text-align: center;">_____</td> <td>()</td> <td>_____</td> <td style="text-align: center;">_____</td> <td>()</td> </tr> <tr> <td>Drafters</td> <td style="text-align: center;">11</td> <td>()</td> <td>Landscape Architects</td> <td style="text-align: center;">_____</td> <td>()</td> <td>_____</td> <td style="text-align: center;">_____</td> <td>()</td> <td>Total</td> <td style="text-align: center;">30</td> <td>(9)</td> </tr> <tr> <td colspan="6"></td> <td colspan="6">* All architects are qualified to write specifications</td> </tr> <tr> <td colspan="6"></td> <td colspan="6" style="text-align: center;">Personnel</td> </tr> </table>			Admin. Personnel	6	()	Ecologists	_____	()	Licensed Site Profs.	_____	()	Other	_____	()	Architects	11	(9)	Electrical Engrs.	_____	()	Mechanical Engrs.	_____	()	Const. Admin	_____	()	Acoustical Engrs.	_____	()	Environmental Engrs.	_____	()	Planners: Urban./Reg.	_____	()	CAD Tech	_____	()	Civil Engrs.	_____	()	Fire Protection Engrs.	_____	()	Specification Writers	*	()	_____	_____	()	Code Specialists	_____	()	Geotech. Engrs.	_____	()	Structural Engrs.	_____	()	_____	_____	()	Construction Inspectors	_____	()	Industrial Hygienists	_____	()	Surveyors	_____	()	_____	_____	()	Cost Estimators	_____	()	Interior Designers	2	()	_____	_____	()	_____	_____	()	Drafters	11	()	Landscape Architects	_____	()	_____	_____	()	Total	30	(9)							* All architects are qualified to write specifications												Personnel					
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<p>5. Has this Joint-Venture previously worked together? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>																																																																																																																										

6.List ONLY those Prime and Sub-consultant personnel specifically requested in the advertisement. This information should be presented below in the form of an organizational chart. Include name of firm and name of person in charge of the project, with Mass. Registration #, as well as MBE/WBE status where applicable.

Town of Norfolk
Building Planning Committee
Architectural and Engineering Design Services
Renovation of an existing building to house the Norfolk Police Department and the existing
Public Safety Building to house the Norfolk Fire Department

Architect
Drummey Rosane Anderson Inc.

Principal-in-Charge	Kenneth C. Best, AIA	MA Reg: 8587
Project Manager:	Anwar Hossain, AIA	MA Reg: 3954

Police Facility Consultant
Consensus Group
Beau Thurnauer

Fire Facility Consultant
J L N Associates, LLC
John Nickerson
Fire Marshal Certification

**HVAC, Electrical, Plumbing
& Fire Protection
Consulting Engineering Services (CES)**

Douglas Lajoie, PE, Electrical MA Reg: 42533
Scott Sullivan, PE, LEED, Electrical MA Reg: 47551
Brian Wetzel, PE, Mechanical MA Reg: 47289
Delbert Smith, Jr., PE, Plumbing / Fire Protection MA Reg: 41215

Structural Engineer
MBE
**Engineers Design Group
(EDG)**

Mehul Dhruv, PE MA Reg: 37453

Cost Estimating
CostPro, Inc.

Christopher Caligari, President
Cost Estimator

Civil Engineer
WBE
Nitsch Engineering

Chelsea R. Christenson, PE, CPSWQ,
LEED AP BD+C, Civil Engineer
MA Reg: 46260

7. Brief Resume Of <u>ONLY</u> Those Prime Applicant And Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form And Limit Resumes To <u>ONE</u> Person Per Discipline Requested In The Advertisement. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 6. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel Requested In The Advertisement And They Must Be In The Format Provided. By Including A Firm As A Sub-Consultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.	
a. Name And Title Within Firm: Kenneth C. Best, AIA, Principal	a. Name And Title Within Firm: Anwar Hossain, AIA, Senior Project Architect
b. Project Assignment: Principal in Charge	b. Project Assignment: Project Manager
c. Name And Address Of Office In Which Individual Identified In 7a Resides:  Drummey Rosane Anderson, Inc. MBE <input type="checkbox"/> 235 Bear Hill Road, Fourth Floor WBE <input type="checkbox"/> Waltham, MA 02451	c. Name And Address Of Office In Which Individual Identified In 7a Resides:  Drummey Rosane Anderson, Inc. MBE <input type="checkbox"/> 235 Bear Hill Road, Fourth Floor WBE <input type="checkbox"/> Waltham, MA 02451
d. Years Experience: With This Firm: <u>7</u> With Other Firms: <u>26</u>	d. Years Experience: With This Firm: <u>*9months</u> With Other Firms: <u>42</u>
e. Education: Degree(s) /Year/Specialization 1977 - Hammersmith College of Arts and Building, London England - Architecture Higher National Certificate	e. Education: Degree(s) /Year/Specialization B. Arch. 1978 Architecture School of Architecture-Dacca, Bangla Desh
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1991- Architecture – MA Reg: 8587	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1975 – Architecture – MA MA Reg: 3954
g. Current Work Assignments And Availability For This Project: Tolland Public Library Renovation, Tolland, CT - design development complete Rockport Town Buildings Study, Rockport, MA –draft report submitted Available to begin immediately.	g. Current Work Assignments And Availability For This Project: North Haven Fire Stations 3 & 4, North Haven, CT Closeout April 2015 Williamsburg Public Safety Study, Williamsburg, MA Study complete April 2015 Bristol Fire Station, Bristol, CT Schematic Design Available to begin immediately.
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): A significant portion of Ken’s work has been in assessment, preservation, renovation/restoration and expansion of community facilities. He brings a special expertise to public architecture grounded in extensive research and practice. His “hands-on” approach has awarded him the highest reviews from past clients. He balances his expertise in all aspects of design with a thorough enjoyment of architecture that is obvious to all that work with him. <ul style="list-style-type: none"> • Police Department Building, Springfield, MA – Addition/Renovation • Seekonk Town-Wide Building Facility Study, Seekonk, MA – Fire Station /Police Station • Brimfield Municipal Facilities Study, Brimfield, MA – Fire Station/ Police Station • Stoughton Town & Schools Facilities Master Plan, Stoughton MA – 2 Fire Stations /Police Station • Hanover Municipal & School Buildings Study, Hanover, MA – 4 Fire Stations /Police Station • Belden Police and Town Offices, Simsbury, CT – Renovation • Milton Town & Schools Building Condition Assessment, Milton, MA – 4 Fire Stations/ Police Station • Hadley Town & Schools Facilities Study, Hadley, MA – Police Station • Westford Town-Wide Facility Condition Assessment, Westford, MA – 2 Fire Stations • Topsfield Town Facilities Study & Capital Master Plan, Topsfield, MA – Police Station/Fire Station • Bristol Municipal Building Study, Bristol, CT – Fire Station /Police Station • Madison Town-Wide Facilities Study, CT – Police Station • Wayland Municipal Building Audit, Wayland, MA – Fire Station 	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): <ul style="list-style-type: none"> • New Public Safety Complex, South Kingstown, RI • Police/Ambulance Facility, South Windsor, CT • Feasibility Study – Eoc In Town Hall Annex, South Windsor, CT • New Police Station, Plainville, CT • New Fire & Ambulance Facility, Somers, CT • Four Fire Stations, North Haven, CT • New Blue Hills Fire District Station No. 3, Bloomfield, CT • 10 Hartford Fire Stations, Various Improvements , Hartford, CT • Mansfield Fire Station, Additions And Alterations, Mansfield, CT • New Blue Hills Fire Station No. 3, Bloomfield, CT • Hayden Fire Station, Addition & Alterations, Windsor, CT • New Fire Station No. 4, Manchester, CT • Fire Station No. 3, Manchester, CT • New Fire Station No. 5, Manchester, CT <p><i>* Effective July 1, 2014, The Lawrence Associates officially merged with DRA and operate under the DRA name. Richard Lawrence, AIA is a Senior Project Architect with us.</i></p>

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Confine responses to the space provided on the Form and limit Resumes to ONE person per discipline requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm: Beau Thurnauer, Owner	a. Name and Title Within Firm: John L. Nickerson, Principal Consultant
b. Project Assignment: Police Facility Consultant	b. Project Assignment: Fire Protection & Safety Services Consultant
c. Name and Address Of Office In Which Individual Identified In 7a Resides: Consensus Group P.O. Box 92 Coventry, CT 06238 MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: JLN Associates, LLC 177 Mile Creek Road Old Lyme, CT 06371 MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>6</u> With Other Firms: <u>39</u>	d. Years Experience: With This Firm: <u>15</u> With Other Firms: <u>16</u>
e. Education: Degree(s) /Year/Specialization BA and MPA	e. Education: Degree(s) /Year/Specialization B. Science – Fire Science, University of New Haven, CT / 1984
f. Active Registration: Year First Registered/Discipline/Mass Registration Number N/A	f. Active Registration: Year First Registered/Discipline/Mass Registration Number Fire Marshal Certification / 1993
g. Current Work Assignments and Availability For This Project: Assistant to Chief of Police, East Hartford, CT Readily available to provide consulting services for this project.	g. Current Work Assignments and Availability For This Project: - Various studies for fire departments and municipalities. - Readily available to provide consulting services for this project.
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): - Project Manager, Coventry, CT Police Department 2006, an 8,500 s.f. new Police Station. - Project Advisor for IACP Police Facility Planning Guidelines, published 1998 - Project Manager (2 years) for the construction of Manchester Police Department Facility 1993-95, a 52,000 s.f. new Police Station - Peer review/police facility consultant, East Greenwich, RI Police Station, new 21,000 s.f. Facility - Peer review/police facility consultant, Middletown, RI Police Station, new 21,000 s.f. Facility	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): - Assessment & Evaluation – Middletown, RI Fire Department - Assessment & Evaluation – Cross Mills Fire Station, Charlestown, RI - Assessment & Evaluation – Jordan Fire Station, Waterford, CT - Assessment & Evaluation – Lyme Fire Department, Lyme, CT - Assessment & Evaluation – Chester Hose Co., Chester, CT - Assessment & Evaluation – Baltic Fire Department, Sprague, CT - Assessment & Evaluation – Newtown Fire Department, Newtown, CT

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

<p>a. Name and Title Within Firm: Douglas S. Lajoie, PE, LEED AP – Vice President</p>	<p>a. Name and Title Within Firm: Scott A. Sullivan, PE, LEED AP - Associate</p>
<p>b. Project Assignment: Principal In Charge</p>	<p>b. Project Assignment: Project Manager / Senior Electrical Engineer</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p>  <p>Consulting Engineering Services, LLC 510 Chapman Street – Suite 201 Canton, MA 02021</p> <p>MBE <input type="checkbox"/> WBE <input type="checkbox"/></p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p>  <p>Consulting Engineering Services, LLC 510 Chapman Street – Suite 201 Canton, MA 02021</p> <p>MBE <input type="checkbox"/> WBE <input type="checkbox"/></p>
<p>d. Years Experience: With This Firm: 19 With Other Firms: 9</p>	<p>d. Years Experience: With This Firm: 11 With Other Firms: 11</p>
<p>e. Education: Degree(s) /Year/Specialization BS 1997 Electrical Engineering</p>	<p>e. Education: Degree(s) /Year/Specialization BS 1991 Electrical Engineering MBA 1999 Business</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number Massachusetts Professional Engineer License # 42533 1999 (Electrical) 2007 MCPPO Certified</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number: Massachusetts Professional Engineer License # 47551 1999 (Electrical)</p>
<p>g. Current Work Assignments and Availability For This Project:</p> <p>Mr. Lajoie is available immediately for this project.</p> <p>Monson Town Offices / PD – Monson, MA Webster Police Department – Webster, MA Town of Wayland Building Assessments – Wayland, MA West Springfield Library – West Springfield, MA Topsfield Town Buildings Assessments – Topsfield, MA Mass. School Building Authority, Commissioning – Statewide, MA</p>	<p>g. Current Work Assignments and Availability For This Project</p> <p>Mr. Sullivan is available immediately for this project.</p> <p>West Springfield Library – West Springfield, MA Topsfield Town Buildings Assessment – Topsfield, MA CT State Universities Telecom Upgrades – CT New Haven Academy School – New Haven, CT Wallace Middle School – Waterbury, CT</p>
<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Mr. Lajoie is a founding principal of CES and has served as Principal in Charge for projects involving both renovations and new construction throughout the region. His over 25 years of experience has included phased construction projects that entail sustainable design and value engineering for public safety, municipal, public and private education projects throughout the Northeast.</p> <p>Experience UMASS Amherst Police Department – Amherst, MA Northampton Police Department – Northampton, MA Webster Police Department – Webster, MA Monson Police Department – Monson, MA New Britain Police Station – New Britain, CT Hayden Fire Station – Windsor, CT</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):</p> <p>Mr. Sullivan leads a design team specializing in comprehensive rehabilitation projects and design of new sustainable design projects throughout Southern New England. He has served as Project Manager for large scale construction programs in several successful projects for college, university, and education projects. Mr. Sullivan is currently providing technology services for telecom upgrades to all 4 of the Connecticut State University campuses.</p> <p>Experience DCAM Courthouse Facilities House Doctor – Statewide, MA West Street Fire Station – Cromwell, CT Haddam Fire House – Haddam, CT North Haven Fire Department – North Haven, CT</p>

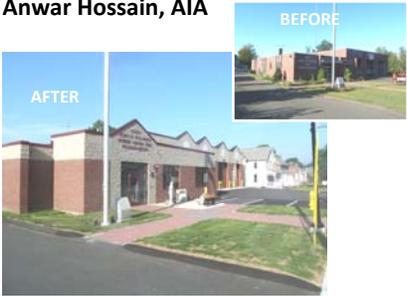
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<p>a. Name and Title Within Firm: Brian D. Wetzel, PE – Project Manager</p>	<p>a. Name and Title Within Firm: Delbert B. Smith, Jr, PE, CPD, LEED AP – <i>Principal</i></p>
<p>b. Project Assignment: Senior Mechanical Engineer</p>	<p>b. Project Assignment: Senior Plumbing / Fire Protection Engineer</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p>  <p>Consulting Engineering Services, LLC 510 Chapman Street – Suite 201 Canton, MA 02021</p> <p>MBE <input type="checkbox"/> WBE <input type="checkbox"/></p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p>  <p>Consulting Engineering Services, LLC 510 Chapman Street – Suite 201 Canton, MA 02021</p> <p>MBE <input type="checkbox"/> WBE <input type="checkbox"/></p>
<p>d. Years Experience: With This Firm: <u>16</u> With Other Firms: <u>13</u></p>	<p>d. Years Experience: With This Firm: <u>19</u> With Other Firms: <u>12</u></p>
<p>e. Education: Degree(s) /Year/Specialization BS 1984 Mechanical Engineering</p>	<p>e. Education: Degree(s) /Year/Specialization BS 1987 Mechanical Engineering</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number Massachusetts Professional Engineer – License # 47289 – 2008 (Mechanical)</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number: Massachusetts Professional Engineer – License # 41215 – 2010 (Mechanical)</p>
<p>g. Current Work Assignments and Availability For This Project:</p> <p>Mr. Wetzel is available Immediately for this project.</p> <p>Holyoke Soldiers Home – Holyoke, MA UMASS Memorial Medical Center, Various Project – Worcester, MA Baystate Medical Center, Various Projects – Springfield, MA Vassar College, Various Projects – Poughkeepsie, NY Wethersfield High School – Wethersfield, CT</p>	<p>g. Current Work Assignments and Availability For This Project</p> <p>Mr. Smith is available immediately for this project.</p> <p>Monson Town Offices / PD – Monson, MA Webster Police Department – Webster, MA Town of Wayland Building Assessments – Wayland, MA West Springfield Library – West Springfield, MA Topsfield Town Buildings Assessments – Topsfield, MA Mass. School Building Authority, Commissioning – Statewide, MA</p>
<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Mr. Wetzel has served as Project Manager for over dozens of successful public and private projects, including extensive renovations, additions and building system upgrades. His designs are energy-efficient, dependable building systems that offer optimum climate control specific to the needs and preferences of the client.</p> <p>Experience UMASS Amherst Police Department – Amherst, MA Northampton Police Department – Northampton, MA Hayden Fire Station – Windsor, CT</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):</p> <p>Mr. Smith is a founding principal of CES, and possesses over 25 years of experience in building systems design for project types such as public and private education, municipal and higher education. He serves as the head of the CES Green Team for research in sustainable design, and is a frequent lecturer for AIA continuing education seminars as well as local universities and government agencies.</p> <p>Experience UMASS Amherst Police Department – Amherst, MA Northampton Police Department – Northampton, MA Webster Police Department – Webster, MA Monson Police Department – Monson, MA New Britain Police Station – New Britain, CT Hayden Fire Station – Windsor, CT</p>

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Confine responses to the space provided on the Form and limit Resumes to ONE person per discipline requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name And Title Within Firm: Mehul V. Dhruv, P. E., Principal	a. Name And Title Within Firm: Joshua J. Alston, PE, LEED AP BD+C, Project Manager
b. Project Assignment: Principal-in-Charge	b. Project Assignment: Civil Engineering
c. Name And Address Of Office In Which Individual Identified In 7a Resides:  Engineers Design Group, Inc 350 Main Street, 2 nd Floor Malden, MA 02148 MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: Nitsch Engineering, Inc. 2 Center Plaza, Suite 430 Boston, MA 02108 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/>
d. Years Experience: With This Firm: <u>19</u> With Other Firms: <u>10</u>	d. Years Experience: With This Firm: <u>19</u> With Other Firms: <u>1</u>
e. Education: Degree(s) /Year/Specialization B. Tech Civil Engineering – 1985, I. I. T. - Bombay, India M.S. Civil Engineering – 1986, Vanderbilt University	e. Education: Degree(s) /Year/Specialization BS / 1994 / Civil Engineering
f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1993 - Registered Professional Engineer - Massachusetts P. E. No.: 37453	f. Active Registration: Year First Registered/Discipline/Mass Registration Number 2004 / Professional Engineer (Civil) / #45617 1996 / Certified Soil Evaluator / #SE19 2009 / LEED Accredited Professional Building Design + Construction
g. Current Work Assignments And Availability For This Project: North Reading Middle/High School, Penn Brook Elementary School – Georgetown, Thurgood Marshall Middle School – Lynn, West Parish Elementary School – Gloucester. This current workload leaves Mr. Dhruv available for this project	g. Current Work Assignments And Availability For This Project: Mr. Alston is currently acting as Project Manager for a number of projects. He has the availability to provide civil engineering services for this project.
h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Dhruv is the Principal and project manager responsible for client interface and project coordination. Mr. Dhruv has diversified experience in the design of major steel, concrete, masonry and timber structures. This experience is invaluable in the review of capital facilities for our clients. His experience with DRA Architects includes Master Plan/Studies of entire municipal facilities for numerous Cities and Towns in the Commonwealth as well as private clients. <i>EDG recently completed the Westford Facilities Study with DRA Architects.</i> Municipal studies include PK – 12 school facilities, Department of Public Works facilities, storage sheds/facilities, fire/police/public safety facilities and complexes, other town buildings including skating rinks, libraries, senior centers and town halls. EDG has performed studies for Department of Fire Services and for Department of Conservation and Recreation at various locations throughout the Commonwealth Specific projects include: Westwood Public Safety Facilities, Plaistow NH Public Safety, Westford Public Safety, Gloucester Public Safety, Hingham North and South Fire Stations, Randolph Fire and Police, Lunenburg Public Safety Facility, Rochester Public Safety Facility, Grafton Police and Fire Stations, Seekonk Public Safety Building, Dartmouth Police Station, Littleton Police Station, Malden Police Station and Town Hall, Western MA Fire Training Academy in Springfield, MA for DFS, New White Street Fire Station in Springfield, MA.	h. Other Experience And Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Westfield Youth Service Center: Project Designer responsible for civil/site engineering services for an addition and renovations. Services included designing the utilities (drainage, water services, and wastewater collection/pump stations), grading, and the layout of a renovated parking lot. Westfield, MA Milton Library: Project Manager for civil engineering services for renovation and addition to historic public library, from feasibility study through construction. Designed site utilities (water, sewer, and drainage), provided stormwater management design, and completed a Notice of Intent to permit the project through the Conservation Commission. Milton, MA Plymouth Memorial Hall: Senior Project Designer for civil engineering services associated with the design and permitting of site utilities for the renovated building. Prepared a Request for Determination of Applicability and a stormwater management form for submission to the Plymouth Conservation Commission. Plymouth, MA.

7. Brief Resume Of <u>ONLY</u> Those Prime Applicant and Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form and Limit Resumes To <u>ONE</u> Person Per Discipline Requested In The Advertisement. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 6. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel Requested In The Advertisement And They Must Be In The Format Provided. By Including A Firm As A Sub-Consultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.	
a. Name and Title Within Firm: Christopher Caligari, President	a. Name and Title Within Firm:
b. Project Assignment: Chief Estimator	b. Project Assignment:
c. Name and Address Of Office In Which Individual Identified In 7a Resides: CostPro, Inc. MBE <input type="checkbox"/> 119 Mount Auburn Street, One Mifflin Place WBE <input type="checkbox"/> Cambridge, MA 021138	c. Name and Address Of Office In Which Individual Identified In 7a Resides: MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>18.5</u> With Other Firms: <u>17</u>	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization Southampton College of Technology, England, 1978, Construction Economics	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number American Association of Cost Engineers, 1982 Construction Specifications Institute, 1986	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current Work Assignments and Availability For This Project: As President of CostPro, Mr. Caligari will provide day-to-day coordination and project management. He will set project agendas, timetables, staffing and pricing strategies. He is currently assigned to the Term Contract for Cost Estimating, Harvard University, the Rockport Public Facilities Study, Massachusetts State House Elevator Upgrades, the Smithfield Park, Morris County, NJ, and SNHU Student Center, Manchester, NH. He will be 100% available for this project.	g. Current Work Assignments and Availability For This Project:
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Caligari is a skilled and experienced construction cost professional. His specialty is cost planning and design phase cost estimating, His skills include: <ul style="list-style-type: none"> ◦ Operating & Maintenance Costs ◦ Estimating Professional Fees ◦ Reconciliation and Consensus Building ◦ Claims Analysis 	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include ONLY Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But Not More Than 5 Projects).						
Firm Name: Drummeey Rosane Anderson, Inc. – Architecture						
a.	Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
					Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1)	Hadley Public Safety Building Hadley, MA Kenneth C. Best, AIA 	<p>Due to budgetary constraints this building did not fully meet the program requirements.</p> <p>For the Fire Department we have proposed an additional fire bay; an addition for bunk rooms and shower rooms; and a new Dayroom and an evening room. The Police Department needed more records space and we proposed an addition under the two story entrance portico that places the record directly adjacent to the administrative offices. The building is 19,509 SF with approximately 4,000 SF of proposed additions.</p>	David Nixon Town Administrator Town of Hadley 413-586-0221	2013	Study	
(2)	New Police Station* & Fire & Rescue Renovation* Webster, MA Richard S. Lawrence, AIA  *Work performed by The Lawrence Associates. Effective July 1, 2014, The Lawrence Associates formed an alliance with DRA and now operate under the DRA name.	<p>The Webster police department was housed in the southern end of a single story bearing wall, masonry and steel framed building with exterior brick veneer constructed in 1969. The building was shared with the Fire Department. Located on a corner lot, there was no room for expansion and the layout no longer provided sufficient space for efficient operation due to overcrowding, small offices and improper adjacencies. Six potential locations were investigated. The committee agreed with the recommendation to build a new 22,000 SF station on Main Street. Following demolition of an existing building, construction of the steel framed brick building began. It is designed to conform to Main Street architecture, similar to police stations in surrounding towns and will accommodate 40 full-time officers and the Emergency Operations Center that is housed in the basement of the existing fire/rescue station.</p> <p>Now that the police department has moved into the new building, the existing building is being renovated and updated to meet code requirements to satisfy the needs of the Fire and Rescue Departments.</p> <p>Original G.C. Contract Sum: \$7,195,580 Change Order Amount: \$625,209 Change Order Percent: 8.6% (NOTE: 4% was due to unforeseen field conditions/unsuitable soils) Contract Sum to date (12-4-14): \$7,814,016</p>	Timothy J. Bent, Chief of Police Rodney Budrow, Deputy Chief (508) 949-3823 Brian Hickey, Fire Chief (508) 949-3875 Town of Webster, MA Webster, MA	Police 09/2014 Fire & Rescue Estimated 06/2015	Police/\$7,800 Fire/\$2,100 Est.	Police/\$586 Fire/\$301

<p>(3)</p>	<p>Fire Headquarters - Station Co. 1 Additions and Renovations* North Haven, CT Anwar Hossain, AIA</p> 	<p>The 40-year old original building was supposedly designed for a 2nd floor addition. During our evaluation, we discovered the original design would not meet current seismic codes. We therefore prepared five different one-story options. The preferred option consisted of combining one apparatus bay with adjoining support areas to create new living quarters, kitchen, dining, day room & offices. Two new apparatus bays with larger doors were added next to the 2 remaining existing apparatus bays. Despite a tight site, we accomplished the program requirements and created a building that will satisfy the Town's growing needs for the next 20 years.</p>	<p>Owner: Town of North Haven, CT 18 Church Street North Haven, CT</p> <p>Contact: Vincent Landisio, Fire Chief North Haven Fire HQ 11 Broadway North Haven, CT 06473 (203) 239-5321 x 100</p>	<p>02/2014</p>	<p>\$4,182</p>	<p>\$225</p>
<p>(4)</p>	<p>New Police Facility & Fire Station Renovation* Middletown, RI Richard S. Lawrence, AIA</p> 	<p>Work began in 2005 with a Space Needs Analysis for its Public Safety Complex, a single building shared by its police and fire departments. Working in conjunction with JLN Associates, the Town was extremely pleased with the report and the various options. Our work continued with the design of a new police facility (completed and occupied in August 2009) and the renovation and addition of the fire department (currently under construction).</p> <p>The two-story new police facility replaces the town's 6,000 SF overcrowded building that had numerous deficiencies and inadequate separation of security levels. This new headquarters includes a public meeting/training room directly off the entrance lobby and has been designed to blend with adjacent residential architecture</p> <p>The renovated and expanded fire facility will provide three additional double vehicle deep bays and a completely modernized fire fighting facility. The new 12,670 SF addition and the renovated 10,654 SF will result in an area of 23,324 SF for the Fire Department.</p> <p>The 6,615 SF formerly occupied by the Police Department will undergo extensive renovations to house the Public Works Department, Town Engineer, Recycling Coordinator and IT personnel.</p>	<p>Anthony Pesare Chief of Police Middletown Police Department Middletown, RI (401) 846-1144</p> <p>Ron Doire, Fire Chief 401) 846-7888 Middletown Fire Department Middletown, RI</p>	<p>July 2009</p> <hr/> <p>March 2015 estimated</p>		

*Work performed by The Lawrence Associates. Effective July 1, 2014, The Lawrence Associates formed an alliance with DRA and now operate under the DRA name.

a.	Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
					Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(5)	New Blue Hills Fire Station No. 3 * 779 Blue Hills Avenue Bloomfield, CT Anwar Hossain, AIA 	This station was designed as a new one story fire station with double drive-through apparatus bays. Presented with the challenge of designing a 7,300 sq. ft. building on less than one acre of land with difficult topography, design was completed and all local approvals received within a six month time period. Energy saving features incorporated included polished concrete floors, super insulated walls/ceilings, windows with triple silver coating, metal roof with recycled content, LED light fixtures and energy efficient HVAC system.	Robert D. Farmer, Jr. - Fire Chief Blue Hills Fire District Bloomfield, CT Robert D. Farmer, Jr. Fire Chief (860) 243-8949	01/2012	\$2,273	\$120

*Work performed by The Lawrence Associates. Effective July 1, 2014, The Lawrence Associates formed an alliance with DRA and now operate under the DRA name.

8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.					
Sub-Consultant Name: Consensus Group - Police Facility Consultant					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) New Police Station Manchester, CT	52,000 s.f. new police station. As Captain, served as Police Department's Project Manager overseeing design through construction	Manchester Police Department 239 East Middle Turnpike Manchester, CT 06042 Chief Marc Montminy (860) 645-5524	1995		
(2) New Police Station Coventry, CT	8,500 s.f. new police station. As Chief, served as Police Department's Project Manager overseeing design through construction	Coventry Police Department 1585 Main Street Coventry, CT 06238 Chief Mark A. Palmer (860) 742-7331	2006		
(3) New Police Station East Greenwich, RI	21,000 s.f. new police station; Provided review of programming, space needs and design development documents from a "peer review" standpoint	East Greenwich Police Department 176 First Avenue East Greenwich, RI 02818 Chief Thomas E. Coyle III (401) 884-2244	2009	\$6,900	
(4) New Police Station Middletown, RI	21,000 s.f. new police station; Provided review of programming, space needs and design development documents from a "peer review" standpoint	Middletown Police Department 123 Valley Road Middletown, RI 02842 Chief Anthony M. Pesare (401) 846-1144	2009	\$6,500	
(5)					

8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement and They Must Be In The Format Provided.

Sub-Consultant Name: Consulting Engineering Services, LLC					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address and Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1) Northampton Police Department Northampton, MA PIC: Douglas S. Lajoie, PE	<p>In order to complete the work for this design concept, and to incorporate the badly needed parking facilities for the department in this bustling downtown area, a two phase process was developed. Phase one being construction of the new facility, just west of the present location. Phase two being removal of the existing police facility, and completion of the parking garage structure.</p> <p>Being sound stewards of the sustainable design concept, the City of Northampton made the decision to design this new 31,000 square foot facility in a sustainable manner and is seeking LEED gold certification.</p> <p>MEP building systems are an integral part of the LEED design process, and for this facility include daylight controlled lighting systems; high efficiency boiler plant and air conditioning systems; a high level of occupant control of HVAC systems as well as low consumption plumbing and water related equipment.</p>	Curtis Edgin Caolo & Bieniek Associates 521 East Street Chicopee, MA 01020 Tel: (413) 594-2800	2013	11,600	400
(2) University of Massachusetts Police Headquarters Amherst, MA PIC: Douglas S. Lajoie, PE	<p>As part of a campus-wide sustainability initiative, this new public safety building is LEED Gold certified under the LEED NC 2.2 rating system. This new facility has a modern detention area with a secure sally port as well as a new dispatch center and emergency operations center</p> <p>The HVAC is provided by a geothermal system that consists of a 20 well field, connected to a distributed water to air heat pump system. Ventilation is served by a ground source heat pump rooftop unit that serves as the dedicated outside air system.</p> <p>Energy efficient lighting was installed with occupancy sensors and daylighting controls and the building envelope was enhanced with increased insulation and all windows are insulated with glazing systems. Water conservation measures were also taken by installing low-flow plumbing fixtures throughout.</p> <p>At least 10 percent of the construction materials used on this project were made from recycled content and from within 500 miles of the site.</p>	Curtis Edgin Caolo & Bieniek Associates 521 East Street Chicopee, MA 01020 Tel: (413) 594-2800	2011	10,000	210



<p>(3) Monson Police Department and Town Hall Monson, MA</p> <p>PIC: Douglas S. Lajoie, PE</p>	<p>With the original police station and town office building being destroyed by a tornado in June of 2011, the town is rebuilding a new 26,000 sq.ft facility to house the same departments.</p> <p>The Town of Monson is a certified Green Community through the Department of Energy Resources so the new building will incorporate renewable energy and energy conservation measures.</p> <p>Upon completion, it will include a large community meeting space, records storage vault to meet MA requirements for permanent record storage, an E911 dispatch center, an Emergency Operations Center, two police holding cells and will be of general energy efficient construction and mechanical/HVAC, plumbing and electrical systems.</p>	<p>Brian Solywoda 325 Foxboro Blvd Suite 100 Foxboro, Ma. 02035 Tel: (508) 549 - 9906</p>	<p>TBD</p>	<p>10,000</p>	<p>151</p>	
<p>(4) Webster Police Department Webster, MA</p> <p>PIC: Douglas S. Lajoie, PE</p>	<p>CES provided full MEP engineering design services for the construction of a new police headquarters building The Thompson Road facility is 44 years old and has a litany of needs. Estimated costs are \$8.2 million for the police station and \$3.8 million for the renovation of the fire-rescue station.</p> <p>The building's central plant will consist of a gas fired boiler plant, which will provide the heating needs for the entire facility. A new web internet accessible Building Management System will be installed to control the mechanical and select electrical systems. Electrical systems will include an emergency generator and an addressable fire alarm control panel with voice evacuation and automatic dialer. Lighting fixtures will include high performance recessed fixtures throughout with LED emergency signage.</p>	<p>Rick Lawrence DRA Architects 617-964-1700</p>	<p>2014</p>	<p>12,000</p>	<p>215</p>	
<p>(5) Hayden Fire Station Windsor, CT</p> <p>PIC: Douglas S. Lajoie, PE</p>	<p>The existing fire station facility underwent a renovation and addition. The new building was constructed with an all brick exterior, blending in with the original building, constructed in the 1960's The entire structure incorporates sky lighting and more energy efficient systems.</p> <p>Mechanical and electrical systems include energy efficient gas fired condensing boilers, gas fired condensing water heater, gas fired infra-red heaters in the apparatus bay, multiple zoned air conditioning systems, electronic direct digital controls (DDC) connected to the Town's building management system and energy efficient T8 lighting and lighting controls.</p> <p>Design incorporated specialized support equipment such as air compressor, emergency generator, hose dryers, commercial dryers, breathing apparatus charging equipment, vehicle exhaust system, etc.</p>	<p>Anwar Hossain DRA Architects 617-964-1700</p>	<p>2011</p>	<p>2,000</p>	<p>35</p>	

8b. List Current And Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.						
Sub-Consultant Name:		Engineers Design Group, Inc.				
a.	Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
					Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1)	Westford Facilities Assessment Westford, MA Mehul V. Dhruv, P. E.	Structural consultants on the facility assessment of 26 town and school buildings for the purpose of outlining a strategic plan for recommended repairs and improvements for a 10 year period. Assessment included the evaluation of the existing conditions of the buildings, identification of deficiencies that need to be addressed, recommendation of improvements that could be made to enhance the efficiency and accessibility for the buildings. Buildings included Police Station, Highway Department, Water Department, Town Hall, 3 Fire Stations, 11 Schools, Senior Center and other miscellaneous buildings.	Drummey, Rosane and Anderson, Inc. 235 Bear Hill Road, 4 th Floor Waltham, MA 02451 Ken Best Principal (860) 644-8300	2014 Actual	N/A Study Phase Only	11.2
(2)	Westford Public Safety Study Westford, MA Mehul V. Dhruv, P. E.	Structural engineering consultants for a study to complete an analysis of the alternatives for reconfiguration, relocation or reconstruction of the Center Fire Station. The study also examined the feasibility of consolidating the current emergency communications operations and relocating the Town's Technology Department from their current location in the former Forge Village substation into the new Center Station.	Dore and Whittier Architects 260 Merrimac Street, Building 7 Newburyport, MA 01950 Donald Walter Principal (978) 499-2999	2014 Actual	N/A Study Phase Only	2.5
(3)	Westwood Public Safety Study Westwood, MA	Study of the three major public safety facilities of the Town: the main fire station, the police station and a fire substation. Study is to determine the best solution to issues facing the Town which may include new, renovated and or combined facilities.	Dore and Whittier Architects, Inc. 260 Merrimac Street, Building 7 Newburyport, MA 01950 Donald Walter Principal (978) 499-2999	2014 Estimated	N/A Study Phase Only	\$15

<p>(4)</p>	<p>Lunenburg Public Safety Building 7 School Street Lunenburg, MA 01462</p> <p>Mehul V. Dhruv, P.E.</p> 	<p>Structural engineers for the design and construction of a combined fire and police facility. It is a two story, 26,000 sf, masonry building on a 4 acre site. Initial feasibility study of existing, including floor loading, bay size, etc., to determine its ability to accommodate modern equipment concluded it was necessary to construct a new facility.</p>	<p>The Carell Group 85 Main Street Hopkinton, MA 01748</p> <p>Greg Carell 508-497-0909</p>	<p>2004 Actual</p>	<p>5,000 Actual</p>	<p>34.2</p>
<p>(5)</p>	<p>Seekonk Public Safety Building Peck Street Seekonk, MA 02771</p> <p>Mehul Dhruv, P.E.</p> 	<p>Structural engineers for the design and construction of renovations and additions to the existing facility. The combined 24,000 sf facility provides for efficient use of land and economical construction. The program required that the fire and police departments operate independently, sharing only the meeting room, the physical building structure and its mechanical systems. A central dispatch serves all fire and police needs. It also controls building security and public access.</p> <p>Initial feasibility study was conducted to determine the ability of existing structure to accommodate modern firefighting equipment and included recommendations and costs necessary to retrofit the existing facility.</p>	<p>The Carell Group 85 Main Street Hopkinton, MA 01748</p> <p>Greg Carell 508-497-0909</p>	<p>2004 Actual</p>	<p>5,500 Actual</p>	<p>32</p>

8b. List Current And Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement And They Must Be In The Format Provided.						
Sub-Consultant Name: Nitsch Engineering, Inc.						
a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	E. Project Cost (In Thousands)		
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible	
(1) Massachusetts Firefighting Academy, Phase II Expansion Stow, MA PIC: Lisa A. Brothers, PE, LEED AP	Currently providing services for design phase. Performed an evaluation of the existing site utilities for study phase, including investigating alternatives for water and sewer facilities. Analyzed the proposed sewer flows and investigated on-site subsurface disposal and alternative wastewater treatment facilities.	Peter Fourtounis, AIA, LEED AP DiMella Shaffer 281 Summer Street Boston, MA 02210 (617) 426-5004	2011	\$37.4K	\$120	
(2) Essex County Pre-Release Facility Lawrence, MA PIC: Lisa A. Brothers, PE, LEED AP	Provided civil engineering and land surveying services for the preliminary feasibility study. Prepared an existing conditions site summary including topographic conditions; potential developable areas; record flood information; and existing utility services.	Michael Smith Equus Design Group 40 Warwick Road Belmont, MA 02478 (617) 489-8585	2011	N/A	\$30	
(3) White Street Fire Station Springfield, MA PIC: Lisa A. Brothers, PE, LEED AP	Providing civil engineering services for a new, three-bay, neighborhood fire station on a ½ acre lot that will meet LEED Certification standards. Designed the site, layout, utilities, and grading. Utility design was reviewed and approved by the various City departments.	Alan M. Brown, AIA, NCARB Dore and Whittier 1795 Williston Rd. Ste. 200 South Burlington, VT 05403 (802) 863-1428	2010	\$4K	\$44	
(4) Plymouth County Sheriff's Department Public Safety Building Plymouth, MA PIC: Lisa A. Brothers, PE, LEED AP	Provided civil engineering services, including preparation of site utility, layout, and grading plans for the new public safety building. Provided analysis of aboveground stormwater management system and underground stormwater detention system, utility design of drainage, water supply and wastewater collection, and layout and grading plans. Also designed 1,400-gpd septic system.	David Lay, AIA SMRT, Inc. 144 Fore Street P.O. Box 618 Portland, ME 04104 (207) 772-3846	2002	\$8K	\$50	
(5) Dover Protective Agencies Building Dover, MA PIC: Lisa A. Brothers, PE, LEED AP	Provided civil engineering and permitting for a 5,500-foot expansion of the police, fire, and emergency medical services building. The parking lot was expanded, driveways reconfigured for the new fire apparatus bays, and a tight tank provided for floor drain waste disposal.	Joel E. Nordberg, AIA Burt Hill Kosar Rittleman Associates New England Regional Office 270 Congress Street Boston, MA 02210-1037 (617) 423-4252	2000	\$3K	\$9	

8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.						
Sub-Consultant Name: CostPro, Inc.						
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)		
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible	
(1) Westford Public Facilities Study Westford, MA Principal-in-Charge: Christopher Caligari	Cost Estimating	Drummey Rosane Anderson, Inc. 235 Bear Hill Road, 4 th Floor Waltham MA 02451 617/964-1700 Ken Best AIA	2014	Ongoing		\$20,160
(2) Seekonk Public Facilities Study Seekonk, MA Principal-in-Charge: Christopher Caligari	Cost Estimating	Drummey Rosane Anderson, Inc. 235 Bear Hill Road, 4 th Floor Waltham MA 02451 617/964-1700 Ken Best AIA	Ongoing	Ongoing		\$4,491
(3) Condition Assessment and Study Brimfield, MA Principal-in-Charge: Christopher Caligari	Cost Estimating	Drummey Rosane Anderson, Inc. 235 Bear Hill Road, 4 th Floor Waltham MA 02451 617/964-1700 Ken Best AIA	Ongoing	Ongoing		\$6,705
(4) Wayland Municipal Buildings Study Building Condition Assessment Wayland, MA Principal-in-Charge: Christopher Caligari	Cost Estimating Repairs Upgrades New Addition Alternates	Drummey Rosane Anderson, Inc. 235 Bear Hill Road, 4 th Floor Waltham MA 02451 617/964-1700 Ken Best AIA	20013	\$16,311		\$7,425
(5) Tyngsboro Public Facilities Study Principal-in-Charge: Christopher Caligari	Cost Estimating	Drummey Rosane Anderson, Inc. 235 Bear Hill Road, 4 th Floor Waltham MA 02451 617/964-1700 Ken Best AIA	2015	Ongoing		\$6,750

9. List All Projects Within The Past 5 Years For Which Prime Applicant Has Performed, Or Has Entered Into A Contract To Perform, Any Design Services For All Public Agencies Within The Commonwealth.					
# of Total Projects: 45		Total # of Active Projects: 10 (including studies)		Total Construction Cost (in thousands) Of Active Projects (excluding studies): \$ 79,061	
Role	Phases St., Sch., DD , CD, AC, ALL	Project Name, Location And Principal-In-Charge:	Awarding Authority (Include Contact Name And Phone Number)	Construction Costs (in thousands)	Completion Date Actual or Estimated
Prime	All	Seekonk Public Schools On-Call Seekonk, MA P-I-C: Pao Chung Chi, AIA	Jim Roy Facilities Director 508-399-5106	Various	2012-2015 On-Call Active
Prime	All	Blue Hills Vocational High School On-Call Canton, MA P-I-C: Carl R. Franceschi, AIA	James P. Quaglia Superintendent 781-828-5800	Various	2012-2015 On-Call Active
Prime	All	Center Elementary School Hopkinton, MA P-I-C: James A. Barrett, AIA	Joe Markey Chair Building Committee 508-308-5929	Study	TBD Study & Schematic Active
Prime	All	Taconic High School Pittsfield, MA P-I-C: Carl R. Franceschi, AIA	Jason (Jake) McCandless Superintendent of Schools 413-499-9512	Study	2014 (August est.) Study & Schematic Active
Prime	All	Hill Elementary School Revere, MA P-I-C: Carl R. Franceschi, AIA	Paul Dakin Superintendent 781-286-8226	\$33,900 est.	2015 (Aug. est.) New Active
Prime	All	Penn Brook Elementary School Georgetown, MA P-I-C: Carl R. Franceschi, AIA	Michelle Smith, Co-Chair Building Committee 978-204-8841 cell	\$37,200 est.	2015 (Summer est.) New Active
SpPrime	All	Georgetown Middle High School Georgetown, MA P-I-C: Carl R. Franceschi, AIA	Michelle Smith, Co-Chair Building Committee 978-204-8841 cell	\$5,861 est.	2014 Repair & Drainage Mitigation Active
Prime	DD, CD, AC	Brookings Elementary School Springfield, MA P-I-C: Carl R. Franceschi, AIA	Peter Garvey Dir. Capital Asset. Construction 413-265-1109	\$22,800 est.	2015 (Spring) New
Prime	All	Fire Rescue Building Webster, MA Sr. Project Architect Richard Lawrence, AIA	Brian Hickey Fire Chief 508-942-8571	\$2,100 est	August 2015 Active
Prime	All	Greater New Bedford Reg. Vocational Technical High School New Bedford, MA Carl R. Franceschi, AIA	Paula Gendreau Business Manager, GNBRVTS 508-998-4699	\$13,900 est.	2014 Addition/Renovation
Prime	All	Dunphy Elementary School Williamsburg, MA P-I-C: James A. Barrett, AIA	Stacey Jenkins Principal 413-268-8421	\$8,490	2014 Addition/Renovation

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Role	Phases St., Sch., DD , CD, AC, ALL	Project Name, Location And Principal-In-Charge:	Awarding Authority (Include Contact Name And Phone Number)	Construction Costs (in thousands)	Completion Date Actual or Estimated
Prime	St.	Town of Williamsburg Public Safety Building Study Williamsburg, MA Kenneth C. Best, AIA		Study	2015 Study Active
Prime	St.	Town of Rockport Facilities Master Plan Rockport, MA Kenneth C. Best, AIA	Mitchell Vieira Assistant to Town Administrator 978-546-6786	Study	2015 Study Active
Prime	All	Webster Police Station Webster, MA P-I-C Richard S. Lawrence	Timothy J. Bent Chief of Police 508-949-3823	\$7,800	2014
Prime	St.	Town of Tyngsborough Town Buildings Master Plan Tyngsborough, MA Kenneth C. Best, AIA	Michael Gilleberto Town Administrator 978-649-2300 x160	Study	2014 Study
Prime	St.	Westborough Public Schools Capital Improvements Plan Westborough, MA Carl R. Franceschi, AIA	Gordon Richardson, Dir. of Buildings and Grounds 508-836-7700	Study	2014 Study
Prime	St.	Arlington Stratton Elementary School Feasibility Study Arlington, MA Carl R. Franceschi, AIA	Mark Miano Sup.t of Bldg Maint. & Custodians 781-316-3631	Study	2014 Study
Prime	All	Blue Hills Regional Technical School Pool Renovation Canton, MA Carl R. Franceschi, AIA	James P. Quaglia Superintendent 781-828-5800	\$1,500	2014 Renovation
Prime	All	Medford High School Pool Renovation Medford, MA Carl R. Franceschi, AIA	Rodger Windt, District Facilities Manager 781-393-2208	\$3,500	2014 Renovation
Prime	St.	Town of Westford Town & Schools Facility Condition Assessment Westford, MA Kenneth C. Best, AIA	John Mangiaratti Assistant Town Manager 978-692-5501	Study	2014 Study
Prime	St.	Andover High School Feasibility Study Andover, MA Carl R. Franceschi, AIA	Paul Szymanski Assistant Superintendent, Finance & Administration 978-623-8519	Study	2014 Study
Prime	All	Southeastern Regional Vocational Technical High School South Eastern, MA P-I-C: Carl R. Franceschi, AIA	James Tassinari, Facilities Engineer 508-230-1226	\$26,570	2014 Renovation
Prime	DD, CD, AC	Dryden Elementary School Springfield, MA P-I-C: Carl R. Franceschi, AIA	Rita Coppola, PMP City of Springfield Former Director, Capital Asset Const 413-597-3230 cell / 413-787-6445	\$10,500	2013 Renovation
Prime	All	Roger L. Putnam Vocational Technical Academy Springfield, MA P-I-C: Carl R. Franceschi, AIA	Rita Coppola, PMP City of Springfield Former Director, Capital Asset Const 413-597-3230 cell / 413-787-6445	\$87,372	2013 New

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Role	Phases St., Sch., DD, CD, AC, ALL	Project Name, Location And Principal-In-Charge:	Awarding Authority (Include Contact Name And Phone Number)	Construction Costs (in thousands)	Completion Date Actual or Estimated
Prime	All	Burgess Elementary School Sturbridge, MA P-I-C: Carl R. Franceschi, AIA	Angela Cheng-Cimini, Chair Facility Committee 508-243-4694 cell	\$22,930	2013 Addition/Renovation
P	St.	Town of Hadley Town & School Buildings Assessment Hadley, MA Kenneth C. Best, AIA	David Nixon Town Administrator 413-586-0221	Study	2013 Study
P	St.	Town of Brimfield Town Buildings Assessment Brimfield, MA Kenneth C. Best, AIA	Stephen Fleshman Chair, Board of Selectmen 413-245-4100 x4	Study	2013 Study
Prime	St.	Town of Wayland Town Buildings Assessment Wayland, MA Kenneth C. Best, AIA	John Moynihan Public Buildings Director 508-358-3696	Study	2013 Study
Prime	St.	Town of Topsfield Town & Schools Facilities Assessment Topsfield, MA Kenneth C. Best, AIA	Kellie A. Herbert, Town Administrator 978-887-1500	Study	2013 Study
Prime	All	Newman Elementary School Needham, MA P-I-C: James A. Barrett, AIA	George Kent Permanent Public Building Comm. 781-910-6785	\$19,215	2012 Renovation
Prime	St.	Randolph Public Schools Facilities Master Plan Randolph, MA P-I-C: Carl R. Franceschi, AIA	Keith Wortzman, Chair Facilities Master Plan Subcommittee 781-341-8700	Study	2012 Study
Prime	All	Springfield On-Call Springfield, MA P-I-C: Carl R. Franceschi, AIA	Rita Coppola, PMP City of Springfield Former Director, Capital Asset Const 413-597-3230 cell / 413-787-6445	Various	2010-2012 On-call
Prime	St.	Milton Town Wide Facilities Study Milton, MA P-I-C: James A. Barrett, AIA	William Ritchie, Director of Consolidated Facilities Town of Milton 671-898-4930	Study	2012 Study
Prime	St.	Seekonk Town Wide Facilities Study Seekonk, MA P-I-C: James A. Barrett, AIA	Jim Roy Facilities Director 508-399-5106	Study	2012 Study
Prime	St.	Taft Public Library Mendon, MA P-I-C: Kenneth C. Best, AIA	Carrie Grimshaw Former Library Director 508-864-5432	Study	2012 Study
Prime	All	Atlantis Charter School (K-8) Fall River, MA P-I-C: James A. Barrett, AIA	Robert Beatty Director 508-672-2181	Study	TBD

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Role	Phases St., Sch., DD, CD, AC, ALL	Project Name, Location And Principal-In-Charge:	Awarding Authority (Include Contact Name And Phone Number)	Construction Costs (in thousands)	Completion Date Actual or Estimated
Prime	All	Town of Arlington Arlington, MA P-I-C: Carl R. Franceschi, AIA	Mark Miano Sup.t of Bldg Maint. & Custodians 781-316-3631	Various	2011 R On-call
Prime	St.	Sandwich Public Library Sandwich, MA P-I-C: Kenneth C. Best, AIA	Joanne Lamothe Library Director 508-888-0625 ext. 304	Study	2011 study
Prime	All	Russell Street School (Elementary) Littleton, MA P-I-C: James A. Barrett, AIA	Diane Bemis, Superintendent Littleton Public Schools 978-486-8951	\$7,431	2010 Renovation
Prime	All	Paul Revere School Revere, MA P-I-C: Carl R. Franceschi, AIA	Paul Dakin Superintendent 781-286-8226	\$12,774	2010 New
Prime	St, Sch.	Boxford Public Library Boxford, MA P-I-C: Kenneth C. Best, AIA	Chuck Adam, Chair Perm. Non-School Bldg Comm. 978-686-5766	Study	2010 Study
Prime	St.	Town of Stoughton, Master Plan Stoughton, MA P-I-C: James A. Barrett, AIA	Joel Harding, Stoughton Public Schools Support Services 781-344-4000 Ext 1227	Study	2010 Study/Master Plan
Prime	All	Ramsdell Memorial Library Great Barrington, MA P-I-C: Kenneth C. Best, AIA	Joseph Sokul DPW Superintendent, Great Barrington 413-528-0867	\$2,000 est. (awaiting funding)	TBD
Prime	St.	Huntington Public Library Huntington, MA P-I-C: Kenneth C. Best, AIA	Margaret Nareau Library Director 413-667-3506	Study	2010 Study
Prime	St.	Town of Hanover Facilities Assessment & Master Plan Hanover, MA P-I-C: James A. Barrett, AIA	Andrew Port, Town Planner & Assistant Town Administrator 781-826-7641	Study	2010 Study/Master Plan

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10. Use This Space To Provide Any Additional Information Or Description Of Resources Supporting The Qualifications Of Your Firm And That Of Your Sub-Consultants For The Proposed Project. If Needed, Up To Three, Double-Sided 8 1/2" X 11" Supplementary Sheets Will Be Accepted. **APPLICANTS ARE REQUIRED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.**

Please see materials provided in the pages to follow.

11. Professional Liability Insurance:

Name of Company	Aggregate Amount	Policy Number	Expiration Date
Beazley Insurance Company	\$3,000,000	V15QLK140601	January 8, 2016

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

No

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

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
A Carl R. Franceschi	President	5041	Current/Architecture				
B James A. Barrett	VP/Clerk	7711	Current/Architecture				
C. Pao-Chung Chi	VP/Treasurer	18107 (NY)	Current/Architecture				

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

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
A Carl R. Franceschi	Director	5041	Current/Architecture	D. Owen Beenhouwer	Director	3470	Current/Architecture
B James A. Barrett	Director	7711	Current/Architecture				
C. Pao-Chung Chi	Director	18107 (NY)	Current/Architecture				

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

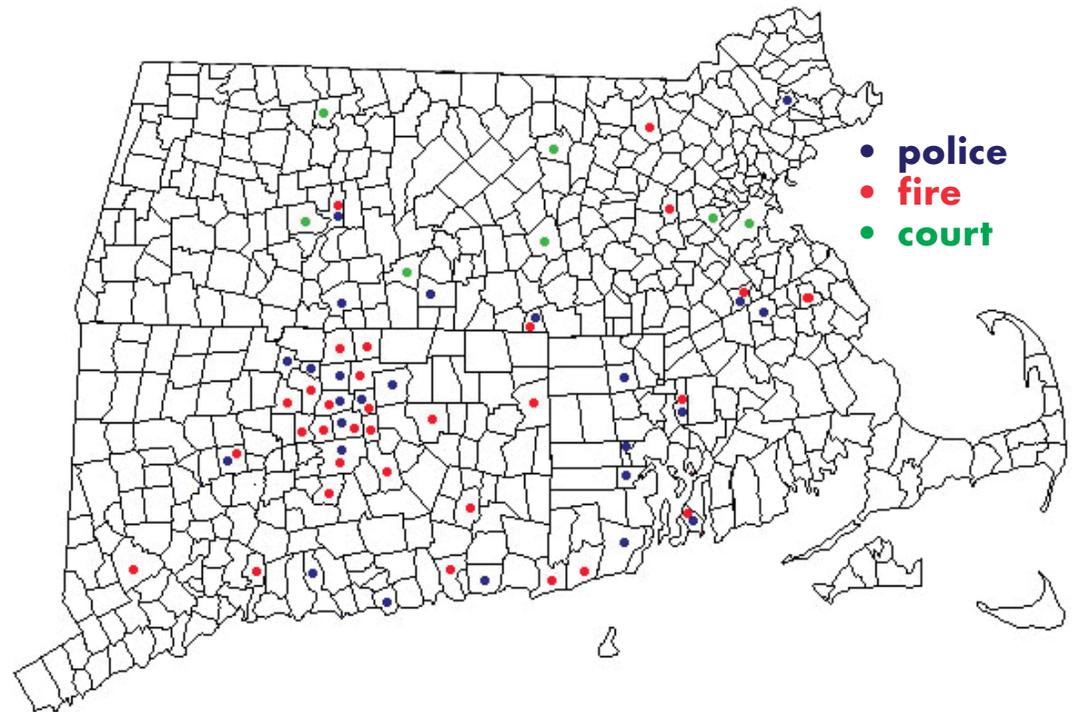
Name And Title	% Ownership	MA Reg.#	Status/Discipline	Name And Title	% Ownership	MA Reg.#	Status/Discipline
a. Carl R. Franceschi, President	33.4%	5041	Current/Architecture				
b. James A. Barrett, VP	33.3%	7711	Current/Architecture				
c. Pao-Chung Chi, VP	33.3%	18107 (NY)	Current/Architecture				

16. I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. I further certify that this firm is a "Designer", as that term is defined in Chapter 7, Section 38A1/2 of the General Laws, or that the services required are limited to construction management or the preparation of master plans, studies, surveys, soil tests, cost estimates or programs. The information contained in this application is true, accurate and sworn to by the undersigned under the pains and penalties of perjury.

Submitted By  Printed Name And Title Kenneth C Best, AIA, Principal Date March 19, 2015

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project experience



Relevant Experience

DRA has studios specializing in public safety, courthouses, libraries, athletics & recreation and performing arts. Our portfolio also includes extensive work with historic preservation, adaptive reuse and sustainable design.

In July 2014 DRA formed a strategic alliance with The Lawrence Associates (TLA), a firm that specializes in public safety architecture. They have over 50 years experience designing public safety facilities throughout New England. Together we operate under the DRA name and all current TLA staff members have moved to DRA's offices. DRA's experience with TLA dates back to 2005. Since that time we have worked together on several significant municipal projects.

This map showcases TLA's experience with police and fire facilities combined with DRA's portfolio. We have provided assessment and planning services for these building types in several communities. We have also included experience with courthouse planning and design. Together we have a comprehensive range of projects that will inform and enhance the required scopes of work for Norfolk's Police and Fire project.

DRA has recently completed professional design services for the Town of Webster, MA. The initial project consisted of a Space Needs Assessment for its Police, Fire & Rescue Departments, all housed in a 1968 single story building with partial basement. Needing to expand and modernize the Police Department could not be done on the current site, thus an analysis of six other locations was undertaken. A downtown presence was found most desirable and the Town obtained a site with its cost covered by the generous contribution of a long-time resident and businessman.

A new police facility was constructed comprised of a three level building (basement plus two stories) with a total area of approximately 22,000 square feet; site development and installation of various utilities on a 2-acre site. Upon completion of the new Police Station in September 2014, the Police Department vacated its current space to allow renovation of the Fire and Rescue Building as determined by the Space Needs Assessment to serve the Fire and Rescue Departments. We are beginning CA services for the Webster Fire and Rescue building.

Recently or nearly completed feasibility studies include: Fire Station Company 11, Hartford, CT, Oswegatchie Fire Station, Waterford, CT, Public Safety Facility, Williamsburg, MA, Five Fire Stations in Farmington, CT and police Station, Portsmouth, RI.

Public Sector Experience

Public construction projects are governed by a set of unique rules under the provisions of Massachusetts General Law (MGL). Better than 90% of all construction documentation being developed by DRA is slated for the public construction process. (Please see Question 9 of the Designer Selection Application) Our extensive public sector design and construction administration experience provides a comprehensive working understanding of the public bid process as well as State and Federal legislation governing life-safety code and handicapped access requirements including Chapters 7, 30, 70B, 149, 193 & 208. We also often provide guidance or assistance to towns in matters such as prevailing wage rates, Central Register advertisement, project posting, or local newspaper publication.

On-time Projects

Time is of the essence for each project. Once the schedule is clearly understood, we convey the time constraints to the entire A/E team. Coordination among the project team members begins with strategic planning of the project objectives and milestones. DRA provides the leadership for the A/E team by first establishing a detailed work plan and deliverables. We then diligently and continuously monitor the progress and accomplishments of the in-house team and each consultant.

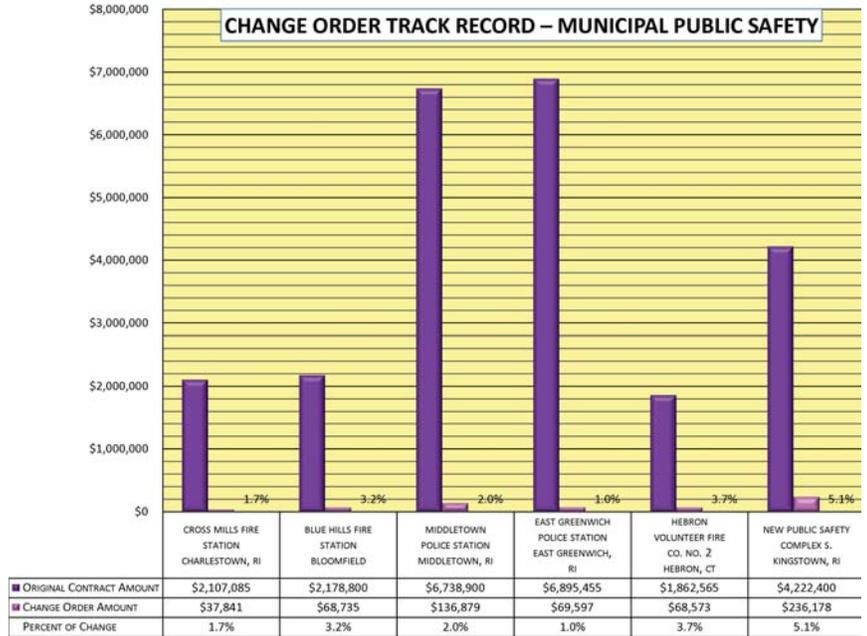
Cost Control

Cost control begins with a well prepared cost estimate and is maintained with a collaborative process, technical expertise and in depth knowledge and experience with the Massachusetts public bidding process.

We have a strong track record of accurate cost estimating. We use the services of a professional cost estimator and ask our consultants to prepare their own estimates to enhance the accuracy of our total estimate. We then update the preliminary estimate at the end of design development and construction document phases to ensure that the project stays within allocated funds.

Having completed a large number of fire station projects we know that town leaders, tax payers and

the user group want to **stretch their construction dollars** as far as feasible. We employ strategies such as firm's senior project architect paying close attention on a regular and ongoing basis, value engineering building components and systems and utilizing creative design solutions, to name a few. However, in an effort to be cost effective we do not sacrifice functionality, innovation, energy efficiency and durability.



Sustainable Design

We use an integrated approach to “green” design, incorporating sustainable principles from all disciplines into a unified solution. We strive to balance environmental responsibility and financial feasibility to create a healthy place to work, play and discover.

We are familiar with the multitude of sources for financial incentives and assistance at the national, state, regional and community levels. We incorporate sustainable design principles into all of our projects.

We incorporate sustainable design principles into all of our projects. Below are some that have achieved a level of “certification.”

Southeastern Regional Voc. Tech. S.Easton, MA	CHPS Certified
Hill Elementary School, Revere, MA	LEED Silver Projected
Penn Brook School, Georgetown, MA	LEED Silver Projected
Bristol K-8 School, Bristol CT	LEED Silver projected
Putnam High School, Putnam, CT	CT High Perf. School
North Adams Public Library, North Adams, MA	LEED Certified
Roeliff Jansen Community Library, Hillsdale, NY	LEED Gold
Collicot/Cunningham Schools, Milton, MA	CHPS Certified
Newton South High School, Newton, MA	CHPS Certified
Burgess Elementary School, Sturbridge, MA	CHPS Certified
Putnam Voc. Technical HS, Springfield, MA	CHPS Certified

PROJECT NAME /LOCATION	BUILDING USE	CLIENT	COMPLETION DATE	DOLLAR VALUE OF PROJECT	DOLLAR VALUE OF CONSTRUCTION	NEW / RENO / BOTH	SIZE IN GSF
NEW POLICE STATION * WEBSTER, MA	POLICE STATION	Town of Webster	2014	\$9,000,000	\$7,800,000	N	22,000
RENOVATED FIRE STATION* WEBSTER, MA	FIRE STATION / DEPT. OF PUBLIC WORKS	Town of Webster	CONSTRUCTION START MARCH 2015, EST. COMPLETION NOV. 2015	\$3,000,000	\$2,100,000 EST.	R	19,683
NEW CROSS MILLS FIRE STATION* CHARLESTOWN, RI	FIRE STATION	Town of Charlestown	2012	\$2,900,000	\$2,200,000	N	8,875
NEW BLUE HILLS FIRE STATION NO. 3* BLOOMFIELD, CT	FIRE STATION	Blue Hills Fire District	2012	\$2,840,000	\$2,247,000	N	7,300
NEW POLICE FACILITY * MIDDLETOWN, RI	POLICE STATION	Town of Middletown	2009	\$8,500,000	\$6,500,000	N	21,000
NEW POLICE STATION* EAST GREENWICH, RI	POLICE STATION	Town of East Greenwich	2009	\$8,100,000	\$6,900,000	N	21,000
NEWTON DISTRICT COURT NEWTON, MA	COURTHOUSE, SALLYPORT, DETENTION AREA, CONFERENCE ROOMS	City of Newton	2004	\$12,000,000	\$10,500,000	B	16,000 reno 4,000 new
KENNEDY DAY SCHOOL BOSTON, MA	SPECIAL EDUCATION, HEALTH SERVICES, THERAPY	City of Boston	2011	\$6,480,000	\$5,800,000	N	20,000
PAUL REVERE SCHOOL REVERE, MA	EDUCATION	City of Revere	2010	\$17,409,000	\$13,500,000	N	53,000
DUNPHY ELEMENTARY SCHOOL WILLIAMSBURG, MA	EDUCATION	Town of Williamsburg	2014	\$9,500,000	\$8,990,000	B	15,570 reno 21,530 new
NORFOLK PUBLIC LIBRARY NORFOLK, MA	LIBRARY COMMUNITY CENTER	Town of Norfolk	2006	\$5,289,000	\$4,255,000	B	15,500 new 8,500 reno
THE SAGE SCHOOL FOXBOROUGH, MA	EDUCATION	The Sage School	2008	\$2,200,000	\$1,800,000	N	10,250 new
WELLESLEY FREE LIBRARY WELLESLEY, MA	LIBRARY COMMUNITY CENTER	Town of Wellesley	2003	\$13,500,000	\$11,500,000	N	58,500

Relevant Experience

Public Facilities (Massachusetts unless otherwise noted)

Public Safety

Public Safety Study, Williamsburg, MA
 New Public Safety Complex, S. Kingstown, RI
 Public Safety Complex assessment study, Hadley
 Public Safety Complex assessment study, Brimfield

Police

Police Station assessment study, Brimfield
 Police Station assessment study, Topsfield
 Police Station assessment study, Milton
 Police Station assessment study, Seekonk
 Police Station assessment study, Stoughton
 Police Station assessment study, Bristol, CT
 Police Station assessment study, Madison, CT
 New Police Station, Webster, MA
 Police Station assessment study, Portsmouth, RI
 New Police Facility, Middletown, RI
 New Police Facility - East Greenwich, RI
 Police Department - schematic design, Smithfield, RI
 Police Department - space needs, Smithfield, RI
 Police Department - study, West Warwick, RI
 Police Department- space needs, Groton, CT
 Police Department - space needs, Plainville, CT
 Police Department - add/reno, Groton, CT

Fire Station

Fire house assessment study, Westford
 Fire house assessment study, Rockport
 Fire house assessment study, Brimfield
 Fire house assessment study, Topsfield
 Fire house assessment study, Wayland
 4 Fire station assessment study, Milton
 Fire house assessment study, Seekonk
 4 Fire station assessment study, Hanover
 Fire house assessment study, Stoughton
 Fire house assessment study, Bristol, CT
 Fire Station Addition Portsmouth, RI
 Fire Station Renovation, Webster, MA
 New Cross Mills Fire Station, Charlestown, RI
 Dunn's Corners Fire Station study, Westerly, RI
 Misquamicut Fire District study, Westerly, RI
 4 North Haven Fire Stations, CT
 Fire Station #11- reno, Hartford, CT
 Blue Hills Fire Station No. 3, Bloomfield, CT
 Danielson Fire Station assessment, Danielson, CT
 Hayden Station add/reno, Windsor, CT
 Greenville Fire Station renovations, Norwich, CT
 Fire Station #10 reno, Hartford, CT
 Fire Station #14 reno, Hartford, CT

Municipal Facility Planning

Municipal Facilities Study, Brimfield
 Municipal Facilities Study, Hadley
 Municipal Facilities Study, Hanover
 Municipal Facilities Study, Stoughton
 Municipal Facilities Study, Westford
 Municipal Facilities Study, Tyngsborough
 Municipal Facilities Study, Wayland
 Municipal Facilities Study, Topsfield
 Municipal Facilities Study, Rockport
 Municipal Facilities Study, Bristol, CT
 Municipal Facilities Study, Madison, CT

Courthouse

Leominster Trial Court, Leominster
 Newton District Court, Newton
 Hampshire County Courthouse, Northampton
 Suffolk Superior Court, Boston
 Palmer District Courthouse, Palmer
 Franklin County Courthouse Study, Greenfield

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fire facility experience



Completed	54 YEARS OF FIRE STATION EXPERIENCE
Est. 2015	Renovations to Fire Dept. & Dept. of Public Works, Middletown, RI
Est. 2015	Renovations to Fire Station #11 - Hartford Fire Department, Hartford, CT
Est. 2015	Fire Station Renovation, Webster, MA
2014	Architectural/Engineering Study, Pomfret Fire Station, Pomfret Center, CT
2014	4 North Haven Fire Stations, North Haven, CT
2013	Feasibility Study – Dunn’s Corners Fire Station, Westerly, RI
2012	Feasibility Study – Misquamicut Fire District, Westerly, RI
2012	Blue Hills Fire Station No. 3, Bloomfield, CT
2011	Building Condition Study – Danielson Fire Station, Danielson, CT
2012	New Cross Mills Fire Station, Charlestown, RI
2011	Addition and Alterations, Hayden Station, Windsor, CT
2011	Phase III Renovations – Greenville Fire Station, Norwich, CT
2011	Renovations to Fire Station #10 - Hartford Fire Department, Hartford, CT
2011	HVAC & Sprinkler Renovations – Jordan Fire Station, Waterford, CT
2010	Renovations to Fire Station #14 - Hartford Fire Department, Hartford, CT
2009	Re-Roofing & Various Improvements, Jordan Fire Station, Waterford, CT
2008	Re-Roofing & Various Improvements, Yantic Fire Station, Norwich, CT
2008	Feasibility Study: Expansion or Relocation, Hayden Fire Station, Windsor, CT
2007	Renovations to Fire Stations #5, 8, 15 & 16 - Hartford Fire Department, Hartford, CT
2007	Design Services for New Fire Station, Newtown, CT
2007	Space Needs Study - Jordan Fire Station, Waterford, CT
2006	Renovations to “Burn Building” - Hartford Fire Training Academy, Hartford, CT
2006	Renovations to Fire Stations #1, 2, 7 & 9 - Hartford Fire Department, Hartford, CT
2005	Feasibility Study/Space Needs Assessment - Police and Fire Departments, Middletown, RI
2005	New Fire Station No. 2, Hebron, CT
2004	Feasibility Study for Adaptive Reuse, Ellington Firehouse, Ellington, CT
2004	Feasibility Study for Central Fire Station (Headquarters), Bristol, CT
2001	Feasibility Study, New Firehouse, Ellington, CT
2000	New Fire Station, Somers, CT
1998	Addition, Alterations & Modifications - Mansfield Fire Station, Mansfield, CT
1996	ADA Survey for 5 Fire Stations, Vernon, CT
1995	New Fire Station No. 4, Manchester, CT
1994	ADA Survey for 5 Fire Stations, East Hartford, CT
1991	New Fire Station No. 5, Manchester, CT
1987	New Fire Station No. 2, Portland, CT
1986	Addition and Alterations - Fire Station Company No. 2, South Windsor, CT
1983	Addition and Alterations - Fire Station - Weymouth Road, Enfield, CT
1983	ADA Survey for 3 Fire Stations, Glastonbury, CT
1981	New Fire Station Co. 2, Vernon, CT
1976	New Fire Station No. 5 (8th District), Manchester, CT
1967	New Fire Station No. 2, Manchester, CT
1966	New Fire Station No. 1, Manchester, CT
1964	New Central Fire Station (Headquarters), Manchester, CT
1960	Addition to Fire Station, Bolton, CT

Services performed by The Lawrence Associates (TLA). Effective July 1, 2014, TLA officially merged with DRA. Together we operate under the DRA name and all current TLA staff have moved into DRA's offices.

Relevant Experience



police facility experience



42 YEARS OF POLICE FACILITY EXPERIENCE	Completed
New Police Station, Portsmouth, RI	Est. 2017
Public Safety Complex, Williamsburg, MA	2015
New Police Station, Webster, MA	2014
Relocation – Manchester Police Dispatch Center, Manchester, CT	2012
Dispatch Center Renovation – South Windsor, CT Police Department	2012
Space Needs Assessment - Police Department, City of Groton, CT	2010
Structural Evaluation & Report – Old Saybrook, CT Police Department	2010
Space Needs Assessment / Schematic Design Package – Smithfield Police Department, Smithfield, RI	2009 – 2010
New Police Facility – Middletown Police Department, Middletown, RI	2007 – 2009
New Police Facility - East Greenwich Police Department, East Greenwich, RI	2006 – 2009
Proposed Addition & Alterations - South Windsor Police Facility, South Windsor, CT	2005
Feasibility Study / Space Needs Assessment - Police / Fire / EMS Complex Middletown, RI	2005
Feasibility Study / Space Needs Assessment: East Greenwich Police Department, East Greenwich, RI	2004
Additions & Alterations - Tolland County Mutual Aid: Tolland, CT	2003
Feasibility Study – Building Conversion: Port Washington Police Department, Port Washington, NY	2003
Plainville Police Department, Plainville, CT	2003
Feasibility Study - West Warwick Police Department: West Warwick, RI	2001
Feasibility Study – Building Conversion: Port Washington Police District, Port Washington, NY	2001
Additions & Alterations - Groton Police Department, Groton, CT	2001
Needs Assessment Study - Port Washington Police District, Port Washington, NY	2000
New Police Facility, South Kingstown, RI	1998
Feasibility Study – Police Department, Windsor Locks, CT	1997
New Troop “C” Facility, Tolland, CT	1994
Feasibility Study – New Police Facility, Manchester, CT	1988
New Police Facility, East Windsor, CT	1985
New Police/Ambulance Facility, South Windsor, CT	1984
Additions & Alterations - Manchester Police Department, Manchester, CT	1979
Cell Block Revisions - Manchester Police Department, Manchester, CT	1973

Services performed by The Lawrence Associates (TLA). Effective July 1, 2014, TLA officially merged with DRA. Together we operate under the DRA name and all current TLA staff have moved into DRA's offices.

Relevant Experience



**Webster Police & Fire
Webster, MA**

Timothy J. Bent, Chief of Police
Rodney Budrow, Deputy Chief
508-949-3823

**Middletown Police & Fire
Middletown, RI**

Anthony Pesare, Chief of Police
401-845-0401

Ronald Doire, Fire Chief
401-846-7888

**South Kingstown Public Safety
Kingstown, RI**

Vincent Vespia, Chief of Police
401-783-3321

**Seekonk Town Wide Study (including police & fire)
Seekonk, MA**

Jim Roy, Facilities Director, Town of Seekonk
508-399-5106

**East Greenwich Police Station
East Greenwich, RI**

Thomas E. Coyle III, Town Manager
(Former Chief of Police)
401-886-8665

**Four Fire Stations, North Haven Fire Department
North Haven, CT
Renovations to Co. No. 1
New Fire Stations – Co. No. 2, 3 & 4
Vincent Landisio**

Fire Chief / Fire Marshal
North Haven Fire Department
Town Hall - 18 Church Street
North Haven, CT
(203) 239-5321

**Fire Station Assessment & Planning Services
Bristol, CT**

Roger Rousseau, Purchasing Agent

City of Bristol
Purchasing Dept. – 3rd Floor
111 North Main Street
Bristol, CT 06010
(860) 584-6195

NORFOLK POLICE AND FIRE STATIONS

PROJECT UNDERSTANDING

It is our understanding that the Town of Norfolk wants to procure professional design services for the Construction/Bid Documents for the (a) renovations and possible expansion of the Public Safety Building located at 117 Main Street for use by the Fire Department and Animal Control Services and (b) interior design layout for the Police Department in the existing vacant building located at 14 Sharon Avenue. We also understand that a portion of this building, under a separate project, will be developed to house the Dispatch Center. The RFP states that the Town has previously conducted a needs assessment of its existing Public Safety Building which will form the basis of design program moving forward.

design team and stakeholders the opportunity to contribute their knowledge, expertise and ideas through all phases and across the life cycle of the project. These contributions early in the planning process allow the design options to be tested from different perspectives such as cost, quality-of-life, efficiency, environmental impact, productivity and creativity, to name a few. Starting this process, even at a feasibility study level, will make the conclusions and recommendations realistic and defensible when presented to the community.

A high performance building cannot be achieved unless IDP is employed because this process allows the understanding and evaluation of the interrelationships and interdependence of all building systems from project inception and continues until project completion.



APPROACH

INTEGRATED DESIGN PROCESS (IDP)

The design of buildings requires integration of many different pieces of information into a synthetic whole. IDP includes the active and continuous participation of all stakeholders. In order to understand IDP and its benefits, it is important to understand the conventional design process, which begins with the architect and Owner agreeing on a design concept. Engineers are then asked to implement the design and to suggest appropriate systems. This process is basically linear and does not allow all members of the design team to contribute early on.

IDP begins with the architect acting as the team leader rather than the sole form-giver. This approach gives the entire

APPROACH METHODOLOGY

Our approach will be based on identifying the various tasks required for the project from inception to completion. We then identify concurrent and sequential tasks. This method of separating tasks improves project scheduling. The following are examples of required tasks:

- Kick-off Meeting
- Programming Meetings (Review and update existing)
- Space Needs Assessment (Review and update existing)
- Meetings with Planning, Building Official, Fire Marshal & Health Officials
- Evaluation of Space Needs Assessment prepared by Kaestle Boos Associates
- Existing Facilities Survey
- Hazmat Survey
- Alternate Site Selection
- Site Design & Engineering
- Code Analysis
- Conceptual Drawings
- Design Development
- Statement of Probable Construction Cost
- Construction Documents
- Bidding
- Construction Administration

The above outline is a road map we have used on numerous other projects with great success. The following pages will provide a detailed description of the planning process and includes our abbreviated description of the requested scope of services.

Approach

KICK-OFF MEETING

We will start the project by scheduling a “kick-off” meeting so that members from the design team can meet the Owner’s team. Main topics of discussion will be to identify appropriate stakeholders, establish communication protocol and determine the means and methods for exchange of information. By asking questions rather than making assumptions, we get a clear picture of local expectations, the political landscape, project priorities, potential impediments, schedules, approval process and a whole array of other related issues.

A well planned kick-off meeting unites the design team, Owner and user groups on the same page, which leads to a seamless progress towards successful project completion.

PROGRAMMING MEETINGS

We will review and update the information included in the already completed study.

SPACE NEEDS ASSESSMENT

We will review and update the information included in the already completed study.

MEETING WITH PLANNING, BUILDING & FIRE OFFICIALS

It is our practice to bring local regulatory officials into the loop at an early stage of the project. We have found that spending just a few hours explaining the project goals and objectives to these officials makes the approval process go smoothly at a later date. Often they are able to alert the project team about requirements that, if not followed, might adversely impact project cost and time. Our strategy of keeping officials in the loop and maintaining lines of communication with them benefits the project.

EXISTING CONDITIONS ASSESSMENT

A thorough field investigation of the existing conditions is critical to the success of projects of this type. Our first task will be to obtain available existing drawings and convert them to CAD files. Existing facility surveys will require many field visits, and going over every room and space to determine the overall conditions, code compliance issues, functional issues, etc. Our site, structural and MEP consultants will perform similar assessment of existing conditions pertaining to their scope of work.

Unless authorized by the Owner, we will not perform any destructive testing during this process. These findings will be recorded and documented with field notes, verification of critical dimensions and photographs for use during design and construction.

Once the field work is completed, a comprehensive presentation will be made to the Owner explaining the nature of the issues and outlining steps for arriving at recommended solutions.

SITE DESIGN & ENGINEERING

This team will look for all available site drawings from various sources and perform a physical walkthrough of the site. Potential alternate sites for a portion of the program may have to be explored and evaluated.

While we are working on programming, space needs assessment and conceptual design; we will also be meeting with local officials to discuss compliance with regulations, submission guidelines, approval process and other site related issues. This is also a good time to find out if any approvals by the State Agencies are required.

Initially we will determine the buildable area of the site and the various options and alternatives that exist for expansion acknowledging the various site constraints that exist. Once this process is completed, the team will develop concept plan options for expansion that adhere to the site constraints and meet the program requirements and develop new building option(s). At the same time we will develop viable options for site design.

These initial options will allow us to explore possible energy saving strategies afforded by the site organization with an emphasis on those for which grants or rebates may be available.

We will conduct a detailed review of the options with the stakeholders to refine the schemes or explore other ideas.

CODE ANALYSIS

We take code analysis very seriously. Our office policy makes it the responsibility of the Project Manager to do code analysis. We have kept up with the evolution of the various codes in Connecticut and know how to interpret these correctly so that the project receives the maximum benefit allowed under the law.

We meet with local code officials at the onset of the project to make them aware of the project and ask them for their initial feedback, if any. Code analysis starts early in our office during the Preliminary Design Phase. Where applicable, we also ensure that any upcoming code cycle change is fully integrated into a current project design to avoid surprises later.

NORFOLK POLICE AND FIRE STATIONS

EVALUATE ALTERNATIVE SOLUTIONS/CONCEPTUAL DESIGN

Once the programming meetings are complete, the information obtained through various interviews, field observations, surveys and other feedback is translated into workable solutions and design options. For each option, we explain clearly the pros and cons and provide "order of magnitude" cost figures. Through this process we lead our clients to the preferred solution that meets their goals, objectives and budgetary requirements.

Our design solutions are creative, innovative, energy efficient and custom tailored to the specific needs of the project. We ensure that all spaces are laid out efficiently and in proper proximity to related functions to meet program needs.

Utilizing the possible energy strategies for the existing building we will develop them to include the new additions and explore further options. Wherever possible we will integrate green strategies that will have a long term impact on the operating costs of the building. Similar strategies will also be developed for a new building. For both site and building we will incorporate opportunities to offset the costs with grants or incentives.

The graphic and presentation methods we use to convey our design options and solutions at this phase of the project are easy to understand, graphically clear and in many instances, supplemented by 3-D images for better comprehension by lay people.

DESIGN DEVELOPMENT

During the Design Development phase we perform a thorough code review and further development of the preferred design concept approved during the previous phase. The Design Development Documents will illustrate and describe the refinement of the design of the Project, establishing the scope, relationships, forms, size and appearance of the Project by means of plans, sections and elevations, typical construction details and equipment layouts. The Design Development Documents will also include specifications that identify major materials and systems and establish in general their quality levels.

Design Development enlarges the scale of consideration. Greater details are developed for all building components and systems. We will also develop a "Professional Opinion of Probable Construction Cost."

STATEMENT OF PROBABLE CONSTRUCTION COSTS

The firm has a strong track record of accurate cost estimating. We use the services of a professional cost estimator and ask our consultants to prepare their own estimates to enhance the accuracy of our total estimate. We will provide you with a total project cost incorporating both hard and soft costs. Our experience with an extensive array of construction types will help us to budget for the most cost effective, long term solution to meet your building needs.

CONSTRUCTION DOCUMENTS

This phase consists of completion of documents required for local/state approvals, bidding, permitting and eventual construction. Our Construction Drawings are prepared under the direct supervision of the Project Manager followed by several iterations of review and "red-lining." Clear delineation of materials, all required dimensions, easy to follow construction details and adequate notations are the backbone of our drawings. Graphic clarity of our CAD drawings make it easy for bidders to understand the scope of work clearly and therefore provide the Owner with more competitive pricing.

The Project Manager exclusively works on Project Manual/ Technical Specification using MASTER-SPEC FORMAT customized to the requirements of each project. The Construction Drawings and the Project Manual are thoroughly coordinated before proceeding to bidding.

Also included will be the Specifications that establish in detail the quality levels of materials and systems required for the Project.

During the development of the Construction Documents, we will assist the Owner in the development and preparation of: (1) bidding and procurement information which describes the time, place and conditions of bidding; bidding or proposal forms; and the form of agreement between the Owner and the Contractor; and (2) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). We will compile the Project Manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

BIDDING

During this phase, we will assist you in obtaining competitive bids, reviewing the bids, preparing Bid Tabulation Sheet and making recommendations for awarding the bid to the lowest qualified responsible bidder. During this phase we will also respond to bidders' questions and provide clarifi-

cations as requested. We will prepare and distribute addendum and clarification sketches if required. We will also assist you in preparing required AIA Documents.

CONSTRUCTION ADMINISTRATION

Our approach to construction administration (CA) services follows a different model than other firms. In our model, the Project Manager is responsible for design that is intimately familiar with the project is also the one who assumes the responsibility of CA services. With well over 40 years of experience, the Principal-in-Charge ensures that the Contractor is following the design intent in the field. His attendance at regular site meetings, combined with his deep rooted understanding of the construction process keeps in check frivolous change order requests.

Our Project Manager, by remaining involved from early design to project completion, can provide unmatched benefits to the project that other firms with a different model cannot provide.

MANAGING & MINIMIZING CHANGE ORDERS

In a perfect world there would not be any Change Orders. However, in the real world we believe in managing change orders effectively. There are four main reasons for change orders:

1. Owner initiated scope change
2. Hidden field conditions that could not have been discovered during design
3. Additional safeguards required by Building and fire officials after the drawings were reviewed and permits issued.
4. Errors and omissions of design professionals.

We believe in a proactive approach to minimizing change orders. During the design phase we use field tested "checklists" for screening of construction drawings and specifications. The following are some specific measures we take to minimize change orders:

1. Complete and well-coordinated set of Construction Documents prepared under the close supervision of the Project Manager
2. Project Manual/Technical Specification prepared directly by the Project Manager
3. Customized language in the Project Manual/Technical Specification eliminating most common ambiguities that Contractors look for as an opportunity for change orders.

Even the most complete and coordinated Bid Documents cannot guarantee there will not be change orders during construction phase. Our responsibility is to maintain fairness to the contractor and at the same time protect owner's interest against frivolous change orders. For legitimate change orders we have found the following strategy very effective:

1. Set guidelines for initiating change orders at the Pre-Construction Meeting.
2. The Architect shall issue Proposal Requests on AIA Forms to initiate the process.
3. The Contractor is expected to provide detailed cost estimate with a reasonable amount of time.
4. Costs will be carefully reviewed by the Architect and his consultants, if applicable.
5. Once the Architect and consultants are satisfied about the fairness of the costs only then will it be presented to the Owner for consideration.

OUR APPROACH AS DESCRIBED ABOVE HAS KEPT CHANGE ORDERS WELL BELOW THE ACCEPTED INDUSTRY STANDARDS

PROJECT CLOSEOUT

Our project closeout process is meticulous and thorough. Unless the closeout is done properly the Owner runs the risk of facing unforeseen difficulties years later when certain documents would be needed that were not provided at the time of project closeout. We ensure that punch list items are 100% complete and that all required warranties/guarantees, O&M manuals, Test Results, Balancing Reports, Training Videos, Extra Materials, etc. are submitted by the Contractor. We review these to ensure their accuracy and completeness before authorizing final payment.

POST CONSTRUCTION EVALUATION

If requested by the Owner we will provide a walk-through of the building before the project warranty runs out to assist the Owner in getting all warranty related work completed. We will also provide recommendations and suggestions based on visual observation that will assist the Owner in improved facilities management.

Communication

We begin with an initial project kick-off meeting to establish clear lines of communication between DRA's Principal, Ken Best, Project Manager, Anwar Hossain and the Public Safety Building Committee. During this initial meeting we will confirm budget, schedule and quality standards. DRA will reinforce this communication with a memo of understanding. This memo will document the project parameters, including, among other important issues:

- **Response time:** We will confirm what DRA's expected response time will be for the assignment. In the past we have even committed to not only overall schedule goals, but also such items as returning client's phone calls and e-mails within agreed-upon standards.
- **Work Plan:** An on-going work plan will be maintained showing the flow of activities and noting all of the key dates and milestones to be achieved.

Commitment

DRA's level of commitment to projects such as the Norfolk Police and Fire project is demonstrated by our management style of dedicating a Principal-in-Charge and a Project Manager for the duration of the project. As he has done on many similar projects, Anwar Hossain, DRA's proposed Project Manager, will manage the project through all phases -planning, design and construction phase, including making regular site visits.

Coordination

Coordination among the project team members begins with strategic planning of the project objectives and milestones. DRA provides the leadership for the team by first establishing the team's detailed work plan and goals and then diligently maintaining the accomplishment of each consultant's objectives.

Continuous and effective communication, as well as efficient information dissemination is the foundation of our success with this team. Web based project sites allow for immediate information and document distribution to all team members, sites that can also be accessed by the Owner and its management team to keep the entire team apprised of the current progress or the project. Net meetings, web-conferencing and teleconferencing as needed, allow team members remotely to engage daily to review project related issues.

On-Line / Computerized Services Offered

DRA is committed to the incorporation of current technology to maintain and improve our project delivery. In addition to regularly used office environment tools of telephone, email, fax, and firm-wide computer access we also employ the following computer services to support our project delivery:

- **VPN (Virtual Private Network)** – allowing our team to operate with access to all stored electronic file materials from our office main servers when remote from the office. This facilitates better communication flow during off-site meetings, and in construction administration phase.
- **FTP (File Transfer Protocol)** – we maintain an FTP site in support of our projects. The FTP site gives our full team the ability to transfer large files and other electronic information
- **BIM (Building Information Modeling)** – DRA and our consultants own the appropriate Revit Architecture software licenses and are capable of offering building information modeling if requested for full projects, or select project areas where systems conflicts and coordination issues are anticipated. There is a significant improvement in coordination of MEP systems using BIM.
- **CADD (Computer Aided Design and Drafting)** – our team and our selected consultants seamlessly deliver all documentation using CADD technology. 100% of our work effort is developed and documented in this fashion. This information is shared with the contractor / builder to aid in their delivery of the construction project. Finally at project completion, we can deliver CADD files for final project record keeping and on-going maintenance.
- **Computer Modeling** – DRA employs several computer modeling platforms and applies this technology on a regular basis in the development and delivery of projects. We often find that this modeling is very useful not only in the early design efforts in communicating ideas and concepts, but also during the construction phase.
- **Tablet / Smartphone Technology** – carrying this class / category of technology, particularly in the field allows us to communicate with the studio office, the office of our consultants, and with other project team members. Email, telephone, internet access, and camera, along with large file storage volume capacity are mobile and handheld.

Creative Problem Solving

Provide examples of instances when your firm's experience and knowledge helped a client achieve a goal and or avoid a large problem.

It is difficult to pick only one example where the firm's knowledge and experience helped a client achieve a goal or avoid large problems because there are so many. In reality, that is what we do on every project. Having said this, one recent example comes to mind.

We were hired by a town in Connecticut to design four fire stations. One of the sites, which was in a residential neighborhood had many large trees, some as much as 60 inches in diameter. The project progressed smoothly through design, local approvals and finally to the start of construction. Top soil was stripped and trees not intended to be saved were tagged.

Even though the project had gone through public hearing as part of P&Z approvals and ample opportunities were provided for public/neighborhood input, one nearby residential neighbor, seeing one of the large trees tagged for cutting, lodged a complaint with the Town and threatened to tie up the project in litigation.

The Town did not want to risk getting a delay claim from the Contractor, should the project be held up at this late stage. They turned to us and asked for assistance.

It was a tight site with many restricting features. We launched an accelerated design schedule to see how we could save the tree in question without completely changing the floor plan and site layout. It is common knowledge in the construction industry that changes after the contract has been awarded are costly. We wanted to keep the additional costs to a minimum. We looked at the site with a magnifying glass to find a solution. Within a week we were able to come up with a new site layout that avoided cutting the tree in question and did not change materially the quantities of the various components that were originally shown on the Bid Documents, such as area of pavement, extent of excavation and backfilling, etc. We were also able to use the original building footprint.

We walked the plan through the Town's Engineering and Planning Departments. They provided a quick approval. CAD files were revised soon after. Within two weeks the neighbor was pacified and the Contractor was given a green light to proceed. The Owner did spend a few dollars for extra design services, but nowhere near what it would have cost them either in delay claims from the Contractor or protracted litigation with the neighbor.



Simsbury, CT

Police Department & Town Offices, Simsbury, CT

Towns are always exploring ways to utilize vacated school buildings, and Simsbury was no exception. The Belden School, with its brownstone exterior and three floor levels was explored and we found it to be a good candidate for reuse as Town Offices, Police Department and Board of Education Offices. The floor levels worked well with the program; Town offices on the first floor with its high ceilings, Board of Education on the second floor (built into the roof) with a smaller floor area, and the Police Department on the lower level (closest to grade). Security between uses, and particularly the Police Department, was resolved by creating a new covered entrance to the building with direct and separate exterior access to the Police and Town Offices. The "L" shaped building provided a courtyard which contains the sally port and provides an enclosed area for police department use. Vehicular access for the public was located at the other end of the building, away from police activities.

The reuse of this building solved the Town's need for space and kept a historic building from being left to decay.

Wellesley Free Library, Wellesley, MA

The Wellesley Library was in need of replacement on the existing site. The site was limited in size and could not support the required number of parking spaces. Following a thorough evaluation of the site and grading we proposed a new building with front and rear pedestrian entrances and a sloped driveway on the side of the building that would provide access to a basement



Wellesley Free Library

Creative Problem Solving

garage. Even though the building was significantly expanded we were also able to increase the total number of parking spaces. In the process of site plan approvals there was a strong opinion that the building should be moved closer to the town center. We opposed this and were able to convince the planning board that the library should have a direct connection to a park that would have been lost and replaced with a parking lot had approval not been obtained.



Wellesley Free Library site

Silver Lake Regional Middle School, Kingston, MA

DRA, and our consultants are experienced in dealing with the many local and state-reviewing agencies that have purview over public projects. An example of this capability was demonstrated through our team's experience with the permitting of the Waste Water Treatment Facilities for the Silver Lake Middle School campus. Our team helped to expedite the extensive permitting process required for this type of facilities through DEP and local Board of Health. The complex multi-layer review process that typically takes 8 months was accomplished in a 4 month timeframe.



Windsor Public Library

Windsor Public Library, Windsor, CT

At Windsor Public Library the preliminary design challenge was to re-incorporate all the wasted space within the existing library to minimize the size of the needed addition. The existing two-story courtyard was in-filled, although an added upper clerestory window at the roof and a glass floor allows natural light to continue to fill the library. At the east end of the existing building, where the library had only a crawl space below, the roof and first floor structure was supported and a basement excavated below. Interior reorganization provided the library with a 25% increase in space. In addition to reorganization, additions were added onto both sides of the existing library.

Team Organization

Town of Norfolk

Architectural and Engineering Design Services

Renovation of an existing building to house the Norfolk Police Department and the existing Public Safety Building to house the Norfolk Fire Department

Architect

Drummey Rosane Anderson Inc.

Principal-in-Charge :

Kenneth C. Best, AIA

MA Reg: 8587

Project Manager:

Anwar Hossain, AIA

MA Reg: 3954

Police Facility Consultant Consensus Group

Beau Thurnauer

Fire Facility Consultant J L N Associates, LLC

John Nickerson
Fire Marshal Certification

HVAC, Electrical, Plumbing & Fire Protection Consulting Engineering Services (CES)

Douglas Lajoie, PE, Electrical MA Reg: 42533
Scott Sullivan, PE, LEED, Electrical MA Reg: 47551
Brian Wetzel, PE, Mechanical MA Reg: 47289
Delbert Smith, Jr., PE, Plumbing / Fire Protection MA Reg: 41215

Structural Engineer

MBE

Engineers Design Group (EDG)

Mehul Dhruv, PE MA Reg: 37453

Cost Estimating CostPro, Inc.

Christopher Caligari, President
Cost Estimator

Civil Engineer

WBE

Nitsch Engineering

Joshua J. Alston, PE, LEED AP BD+C
Civil Engineer
MA Reg: 45617

Staffing

Please refer to the "Designer Selection Board Application" section of this proposal for detailed information about our consultant team.

Kenneth Best, AIA Principal-in-Charge

Education

Hammersmith College of Arts and Building, London, England,
Higher National Certificate – Architecture

Professional Registration

Registered Architect: MA, CT, NY

Professional Affiliations

American Institute of Architects
NCARB
American Library Association
Construction Specifications Institute
Connecticut Commission on Culture and Tourism (CCT) Approved

Summary

When Ken joined DRA in 2007, he brought with him expertise in historic preservation, a commitment to sustainable design and a passion for buildings that serve the public. He believes that his designs should not only meet the needs of the client, but should also enhance the experiences of users and have a positive impact on the community served.

Now a Principal at DRA, Ken brings a special expertise to public architecture grounded in extensive research and practice. His designs incorporate highly advanced concepts, especially in the accommodation of new information technology, lighting and green material selections.

Ken's "hands-on" approach has awarded him the highest reviews from past clients. He juggles his expertise in all aspects of design with a thorough enjoyment of architecture that is obvious to all that work with him.

PUBLIC SAFETY FACILITIES

Westford Town-Wide Facility Condition Assessment - 2 Fire Stations
Police Department Building, Springfield, MA - Addition/Renovation
Belden Police & Town Offices (Adaptive Reuse of School), Simsbury, CT - Renovation
Milton Town & Schools Building Condition Assessment, Milton, MA - 4 Fire Stations/Police Station
Hadley Town & Schools Facilities Study, Hadley, MA - Fire Station/Police Station
Brimfield Municipal Facilities Study, Brimfield, MA - Fire Station/Police Station
Seekonk Town-Wide Facility Study, Seekonk, MA - Fire Station/Police Station
Stoughton Town Wide Condition Assessment, Stoughton, MA - 2 Fire Stations/Police Station
Hanover Municipal Buildings Study & Space Needs Analysis, MA - 4 Fire Stations/Police Station
Topsfield Town Building Assessment & Capital Master Plan, Topsfield, MA - Fire Station/Police Station
Wayland Town Buildings Audit, Wayland, MA - Fire Station
Bristol Municipal Buildings Study & Space Needs Analysis, Bristol, CT - Fire Station/Police Station
Madison Municipal Facilities Study, Madison, CT - Police Station

FACILITY ASSESSMENTS – partial list

Westborough Schools Facilities Study, MA (5 schools)
Windsor Municipal & School Facilities Study, Windsor, CT (4 schools)
Tolland School Utilization Study, Tolland, CT (4 schools)
Tyngsborough Town Buildings Facilities Study, MA
Windsor Senior Center, Windsor, CT
Senior Center & Library, Canton, CT
Town Hall & Community Center, Brookfield, CT
Town Hall Expansion/Renovation Study, Marlborough, CT
Belden School Conversion to Police & Town Office Study, Simsbury, CT

COMMUNITY FACILITIES - partial list

Canton Community Center, Senior Center & Library, Canton, CT
Town Hall & Community Center, Brookfield, CT
Town Hall Expansion/Renovation Study, Marlborough, CT
Windsor Senior Center, Windsor, CT (conversion of HS cafeteria for Senior Center use)
Bristol Senior Center Space Needs Study, Bristol, CT
Madison Senior Center Study, Madison, CT
Canton Senior Center, Community Center & Library, Canton, CT (former school)
Shepardson Senior Center, Shepardson, CT (Adaptive Re-Use of School)
Granby Senior Center, Granby, CT
Newington Senior Center, Newington, CT (Adaptive Re-Use of School)

LIBRARIES - partial list

Edwards Public Library, Southhampton
North Adams Public Library, North Adams (historic)
Duxbury Public Library, Duxbury (adaptive reuse)
Thayer Public Library, Braintree, MA
Weston Public Library, Weston, MA
Chester C. Corbin Public Library Study, Webster, MA
Agawam Public Library, Agawam
Wellesley Free Library, Wellesley, MA

Anwar Hossain, AIA Project Manager

Education

Texas A&M University in Bangladesh,
B. Arch.

Syracuse University, M. Arch.

Recipient of Fellowship Grant Rockefeller
Foundation

Professional Registrations

Registered Architect

CT, MA

Registered Interior Designer: CT

Professional Affiliations

American Institute of Architects

Habitat for Humanity

Summary

Anwar has a high level of experience in a broad range of project types in both the public and private sectors. His portfolio includes animal shelters, schools, police stations, fire stations, healthcare/extended care facilities, religious buildings and residential.

The diversity of his experience has given him the ability to create unique building projects with a vast list of satisfied clients. He has worked on renovations and repairs with budgets from a few thousand dollars to \$22 million dollar new construction.

Over the past three plus decades he has been immersed in all phases of projects from pre-inception to post-completion. He is well known for his skills in comprehensive programming, innovative design concepts, integrating design with contract documents and hands-on project management.

PUBLIC SAFETY FACILITIES

Four Fire Stations, North Haven, CT

New Blue Hills Fire Station No. 3, Bloomfield, CT

Addition & Alterations, Hayden Fire Station, Windsor, CT

New Public Safety Complex, South Kingstown, RI

Feasibility Study – Eoc In Town Hall Annex, South Windsor, CT

Fire Station Company No. 1- Hq, North Haven, CT

Fire Stations Co. No. 2

Various Improvements To 10 Hartford Fire Stations, Hartford, CT

Additions And Alterations – Mansfield Fire Station, Mansfield, CT

New Fire & Ambulance Facility, Somers, CT

New Fire Station No. 4, Manchester, CT

Fire Station No. 3, Manchester, CT

New Fire Station No. 5, Manchester, CT

Police/Ambulance Facility, South Windsor, CT

New Police Station, Plainville, CT

EDUCATIONAL FACILITIES - partial list

Renovation & Expansion, Metacomet Elementary Schools Bloomfield, CT

Metacomet Elementary School Re-Roof, Bloomfield CT

Renovation & Expansion, Laurel Elementary School, Bloomfield, CT

New Colchester Elementary School, Colchester, CT

Additions & Alterations, Jack Jackter Intermediate School, Colchester, CT

Colchester Public School, Multiple Re-locatable Classrooms, Colchester CT

New PK2 School, Colchester CT

Elementary School Study, South Windsor CT

Ella T. Grasso Regional Vocational Technical School, Groton CT

Howel Cheney Regional Vocational Technical School, Manchester CT

I.O.H. Pool Locker Addition, Manchester CT

Early Learning Center, Manchester CT

Re-Roof Illing & Keeney Schools, Manchester CT

Hyland Park School, Manchester CT

Andover Elementary School, 4 Classroom Addition, Andover CT

Andover Elementary School, Andover CT

Bristol Public Schools System Wide Study, Bristol CT

Plainville High School, Elevator Addition, Plainville CT

Hebron Elementary School, Modular Classrooms, Hebron CT

Enfield High School, Enfield CT

Union Public School, Classroom Modification, Union CT

Elementary School Renovation, Woodstock CT

Feasibility School Study, Woodstock CT

Thompson Public Schools, Roofing & Associated Repair, Thompson CT

Alterations to E.O. Smith High School, Mansfield CT

Southeast Elementary School, Re-locatable Classrooms, Mansfield CT

H.H. Ellis Regional Vocational Technical School, Danielson CT

Windham Public Schools, New Gym Floor / Bleachers, Windham CT

All projects listed above performed while a Principal at The Lawrence Associates. DRA has merged with The Lawrence Associates as of July 1, 2014. Together we operate under the DRA name and all current TLA staff has moved into DRA's offices. Anwar will be a Senior Project Architect with us.

Proposed Schedule

Norfolk Police & Fire Stations Project

Norfolk, MA

DRAFT - MARCH 25, 2015

TASK	Weeks	1	2	3	4	5	6	8	10	12	14	16
Architect Selection		█										
Kick-Off / Programming Meeting		█										
Existing Conditions Survey		█										
Finalize Project Goals/Objectives			█									
Finalize Space Program			█									
Meeting with Town Planner			█									
Meeting with Building/Fire Officials			█									
Conceptual Designs				█								
Meeting with Building Committee					█							
Finalize Conceptual Design						█						
Design Development							█					
Cost Estimate								█				
Construction Documents									█			

Drummeey Rosane Anderson

LISTEN • LEARN • COLLABORATE • CREATE



*Webster Police Station



*New Cross Mills Fire Station, Charlestown, RI

Services performed by The Lawrence Associates (TLA). Effective July 1, 2014, TLA formed an alliance with DRA. Together we operate under the DRA name and all current TLA staff have moved into DRA's offices.

235 Bear Hill Road, Fourth Floor, Waltham, MA 02451





DRA Services

- Architecture
- Interior design
- Existing conditions analysis
- Feasibility studies
- Long range and master planning
- Programming
- Specifications
- Cost estimating/budget control
- Code review
- Funding procurement services
- Phasing plans
- Life-cycle maintenance
- Sustainable Design and LEED Certification
- Technology integration planning
- Preparation of signage package
- Furniture, fixtures and equipment planning

- Community input & support program
- Press releases
- Development of graphic support materials (renderings, sketches, models, 3D animation)
- Creating and hosting project website
- Public presentations
- Community workshops
- Media interaction

Drumme Rosane Anderson Inc. (DRA) is an architecture, planning and interior design firm with locations in Massachusetts and Connecticut. In 1923, Colonel William W. Drummey founded the practice to serve both the public and private sectors. Early projects include the Capitol Theater in Arlington and the Memorial Drive Overpass in Cambridge. Richard C. Rosane and David W. Anderson joined the firm in the late 1950's and the focus shifted to educational, institutional and commercial projects.

Today, as a third generation firm, DRA is led by four Principals, Carl R. Franceschi, AIA, James A. Barrett, AIA, Pao-Chung Chi, AIA and Kenneth C. Best, AIA. Along with a strong focus on educational environments, DRA has studios specializing in public safety, libraries, athletic facilities, performing arts venues, courthouses, healthcare and commercial projects.

Drumme y Rosane Anderson, Inc.

Corporation since 1966. Incorporated in Massachusetts

Drumme y Rosane Anderson, Inc.	(Incorporated 1966)
Drumme y Rosane Anderson	(1956-1965)
William Drumme y Architect	(1923-1955)

235 Bear Hill Road, Fourth Floor Waltham, MA 02451 ph: 617.964.1700 fax: 617.964.1701	225 Oakland Road, Studio 205 South Windsor, CT 06074 ph: 860.644.8300 fax: 860.644.8301
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Firm Ownership*

Carl R. Franceschi, AIA, Principal, President
James A. Barrett, AIA, Principal, Vice President/Clerk
Pao-Chung Chi, AIA, Principal, Vice President/Treasurer
Kenneth C. Best, AIA, Principal

*All Principals of DRA Architects are authorized to negotiate contracts.

FINANCIAL STABILITY

DRA's financial stability is solid, including no bankruptcy filings, etc. A continuing 92-year-old architectural practice, Drumme y Rosane Anderson, Inc. has typical annual billing in excess of \$5M, including projects in the \$40-50M range.

FINANCIAL STATEMENTS

DRA's most recent financial statements can be found in the separate sealed envelope.

CURRENT WORKLOAD

DRA is a firm of 30 architects, interior designers and support staff which has consistently handled projects of this size, complexity and schedule. As a practice, we maintain between 10 - 20 construction projects and 5 - 10 studies at any given time. As of March 23, 2015 we have 11 projects under construction (6 schools, 3 fire stations, 1 library and 1 office building). We also have 5 studies (1 public safety building, 1 police station, a town-wide study and 2 schools).

DRA purposefully retains a small number of projects at a time in order to guarantee our core management and design team members are available throughout all phases of a project. We have selected our key personnel based on their qualifications as well as their availability.

DRA Personnel

Architects	12
Drafters	9
Interior Designers	2
Const. Admin	2
Admin. Personnel	5
Total	30