



## TOWN OF NORFOLK - REQUEST FOR QUALIFICATIONS

*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**.*

March 26, 2015



Mr. Jack Hathaway, Town Administrator  
Norfolk Town Hall  
One Liberty Lane, 2<sup>nd</sup> Floor  
Norfolk, MA 02056

March 26, 2015

Dear Mr. Hathaway,

We are pleased to present our qualifications for architectural design services to the Town of Norfolk for the fit-out of your Police and Fire Stations

Our firm has over 25 years of experience in Public Safety Building design and since the founding of our firm, there has always been a public safety project being worked on in the studio. Our skill is working with building committees and owner's representatives, to completely involve them in the study and design of the station. We bring all architectural decisions to the table, educate and inform, so that all parties can join to make effective decisions on everything from the building layout, mechanical systems, building envelope and structure to final equipment and device locations. We consider information of costs, performance and benefits of each component so we can control the budget of the project.

We also execute our work leveraging the latest technology for great benefit. We spear-headed the latest in computer aided design in 2004, Building Information Modeling (BIM), and now utilize it to a high level to help in communication of our ideas and to provide better construction documentation. Using BIM we can virtually build a Public Safety Project with all of its components so that when actual construction takes place, all systems of the building are complete and free of conflicts and easily understood. It has proven to save time and money throughout the process and most importantly in the construction of the project where our clients reap great economic benefit.

I trust you will find us very qualified to provide your town a comprehensive design service. We are very interested and motivated to help make your project successful and informative, so the project can move forward easily and the public safety mission can be accomplished.

Thank You for your kind consideration of Winter Street Architects.

Sincerely,



Paul R. Durand, AIA  
Founding Principal, Winter Street Architects

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# TAB A

## STANDARD DESIGNER APPLICATION FORM

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THE APPLICATION FORM MAY BE AMENDED TO INCLUDE ADDITIONAL INFORMATION ON A PROJECT-SPECIFIC BASIS

Please see additional project sheets included at the end of Tab B.

FOR THE THREE MOST APPLICABLE POLICE AND/OR FIRE STATION PROJECTS, INCLUDE IN THE APPLICATION FOR DESIGN SERVICES FORM THE BUDGET FOR THE PROJECT, THE FINAL CONSTRUCTION COST ESTIMATE, THE DESIGN FEE, AND THE ACTUAL CONSTRUCTION COST, INCLUDING BID AMOUNT AND ALL CHANGE ORDERS

Please see Section 8A of the Standard Designer Application Form..

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<b>Commonwealth of Massachusetts</b>  <b>Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated February 2013)</b>	1. Project Name/Location For Which Firm Is Filing: <b>Town of Norfolk</b> Norfolk Police and Fire Station Project Norfolk, MA	2. Project #  This space for use by Awarding Authority only.
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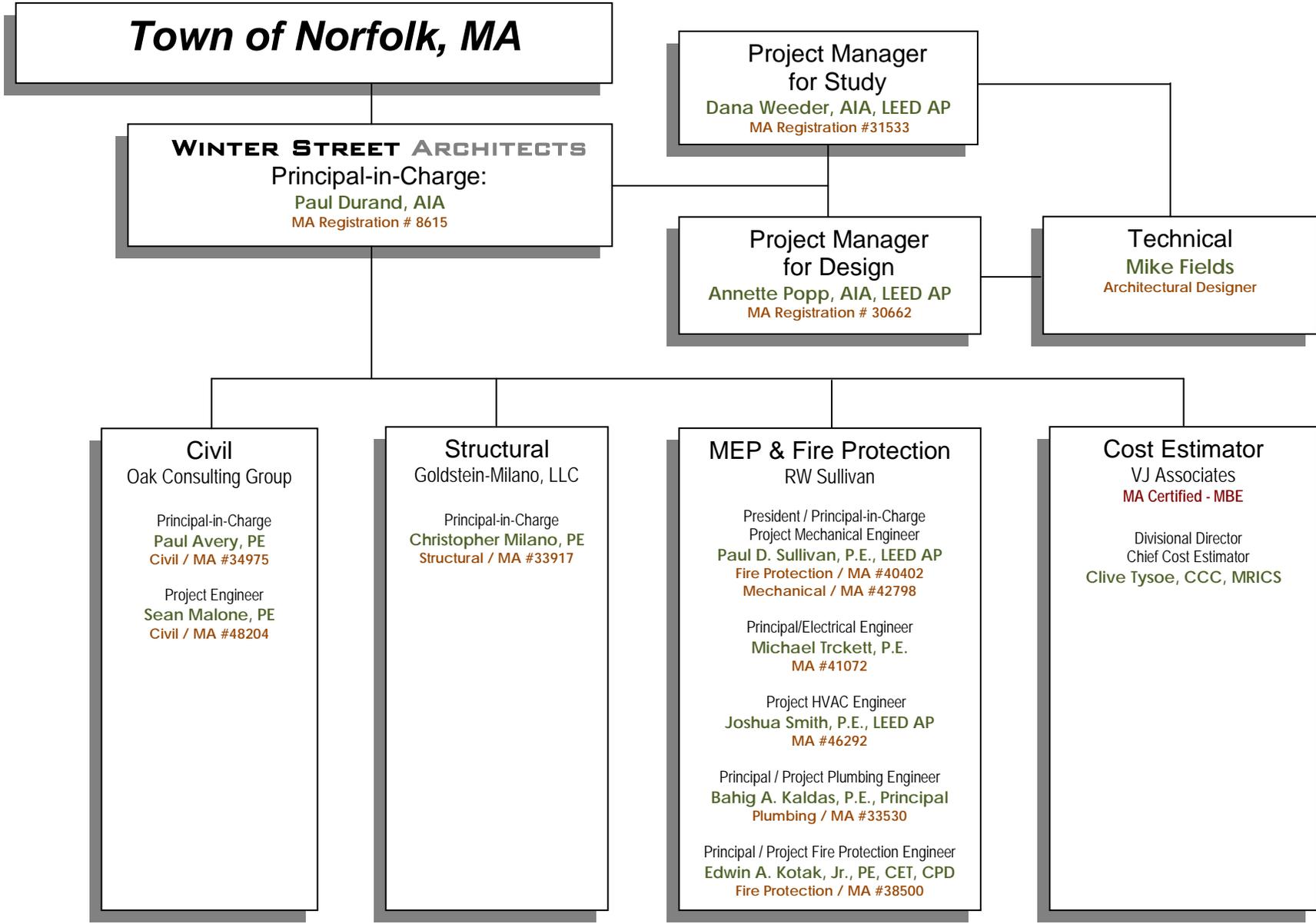
3a. Firm (Or Joint-Venture) - Name and Address Of Primary Office To Perform The Work: <b>Winter Street Architects, Inc.</b> 209 Essex Street, Suite 300 Salem, MA 01970	3e. Name Of Proposed Project Manager: For Study: <b>Dana Weeder, AIA, LEED AP</b> For Design: <b>Annette Popp, AIA, LEED AP</b>
3b. Date Present and Predecessor Firms Were Established:  <b>1987</b>	3f. Name and Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above:
3c. Federal ID #: <b>04-3257526</b>	3g. Name and Address Of Parent Company, If Any: <b>N/A</b>
3d. Name and Title Of Principal-In-Charge Of The Project (MA Registration Required): <b>Paul Durand, AIA - Senior Principal</b> Massachusetts Registration # 8615  Email Address: <b>pdurand@wsarchitects.com</b>  Telephone No: <b>(978) 744-7379 x140</b> Fax No.:	3h. Check Below If Your Firm Is Either: (1) SDO Certified Minority Business Enterprise (MBE) <input type="checkbox"/> (2) SDO Certified Woman Business Enterprise (WBE) <input type="checkbox"/>  (3) SDO Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/>

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

Admin. Personnel	<u>2</u>	( <u>    </u> )	Ecologists	<u>    </u>	( <u>    </u> )	Licensed Site Profs.	<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Architects	<u>8</u>	( <u>6</u> )	Electrical Engrs.	<u>    </u>	( <u>    </u> )	Mechanical Engrs.	<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Acoustical Engrs.	<u>    </u>	( <u>    </u> )	Environmental Engrs.	<u>    </u>	( <u>    </u> )	Planners: Urban./Reg.	<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Civil Engrs.	<u>    </u>	( <u>    </u> )	Fire Protection Engrs.	<u>    </u>	( <u>    </u> )	Specification Writers	<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Code Specialists	<u>    </u>	( <u>    </u> )	Geotech. Engrs.	<u>    </u>	( <u>    </u> )	Structural Engrs.	<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Construction Inspectors	<u>    </u>	( <u>    </u> )	Industrial Hygienists	<u>    </u>	( <u>    </u> )	Surveyors	<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Cost Estimators	<u>    </u>	( <u>    </u> )	Interior Designers	<u>4</u>	( <u>1</u> )		<u>    </u>	( <u>    </u> )	<u>    </u>	( <u>    </u> )	
Drafters	<u>2</u>	( <u>    </u> )	Landscape Architects	<u>    </u>	( <u>    </u> )		<u>    </u>	( <u>    </u> )	<b>Total</b>	<b><u>16</u></b>	( <b><u>7</u></b> )

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

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



7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. 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. <b>Winter Street Architects</b>			
a. Name and Title Within Firm: <b>Paul Durand AIA – Senior Principal</b>		a. Name and Title Within Firm: <b>Dana Weeder AIA LEED AP- Principal</b>	
b. Project Assignment: <b>Principal-in-Charge</b>		b. Project Assignment: <b>Project Manager for Study</b>	
c. Name and Address Of Office In Which Individual Identified In 7a Resides: <b>Winter Street Architects, Inc.</b> 209 Essex Street, Suite 300 Salem, MA 01970	MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: <b>Winter Street Architects, Inc.</b> 209 Essex Street, Suite 300 Salem, MA 01970	MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>27 years</u> With Other Firms: <u>5 years</u>		d. Years Experience: With This Firm: <u>10 years</u> With Other Firms: <u>15 years</u>	
e. Education: Degree(s) /Year/Specialization <b>Bachelor of Architecture, University of Louisiana / 1982</b>		e. Education: Degree(s) /Year/Specialization <b>Bachelor of Arts, Williams College / 1988</b> <b>Masters of Architecture, Rice University / 1995</b>	
f. Active Registration: Year First Registered/Discipline/Mass Registration Number <b>1991 / Architecture, Massachusetts # 8615</b>		f. Active Registration: Year First Registered/Discipline/Mass Registration Number <b>2010 / Architecture, Massachusetts #31533</b> <b>2001/ Architecture, Vermont</b>	
g. Current Work Assignments and Availability For This Project: <b>Mr. Durand is available to provide full attention as Principle-in-Charge for this assignment. His other obligations are marketing for the firm and Principle-in-Charge of the Salem State University House Doctor Contract.</b>		g. Current Work Assignments and Availability For This Project: <b>Dana's current work assignments include CA for a Data Center project (20%) and bidding for the Marblehead Municipal Light Dept. (20%). Dana's availability is 60%.</b>	
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  <b>Mr. Durand has over 30 years of experience designing and overseeing construction of public safety building projects. He has extensive experience with MGL Chapter 149 and has been the Principal-in-Charge on all Massachusetts Municipal Building projects at Winter Street Architects. Mr. Durand maintains current knowledge of regulations and guidelines through on-going discussions with fire/police chiefs, NFPA membership, attendance at NFPA conventions and most importantly, experience gained through the design process of past projects.</b>  <b>A few of Mr. Durand's related experience include:</b>  <i>Portsmouth Fire Station 2 Groton Lost Lake Fire Station Dracut Central Fire Station Ayer Fire Station Headquarters Salem State Public Safety Building Ipswich Public Safety Building Study</i>  <i>East Dracut Fire Station Winchester Public Safety Building Tyngsborough Fire Station Study Devens Public Safety Building Stratham Public Safety Building</i>		h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  <b>As a principal architect, Dana is involved in all facets of Design Production and Management. Mr. Weeder has designed and managed production of over 2.5 million sq. ft. of primarily shell/core new construction on high rise office, laboratories, dormitories, libraries, mixed-use renovations and institutional projects. Additionally, Dana has extensive experience designing and managing Public projects in Massachusetts and has a deep understanding of M.G.L. Ch. 149.</b>  <b>Some of Mr. Weeder's relevant experience includes:</b>  <i>Devens Public Safety Building Needham Public Services Administration Building Fuller Redevelopment/Public Safety Building Study Marblehead Municipal Light Department Study Franklin Housing Authority Special Needs Housing</i>  <i>Portsmouth Fire Station 2 Devens Dispatch Marblehead Transfer Station MassDevelopment House Doctor</i>	

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: <b>Michael Fields, Architectural Designer</b>		a. Name and Title Within Firm: <b>Annette Popp AIA, Senior Associate</b>	
b. Project Assignment: Technical, drawing production		b. Project Assignment: Project Architect	
c. Name and Address Of Office In Which Individual Identified In 7a Resides: <b>Winter Street Architects, Inc.</b> 209 Essex Street, Suite 300 Salem, MA 01970	MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: <b>Winter Street Architects, Inc.</b> 209 Essex Street, Suite 300 Salem, MA 01970	MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u>6 years</u> With Other Firms: <u>10 years</u>		d. Years Experience: With This Firm: <u>19 years</u> With Other Firms: <u>3 yrs</u>	
e. Education: Degree(s) /Year/Specialization <b>Bachelor of Architecture, Roger Williams University / 1999</b>		e. Education: Degree(s) /Year/Specialization <b>Vordiplom, Bauhaus University, Weimar, Germany / 1992</b> <b>Master of Architecture, Ball State University / 1995</b>	
f. Active Registration: Year First Registered/Discipline/Mass Registration Number		f. Active Registration: Year First Registered/Discipline/Mass Registration Number: <b>2006 / Architecture / Massachusetts Registration # 30662</b>	
g. Current Work Assignments and Availability For This Project: <b>Ongoing assignments include House Doctor work at Harvard Medical School (10%) and CA for the Franklin Special Needs Housing Project (20%). Mike's availability is 70% for this project.</b>		g. Current Work Assignments and Availability For This Project <b>Annette is currently working on CA for a data center expansion for eBay (10%) and DD for an office fit-out 30%. She is available 60% for this project.</b>	
h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  <b>Michael Fields brings more than 12 years to the architectural profession and has been with Winter Street since 2008. Mr. Fields brings a breadth of technical knowledge in building science and building codes, and has extensive experience with Public (Ch. 149) projects in Massachusetts. Mr. Fields supports Winter Street Architects as Project Designer and Manager on municipal projects for clients in the Greater Boston and North Shore areas, including numerous public safety projects. Relevant projects include:</b>  <b>A few of Mr. Fields's related experience include:</b>  <i>Needham Public Services Administration Building Winchester Public Safety Building Devens Public Safety Building Marblehead Transfer Station Franklin Housing Authority Special Needs Housing Greater Boston Food Bank (@ Chan Krieger Sieniewicz) UMASS Boston Masterplanning(@ Chan Krieger Sieniewicz)</i>  <i>Portsmouth Fire Station 2 MassDevelopment State Pier Renovation Devens Regional Dispatch Center UMASS Lowell Cumnock Auditorium AHA - Memotomy Housing (@ Abacus)</i>		h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):  <b>Ms. Popp has extensive experience with renovations on both large and small-scale buildings. She is Winter Street's Building Information Technology integration pioneer and expert. Ms. Popp excels at project management, and gives special attention to architectural and technical aspects of the design process. As a LEED Accredited Designer, Ms. Popp also brings dedicated sustainable design expertise to her projects.</b>  <b>A few of Ms. Popp's's related experience include:</b>  <i>Portsmouth Fire Station 2 Weymouth Fire Stations 3 &amp; 5 Dracut Fire Station Salem State Public Safety Building</i>  <i>Dracut Fire Station Fitchburg State University Framingham State University MSCBA House Doctor</i>	

7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. <u>Include Resumes of Project Managers</u> . Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.	
a. Name and Title Within Firm:  Paul F. Avery, P.E., President	a. Name and Title Within Firm:  Sean P. Malone, P.E., Vice President
b. Project Assignment:  Project Manager/Principal in Charge	b. Project Assignment:  Project Engineer
c. Name and Address Of Office In Which Individual Identified In 7a Resides: Oak Consulting Group, LLC 21 Green Street Newbury, MA 01951 MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name and Address Of Office In Which Individual Identified In 7a Resides: Oak Consulting Group, LLC 21 Green Street Newbury, MA 01951 MBE <input type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: <u> 3 </u> With Other Firms: <u> 27 </u>	d. Years Experience: With This Firm: <u> 3 </u> With Other Firms: <u> 15 </u>
e. Education: Degree(s) /Year/Specialization  BA/1979/Mathematics MS/1982/Civil Engineering	e. Education: Degree(s) /Year/Specialization  BS/1996/Civil Engineering
f. Active Registration: Year First Registered/Discipline/Mass Registration Number  1988 - Civil Engineer - 34975	f. Active Registration: Year First Registered/Discipline/Mass Registration Number  2009 - Civil Engineer - 48204
g. Current Work Assignments and Availability For This Project:  Paul Avery is currently assigned to various projects throughout New England. As project manager and principal-in-charge, this project will require up to 8 hours per week. During the spring and summer of 2015, Mr. Avery will be available for up to 20 hours per week should the project require it.	g. Current Work Assignments and Availability For This Project:  Mr. Malone's current assignments require approximately 25 hours per week. As project engineer, this project will likely require up to 15-20 hours per week during the design phase. Mr. Malone will dedicate the time necessary to meet the requirements of the project.
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  President, Oak Engineers (2000-2010) Area Operations Manager, McFarland Johnson (2011-2012)	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  Project Manager, Appledore Engineering (1999-2005) Project Manager, Oak Engineers (2006-2011) Project Engineer, McFarland Johnson (2011-2012)

7. Brief Resume of ONLY those Key Staff of Firm 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. 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 Sub-Consultant, the firm certifies that the listed Sub-Consultant has agreed to work on this project, should the team be selected.	
a. Name & Title within Firm: <b>Christopher P. Milano – Principal</b>	a. Name & Title within Firm:
b. Project Assignment: <b>Structural Engineer</b>	b. Project Assignment:
c. Name and address of Office in which individual identified in 7a resides: <b>Goldstein-Milano, LLC 125 Main Street Reading, MA 01867</b>	c. Name and address of Office in which individual identified in 7a resides:
d. Years experience: With This Firm: <u>8+</u> With Other Firms: <u>24</u>	d. Years experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization <b>BSCE/1982/Structural Engineering MSCE/1998/Structural Engineering</b>	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number <b>1988/Structural/33917</b>	f. Active Registration: Year First Registered/Discipline/Mass Registration Number
g. Current work assignments and availability for this project: <b>Miami Baptist Proton Center – Miami, FL Sibley Memorial Proton Center – Washington, DC Shoppes at Latham – Latham, NY Available for assignments with this project</b>	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):  <b>Goldstein-Milano, LLC (GMSE) has provided quality design and engineering on a wide range of projects for some of the nation’s leading businesses and institutions including BOSE, Intercontinental Hotels, Sun Microsystems, Hewlett Packard, and Children’s Hospital Boston. Experience ranges from small tenant improvements to the largest and most complex building projects. GMSE has been involved in a variety of large and small projects that involve feasibility studies, investigation and documentation of existing structural conditions, and renovation of existing structures</b>	h. Other experience and qualifications relevant to the proposed project: (Identify firm by which employed, if not current firm):

7. Brief Resume Of <b>ONLY</b> Those Prime Applicant And Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form And Limit Resumes To <b>ONE</b> 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: <b>Paul D. Sullivan, P.E., LEED AP, President</b>	a. Name And Title Within Firm: <b>Michael D. Trickett, P.E., Principal</b>
b. Project Assignment: <b>Principal in Charge</b>	b. Project Assignment: <b>Project Manager / Electrical Engineer</b>
c. Name And Address Of Office In Which Individual Identified In 7a Resides: <b>R.W. Sullivan Engineering</b> MBE <input type="checkbox"/> <b>529 Main Street, Suite 203</b> WBE <input type="checkbox"/> <b>Boston, MA 02129</b>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: <b>R.W. Sullivan Engineering</b> MBE <input type="checkbox"/> <b>529 Main Street, Suite 203</b> WBE <input type="checkbox"/> <b>Boston, MA 02129</b>
d. Years Experience: With This Firm: <u>24</u> With Other Firms: <u>0</u>	d. Years Experience: With This Firm: <u>10</u> With Other Firms: <u>23</u>
e. Education: Degree(s) /Year/Specialization <b>B.S. / 1991 / Applied Physics</b> <b>B.S. / 1993 / Civil</b> <b>M.S. / 1994 / Fire Protection Engineering</b>	e. Education: Degree(s) /Year/Specialization <b>A.S. / 1995 / Electrical Engineering</b> <b>A.S. / 1984 / Applied Science</b>
f. Active Registration: Year First Registered/Discipline/Mass Registration Number <b>1998 / Fire Protection / MA #40402</b> <b>2000 / Mechanical / MA #42798</b>	f. Active Registration: Year First Registered/Discipline/Mass Registration Number: <b>1999 / Electrical / MA #41072</b>
g. <b>Current Work Assignments And Availability For This Project:</b> Williams Science Center Dedham Town Hall and Senior Center Concord Academy UMass Amherst Crotty Hall St. Joseph School <b>Mr. Sullivan is available as required for the duration of this project.</b>	g. <b>Current Work Assignments And Availability For This Project</b> SSU Admin Building Marblehead Transfer Station Cobbet Hill Apartments 112 South Hampton Street Northeastern Ryder 399 <b>Mr. Trickett is available as required for the duration of this project.</b>
h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): <b>BOCA Certified Plans Examiner, Massachusetts Certified Local Building Inspector</b> <b>Mr. Sullivan is the president of R.W. Sullivan Engineering. He has provided engineering and code consulting services for numerous projects. These projects have involved feasibility studies, renovations, and new construction for all types of projects. This work has included projects with:</b> Lexington Fire Station Salem State University Police Station Charlestown Police Department Berklee Public Safety Office Lexington DPW Tisbury Emergency Services Bare Cove Park Hingham Boston Fire Department Station #17 Avon Municipal Buildings Hingham Municipal Buildings Norwood Coakley Middle School	h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm): <b>Mr. Trickett has over 30 years of experience in the design of electrical engineering systems for new and renovation building projects. He has been responsible for the electrical engineering design on a broad range of projects, including numerous healthcare, corporate, and science and research facilities. In addition to the design of the electrical systems for construction, Mr. Trickett has been responsible for systems upgrade and feasibility studies for various types of facilities and is a project manager for projects.</b> Salem State University Police Station Charlestown Police Department GSI 125 Middlesex Turnpike Salem State University Stanley Building HMS Vanderbilt Hall Salem State University English Department Lexington DPW Northampton DPW Salem State University Sullivan Building

7. Brief Resume Of <b>ONLY</b> Those Prime Applicant And Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form And Limit Resumes To <b>ONE</b> 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: <b>Joshua Smith, P.E., LEED AP</b>	a. Name And Title Within Firm: <b>Edwin A. Kotak, Jr., P.E., CET, CPD, Principal</b>
b. Project Assignment: <b>Project HVAC Engineer</b>	b. Project Assignment: <b>Project Fire Protection Engineer</b>
c. Name And Address Of Office In Which Individual Identified In 7a Resides: <b>R.W. Sullivan Engineering</b> MBE <input type="checkbox"/> <b>529 Main Street, Suite 203</b> WBE <input type="checkbox"/> <b>Boston, MA 02129</b>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: <b>R.W. Sullivan Engineering</b> MBE <input type="checkbox"/> <b>529 Main Street, Suite 203</b> WBE <input type="checkbox"/> <b>Boston, MA 02129</b>
d. Years Experience: With This Firm: <u>  4  </u> With Other Firms: <u>  15  </u>	d. Years Experience: With This Firm: <u>  22  </u> With Other Firms: <u>  22  </u>
e. Education: Degree(s) /Year/Specialization <b>B.S. / 1997 / Mechanical Engineering</b>	e. Education: Degree(s) /Year/Specialization <b>B.S. / 2007 / Construction Management</b>
f. Active Registration: Year First Registered/Discipline/Mass Registration Number <b>2006 / Mechanical / MA #46292</b>	f. Active Registration: Year First Registered/Discipline/Mass Registration Number: <b>1995 / Fire Protection / MA #38500</b>
g. <b>Current Work Assignments And Availability For This Project:</b> Massachusetts Institute of Technology Women's Independent Living Group W Hotel St. Brigid's Salem State University English Department Boston University City Convenience <b>Mr. Smith is available as required for the duration of this project.</b>	g. <b>Current Work Assignments And Availability For This Project</b> Sanborn House Winchester Jordan Lofts Avalon Canton Federal Reserve Bank The Merano Hotel <b>Mr. Kotak is available as required for the duration of this project</b>
h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): <b>Mr. Smith joined R.W. Sullivan Engineering in 2011 and began working as an HVAC engineer. He has served as the project manager and HVAC engineer on numerous projects included those listed. Some of the projects he has worked on at R.W. Sullivan Engineering include:</b>  Salem State University Police Station Salem State University English Department Northampton DPW Mission Park Recreation Building Deerfield Highway Facility Essex Agricultural High School 585 Commercial Street Fenway High School to Mission Hill Boston Church of Christ Salem State University English Department Roxbury Crossing	h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm): <b>Mr. Kotak is a licensed sprinkler contractor in Massachusetts and is NICET certified. As a Project Engineer at RWS, Mr. Kotak has been responsible for design, working drawings, specifications, and job supervision for plumbing, outside utilities, and fire protection systems. Some of the projects he has worked on include:</b>  Tisbury Emergency Services Facility Berklee Public Safety Office Charlestown Police Station Lynn Municipal Buildings Study Avon Municipal Buildings Motiva Fuel Transfer Station Lexington DPW Natick Police Station Town of Natick Municipal Complex Belmont Town Hall Boston Public Library

7. Brief Resume Of <b>ONLY</b> Those Prime Applicant And Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form And Limit Resumes To <b>ONE</b> 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: <b>Bahig A. Kaldas, P.E., Principal</b>	a. Name And Title Within Firm:
b. Project Assignment: <b>Project Plumbing Engineer</b>	b. Project Assignment:
c. Name And Address Of Office In Which Individual Identified In 7a Resides: <b>R.W. Sullivan Engineering</b> MBE <input type="checkbox"/> <b>529 Main Street, Suite 203</b> WBE <input type="checkbox"/> <b>Boston, MA 02129</b>	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>35</u> With Other Firms: <u>10</u>	d. Years Experience: With This Firm: _____ With Other Firms: _____
e. Education: Degree(s) /Year/Specialization <b>B.A. / 1955 / Architecture</b> <b>Franklin Institute Certificate / Northeastern University Certificate</b>	e. Education: Degree(s) /Year/Specialization
f. Active Registration: Year First Registered/Discipline/Mass Registration Number <b>1987 / Plumbing / MA #33530</b> <b>Syndicate of Engineering Professions (Egypt) 4157</b>	f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
g. <b>Current Work Assignments And Availability For This Project:</b> Boston Church of Christ-Arlington West Square-South Boston One Boston Place-26th Floor 161 South Huntington Ave Restoration Hardware <b>Mr. Kaldas is available as required for the duration of this project.</b>	g. Current Work Assignments And Availability For This Project
h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): <b>Mr. Kaldas is a Principal Emeritus of R.W. Sullivan Engineering with over fifty-five years of experience as a plumbing engineer. He is responsible for design, working drawings, specifications, and job supervision for Plumbing, Sanitary, Outside Utilities, Sewage Treatment Plants, Survey, and Fire Protection Systems. Projects include the following:</b> Boston Fire Department Station #17 Charlestown Police Department Berkeley Public Safety Office Marblehead Municipal Light Department Lexington DPW Northampton DPW Wellesley DPW Weston Town Hall Allston Library Boston Public Library Somerville Library	h. Other Experience And Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , If Not Current Firm):

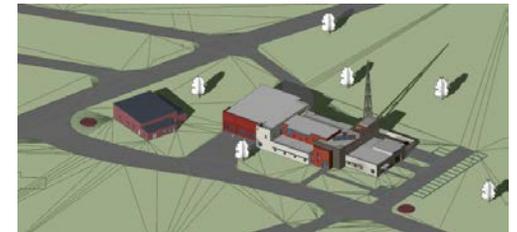
7. Brief Resume Of <b>ONLY</b> Those Prime Applicant and Sub-Consultant Personnel Requested In The Advertisement. Confine Responses To The Space Provided On The Form and Limit Resumes To <b>ONE</b> Person Per Discipline Requested In The Advertisement. Resumes Should Be Consistent With The Persons Listed 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:	a. Name And Title Within Firm: Clive Tysoe, CCC, MRICS, Divisional Director
b. Project Assignment:	b. Project Assignment: Chief Cost Estimator
c. Name And Address Of Office In Which Individual Identified In 7a Resides:  MBE <input type="checkbox"/> WBE <input type="checkbox"/>	c. Name And Address Of Office In Which Individual Identified In 7a Resides: VJ Associates 35 Highland Circle, Suite 200 Needham, MA 02494  MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/>
d. Years Experience: With This Firm: _____ With Other Firms: _____	d. Years Experience: With This Firm: <u>11</u> With Other Firms: <u>25</u>
e. Education: Degree(s) /Year/Specialization	e. Education: Degree(s) /Year/Specialization MRICS-Accredited Degree / 1988 / Quantity Surveying
f. Active Registration: Year First Registered/Discipline/Mass Registration Number	f. Active Registration: Year First Registered/Discipline/Mass Registration Number: N/A
g. Current Work Assignments And Availability For This Project:	g. Current Work Assignments And Availability For This Project Mr. Tysoe is currently working on estimating a range of new construction and renovation projects, including projects for DCAMM; the MBTA, the UMass Building Authority; and the Massachusetts School Building Authority. He has the availability to accommodate this project.
h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):	h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):  Mr. Tysoe is Divisional Director of VJ Associates of New England and brings more than 36 years of experience in projects costs and controls to our clients. He is currently leading the cost estimating efforts on a range of renovation and new construction projects, mostly in the public sector. Recent relevant projects include the following: <b>Millis Public Safety</b> , Millis, MA: Chief Cost Estimator for a new one-story 12,300 sf Police station and renovation of the old Police Station to be an independent Fire Station. <b>Brewster New Fire and Rescue Station</b> , Brewster, MA: Chief Cost Estimator for a new 27,600sf two story Fire and Rescue Station and extensive site work. <b>Public Safety Complex - Little River Substation Site</b> , Westfield, MA: Chief Cost Estimator for expansion and renovation of an existing structure to convert it to a public safety complex. <b>Medford Fire Stations 2, 3, 4, 5, &amp; 6 Renovations</b> , Medford, MA: Chief Cost Estimator for repairs and renovations to five existing Fire Stations. <b>Woburn Police Station Roof Replacement</b> , Woburn, MA: Chief Cost Estimator for the replacement of the roof at this existing Police Station. <b>Walpole Municipal Facilities Study</b> , Walpole, MA: Senior Cost Estimator for a town-wide study of municipal and school building to identify and prioritize construction and renovation needs. The project includes a new public safety facility. <b>State Crime Laboratory Space Study</b> , Maynard & Sudbury, MA: Senior Cost Estimator for consolidation of the existing facilities to fewer than four locations. <b>Parsippany Police Headquarters and Municipal Building</b> , Parsippany, NJ: Senior Cost Estimator for a new 34,064sf, steel framed police headquarters and municipal court building.

8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include <b>ONLY</b> Work Which Best Illustrates Current Qualifications In The Areas Listed In The DSB Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To 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) <b>Devens Public Safety Building</b>  Principal-In-Charge: <b>Dana Weeder, AIA LEED AP</b>  Project Manager: <b>Mike Fields</b>	<i>Winter Street was chosen to provide architectural design services from programming through construction administration for this new state-of-the-art, LEED Gold certified Public Safety Building. The facility comprises of fire, police and EOC personnel sharing administrative facilities over 24,000 sf.</i>	<b>MassDevelopment</b>  <b>Alan Delany</b> Director of Engineering 33 Andrews Parkway Devens, MA 01432 978-784-2917	2010	\$8,400	\$410

## DEVENS PUBLIC SAFETY BUILDING

Size: 15,000SF  
 Construction Cost: \$8.4 Million  
 Completion: unbuilt

Winter Street was chosen to provide architectural design services from programming through construction administration for this new state-of-the-art, Public Safety Building, tracking LEED Gold. The new combined public safety building is pending funding for the final phase of construction. Design and construction concerns are many, at the old Fort Devens site, such as potential unexploded ordinances. Environmental and Site planning was performed early on in order to carefully review practical solutions for this site. Programming included determining operational and space requirements, personnel and equipment needs, flow patterns for circulation of pedestrians and vehicles, accessibility, character and aesthetics of the building, infrastructure requirements, anticipating future needs and exploring expansion potential.



8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include <b>ONLY</b> Work Which Best Illustrates Current Qualifications In The Areas Listed In The DSB Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To 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.
(2) <b>Town of Needham Needham Public Services Administration Building</b>  Principal-In-Charge: <b>Dana Weeder AIA, LEED AP</b>	<b>New construction of Public Services to support the adjacent existing DPW building and associated facilities. Site study of setbacks, wetland issues and storm-water runoff studies.</b>	<b>Town of Needham Steven Popper, PE Director of Construction, Renovations and PPBC 470 Dedham Ave. Needham MA 02472 781.453.8040</b>	<b>November 2010</b>	<b>\$4600</b>	<b>\$360</b>

## NEEDHAM PUBLIC SERVICES ADMINISTRATION BUILDING

Size: 22,000SF  
 Construction Cost: \$4.6 Million  
 Completion: November 2010

### 2009 Green Building of America Award – Construction Reviews

The Town of Needham retained Winter Street Architects to design a new Public Services Administration Building (PSAB). The two story structure features private and open offices, conference rooms and public meeting spaces.

While the town did not pursue LEED Certification, sustainable practices include:

- 100% storm water reclaimed on site
- Drought tolerant/native species landscape design
- Waterless urinals
- Roof designed to receive future solar panels
- Geothermal heating and cooling
- BAS / active management of building energy
- Maximized daylight and views for occupants

The Needham PSAB employs a ground source heat pump (GSHP) system for heating and cooling. GSHP systems exploit the Earth's ability to store and dissipate heat. A few feet below the surface of the earth, underground temperatures are stable throughout the year. This building has a series of (16) five-hundred foot deep wells located under the parking lot which collect available heat in the winter and discharge heat back into the ground in the



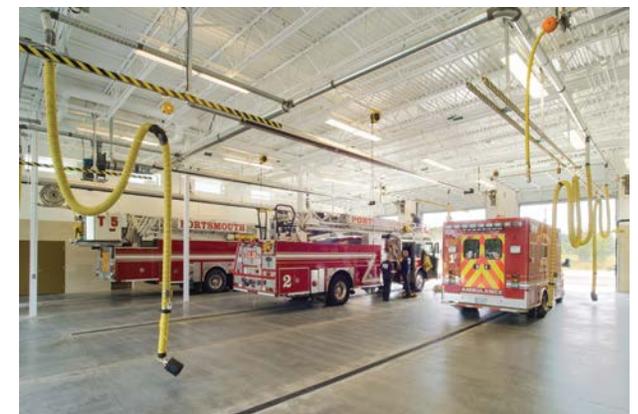
8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include <b>ONLY</b> Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(3) <b>Portsmouth Fire Station District 2 Study and Design</b> Portsmouth, NH  Principal-In-Charge: <b>Paul Durand</b>	<b>Study, Schematic Design and cost estimating for a 14,000sf fire station to seek funding for Construction of the Northeast's first LEED Certified Fire Station. The study led to the funding and construction of the facility, and LEED Certification.</b>	<b>Stephen Achilles</b> Portsmouth Fire Chief 170 Court Street Portsmouth, NH (603) 427-1515	2010	\$4,300	\$500

## PORTSMOUTH FIRE STATION

Size: 14,000SF  
 Construction Cost: \$4.5 Million  
 Completion: May 2010

Portsmouth Fire Station 2 began as a study analyzing the existing building and site and developing schemes to either renovate the existing building, add onto the existing building, or build new construction. The study concluded that new construction would be the most cost effective route to fulfill the city's desire to have a sustainable station with the flexibility to accommodate future growth. After the study was complete a nearby site became available that was better suited for the city's needs and purchased for the new station.

Efficient site design on this large corner lot played an integral part in sustainability and public safety by providing 100% storm-water reclamation, and systemized access/egress with traffic controls to safely manage the intersection when apparatus are called into action. A fire fighter monument was placed on the landscaped corner, creating a public plaza tying the new civic site to the downtown. The new station incorporated low maintenance recycled materials with performance features like energy controls, high efficiency systems, premium day-lighting/views, and a modular, publically-accessible training room that can quickly be converted into a cutting-edge EOC. The building's layout optimized functionality, and the flexibility to comfortably accommodate 100% staff growth with no reconfiguration. The station's aesthetics are modern while respecting the city's history, mixing traditional red brick with metallic siding, paying homage to its immediate context in a commercial district and serving as a quality civic gateway to the historic downtown.



8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include <b>ONLY</b> Work Which Best Illustrates Current Qualifications In The Areas Listed In The DSB Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To 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.
(4) <b>Stratham Public Safety Building</b>  Principal-In-Charge: <b>Paul Durand, AIA</b>	<b>Space Needs Assessment; Programming; Concept Design: (3) Schemes; Schematic design; Cost Estimating; Design Development and Construction Documents</b>	<b>David Emmanuel 118 Portsmouth Ave, Suite A202 Stratham, NH (603) 772-4400</b>	<b>2005</b>	<b>\$6,500</b>	<b>\$328</b>

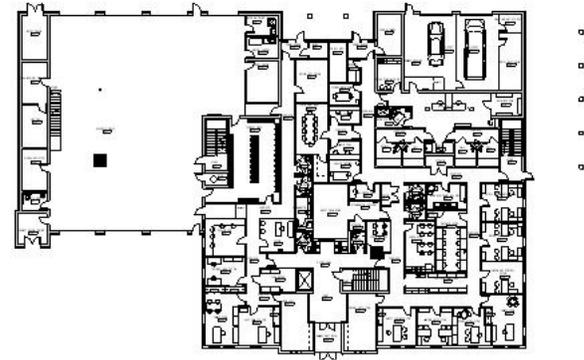
## STRATHAM PUBLIC SAFETY BUILDING

Size: 35,000SF  
 Construction Cost: Est. \$5 Million  
 Completion: unbuilt

The town of Stratham, New Hampshire, called for the design and construction of a combined Fire, Police and Operations Emergency Center. In addition to the complexity of designing a facility to support each entity simultaneously, the town also requested the facilities aesthetic design to emulate the feel and image of a "town center."

The fire station incorporates 5 bays with dual access from both the front and rear of the building plus associated crew quarters, storage, and training room / gym.

Winter Street Architects completed Programming, Schematic Design, and Design Development, Construction Documents, and Bid Services; however the project was not funded and remains unbuilt.



8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include <b>ONLY</b> Work Which Best Illustrates Current Qualifications In The Areas Listed In The DSB Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To 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.
(5) <b>Fuller School</b> -Redevelopment Study <b>Public Safety Building</b> -Feasibility Study  Principal-In-Charge: <b>Dana Weeder, AIA, LEED AP</b>	<b>Winter Street Architects</b> was asked to study a prominent Gloucester Site for redevelopment and adaptive re-use. Concept designs included mixed use renovation of the existing school and a new public safety building.	<b>Mass Development</b> <b>Tania Hartford</b> Vice President, Community Development 29 South Canal, Suite 107 Lawrence, MA (978) 459-6100 x103	<b>Feasibility Study</b> 2012	<b>TBD</b>	<b>\$20</b>

## FULLER REDEVELOPMENT/ PUBLIC SAFETY STUDY

Size: 160,000 SF  
 Construction Cost: TBD  
 Completion: Feasibility Study 2012

Winter Street Architects completed a Feasibility study studying the conversion of a 176,000 SF school into a commercial office development, a retail development project, a YMCA or any combination of the above. Integral to this study was a land planning exercise that included a 30,000 SF new public safety facility which would be located on a portion of the site. Our scope of services included interviewing with key stakeholders to generate a program, conceptual planning and modeling option on the site partially retaining the existing school. Multiple concept design schemes were tested on the site. Each was evaluated for specific criteria collectively defined, including use compatibility, visibility, access, vehicular and pedestrian separation and environmental considerations.



8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.					
Sub-Consultant Name: <b>OAK Group Consulting</b>					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) Campus Police Relocation Salem State University 71 Loring Avenue Salem, MA P.I.C. Paul F. Avery, P.E.	Prepared civil plans and specifications for parking, utilities and other site work related to relocate campus police offices at Salem State University.	Beth Bower Salem State University 352 Lafayette Street Salem, MA 978 542-7757	June 2014	1,000	5
(2) Nock Molin School Renovations Low Street Newbury, MA 01950 P.I.C. Paul F. Avery, P.E.	Prepared site/civil plans and specifications in support of school renovations and site improvements to achieve accessibility and ADA compliance	Geordie Vining City of Newburyport Office of Planning & Community Dev Pleasant Street Newburyport, MA	November 2014	21,800	10
(3) Kittredge School Gym Addition 601 Main Street North Andover, MA P.I.C. Paul F. Avery, P.E.	Prepared site/civil plans and specifications in support of 5,700 square foot gymnasium addition. Project required relocating driveway and utilities.	James Mealy North Andover Public Schools 1600 Osgood Street North Andover, MA 978 794-1503	December 2013	800 (budget)	6
(4) Canal Street Parking Lot Salem State University 265 and 285 Canal Street Salem, MA P.I.C. Paul F. Avery, P.E.	Prepared site plans and specifications to raze two industrial buildings and construct surface parking lots for use by University students, faculty and staff.	Beth Bower Salem State University 352 Lafayette Street Salem, MA 978 542-7757	September 2014	1,400	34
(5) Castle Renovation Project Noble & Greenough School 10 Campus Drive Dedham, MA P.I.C. Paul F. Avery, P.E.	Prepared site plans and technical specifications for renovating and expanding historic castle building to include new dining area improve faculty residences and achieve code compliance. Services also included local permitting.	Steve Ginsberg Noble & Greenough School 10 Campus Drive Dedham, MA 781 320 7270	August 2012	35,000	50

8b. Current and relevant work by Sub-Consultants that best illustrates current qualifications in the areas listed in the advertisement. (List up to but not more than 5 projects for each Sub-Consultant.) Additional sheets should be provided only as required for the number of Sub-Consultants requested in the advertisement and they must be in the format provided.						
Sub-Consultant Name: <b>Goldstein-Milano, LLC</b>						
a. Project name & location Principal-in-Charge	b. Brief description and responsibility (include reference to areas of experience listed in RFS)	c. Project Owner's name & address and owner's reference name & phone number	d. Completion Date (actual or estimated)	e. Project (Construction) Cost (000's)		
				Construction Costs (actual, or estimated if not completed)	Fee for work for which firm was responsible	
(1) NEB Rowley Expansion Rowley, MA  Christopher P. Milano	Renovation of existing high bay building including design of new "mezzanine" to create new 2 <sup>nd</sup> floor program space	BushWang LLC PO Box 380321 Cambridge, MA 02238  617-888-8343	Winter 2015	Unknown	\$19,500.00	
(2) uniQure 113 Hartwell Avenue Lexington, MA  Christopher P. Milano	Renovation of existing high bay building including design of new "mezzanine" to create new 2 <sup>nd</sup> floor program space	The Richmond Group 77 Main Street Hopkinton, MA 01748  508-435-9700	February 2014	Unknown	\$21,000.00	
(3) Renovations at 550 Amory Street Jamaica Plain, MA  Christopher P. Milano	Renovation of existing masonry/timber building including design of new mezzanine to create new 2 <sup>nd</sup> floor office space.	Forte Architecture + Design 705 Centre Street Boston, MA 02130  617-522-2593	January 2011	Unknown	\$1,800.00	
(4) North School Stoneham, MA	Conversion of two level building from school to residential use. The building is wood/concrete framed with interior and exterior brick bearing walls. Review of the project vs. CH 34 of MSBC. Adding interior stairs. Upgrades for new mechanical systems. New exterior wall openings. New floor area in the former gymnasium.	O'Sullivan Architects, Inc. 580 Main Street Suite #204 Reading, MA 01867  781-439-6466	2014	Unknown	\$16,500.00	

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: <b>R.W. Sullivan Engineering (MEPFP)</b>						
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) Lexington Fire Department Lexington, MA  Paul D. Sullivan, P.E., LEED AP	Project included structural repairs to apparatus bays and exterior envelope. MEP systems and utilities located in the crawl had to be relocated. The project also included an evaluation of the crawl space and the utilities that run through the space below the apparatus room and replace the apparatus floor.	CBI Consulting 250 Dorchester Ave South Boston, MA 02127 Michelle Devereaux (617) 268-8977	2007	\$1,500		\$6.5
(2) Salem State University Police Station Salem, MA  Paul D. Sullivan, P.E., LEED AP	MEP/FP and code engineering services were provided for this project. The project scope of work included relocating the police station to the Bertolon Building. A new 6,000 sq/ft space houses the new program.	Winter Street Architects 209 Essex Street Suite 300 Salem, MA 01970 (978) 44-7379 Miika Ebbrell	2014	N/A		\$29
(3) Tisbury Emergency Services Facility Vineyard Haven, MA  Paul D. Sullivan, P.E., LEED AP	A new combined 18,000 sq/ft fire station and EMT facility. The program included 5 fire apparatus bays, dormitory, kitchen, training/community room, lockers/showers, call center, and ambulance/EMT stations. The HVAC systems consisted of a closed loop geothermal system and energy recovery units with demand control ventilation for the Administration building and a radiant slab heating system with high-efficiency condensing boilers for the Apparatus Bay.	HKT Architects Janet Slemenda 35 Medford Street Somerville, MA 02143 (617) 776-6545	2012	\$6,000		\$98
(4) GSI 125 Middlesex Turnpike Bedford, MA  Paul D. Sullivan, P.E., LEED AP	The project consisted of reconfiguring approximately 23,000 sq/ft of the existing 148,000 sq/ft building. The areas to be reconfigured included office areas, manufacturing areas, stockroom, warehouse areas, and 3,000 sq/ft of machine shop area.	Winter Street Architects 209 Essex Street Suite 300 Salem, MA 01970 (978) 44-7379 Miika Ebbrell	2013	N/A		\$45
(5) Charlestown Police Department Charlestown, MA  Paul D. Sullivan, P.E., LEED AP	A new (2) story, 17,000 sq/ft facility including booking and holding areas, armory zones, fuel depots and vehicle parking, community meeting rooms, training rooms, locker and shower facilities.	HKT Architects Janet Slemenda 35 Medford Street Somerville, MA 02143 (617) 776-6545	2009	\$20,000		\$100

8b. List Current And Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.					
Sub-Consultant Name: <b>VJ Associates of New England, Inc.</b>					
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) East Providence Fire Station #4 HVAC Works East Providence, RI  Clive Tysoe, CCC, MRICS	VJ Associates provided a Bid Documents Estimate for the HVAC Works and evaluated Change Orders for the East Providence Fire Station #4.	William Starck Architects, Inc. 126 Cove Street Fall River, MA 02720  Rodney Jacques, RA, LEED AP 508-679-5733	2013	\$427	\$2.5
(2) Brewster Fire & Rescue Station Brewster, MA  Clive Tysoe, CCC, MRICS	VJ Associates provided a Schematic Design cost estimate for a new 27,600sf two story Fire and Rescue Station and extensive site work. The program includes six double vehicle bays, sleeping quarters, and a PV array on the roof.	CDR Maguire 2 Granite Avenue, Suite 150 Milton, MA 02186  Fabrizio Caruso, AIA, LEED AP 617-778-1400	2014 (Schematic Design)	\$13,578	\$4.0 (Schematic Design)
(3) Millis New Police and Fire Station Facilities Millis, MA  Clive Tysoe, CCC, MRICS	VJ Associates is providing cost estimates at each design milestone for a new one-story 12,300sf Police Station and renovation of the old Police Station to be an independent Fire Station.	CDR Maguire 2 Granite Avenue, Suite 150 Milton, MA 02186  Fabrizio Caruso, AIA, LEED AP 617-778-1400	Police Station: 2015 (Est.) Fire Station: 2016 (Est.)	\$9,961 (two buildings)	\$18.5
(4) New Public Safety Complex Westfield, MA  Clive Tysoe, CCC, MRICS	VJ Associates provided a Feasibility Design Cost Estimate for a new 53,832sf facility with a partial basement. The building will provide program area for both the Police and Fire departments and includes four double vehicle bays.	Caolo & Bieniek 521 East Street Chicopee, MA 01020  James Hanifan, AIA 413-594-2800	2013 (Study)	\$18,785	\$2.5 (Conceptual Estimate)
(5) Nashoba Valley Regional Emergency Communications Center Devens, MA  Clive Tysoe, CCC, MRICS	VJ Associates provided cost estimating services for the feasibility of a 'fit plan' for a 22,350sf building; the Communications Center was designed to occupy 5,580sf of that space. A police station and municipal offices will likely be moved to this building in the near future.	Winter Street Architects 209 Essex Street Suite 300 Salem, MA 01970  Michael Voosen Fields 978-744-7379	2012	\$1,880	\$6.5

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: 23		# of Active Projects: 6	Total Construction Cost (In Thousands) of Active Projects (excluding studies): \$11,000		
Role P, C, JV *	Phases St., Sch., D.D., C.D.,A.C. *	Project Name, Location and Principal-In-Charge:	Awarding Authority (Include Contact Name and Phone Number)	Construction Costs (In Thousands) (Actual, or Estimated if Not Completed)	Completion Date (Actual or Estimated) (R)Renovation or (N)New
P	St-AC	<b>Marblehead Transfer Station</b> 5 Woodfin Terrace Marblehead MA 01945  <b>Dana Weeder, AIA, LEED AP, Principal</b>	<b>Marblehead Heath Department</b> Andrew Petty, RS Director of Public Health Town of Marblehead 7 Widger Road Marblehead, MA 01945 Tel. 781-631-0212	\$3000	2017
P	St-AC	<b>Marblehead Municipal Light Department</b> 80 Commercial Street Marblehead MA 01945  <b>Dana Weeder, AIA, LEED AP, Principal</b>	<b>Marblehead Municipal Light Department</b> Mike Hull Marblehead Board of Light Commissioners (617) 694-3590	\$6500	2016
P	St.	<b>MassDevelopment House Doctor</b> Dever School Redevelopment Study - Taunton, MA Worcester County Courthouse - Worcester, MA Village Hill Study-Northampton, MA Haskell Building Study-Northampton, MA Confidential Computer Center Study Stretch Code Study Athol Housing Study- Athol, MA Fuller School Study  <b>Mark Meche, AIA Senior Principal</b> <b>Dana Weeder, AIA LEED AP, Principal</b>	<b>MassDevelopment</b> Alan Delaney 33 Andrews Parkway Devens, MA 01434 (978) 784-2917	0	Ongoing
P	ST – A.C.	<b>Nashoba Valley Regional Emergency Communications Center,</b> Devens, MA  <b>Dana Weeder, AIA LEED AP, Principal</b>	<b>MassDevelopment</b> Alan Delaney 33 Andrews Parkway Devens, MA 01434 (978) 784-2917	\$1,185	January 2013

P	S.D.-A.C.	<b>University of Massachusetts- Lowell</b> Engineering Lab Renovations  <b>Mary Beth Di Figlia, AIA, Principal</b>	<b>University of Massachusetts- Lowell</b> Leanne Peters, Senior Manager- Office of Facilities Wannalancit - rm 415 600 Suffolk Street Lowell, MA 01854 (978) 934-3519	\$262	2012
P	St.-A.C.	<b>Franklin Housing Authority</b> Franklin, MA  <b>Dana Weeder, AIA LEED AP Principal</b>	<b>Frankling Housing Authority</b> Lisa Audette 100 Central Park Terrace Franklin, MA 02038 (508) 528-2220	\$1,450	2011
P	St.-A.C.	<b>University of Massachusetts- Lowell</b> O'Leary Library Building Feasibility Study (2010) O'Leary Learning Commons – 1 <sup>st</sup> Floor renovation (2011)  <b>Mary Beth Di Figlia, AIA, Principal</b>	<b>University of Massachusetts- Lowell</b> Jean Robinson, Director Capital Projects Wannalancit - rm 415 600 Suffolk Street Lowell, MA 01854 (978) 934-3519	\$2,000	2011
P	St.-A.C.	<b>University of Massachusetts- Lowell</b> Campus Police Planning Study Campus Police Station & University Crossing Admin renovations  <b>Mary Beth Di Figlia, AIA, Principal</b>	<b>University of Massachusetts- Lowell</b> Deborah Poodry – Special Assistant to the Director of Capital Planning – Police Planning Study Leanne Peters, Senior Manager- Office of Facilities – interim renovation Wannalancit - rm 415 600 Suffolk Street Lowell, MA 01854 (978) 934-3519	\$475	2011
P	S.D.-A.C.	<b>University of Massachusetts- Lowell</b> Cumnock Auditorium Renovations  <b>Mary Beth Di Figlia, AIA Principal</b>	<b>University of Massachusetts- Lowell</b> Leanne Peters, Senior Manager- Office of Facilities Wannalancit - rm 415 600 Suffolk Street Lowell, MA 01854 (978) 934-3519	\$150	2011
P	St.-A.C.	<b>Salem State University- Weir Stanley Building</b> 70 Loring Avenue Salem, MA 01970  <b>Paul Durand, AIA Senior Principal</b>	<b>Salem State University</b> Debra Mizia Director of Campus Planning and Development 352 Lafayette Street Salem, MA 01970	\$4,000	2011

P	St.-A.C.	<b>Salem State University- Presidents Office Renovation</b> 352 Lafayette Street Salem, MA 01970  <b>Paul Durand, AIA Senior Principal</b>	<b>Salem State University</b> Debra Mizia Director of Campus Planning and Development 352 Lafayette Street Salem, MA 01970 (978)542-6919	\$123	2011
P	St.-A.C.	<b>Needham Public Services Administration Building</b> New Green Office Building Needham, MA  <b>Dana Weeder, AIA LEED AP Principal</b>	<b>Town of Needham</b> Steven Popper, Director of Construction and Renovation 470 Dedham Ave. Needham MA. 02472 (781)453-8040	\$4,600	2010
P	St.-A.C.	<b>Salem Housing Authority</b> Farrell Court Salem, MA  <b>Paul Durand, AIA Senior Principal</b>	<b>Salem Housing Authority</b> Carol MacGown, Director 27 Charter Street Salem MA 01970 (978)744-9614 x 11	\$300	2010
P	S.D.-A.C.	<b>MassDevelopment House Doctor</b> Jodrey State Pier and Office Building- Gloucester, MA  <b>Mary Beth Di Figlia, AIA Principal</b>	<b>MassDevelopment</b> Maggie Debbie 160 Federal Street Boston, MA 02110 (617) 330-2081	\$230	2010
P	St.-A.C.	<b>Beverly Housing Authority</b> Elevator Upgrades 22 Federal Street Beverly, MA 01915 <b>Paul Durand, AIA Senior Principal</b>	<b>Beverly Housing Authority</b> Susan Carlton 137R Bridge Street Beverly MA 01915 (978)921-2425	\$950	2010
P	St.-A.C.	<b>Devens Public Safety Building</b> Police/Fire/EOC Devens, MA  <b>Dana Weeder, AIA LEED AP Principal</b>	<b>MassDevelopment</b> Alan Delaney Director of Engineering 33 Andrews Parkway Devens, MA 01434 (978) 784-2917	\$8,400	2010
P	St.-A.C.	<b>Salem State University</b> Academic Building 262B Loring Ave Salem, MA 01970 <b>Paul Durand, AIA Senior Principal</b>	<b>Salem State University</b> Phil Merkle 352 Lafayette Street Salem, MA 01970 (978)542-8001	\$313	2009

P	St.-A.C.	<b>Winchester Public Safety Building</b> 30 Mount Vernon Street Winchester, MA 01890  <b>Paul Durand, AIA Senior Principal</b>	<b>Town of Winchester</b> Town Engineer Office Margaret White 71 Mount Vernon Street Winchester, MA 01890	\$2,500	2009
P	St.-A.C.	<b>Salem Housing Authority</b> Morency Manor Elevator Modernization Salem, MA  <b>Paul Durand, AIA Senior Principal</b>	<b>Salem Housing Authority</b> Carol MacGowen, Director 27 Charter Street Salem MA 01970 (978)744-9614 x 11	\$600	2009
P	St.	<b>Fort Devens Library Study</b> Devens, MA  <b>Paul Durand, AIA Senior Principal</b>	<b>MassDevelopment</b> Ed Starzec Director, Land Entitlements 160 Federal Street Boston, MA 02110 (617)330-2000	\$251	2009
C	SD. -A.C.	<b>UMass Medical School</b> Power Plant Upgrades 55 Lake Avenue North Worcester, Massachusetts 01655  <b>Brian DiLuiso, AIA , Prinicpal</b>	<b>SEI Companies/ WSP Flack &amp; Kurtz, Inc.</b> Peter Watt 88 Black Falcon Avenue Boston, MA 02210 (617) 210-1738	\$2,800	2009
P	SD. - A.C.	<b>Winchester Schools-Muraco &amp; VO Upgrades</b> Exterior Renovating Winchester, MA  <b>Paul Durand, AIA Senior Principal</b>	<b>Town of Winchester</b> Town Engineers Office Margaret White 71 Mount Vernon Street Winchester, MA 01890	\$75	2009
P	St.	<b>New Bedford Armory Redevelopment Studies</b> New Bedford, MA  <b>Dana Weeder, AIA LEED AP Principal</b>	<b>MassDevelopment</b> Ed Starzec Director, Land Entitlements 160 Federal Street Boston, MA 02110 (617)330-2000	0	2008/2013
P	St.-A.C.	<b>Salem State University- O'Keefe Center</b> 352 Lafayette Street Salem, MA 01970  <b>Paul Durand, AIA Senior Principal</b>	<b>Salem State University</b> Deborah Mizia 352 Lafayette Street Salem, MA 01970 (978)542-6919	\$7,000	2008
P	St.	<b>Ipswich Fire Station</b> Study Ipswich, MA  <b>Paul Durand, AIA Senior Principal</b>	<b>Town of Ipswich</b> Chief Henry Mechalski 55 Central Street Ipswich, MA 01930 (978)356-6630	\$67	2002-2008

P	St.-A.C.	<b>YMCA of the North Shore – Salem, MA</b> Ames Hall Theater Ames Hall Entrance/ Lobby Children’s Museum Early Childhood Development Center <b>Mark Meche, AIA Senior Principal</b>	<b>YMCA of the North Shore</b> Chris Lovasco, COO One Seawall Street Salem, MA 01970 (978)922-0990 x101	\$130 (Entrance/Lobby)	2008-2011
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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 ENCOURAGED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE APPLICATION EVALUATION - PROJECT EXPERIENCE REQUESTED IN THE ADVERTISEMENT.**

PLEASE SEE PRECEEDING PAGES

11. Professional Liability Insurance:

Winter Street Architects, Inc.

\$3,000,000

08SBFV6222  
(see attached Certificate)

12/16/2015

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
a. Paul Durand, AIA	Principal/Owner	8615	MA Architect
b. Mark Meche, AIA	Principal/Owner	7083	MA Architect
c. Dana Weeder, AIA	Principal	31533	MA Architect
d.			

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.				d.			
b.				e.			
c.				f.			

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. Paul Durand AIA	50%	8615	Architect				
b. Mark Meche, AIA	50%	7083	Architect				

16. I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. I further certify that this firm is a "Designer", as that term is defined in Chapter 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  
(Signature)



Printed Name and Title

Paul R. Durand, Principal

Date 10.26.2015

# TAB B

## PREVIOUS PROJECT EXPERIENCE

### OVERVIEW OF FIRM'S RECENT PROJECT HISTORY, AND INCLUDE MENTION OF FIRM'S ON-TIME AND ON-BUDGET RECORD

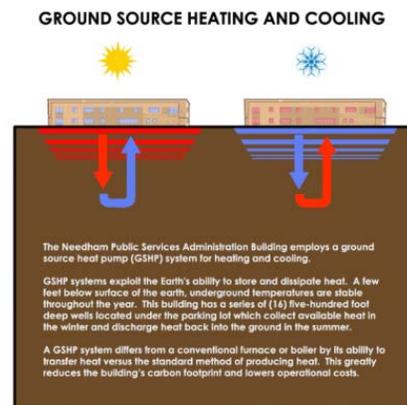
**Recent project history** includes the newly completed **Salem State University Public Safety Project** and the recently completed **UMASS Lowell Police Facility**. Both projects involved the relocation of the Police Department into an existing campus building. We have also recently completed the award winning Portsmouth Fire Station in addition to a number of studies for Fire and Police facilities. Other project types recently completed include new data centers for eBay in Salt Lake City and for DataGryd in Manhattan, the Marblehead Transfer Station, corporate offices for iBasis and William Gallagher, the renovation of the Salem YMCA and office fit-outs for three National Grid locations.

Our public sector projects are beginning to require project phases on **accelerated schedules**. Fortunately, as a **fully integrated BIM firm** (see Tab D), we are afforded the luxury of increased efficiency. Our 'study models' become our schematic design, which becomes our DD set which becomes our CD set which is connected to our specs. We have found that BIM helps **reduce the transition time** between phases while improving the efficiency of the iterative nature of design – when 'design options' can be quickly modeled and explored, an optimal solution is more quickly realized. WSA recently completed fully coordinated construction documents in 3 ½ months.

Winter Street Architects has many seasoned methods for **containing the cost** of a project and understands that it is an important part of any public facilities project. Through the use of BIM and a close working relationship with our estimator, WSA is able to provide **more accurate preliminary pricing** through '**real-time**' cost estimating. We stress a **proactive approach** during any given design phase rather than a reactive approach at the end of a phase. This approach has been used with great success on the Needham Public Services Administration Building as the winning bid came in over \$400,000 below our construction budget. Representative of our experience with highly complex projects, the Sun Burlington Datacenter was completed with no change orders, 4 weeks early and \$300,000 under budget.

### SUSTAINABLE BUILDING METHODS AND LEED CERTIFICATION

**Winter Street Architects** has long been committed to the tenets of sustainable design and construction. Our firm includes **LEED Accredited Professionals** at the principal, project management and design staff levels working to create projects that **reflect our clients' needs** coupled with the best practices of sustainable design. This certification has become a key point in **our professional development agenda**, as we understand how to find **the economy in the ecology of design**. At WSA, we work to encourage the use of materials **that demonstrate or promote sustainability** wherever possible. In addition, WSA has hosted round table sustainability discussions and participates in 'green' material symposiums. Sustainability is also evident in the '**green**' office culture we have developed. It is modest and admittedly idealistic at our scale, but it does **foster a mindset** that, when applied to every WSA project, gains traction and transcends mere idealism.



The Norfolk Fire/Police Project will be staffed by both **Principal Dana Weeder** and **Senior Associate Annette Popp**, both of whom are **LEED AP** and have considerable experience navigating the LEED Certification process.

**Sustainable Building Methods** incorporated into WSA Buildings include:

- High efficiency geothermal heating and cooling
- Rain water capture systems
- Super insulated envelope design
- Energy management
- Daylighting strategies
- Recycled/salvaged materials
- Waste water technologies
- Solar domestic and PV

**LEED Certified buildings** by WSA include:

**Portsmouth District II Fire Station**

State-of-the-Art Fire Safety Building  
Portsmouth, NH

**LEED-NC Silver** 18,000 sf

**Bristol Myers Squibb**

Lab / Offices  
N. Billerica, MA;

**LEED-EB Silver** 32,400 sf

**Devens Public Safety Building**

Collaborative Police / Fire / EMS facility  
Devens, MA

**LEED-NC Gold** 20,000 sf

**Wyss Institute for Biologically Inspired Engineering**

Lab / Offices  
Boston, MA

**LEED-NC Platinum** 23,000 sf

**Harvard Medical School**

Gut Rehab for Administrative Offices  
Boston, MA

**LEED-NC Gold** 25,000 sf

## FIRM'S THOROUGH KNOWLEDGE OF THE MA STATE BUILDING CODE

**State Building Code:**

- The building code that is currently enforced in Massachusetts is the International Building Code (IBC) 2009, with the local (Massachusetts) amendments made via 780 CMR. We are intimately familiar with this code, and all of our projects conform to the requirements of the code.
- We regularly perform code studies for some of our clients. Two recent examples include an egress study for Harvard Medical School, and a maximum occupancy capacity study for Salem State University's commencement ceremony in one of their large arenas.

## AMERICANS WITH DISABILITIES ACT (ADA), MA ARCHITECTURAL BARRIERS/HANDICAPPED ACCESS STANDARDS

**Accessible Design:**

- Massachusetts buildings must not only comply with the requirements of ADA (Federal Level), but also the local Massachusetts Architectural Access Board (MAAB), defined in 521 CMR.
- All of our projects comply with these requirements, and we are often called on by our clients for design services to upgrade the accessibility at their existing facilities. Two recent examples



*Town of Franklin –  
Special Needs Housing*

include the accessible entry upgrade at the Salem YMCA (which required a variance, for which Winter Street lead the process), and the accessible entry upgrade at Vanderbilt Hall at Harvard Medical School.

## MA PUBLIC CONSTRUCTION LAWS AND FAMILIARITY AND EXPERIENCE WITH PUBLIC PROJECTS CONSTRUCTED UNDER G.L. CHAPTER 149

### **Massachusetts Public Building and Procurement Law:**

Design and construction of municipal facilities in Massachusetts requires knowledge of MGL Chapter 149 and various other statutes regarding the public bidding process. Winter Street Architects (WSA) has provided design through construction services under **Massachusetts Chapter 149 throughout our 27 year history**, in all of our municipal projects. We have provided design services to the cities of Salem and Chelsea, and the Towns of Tyngsborough, Winthrop, Weymouth, Ayer, Groton and others, as well as for the Housing Authorities of Franklin, Needham, Salem, Beverly, Billerica and Wilmington.

- 27 years of Massachusetts Chapter 149 experience, including MassDevelopment, DCAM, DHCD, MSCBA. Projects are always staffed with architects and designers with experience in MA public design.
- Frequently assist in Town Meeting/Planning Board presentations, procurement/bidding, as well as support grant and tax credit opportunities.



## ALL OTHER PERTINENT CODES AND REGULATIONS PERTAINING TO POLICE AND FIRE STATION BUILDINGS (LOCAL, STATE)

Since its inception, Winter Street Architects has developed a well-respected reputation in public safety building design. This is in part due to the fact that **every public safety project has been managed by Senior Principal Paul Durand**. WSA's understanding of current and upcoming regulations and guidelines for public safety buildings is achieved through **NFPA membership, attendance at NFPA conventions, understanding of FEMA Guidelines** and perhaps most importantly, **experience gained through the design process of past projects**. The design process at WSA is one which realizes the difference between working with the client and working for the client. Working with the client recognizes the value that the client brings to the design process through their unique programmatic knowledge and is realized through the act of listening. Working for the client recognizes the value WSA brings and the importance of knowing when to guide a client. The WSA design process, consistency in leadership and knowledge of current and upcoming regulations and guidelines Mr. Durand has developed over the years is applied to every WSA public safety project.

Name and location	Building Use	Client	Completion date	Dollar value of total project (approx)	Dollar value of construction (approx)	New construction or renovation or both	Size in GSF, w/ size of renovation vs. new	Public Aspects if applicable
<i>Salem State University Public Safety Relocation</i>	Police	Salem State University	2014		\$1.2 million	Renovation	7,200	
<i>Fuller Redevelopment/ Public Safety Study</i>	Fire/Police	City of Gloucester, MA	2012 (Study)	NA	NA	New Construction	30,000	
<i>Winchester Public Safety Building Phase II</i>	Fire/Police	Town of Winchester, MA	2012	\$2.2 million	\$1.7 million	Renovation	25,000	
<i>UMASS Lowell Police Facility</i>	Police	UMASS Lowell	2011	\$500,000	\$418,000	Renovation	14,335	
<i>Devens Public Safety Building</i>	Fire/Police	Mass Development	Designed in 2010 - not built	Not Built	\$8.2 million (est)	New Construction	27,000	
<i>Portsmouth Fire Station</i>	Fire Station /Dispatch	City of Portsmouth, NH	2010	\$5 million	\$4.3 million	New Construction	15,800	
<i>Winchester Public Safety Building Phase I</i>	Fire/Police	Town of Winchester, MA	2009	\$1.8 million	\$1.2 million	Renovation	25,000	
<i>Ayer Fire Station Headquarters</i>	Fire Station	Town of Ayer	2006	\$5.5 million	\$4.2 million	New Construction	16,500	
<i>Stratham Public Safety Building</i>	Fire/Police	Town of Stratham, NH	Designed in 2006 - not built	Not Built	\$8.4 million (est)	New Construction	36,000	
<i>Groton Lost Lake Fire Station</i>	Fire Station	Town of Groton, MA	2005	\$2 million	\$1.3 million	New Construction	6,700	
<i>Salem State Public Safety Building</i>	Police	Salem State University	2005	\$850,000	\$772,000	New Construction	6,000	
<i>Ipswich Fire Station Study</i>	Fire	Town of Ipswich, MA	On-going (Study)	NA	NA	Renovation	22,000	
<i>Marblehead Transfer Station</i>	Recycling/ Transfer Station	Town of Marblehead, MA	2015	5 million	4.2 million	New Construction	5821	
<i>Devens Dispatch</i>	Dispatch	Mass Development	2012	\$1.8 million	\$1.3 million	Renovation	4,231	
<i>Needham Public Services Administration Building</i>	Municipal/ Offices	Town of Needham, MA	2010	\$5.2 million	\$4.5 million	New Construction	21,000	Public Meeting Room/ Transaction counters

**FULLER SCHOOL STUDY: PUBLIC SAFETY FACILITY**

## Adaptive Resue

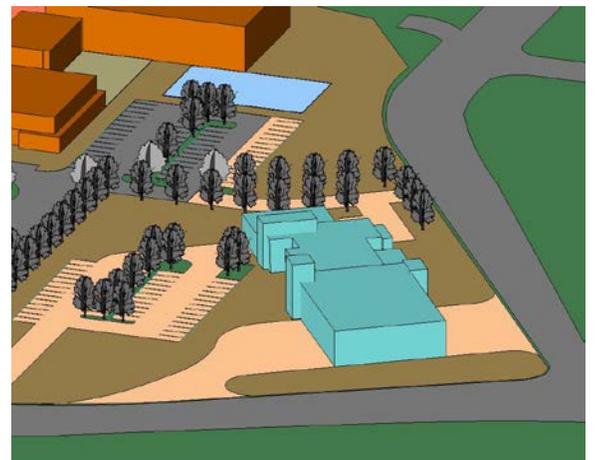
Size:	30,000sf
Completion:	Feasibility study 2012
Construction Cost:	TBD
Principal Architect:	Dana Weeder, AIA, LEED AP

As part of the Fuller School Study completed by Winter Street Architects for MassDevelopment, a number of site layout options were developed in partnership with VHB. Option 4 looked at the feasibility of siting a new Public Safety Building on the Fuller School site.

Winter Street Architects (WSA) met with the Gloucester Fire Chief and the Gloucester Police Chief to discuss programming for a potential police/fire facility, which would also contain an emergency operation center (EOC).

The proposed conceptual layout for a new police/fire facility assumes a combined building consisting of:

- Fire Side: 5 apparatus bay structure, 10 bunkrooms, dayroom, kitchen, private changing rooms, laundry, Chief's office, Deputy's Office, Training Storage, Plan Room, Admin Office, Fire Admin. Work Stations, Copier, Shift Officer, Wash Down, Turnout Gear, Workshop, SCBA Room, Compressor Room, Medical Storage, etc.
- Police Side: Holding cells, interview rooms, booking, evidence storage, Chief's Office, Lieutenant's Office, Admin office, shift officer, copier, detective offices, arsenal, locker room, break room, bathrooms, storage, internal sallyport etc.
- Shared Spaces: An EOC (Emergency Operation Center) / training room with a capacity for 49 occupants, entrance vestibule, visitor's restrooms, fitness room, mechanical, etc. While conceptual in nature, the proposed 2-story building has a 20,300 SF footprint, and is based on a previous WSA design. The total facility size (including the 2nd floor) is approximately 30,000 SF.





## AYER FIRE STATION

New Construction

Size: 16,500 sf

Completion: 2004

Const. Cost: \$3.4 Million

Principal: Paul Durand, AIA

The Town of Ayer asked Winter Street to design a state of the art, 16,500 square foot, \$3.4 million headquarters station on a challenging downtown site.

The site challenges include dramatic grade changes, hazardous materials remediation, wetlands protection, and improvement to a failed intersection.

The program called for accommodations for fire fighters of both genders, fire prevention and decontamination functions as well as a training rooms, apparatus and Fire Department administration areas.





## DEVENS PUBLIC SAFETY BUILDING

New Construction

Size: 15,000sf

Completion: Unbuilt

Const. Cost: \$6.5 M

Principal: Dana Weeder, AIA LEED AP  
Project Manager: Mike Fields

Winter Street was chosen to provide architectural design services from programming through construction administration for this new state-of-the-art, Public Safety Building, tracking LEED Gold. The new combined public safety building is pending funding for the final phase of construction. Design and construction concerns are many, at the old Fort Devens site, such as potential unexploded ordinances.

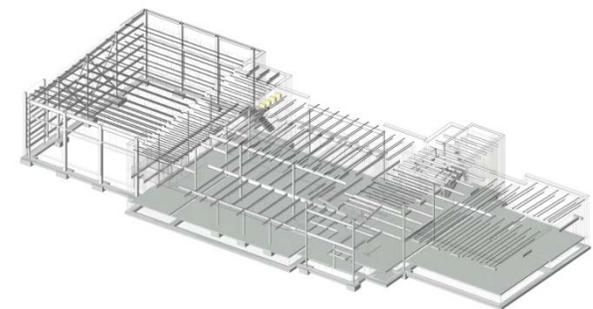
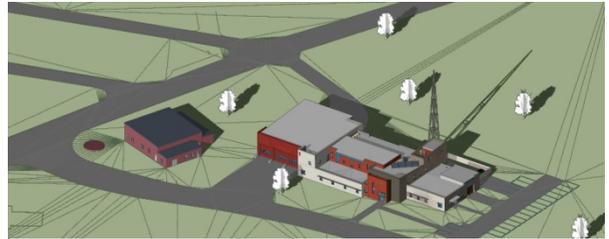
Environmental and Site planning was performed early on in order to carefully review practical solutions for this site. Programming included determining operational and space requirements, personnel and equipment needs, flow patterns for circulation of pedestrians and vehicles, accessibility, character and aesthetics of the building, infrastructure requirements, anticipating future needs and exploring expansion potential.

### Water Use Reduction:

- Rooftop Rainwater Reclamation – 10,000 gallon tank used to fill and wash fire trucks
  - Estimated water savings of 130-250,000 gallons per year.
- All stormwater reclamation on site

### Energy Use Reduction:

- High efficiency geothermal heating and cooling
- BAS / integrated controls
- Energy conserving multilevel exterior lighting
- Radiant floor heating in apparatus bays
- Solar domestic hot water
- Super insulated envelope





## DRACUT CENTRAL FIRE STATION AND HEADQUARTERS

New Construction

Size: 15,000sf

Completion: TBD

Const. Cost: \$1.8M

Principal: Paul Durand, AIA

After completion of the East Dracut Fire Station, the Town of Dracut was pleased with both the product and process and hired Winter Street Architects again to design their new Central Fire Station and Headquarters. This new 15,000 square foot station houses management and public functions in one wing and living quarters in another, both flanking a five bay state-of-the-art apparatus area. The 2 million dollar station was completed at the beginning of April, 2002. This project came in both on schedule and within the budgetary limitations that the town of Dracut had established.





## GROTON LOST LAKE FIRE STATION

New Construction

Size: 6,700sf  
Completion: July 2004  
Const. Cost: \$1.3M  
Principal: Paul Durand, AIA

The Groton Lost Lake Fire Station was essentially a garage housing two fire fighting vehicles and could not accommodate any of the current and future needs of the Fire Department. Winter Street Architects was given the challenge to upgrade and provide a new, 6,700 square foot modern facility to accommodate additional apparatus space, living quarters and a community meeting room.





## IPSWICH FIRE STATION

### Study and Conceptual Design

Size: 22,000sf

Completion: TBD

Const. Cost: n/a

Principal: Paul Durand, AIA

Winter Street Architects has supported the town of Ipswich over several years and multiple studies. The initial project was a response time study and search for a new site for an additional station. WSA also examined renovating and expanding their 2 existing fire stations. These studies included a needs assessment and evaluation of their existing physical structure and the stations ability to meet the future needs of the department.

WSA was asked to develop Conceptual Designs include renovations to the existing facility, incorporating growth factors of new personnel, training areas, exterior/ interior renovations, storage, crew quarters and new technology to support better operations. Special attention was paid to response time needs and efficiency of design. The design had to reflect the surrounding architecture of the historic town hall and neighborhood.





## PORTSMOUTH FIRE STATION

Study, Design - Construction

Size: 14,000sf

Completion: May 2010

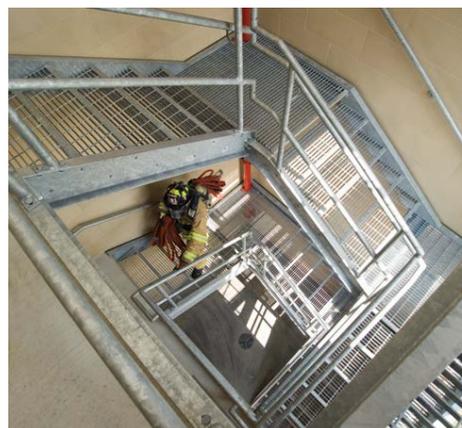
Const. Cost: \$4.5M

Principal: Paul Durand, AIA

Portsmouth Fire Station 2 began as study to either renovate in place or build new on the existing fire station site. After the study was complete a nearby site became available which better suit the city's needs.

The design combines the best of fire safety practices, training, flexibility and sustainable design. This station is the first LEED Fire Station in NH. Efficient site design on this large corner lot played an integral part in sustainability and public safety, providing ample green space that celebrates a firefighter's monument, 100% storm-water reclamation, and systemized access/egress with traffic controls to safely manage the intersection when apparatus are called into action.

Designed with flexibility and resiliency in mind, the gender-neutral station incorporates low maintenance recycled materials with performance features like energy controls, high efficiency systems, premium day-lighting/views, and a modular, publically-accessible training room that can quickly be converted into a cutting-edge EOC. The building's layout optimized functionality, and comfortably to accommodate 100% staff growth with no reconfiguration. The 3 radiant-heated, drive-thru apparatus bays are visible from 2nd floor common areas and connect to a 4-story training tower. The station's aesthetics are modern while respecting the city's history, mixing traditional red brick with metallic siding, which pays homage to its immediate context in a commercial district and serves as a quality civic gateway to the historic downtown.





## STRATHAM PUBLIC SAFETY BUILDING

### Design Through Bidding

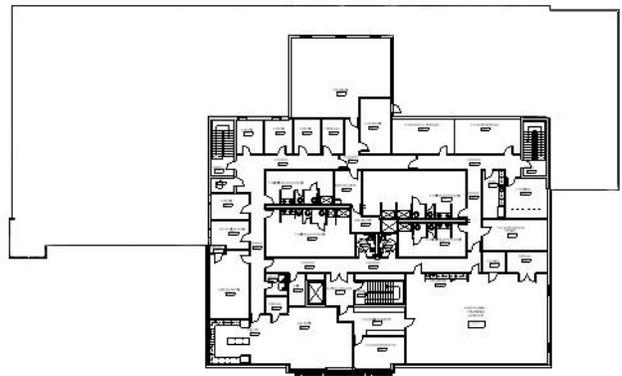
Size: 35,000 sf  
Completion: 2005  
Const. Cost: Est. \$5 Million  
Principal: Paul Durand, AIA



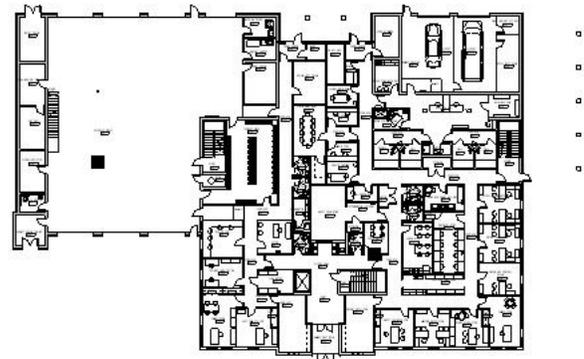
The town of Stratham, New Hampshire, called for the design and construction of a combined Fire, Police and Operations Emergency Center. In addition to the complexity of designing a facility to support each entity simultaneously, the town also requested the facilities aesthetic design to emulate the feel and image of a “town center”.



The fire station incorporates 5 bays with dual access from both the front and rear of the building plus associated crew quarters, storage, and training room / gym.



Winter Street Architects completed Programming, Schematic Design, and Design Development, Construction Documents, and Bid Services; however the project was not funded and is unbuilt.





## WEYMOUTH FIRE STATIONS #3 AND #5

New Construction

Size: 9,800 sf (#3) + 9,800 sf (#5)

Completion: 2000

Const. Cost: \$1.3M (#3) + \$1.5 M (#5)

Principal: Paul Durand, AIA

The Weymouth Fire Stations #3 & #5 were contracted simultaneously in order for the Town to gain a “volume” financial benefit in the design construction. Both stations were designed with the same floor plan and differ aesthetically to match their context. Station #5 resides in a residential context and matches roof lines and materials that allow it to “fit” into the neighborhood. Station #5 was located on a large Town Campus behind the police headquarters and adjacent to the DPW office building and various storage facilities. The station mimics the industrial nature of its surroundings and provided an economy of materials with a flat roof and moderate, durable exterior finish.





## WINCHESTER PUBLIC SAFETY BUILDING

### Design Through Bidding

Size: 25,000 sf

Completion: 2014

Const. Cost: \$2.25M

Principal: Paul Durand, AIA

The Winchester Public Safety building is a historical traditional masonry building housing the Winchester Police and Fire Station. The scope of the project is a restoration of the building in two phases. Phase 1 involves the repair of the existing envelope including repairs to the roof and replace of the windows with the objectives of mitigating the infiltration of water into the building and to increase its energy efficiency, and as a reduce the operational costs. Phase two of the project include interior renovations to the building's functional office spaces, and the design and installation of the building HVAC systems with a modern, high efficiency system that will result in an operational cost savings for the Town of Winchester. This is a public project.





# TAB C

## REFERENCES AND REPUTATION

### **Alan Delany**

Director of Engineering  
MassDevelopment  
33 Andrews Parkway  
Devens, MA 01434  
978.784.2917

*Throughout the project Winter Street has done exceptional work, meeting timelines for budget for each interim step of the design of the project. Their communication skills and attention to detail has shown throughout the design of the project. Along the way MD design comments and department comments have been heard and blended into the project design into a very cohesive building design, which is expected to reach LEED gold standards.*

**Alan Delany - Devens Public Safety Building**

### **Chief Christopher LeClaire**

Portsmouth Fire Department  
170 Court Street  
Portsmouth, NH 03801  
603.427.1515

*Winter Street Architects has a sound understanding of fire station functionality and brought new and creative ideas to making our new station functional, flexible, maintainable, durable, and affordable to operate. They were responsive, attentive and a valued team member. I am more than willing to recommend Winter Street Architects for any fire station project. The response and cooperation from the firm has been outstanding from the start of our project, and we look forward to a continued relationship with Winter Street for the replacement of our Station 3 in the next few years.*

**Chief Christopher LeClaire – Portsmouth Fire Station**

### **Dave Emanuel**

Emergency Management Director,  
Town of Stratham  
4 Winnicutt Road  
Stratham, NH 03885  
603.944.2625

*Winter Street Architects provided the Town of Stratham with exemplary service in the design of our Public Safety Building. They were attentive, responsive and proved to be very knowledgeable regarding the requirements of Police and Fire Stations. It was a pleasure working with them and I would highly recommend them for this or any other type of work.*

**Dave Emanuel - Emergency Management Director, Town of Statham**

### **Daniel Ocasio, AIA, NCARB**

Senior Project Manager, MSCBA  
253 Summer Street, Suite 300  
Boston, MA 02210  
603.542.1081

*Winter Street provided leadership and quickly ascertained the requirements of the Public Safety Department and provided a responsive design that received early approval. The firm subsequently provided high level schematic and design development drawings that were thoroughly coordinated using BIM CADD software and allowed early and accurate pricing followed by a construction process that met our accelerated schedule and required few changes.*

**Daniel Ocasio, AIA, NCARB - Senior Project Manager, MSCBA**

### **James F Rogers**

Principal  
Leftfield  
225 Franklin Street, 26<sup>th</sup> Floor  
Boston, MA 02110  
617.737.6400

*Winter Street performed admirably meeting all deadlines and providing high quality drawings that were thoroughly coordinated using Building Information Modeling that enabled the Construction Manager, Turner Construction, to provide accurate pricing. The number of change orders initiated by both the subcontractors and filed sub bidders was minimal based on the coordinated set of Construction Documents. The Salem State Public Safety Department moved into their new facility and gave high praise to the team for their performance and for a design that precisely met their needs. I have worked with Winter Street on this and other projects and they have always provided an exemplary service with experienced personnel assigned to the project and managed by one of the Principals of the firm. I would highly recommend them for any project.*

**James F Rogers - Principal, Leftfield**

### **Andrew Petty**

Director of Public Health  
Town of Marblehead  
7 Widger Road  
Marblehead, MA 01945  
781.631.0212

*It is with great pleasure that I recommend Winter Street Architects. We have found Winter Street to be a true 'partner' in helping the Town of Marblehead achieve it's near and long-term Transfer Station goals. WSA entered a challenging situation mid-stream, but was able to redesign the entire facility and produced a full set of CD's within 3 ½ months while reducing the footprint of the structure by 40% and estimated cost by 50%. We are thrilled with the design and look forward to working with WSA during the construction phase.*

**Andrew Petty, R.S. - Director of Public Health, Town of Marblehead**



LIST RECOGNITION/AWARDS



BSA Architectural / Interior Design Award Winner  
**Simpson, Gumpertz & Heger**



Brill Award  
**eBay Quicksilver Project**



Station Style Design Award 'Career Notable'  
**Portsmouth Fire Station #2**



Construction Reviews  
2010 Green Building of America Award  
**Needham Public Services  
Administration Building**

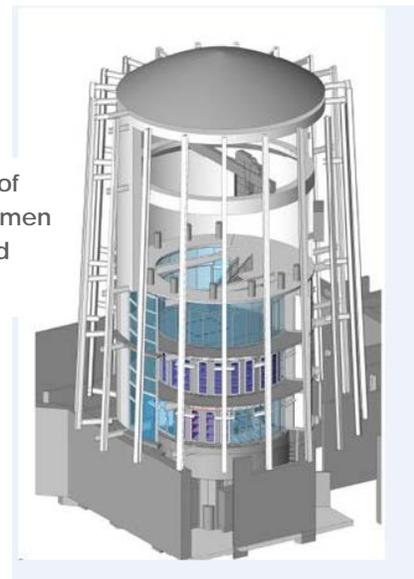


Historic Salem Preservation Award  
**Central House**



Historic Salem Preservation Award  
**Ames Hall**

Boston Society of  
Architects / Women  
in Design Award  
**Clumec**





# TAB D

## PROJECT APPROACH

### DESCRIBE YOUR FIRM'S APPROACH TO MEETING THIS PROJECTS TIMELINE FOR DESIGN AND BID DOCUMENTS AND WHY YOUR FIRM IS THE MOST ADVANTAGEOUS

Per the RFP, the Design Project Start Date is April 27, 2015 with bid documents to be completed by October 7, 2015. Below please find our preliminary timeline to meet this schedule. We have no concerns meeting this timeline.

Winter Street's primary advantage is the strength of this team. As Founding Principal, **Paul Durand** has 29 years of Public Safety design experience (27 years at WSA) and will bring this and his considerable Chapter 149 experience to the project. Principal **Dana Weeder** has 22 years' experience (11 years at WSA) working as an architect and will be the Project Architect in charge of Design and Study. Senior Associate **Annette Popp** has 20 years' experience (18 years at WSA) and will serve as Project Manager. And Architectural Designer **Michael Fields** will bring his 12 years' experience (7 years at WSA) as a building construction/construction administration and code specialist. This team has the experience to effectively advance a design in a timely manner, but equally important, it has the experience of many years of effectively working together.

### DISCUSS FIRM'S METHODS OF COMMUNICATING WITH YOUR CLIENTS THROUGHOUT A PROJECT

While face-to-face meetings remain the most effective way to voice stakeholder concerns, recent technology has resulted in new ways to effectively communicate with our clients. WSA makes great use of technologies such as REVIT (discussed later), GoToMeeting, and BOX:

- **REVIT** (discussed later in TAB D)
- **GoToMeeting** - Given the iterative nature of design and the increasingly specialized nature of architectural systems, we find that numerous interim meetings are often required to advance the project. GoToMeeting allows for cost effective 'lower stake' type meetings where all attendees can view one screen from their own computer monitor.
- **BOX** - If acceptable to our clients, we make great use of the cloud as a repository for all project related documents. All documents are filed in a manner that allows for easy retrieval resulting in improved lines of communication and document management.

*(WSA's) communication skills and attention to detail has shown throughout the design of the project. Along the way MD design comments and department comments have been heard and blended into the project design into a very cohesive building design, which is expected to reach LEED gold standards.*

**Alan Delany** -  
Devens Public Safety Building

And of course, WSA relies on more traditional methods of communication which include comprehensive meeting minutes and 3D sketches are clear and easy to read.

### PROVIDE THREE EXAMPLES OF INSTANCES WHEN YOUR FIRM'S EXPERIENCE AND KNOWLEDGE HELPED A CLIENT TO ACHIEVE A GOAL OR AVOID A LARGE PROBLEM

**Ebay - Quicksilver Project** - WSA competed against 32 teams to win the Ebay Quicksilver Project in Salt Lake City Utah. The primary goal of the competition was to explore creative ways to reduce costs while improving sustainability. Given the high cost of copper (and the associated costs of internal connections within the datacenter), WSA proposed a method which significantly reduced the lineal feet of required copper which in turn, significantly reduced the cost of construction.

As the design phase progressed, WSA studied numerous additional sustainable strategies to power the facility, but finally settled on one which inverted the traditional approach which uses the grid for primary power and generators for back-up.



Primary power for Project Quicksilver is fully provided on site via a field of industrial sized Bloom Fuel Cells powered by natural gas (with bio-gas credits) and back-up power is provided by the grid. On-site power generation by fuel cell utilizes clean, renewable power while eliminating the inefficiencies and line losses associated with grid power. This project was recognized by the Uptime Institute and won the prestigious **Brill Award for Efficient IT**.

**Simpson, Gumpertz & Heger, Inc.** – (SGH) is an internationally renowned structural engineering firm specializing in structural design, forensic analysis of structures, and development of building technologies. After 20 years in a standard office environment, SGH decided to move their headquarters to a reclaimed industrial building – a space where they could develop the idiosyncrasies of their corporate identity and support greater collaboration of their engineers. The space, typical of many industrial buildings, was three bays wide with a central bay having a higher (34') roof. The high ceilings allowed for clerestory lighting and the addition of mezzanine workspace as well as facilitating a repelling tower to train staff for high-rise forensic work. This project was the winner of the **2004 BSA Architectural/Interior Design Award**.

#### GOALS:

- Create an environment moving Principals and design staff into an open environment to enhance collaboration and provide greater efficiency in the use of space
- Create a showcase for the company that supported their “brand” and to entice top talent to join the firm, enhance employee retention and to support the marketing & sales effort of the firm with impressive space to wow potential clients
- Support their business goal of long term lease space at lower rates in an industrial building not typically thought of for Class A Office Space
- Support the corporate culture of “Life Long Learning”



#### CHALLENGES:

- Making high volume warehouse space into comfortable Class A environment with openness for collaboration yet a high degree of comfort and acoustical privacy for concentration and study
- Change management from everyone having private offices to most having open workstations with few private offices
- Exposed structure and building systems to look elegant
- Tall dark space to be bright and lively

#### DESIGN RESPONSE:

- Created environment that showcased the firm’s services and past success
- Engaged acoustical engineer and sound masking system to ensure acoustical comfort and privacy by utilizing materials to absorb sound
- Provided clerestory glazing to add natural light and carefully design lighting

- Careful architectural detailing that considered exposed building systems in the design
- Use of materials that reflected “structure” and included displays of past forensic projects to support brand of the company
- Created a storyline with the architecture that was a history of the firm

**Marblehead Transfer Station** – The DEP required that the Town of Marblehead cap their existing landfill and demolish the existing incinerator to avoid fines from the state. An engineering firm was hired and the Town was satisfied with the design of the ‘Phase 1 Cap’, but due to the poor quality/high cost of the proposed design for the ‘Phase 2 Transfer Station’ structure, the Town decided to terminate the Phase 2 contract and hire another designer through the Central Register.



WSA won the contract and worked closely with the Town to provide a ‘right-sized’ project with respect to both footprint and volume. ‘Right-sizing’ was accomplished through a thorough analysis (and questioning) of the original program, interviews with the end users and a full understanding of the operations. This deep analysis resulted in a facility with improved functionality/capacity while reducing the SF by 40% and the estimated cost by 50%. Additionally, WSA worked with the Town’s scheduling constraints that required production of fully coordinated CD’s within 3 ½ months.

## DESCRIBE ANY IT OR OTHER TOOLS USED TO INCREASE EFFECTIVENESS

Winter Street gave up 2D drawing in favor of 3D Building Information Modeling (BIM) a decade ago. While Revit seems to be the “new” buzzword in the industry, **BIM project delivery is something we mastered before most other firms were even using it**, because we knew it was a **better way to design and coordinate buildings**.

BIM is a software tool that enables us to create a **virtual 3D model of a building**, and look at it from any angle- plans from the top, elevations from the side, and sections by ‘cutting through’ the virtual building. This makes the design process incredibly efficient, and different views of the same element are automatically coordinated with each other- because we are essentially just using a camera to take a picture of the building model from a different view point. A change made anywhere in the building model is immediately reflected in all views.

BIM allows for the **building to be reviewed, approved and tested before the project is even built**. This approach allows for **early visualization and predictability** of the end product by all team members through on-the-fly Images, perspective renderings, and Video Clips **taken from any point, at any time during the design process**. The construction drawings generated from the model look exactly like any other 2-dimensional CAD drawings, and can easily be exported into CAD format.

**BIM allows for more accurate preliminary pricing, “collision detection”** between consultants prior to the construction, **and better coordination of building systems during design and less in the field where it costs money**. The result is a proactive approach that **stresses quality assurance throughout the design process rather than quality control at the end of the process**.

The three-dimensional graphics (renderings) created with this software are particularly useful in **communicating the design to members of the community**. We do not “charge extra” for this service—it is how we do all of our projects and is an inherent part of our working methodology, and is part of our basic services that we pass on to you.



Portsmouth Fire Station- Revit model (Left), Completed Construction (Right)

DESCRIBE ANY ADVANTAGES YOUR SUB-CONSULTANTS EXPERIENCES HAVE WITH SIMILAR RENOVATIONS PROJECTS THAT DISTINGUISH YOUR TEAM FROM OTHERS

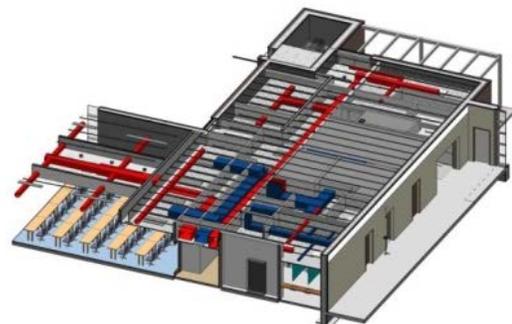
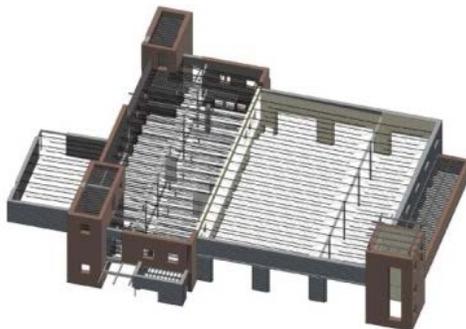
**RW Sullivan Engineers** (HVAC, Electrical and Fire Protection) - We have maintained a long term working relationship with RW Sullivan and are currently working with them on the Marblehead Transfer Station. RW Sullivan has completed numerous Public Safety buildings and utilizes the collaborative BIM software (REVIT) to support WSA's best practice design and management excellence.

**Goldstein-Milano, LLC** (structural) – Goldstein-Milano has proved to be a pragmatic engineer that is not prone to adding unnecessary costs to the project. We have worked with G-M on a number of projects and are currently working with them on the Marblehead Transfer Station. Additionally, we have chosen G-M due to their experience adding a 2<sup>nd</sup> levels to high bay spaces. G-M also utilizes REVIT.

**OAK Consulting Group** (civil) - OCG has successfully teamed with WSA by providing site/civil engineering services on numerous projects in Massachusetts. Recent and relevant projects include relocating campus police facilities to enable construction of a residence hall at Salem State University. The relocation required adaptive reuse of an existing campus building with associated site improvements to accommodate parking and access for campus security vehicles.

**VJ Associates** (cost estimating) – WSA has developed a strong working relationship with VJ Associates and have developed a system of cost estimating that proactively addresses cost challenges throughout each design phase rather than reactively address them at the end of a design phase. 'Real-time' estimating reveals budget challenges early in the design phase which helps reduce the potential for schedule delaying value-engineering or redesign. Adherence to this process helps our projects stay on-time and on-budget.

**A word on consultant coordination** - We demand that both our MEP/FP and Structural consultants utilize REVIT on all projects with WSA. In the hand of an experienced 'modeler', REVIT enables tight coordination between MEP&FP/Structural/Architectural which ultimately results in fewer changes orders, construction delays and consequently, reduced costs.



Portsmouth Fire Station- Building Systems Integration Revit Model (Structural, left; MEP, right)

# TAB E

## PROPOSED STAFFING



### Paul Durand AIA, Senior Principal

#### Principal-in-Charge:

- MA Registered Architect
- Has been involved in the design and construction of every public safety building that has been worked on in the office and brings invaluable expertise to the process.
- Will attend all programming and site evaluation meetings so that the project may benefit from his expertise as key decisions are made.
- Some relevant Previous Projects include: Fire Stations for Portsmouth, Dracut, Ayer, Wellesley, Weymouth. Public Safety buildings for: Devens, Stratham, Salem State University, UMass Lowell



### Dana Weeder AIA LEED AP, Principal

#### Project Designer:

- MA Registered Architect, LEED Accredited Professional
- 10 years of experience on public projects
- Will coordinate the design and programming/planning effort.
- Some relevant previous projects include: Devens Public Safety Building, Portsmouth Fire Station, Needham Public Services Administration Building, Marblehead Municipal Light Dept. study, MassDevelopment Fuller School/Public Safety Building Study



### Annette Popp AIA LEED AP, Senior Associate

#### Project Manager/Drawing Production:

- MA Registered Architect, LEED Accredited Professional
- 22 years of experience, 18 on public projects
- Will lead the in-house design team to execute the drawings and specifications.
- Some relevant previous projects include: Portsmouth Fire Station, Ipswich Public Safety Facility, Salem State Public Safety Facility, Dracut Fire Station, Weymouth Fire Station, Ayer Fire Station



### Mike Fields, Architectural Designer

#### Technical advisor/Drawing Production/Code ADA Review:

- 14 years' experience, 12 years of experience on Public Projects
- Expertise in building construction and construction administration, building codes, and ADA
- Will advise on technical issues (materials, systems, details), code compliance and ADA compliance
- Will lead the production of the drawings for the study
- Some relevant previous projects include: Needham Public Services Administration Building, Nashoba Valley Regional Emergency Communications Center (dispatch), Portsmouth Fire Station II, Devens Public Safety Building

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## Paul R. Durand, AIA

**Principal / Registered Architect**  
Winter Street Architects, Inc.

**Registered Architect, Massachusetts,  
New Hampshire, New York**  
1982 *Bachelor of Architecture*  
University of Louisiana

Founding Partner and Senior Principal, Paul Durand leads the firm's vision to provide high quality designs and make our clients' businesses better. He was quick to realize that Building Information Modeling and Integrated Project Delivery would greatly improve how architects, design consultants and constructors work together to provide a better product at a reduced cost. Paul leads his firm's higher education and public work, providing state-of-the-art facilities that support their use long into the future. He also supports corporate interior design projects where he brings his business acumen together with an understanding of people in the workplace to create collaborative, more productive office environments. Paul applied this design approach to Winter Street Architects' own headquarters in Salem, Massachusetts, which features the firm's central symbol of adventure - the famed climbing wall.

### **Salem State College Public Safety Building**

Salem, MA; Principal-in-Charge  
New Construction and Design; 5,500sf

### **Ayer Fire Station**

Ayer, MA; Principal-in-Charge  
Specialty Traffic and Site Study, Design &  
Construction

### **Chelsea Fire Station**

Chelsea, MA; Principal-in-Charge  
Feasibility Study

### **Devens Public Safety Building**

Devens, MA; Principal-in-Charge  
New Construction and Design; 24,000sf  
Targeted LEED™ Gold Certification

### **Dracut Fire Station Headquarters,**

Dracut, MA; Principal-in-Charge  
New Construction and Design; 15,000sf

### **East Dracut Fire Station**

East Dracut, MA, Principal-in-Charge  
Renovations; 8,700sf

### **Groton Lost Lake Fire Station,**

Groton, MA; Principal-in-Charge  
New Construction and Design; 6,700sf

### **Ipswich Public Safety Facilities**

Ipswich, MA; Principal-in-Charge

Multiple Studies

### **Peabody Police Station,**

Peabody, MA; Principal-in-Charge  
Exterior Renovations  
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### **Portsmouth Fire Station, District II**

Portsmouth, NH; Principal-in-Charge  
New Construction and Design; 14,000sf  
Targeted LEED™ Silver Certification

### **Stratham Public Safety Building Feasibility Study,**

Stratham, NH; Principal-in-Charge  
New Construction and Design; 35,000sf

### **Simpson, Gumpertz & Heger, Inc.**

Waltham, MA, Project Lead  
Corporate Offices, Labs, Adaptive Reuse  
2004 BSA /AIA Design Award

### **Winchester Public Safety Building,**

Winchester, MA; Principal-in-Charge  
Exterior and Interior Renovations; 25,000sf

### **Tyngsborough Multi Service Center Study Fire Station and Police Department Annex**

Tyngsborough, MA; Principal-in-Charge  
New Construction and Design

### **Scituate Fire Stations**

Scituate, MA; Principal-in-Charge  
Feasibility Study

**Paul R. Durand, AIA**  
**Principal / Registered Architect**  
Winter Street Architects, Inc.

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**Salem State College  
Stanley-Weir Building Renovation**  
Salem, MA; Project Designer  
Interior Renovation for Music Rehearsal Space,  
Office space for IT Department, and Facilities  
Department, 15,000 sf

**Winthrop Fire Station**  
Winthrop, MA; Principal-in-Charge  
Site and Feasibility Study

**Salem State College Meir Hall,  
Sullivan Building**  
Administration Offices  
Salem, MA, Principal-in-Charge  
Renovation / Interior Design; 11,000 sf

**House Doctor Contract,  
Mass State College Building Authority**  
Massachusetts; Principal-in-Charge  
Framingham State College Building Evaluation  
Study- Multiple Renovations

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#### Professional Affiliations

- National Fire Protection Association
  - American Institute of Architects, Boston Society of Architects
  - International Facilities Management Association
  - Salem Partnership
  - President of the Salem Chamber of Commerce
  - Salem Planning Board
  - Salem Redevelopment Authority DRB
- 

#### Honors / Awards

- Green Business Quarterly, Distinguished Entrepreneur, 2009
  - MassTLC (Technology Leadership Council), Distinguished Nominee 2009
  - AIA Building Information Modeling Innovation Award, Distinguished Nominee 2008
  - BSA Design Award of Excellence for Simpson Gumpertz & Heger, Inc 2004
- 

#### Community Service

- Creative Economy Council "For Profit" Working Group, Committee Member
- Salem Partnership Board Member
- Fmr. President of the Salem Chamber of Commerce
- Salem Planning Board, Board Member
- Salem Redevelopment Authority DRB



**Dana Weeder AIA, NCARB, LEED AP**  
**Principal / Registered Architect**  
 Winter Street Architects

**Registered Architect: Massachusetts #31533, Vermont #2403**  
*2015 Master of Science in Green Building (in progress)*  
 San Francisco Institute of Architecture – San Francisco, CA  
*1995 Master of Architecture*  
 Rice University - Houston, TX  
*1988 Bachelor of Arts*  
 Williams College - Williamstown, MA

Principal Architect Dana is a Registered Architect with over 22 years of experience working in the field. As an architect and designer, Dana's experience ranges from high rise multi-use construction and housing developments to furniture and boat design. He brings his interest in regionally focused, sustainable design into every project with a specialty in the housing and mixed-use sectors. Dana's role as a principal is to collaborate with the client to translate a project's needs into a design vision, and then to maintain that vision through its translation into a thoughtful, well executed product. He is a strong proponent of WSA's promise of principal involvement during all phases of a project.

**Portsmouth Fire Station, District II**  
 Portsmouth, NH; Project Designer  
 New Construction and Design; 14,000sf  
 Targeted LEED™ Silver Certification

**Devens Public Safety Building**  
 Devens, MA; Project Designer  
 New Construction and Design; 15,000nsf  
 Targeted LEED™ Silver Certification

**Marblehead Transfer Station**  
 Marblehead, MA; Principal-in-Charge/Designer  
 New Construction, Recycling/Transfer Station

**Marblehead Municipal Light Department**  
 Marblehead, MA; Principal-in-Charge/Designer  
 Renovation, Municipal Electric Dept.

**DataGryd**  
 New York, NY; Project Manager  
 Adaptive Reuse, Datacenter

**eBay Project Quicksilver**  
 Salt Lake City, Utah; Project Manager  
 New Construction, Datacenter

**Needham Public Services Administration Building**  
 Needham, MA; Principal in Charge/Designer  
 New Construction Municipal Office Building,

**Franklin Housing Authority**  
 Franklin, MA; Principal in Charge  
 New Construction; Special Needs Housing

**Haskell Building Study**  
**MassDevelopment**  
 Northampton, MA; Principal in Charge  
 Mass High Performance Buildings Grant Program.

**1330 Boyleston Residences\***  
 Boston, MA; Project Manager  
 Luxury Multi-Use Housing

**125 Mount Auburn Street\***  
 Cambridge, MA; Project Manager  
 Post Office, Corporate Offices

**1330 Boylston Street Residences\***  
 Boston, MA; Project Manager  
 Multi-Use Housing; New Construction

**Alkermes\***  
 Cambridge, MA; Project Architect  
 Office/Laboratory  
 2004 ULI Award for Excellence

**Avalon at the Pinehills\***  
 Plymouth, MA; Project Manager  
 Multi-Family Housing; New Construction

**Central House**  
 Historic Salem Inc. Award  
 Salem, MA; Principal in Charge  
 Adaptive Reuse for Multi-Use Housing

**Gemini Consulting Offices\***  
 Cambridge, MA; Project Architect  
 Corporate Office

Dana Weeder AIA, NCARB, LEED AP  
Principal / Registered Architect  
Winter Street Architects

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**Millennium Pharmaceuticals\***  
40 Landsdowne Street,  
Cambridge, MA; Project Manager  
Office/Laboratory – Lab of the Year  
2003 Lab of the Year R&D Magazine  
2004 ULI Award for Excellence

**National Yiddish Book Center**  
Amherst, MA; Principal in Charge  
Sustainable Design; Performance Hall,  
Office, Book Storage.

**Rantoul Lofts,**  
Beverly, MA; Project Manager  
Multi-Use Housing

**Harvard Medical School**  
641-643 Huntington Ave Building  
Rehabilitation  
Boston, MA; Project Architect  
LEED™ Gold Building Rehab Admin Offices

**New Bedford Armory**  
New Bedford, MA; Principal in Charge  
Multiple Adaptive Reuse Studies

**New England School of English\***  
Cambridge, MA; Project Manager  
Adaptive Reuse Dormitory

**Lafayette Lofts,**  
Salem, MA; Principal in Charge  
Adaptive Reuse Housing and Mix-Use

**Tannery III**  
Peabody, MA; Principal in Charge  
Sustainable Design, Affordable Housing

**The Eli and Edythe L. Broad Institute\***  
Boston, MA; Project Manager  
Office/Laboratory –  
2007 Lab of the Year Highest Honors R&D  
Magazine

**Salem Marketplace Block,**  
Urban Planning  
Salem, MA; Principal in Charge  
Redevelopment Study for Multi-Housing

**Trilogy Residences\***  
Boston, MA; Project Manager  
Luxury Multi-Use Housing

\*Represents projects completed prior to Winter Street Architect

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### Teaching Experience

- Boston Architectural College, Juror, Design Studios, 1994-1995
  - Rhode Island School of Design, Juror, Design Studios, 1994-1995
  - Rice University, Research Assistant for Prof William Sherman, 1991-1992
  - Rice University, Research Assistant for Dean Lars Lerup, 1993-1994
  - Rice University, Research/Teaching Assistant for Guest Lecturer James Turrell, 1994-1995
  - Studio Advisor, Endicott College, 2011-20112
- 

### Professional Associations / Board Affiliations / Committees

- AIA, American Institute of Architects
  - Boston Society of Architects
  - Marblehead Solid Waste Committee
  - Urban Land Institute
  - US Green Building Council (USGBC)
  - MCCPS Building Committee
- 

### Honors / Awards

- Douglas Traveling Award
- Yale Cup Finalist



**Annette Popp, AIA, NCARB, LEED AP**  
**Senior Associate**  
 Winter Street Architects, Inc.

**Registered Architect, Massachusetts**  
**LEED Accredited Designer, 2002**

*1995 Master of Architecture*

Ball State University, Muncie, IN

*1992 Vordiplom*

Bauhaus University, Weimar, Germany

*1989 Mason Kommunale Berufsschule Illmenau, Germany*

Annette Popp is a Senior Associate, green advocate and technology evangelist for Winter Street Architects, Inc. (WSA) in Salem, Massachusetts. Graduate of the renowned Bauhaus School of Architecture in Germany, Annette gives special attention to technical and green aspects of design. She is a LEED™ (Leadership in Energy and Environmental Design) Accredited Professional, where she provides innovative design expertise with an eye on benefits for both the client and the environment. She also specializes in the innovative parametric software Autodesk® Revit and Building Information Modeling (BIM), having aided WSA's proficiency in virtual design tools since 2003.

**Portsmouth Fire Station 2**

Portsmouth, NH; Project Manager  
 LEED™ Certified; New Construction

**Dracut Fire Station**

Dracut, MA; Architect  
 New Construction

**Weymouth Fire Stations 3 & 5**

Weymouth, MA; Project Architect  
 New Construction

**Ayer Fire Station**

Ayer, MA; Project Architect  
 Specialty Traffic and Site Study, Design &  
 Construction

**Salem State Public Safety Building**

Salem, MA; Project Architect  
 New Construction

**Ipswich Public Safety Facilities**

Ipswich, MA; Principal-in-Charge  
 Multiple Studies

**eBay Project Mercury**

with EDI and AHA  
 Phoenix, AZ; Project Architect  
 Data Center Integration

**eBay Project Quicksilver**

Salt Lake City, Utah  
 New Construction, Datacenter

**Bristol Myers-Squibb Medical Imaging,**  
 Billerica, MA, Project Manager

Executive Office Building – LEED Silver Design

**Confidential Telecommunications Client**

In collaboration with Sun Microsystems  
 Kuala Lumpur, Malaysia; Project Designer  
 Phase 1 Conceptual Design; Datacenter  
 and Telco Renovation

**Confidential Telecommunications Client**

In collaboration with Sun Microsystems  
 Melbourne, Australia; Project Manager  
 Phase 1 Conceptual Design; Datacenter  
 co-lo Renovation; 7,500sf

**Depot Square Condominiums**

Beverly, MA; Project Architect  
 New Construction, 104,000sf, 46 Housing Unit

**Fitchburg State University**

Fitchburg, MA, Project Architect  
 Renovations, Adaptive Reuse

**Framingham State University**

Framingham, MA, Project Architect  
 Renovations, Adaptive Reuse; 27,000sf

**Harvard Medical School,**  
**Building Rehabilitation**

Boston, MA; Project Designer  
 Interior Renovation, Adaptive Reuse  
 Targeted LEED™ Platinum

Annette Popp, AIA, NCARB, LEED AP  
Senior Associate / Registered Architect  
Winter Street Architects, Inc.

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**Historic Waltham Watch,**  
Waltham, MA, Project Manager  
400,000sf+ Renovation, Adaptive Reuse

**Quantum Bridge**  
Tyngsborough, MA; Project Manager  
100,00sf+ Office & Data Lab renovation

**Mass State College Building Authority**  
Massachusetts; Project Architect  
Multiple Renovations, Feasibility Studies

**House Doctor Contract,  
Merrimack Pharmaceuticals**  
Boston, MA; Project Manager  
Corporate Offices and QC/GMP Labs

**Simpson Gumpertz & Heger**  
Waltham, MA; Project Architect  
Adaptive Reuse  
**BSA Architectural/Interior Design Award  
Winner**

**North Land Investments**  
**156 Oak Street**  
Newton, MA; Project Architect  
Adaptive Reuse and Historical  
Renovations

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**Professional Associations**

- AIA, American Institute of Architects
- BSA, Boston Society of Architects
- USGBC, US Green Building Council
- Uptime Institute

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**Teaching Experience**

- Massachusetts College of Art and Design, Boston, MA – Adjunct Faculty (2010 - Present)
- Endicott College, Beverly, MA – Adjunct Faculty (1997)
- Ball State University, College of Architecture & Planning – Graduate Level Teaching Assistant (1993-1995)

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**Honors / Awards**

- Women in Design Innovation Award Candidate, BuildBoston 2009
- Uptime Institute International Conference 2009; Panel Speaker
- AIA Building Information Modeling Innovation Award; Nominee 2008
- BSA Design Award of Excellence for Simpson Gumpertz & Heger, Inc. 2004



**Michael Voosen Fields**  
**Architectural Designer**  
 Winter Street Architects, Inc.

1999 Bachelor of Architecture  
 Roger Williams University, Bristol, RI

Michael Fields joined Winter Street Architects in the summer of 2008 as Architectural Designer. Mr. Fields joins the team with a breadth of knowledge and has over 8 years of experience in public architecture and urban smart growth solutions. Mr. Fields supports Principal-in-Charge Paul Durand as a Project Designer and Manager on municipal projects for clients in the Greater Boston and North Shore areas. Following is a selected list of projects he has worked on; projects completed prior to joining Winter Street Architects are represented with \*.

**Devens Public Safety Building**

Devens, MA; Project Manager  
 New Construction and Design; 15,000sf  
 Targeted LEED™ Silver Certification

**Needham Public Administration Building**

Needham, MA; Project Manager  
 New Construction; 24,000sf

**Harvard Medical School,**

Building Rehabilitation  
 Boston, MA; Project Designer  
 Interior Renovation, Adaptive Reuse  
 Targeted LEED™ Platinum

**Portsmouth Fire Station II**

Portsmouth, NH; Project Designer  
 New Construction

**Greater Boston Food Bank\***

LEED Silver  
 Boston, MA; Project Designer  
 New Construction

**Park School\***

2009 AIA-NY Honor Award for Design Excellence  
 Brookline, MA; Project Designer  
 Addition / Renovation

**UMASS Boston Masterplan\***

Boston, MA; Project Designer  
 Masterplan

**Brigham and Women's Cardiac Center\***

LEED Silver  
 Boston, MA, Construction Manager  
 New Construction

**Cambridge Housing Authority\***

MAAB Accessibility Design Award at  
 Jackson Gardens  
 Cambridge, MA, Project Designer  
 Accessibility Improvements of Eight Community  
 Spaces

**Arlington Housing Authority\***

2011 BSA Accessible Design Award  
 Arlington, MA; Project Designer  
 Menotomy Manor Accessibility Conversion

**Cambridge Housing Authority\***

Cambridge, MA, Project Designer  
 Kitchen and Bathroom Modernization

**Franklin School\***

2010 BSA/AIANY Housing Awards  
 Medford, MA, Project Designer  
 Interior and Exterior Renovation

**Groveland Housing Authority\***

Two Family Housing  
 Groveland, MA; Project Designer  
 New Construction

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# TAB F

## SCHEDULE

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NOTE ANY SUGGESTED CHANGES FROM TENTATIVE SCHEDULE INCLUDED IN THE RFQ, AND EXPLAIN YOUR REASONS FOR THE CHANGES

Winter Street Architects takes no issue with the proposed schedule.

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# TAB G

## GENERAL FIRM INFORMATION

### DESCRIBE THE FIRM'S HISTORY AND OWNERSHIP

Winter Street Architects was established in 1987 by Mark Meche and Paul Durand with a commitment to deliver great design through innovation and collaborative relationships. Twenty-seven years later, WSA still retains its first client and is consistently named one of Boston Business Journal's Top 25 Firms. WSA views the entrepreneurial practice of architecture as one which cannot neatly be categorized into market sectors and building types. It is about aligning thought leadership and applying lessons learned to add value and enhance the design process to benefit the communities in which we live, the places we work and learn and the way we engage science and technology. Through the years, our ability to see opportunity where others see challenges has enabled WSA to earn a diverse portfolio of quality work, including notable recognition from a wide variety of organizations like the Green Enterprise IT, Boston Society of Architects / AIA, IIDA, Brill Award (Uptime Institute), Green Buildings of America, USGBC, and MasTLC.

### INCLUDE A COPY OF THE MOST RECENT AUDITED FINANCIAL STATEMENTS OR OTHER ALTERNATIVE EVIDENCE (INCLUDING CREDIT RATING REPORT) SUFFICIENT TO DEMONSTRATE THE FIRM'S FINANCIAL STABILITY

Winter Street has enjoyed a steady stream of work with a notable peak in 2012 of over \$5 million in gross fees. 2013 featured a strong start but as the year progressed, we found our assignments were slow to start and we finished year showing a pre-peak pace of about \$3.1 million in gross fees. Net revenues were flat, largely because of the pent up backlog. 2014 started much the same and first quarter revenues were down. By midyear, we were operating at profitable levels and had recovered the early losses.

<i>Year</i>	<i>Revenue</i>
2014	\$3.4M
2013	\$3.1M
2012	\$5.1M
2011	\$3.0M
2010	\$3.3M
2009	\$3.6M
2008	\$3.3M

### INCLUDE A LIST OF CIVIL AND CRIMINAL LAWSUITS, ADMINISTRATIVE LEGAL PROCEEDINGS, AND ARBITRATIONS TO WHICH THE FIRM HAS BEEN OR IS A PARTY WITHIN THE LAST THREE (3) YEARS, INCLUDING A LIST OF ALL CONVICTIONS OR FINES FOR VIOLATIONS OF STATE OR FEDERAL LAW

None

### INCLUDE INFORMATION ON ANY PROJECTS WHERE THE FIRM WAS TERMINATED OR FAILED TO COMPLETE THE WORK

None

### DIVULGE ANY PAST FINANCIAL PROBLEMS WHICH WERE THE SUBJECT OF A PUBLIC PROCEEDING SUCH AS ANY VOLUNTARY OR INVOLUNTARY BANKRUPTCY FILINGS

None

DESCRIBE THE FIRM’S WORKLOAD CURRENTLY AND FIRM’S ABILITY TO UNDERTAKE AND COMMIT TO THE PROJECT

<i>Description</i>	<i>Project Value</i> * <sup>1</sup>	<i>Backlog</i> * <sup>1</sup>	<i>Current Phase</i>
eBay Quicksilver * <sup>2</sup>	\$ 4,400,000	\$ 156,000	Construction Administration
Salem State University * <sup>2</sup>	\$ 380,000	\$ 93,000	Construction Administration
DataGryd * <sup>2</sup>	\$ 320,000	\$ 21,000	Construction Administration
Newburyport Brown School Reuse	\$ 40,000	\$ 40,000	Study
Horace Mann Laboratory School Reuse	\$ 25,000	\$ 12,000	Study
iBasis (interior office)	\$ 160,000	\$ 143,000	CD’s
Franklin Housing (DHCD)	\$ 210,000	\$ 132,000	Bidding
National Grid	\$ 315,000	\$ 107,000	Construction Administration
New England Laboratories	\$ 50,000	\$ 10,000	Construction Administration
Marblehead Municipal Light	\$ 325,000	\$ 285,000	Schematic Design
Marblehead Transfer Station	\$ 350,000	\$ 350,000	CD’s Complete - Hold for funds
Salem Academy Athletic Facility * <sup>3</sup>	\$ 325,000	\$ 305,000	DD - Hold for funding
<b>Total - Hard Backlog</b>	<b>\$ 5,900,000</b>	<b>\$ 714,000</b>	<b>Contracted and in progress</b>
<b>Total - Soft Backlog</b>	<b>\$ 650,000</b>	<b>\$ 590,000</b>	<b>Awaiting client action</b>

Review of our backlog shows several projects in their construction phases, most moving toward closeout over the next several months. As a result, our staff is staged and eager to take on new assignments.

\*1 | Figures shown are rounded.

\*2 | Represents combined and related projects for client.

\*3 | Denotes anticipated work that is not currently in progress, we refer to as “soft backlog”.

PROVIDE INFORMATION ON AND EVIDENCE OF THE FIRM'S COMPLIANCE RECORD WITH RESPECT TO MINORITY BUSINESS ENTERPRISE AND WOMEN BUSINESS ENTERPRISE INCLUSION GOALS ON RECENT PROJECTS

Much of our public work is service to towns and municipalities. These projects all feature Affirmative Action goals and we always endeavor to satisfy the diversity requirements but we have not kept detail compliance records in large part because the municipalities do not have a reporting mechanism.

<i>Project</i>	<i>Goals</i>			
	<i>MBE</i>	<i>MBE</i>	<i>Combined</i>	<i>Compliance</i>
<b>DHCD - Franklin 689 Special Needs Housing</b>	<b>7%</b>	<b>3%</b>		✓
<b>UMass Lowell - House Doctor</b>	<b>8%</b>	<b>4%</b>		✓
<b>Salem State - House Doctor</b>	<b>8%</b>	<b>4%</b>		✓
<b>MassDevelopment - Devens Public Safety Building</b>			<b>17.9%</b>	✓

# TAB H

## REQUIRED FORMS

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EXECUTED AFFIDAVIT AND NOTARY FORM (FORM B INCLUDED)

Attached

EXECUTED CERTIFICATION AND NON-COLLUSION STATEMENT (FORM C INCLUDED)

Attached

EXECUTED CERTIFICATE OF CORPORATE AUTHORITY (FORM D INCLUDED)

Attached

EXECUTED TAX CERTIFICATION FORM; (FORM E INCLUDED)

Attached

INSURANCE CERTIFICATES FROM MASSACHUSETTS LICENSED INSURANCE COMPANIES EVIDENCING COVERAGES INCLUDING: (I) PROFESSIONAL LIABILITY INSURANCE OF NOT LESS THAN \$3,000,000; (II) COMPREHENSIVE GENERAL LIABILITY (“CGL”) INSURANCE OF NOT LESS THAN \$1,000,000; AUTOMOBILE LIABILITY INSURANCE OF NOT LESS THAN \$1,000,000; (IV) STATUTORY WORKERS’ COMPENSATION INSURANCE COVERAGE; (V) EMPLOYER’S LIABILITY INSURANCE OF NOT LESS THAN \$1,000,000; AND (VI) UMBRELLA OR EXCESS LIABILITY INSURANCE OF NOT LESS THAN \$5,000,000 COVERING OVER THE CGL, AUTOMOBILE LIABILITY AND EMPLOYER’S LIABILITY COVERAGES; AND ALL OF SUCH COVERAGES SHALL BE PROVIDED ON THE TERMS SET FORTH IN THE DESIGNER SERVICES AGREEMENT

Current insurance certificates attached. If awarded, Winter Street Architects will raise insurance coverage to that which is required by the Town of Norfolk.

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**REQUEST FOR QUALIFICATIONS  
FOR  
DESIGNER SERVICES**

**REQUIRED FORMS: FORM B**

**AFFIDAVIT AND NOTARY FORM**

**AFFIDAVIT AND NOTARY**  
*THIS MUST BE SIGNED AND INCLUDED  
WITH THE PROPOSAL*

The undersigned, Paul R. Durand hereby certifies that he/she  
(type or print name)

is a principal of Winter Street Architects, Inc.  
(company name)

and that all answers and all statements contained herein are true and correct and that I am familiar with the Massachusetts State Building Code and also Massachusetts General Laws, Chapter 149, Section 44A-44H, Section 44M, and Chapter 30, Section 39M. I also certify that undersigned is an Authorized Signatory of the Firm.

Signed and sworn under the pains and penalties of perjury this 11 day of March, 2015.

By: (signature): [Signature]  
Print Name: Paul R. Durand  
Title or Position: President / Sr. Principal  
Name of firm: Winter Street Architects, Inc.

Massachusetts -- Essex SS.  
(STATE) (COUNTY)

BEFORE ME, Christine Cutrufo, PERSONALLY APPEARED THE  
(NOTARY PUBLIC)

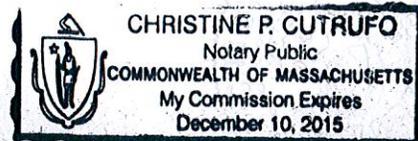
ABOVE- NAMED, Paul R. Durand, AND ACKNOWLEDGED THAT  
(NAME OF OFFICER)

HE/SHE IS AUTHORIZED TO EXECUTE THE FOREGOING AND THAT ITS EXECUTION IS HIS/HER  
FREE ACT AND DEED AND THE FREE ACT AND DEED OF THE FIRM.

Christine P. Cutrufo  
(NOTARY PUBLIC SIGNATURE)

December 10, 2015 MY COMMISSION EXPIRES:

Christine P. Cutrufo (PRINT NAME)



**REQUEST FOR QUALIFICATIONS  
FOR  
DESIGNER SERVICES**

**REQUIRED FORMS: FORM C**

CERTIFICATE OF NON-COLLUSION

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

  
\_\_\_\_\_  
Signed

March 11, 2015  
Date

Paul R. Durand, Sr. Principal / President  
Name and Title

NAME OF PROPOSER: Winter Street Architects, Inc.

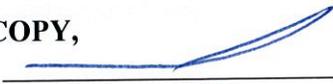
**REQUEST FOR QUALIFICATIONS  
FOR  
DESIGNER SERVICES**

**REQUIRED FORMS: FORM D**

CERTIFICATE OF AUTHORITY

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

At a duly authorized meeting of the Board of Directors/Members/Partners of the Winter Street Architects, Inc.  
(Name of Entity)  
held on March 9, 2015 (Date) at which all the Directors/Members/Partners were present or  
waived notice, it was voted that Paul R. Durand  
\_\_\_\_\_(Name) President \_\_\_\_\_ (Officer/Title)  
of this company be and he hereby is authorized to execute contracts and bonds in the name and behalf of said  
company, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this  
company's name on its behalf of such Winter Street Architects, Inc. under seal of the  
(Officer) company, shall be valid and binding upon this company.

**A TRUE COPY,**  
**ATTEST:**  /President  
\_\_\_\_\_  
(Signature/Title)

Place of  
Business: Winter Street Architects, Inc.

209 Essex Street; Salem, MA 01984

I hereby certify that I am the Vice President/Treasurer of the Winter Street Architects, Inc.  
(Title) (Name of Corporation)  
that Paul R. Durand is duly elected President  
(Officer, Name) (Title)  
of said company, and the above vote has not been amended or rescinded and remains in full force and effect as  
of the date of this contract.

 Vice President / Treasurer  
(Signature/Title)

Mark Meche ; Vice President/Treasurer  
(Typed Name/Title)

March 11, 2015  
(Date)

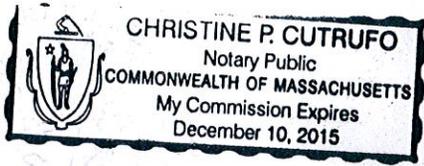
-----  
Subscribed and sworn to before me  
If applicable (i.e., not necessary for sole proprietorships or *partnerships*)  
this 11 day of March, 2015

(Corporate Seal)



Christine P. Cutrufo (Notary Seal)  
Notary Public

My Commission Expires December 10, 2015

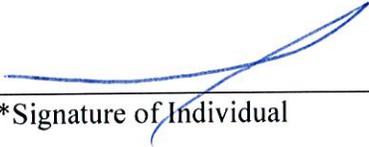


**REQUEST FOR QUALIFICATIONS  
FOR  
DESIGNER SERVICES**

**REQUIRED FORMS: FORM E**

TAX CERTIFICATION

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

  
\_\_\_\_\_  
\*\*Signature of Individual

04 - 3257526  
\_\_\_\_\_  
\*\*\*Contractor's Social Security Number  
Or Corporate Contractor Federal Identification Number

By: Paul R. Durand  
Corporate Officer  
(Mandatory, if applicable)

Date: March 11, 2015

NAME OF CONTRACTOR: Winter Street Architects, Inc.



# CERTIFICATE OF LIABILITY INSURANCE

OP ID: BC

DATE (MM/DD/YYYY)

03/10/2015

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

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

<b>PRODUCER</b> Poole Professional Ltd. 107 Audubon Rd. #2, Ste. 305 Wakefield, MA 01880 Christopher A. Poole		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: <b>WINTE-1</b>		FAX (A/C, No):	
<b>INSURED</b> Winter Street Architects, Inc. 209 Essex Street #300 Salem, MA 01970		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : <b>XL Specialty Insurance Co.</b> INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :		NAIC # <b>37885</b>	

**COVERAGES**

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>GENERAL LIABILITY</b>						EACH OCCURRENCE	\$
	<input type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$
							PRODUCTS - COMP/OP AGG	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:							\$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT)	\$
	<input type="checkbox"/> HIRED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR						AGGREGATE	\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	<input type="checkbox"/> DEDUCTIBLE							\$
	<input type="checkbox"/> RETENTION \$							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						WC STATU-TORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)		<input type="checkbox"/> Y <input type="checkbox"/> N				E. L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E. L. DISEASE - EA EMPLOYEE	\$
							E. L. DISEASE - POLICY LIMIT	\$
<b>A</b>	<b>Arch. &amp; Engrs.</b>			<b>DPR9720702</b>	<b>12/16/2014</b>	<b>12/16/2015</b>	<b>Per Claim</b>	<b>1,000,000</b>
	<b>Prof. Liability</b>						<b>Aggregate</b>	<b>3,000,000</b>

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

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

**CERTIFICATE HOLDER**

TONORF1

Town of Norfolk  
 Norfolk Town Hall  
 One Liberty Lane  
 Norfolk, MA 02056

**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

© 1988-2009 ACORD CORPORATION. All rights reserved.



# CERTIFICATE OF LIABILITY INSURANCE

OP ID: BC

DATE (MM/DD/YYYY)  
03/10/2015

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

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

<b>PRODUCER</b> Poole Professional Ltd. 107 Audubon Rd. #2, Ste. 305 Wakefield, MA 01880 Christopher A. Poole		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: <b>WINTE-1</b>	
<b>INSURED</b> Winter Street Architects, Inc. 209 Essex Street #300 Salem, MA 01970		INSURER(S) AFFORDING COVERAGE <b>INSURER A : Continental Casualty Company</b> NAIC # <b>20443</b> <b>INSURER B : Hartford Insurance Company</b> <b>30104</b> INSURER C : INSURER D : INSURER E : INSURER F :	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			B6011935341	03/02/2015	03/02/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			B6011935341	03/02/2015	03/02/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DEDUCTIBLE RETENTION \$ 10,000			B6011935355	03/02/2015	03/02/2016	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	08WECVT3780	05/01/2014	05/01/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>Business Owners Policy</b>			B6011935341	03/02/2015	03/02/2016	Valuable Papers 200,000

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

**CERTIFICATE HOLDER**

TONORF1

Town of Norfolk  
 Norfolk Town Hall  
 One Liberty Lane  
 Norfolk, MA 02056

**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

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