



TOWN OF HAMILTON
APPLICATION FOR
COMMUNITY PRESERVATION FUNDING

Date: Sept 28, 2017

Project Title: *Town Hall Rehabilitation Project*

Name of Applicant: *Town of Hamilton*

Name of Organization: *Town of Hamilton*

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CPA Category (underline all that apply): **Open Space** **Historic Preservation**
 Recreation **Community Housing**

CPA Funding Requested: *\$75,000 (OPM & Design Services)* **Total Project Cost: \$ 4,424,625***

* The estimated \$4.4 ml number is an early “placeholder” number as no professionally prepared project design currently exists and therefore no project cost estimate *can* be generated. The requested funding allows the project to begin adhering to Mass General Law and will be under the direction of the public Town Hall Committee which started earlier in 2017 after being appointed by the Board of Selectmen. The start of the project begins with the hiring of an Owners Project Manager (OPM) which as stated is required in order to follow MGL. Afterward a designer will be hired to begin further evaluation of the building, determining a project scope with the OPM and then advancing in a conceptual manner.

Please attach answers to the following questions. Include supporting materials as necessary.

- 1. Project Description:** Please give a detailed project description, including specific objectives.
The first phase includes hiring an Owner’s Project Manager who starts the project by beginning to develop a “program” as to how the Town should pursue redevelopment and reuse of the building. Another element to this Phase is the hiring of a design firm which begins to technically evaluate the building, the use thereof and prepares plans as to how the town should use the building. A thoughtful conceptual redesign which actively utilizes all town hall space from the basement to the attic is of critical importance and is the goal of Phase 1. Further, it will allow the Committee to provided professionally prepared funding requests.

Please be sure to read through the CPA Guidelines for Project Submission prior to completing this application.

Goals: How does this project accomplish the goals of the CPA? (See Guidelines for Project Submission for general criteria) *The proposed project will preserve the historic character and integrity of Hamilton Town Hall as the preeminent historic structure within the community. Preserving such important buildings as Hamilton Town Hall is why the Community Preservation Act (CPA) was enacted by the Commonwealth and affirmatively voted by Hamilton residents.*

2. **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones? *The project evaluation and full design process is anticipated to require a minimum of 36 months. Will this be a multi-year/multi-faceted project? YES If so, the proposal should be submitted in two phases; Phase 1 (this submission and CPA request) is for the project start which will require approximately 6 – 9 months; followed by Phase 2 which is the full design process; which will be followed by Phase 3 which is the construction of the intended project incorporating both the preservation and reuse of Town Hall along with the expansion. Again, Phase 1 is the start of the Town Hall building project as described herein which undertakes feasibility analysis.*

3. **Budget:** Please provide a full budget including the following information, as applicable.

(NOTE: CPA funds may not be used for maintenance):

a. Total amount of the project cost, with itemization of major components.

*Hire Owners Project Manager – \$18,140.96; Hire Designer - \$50,440.73. (add 10% Design Contingency - \$6,858.17) Total Phase 1 - \$75,439.86 – **SAY \$75,000**). Following phases will be determined during the first Phase with professional assistance and will be refined throughout the design process of the project.*

b. Additional funding sources. Please include those that are available, committed, or under consideration including fundraising, other grants, etc. *The Town anticipates the use of CPA funds in applicable areas of the project. The Town also expects to pursue a general bond(s) for project elements that may not be CPA eligible. Construction costs of the project will be more fully determined during the design process and funding efforts will occur based on those validated figures.*

c. Describe the basis for your budget and the sources of information you used, including evidence detailing that the lowest bid has been received. *This Phase I cost estimate has been prepared in reference to statewide project costs for feasibility studies for both OPM's and designers which have been recorded relative to redesign and reconstruction of schools. We consider school projects to be comparable at this conceptual level in providing useable reference numbers at this early stage. Please be aware that no funds have been available for*

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cost estimation purposes. Obviously, no bidding has occurred to date to provide actual committed cost numbers.

- d. **Support:** Have the appropriate Town Boards and Commissions expressed support and/or approved the project? What is the nature and level of community support for this project? Please provide evidence that you are qualified and eligible to undertake the project. *There is considerable support from multiple town boards, committees, groups and residents to preserve and improve Hamilton Town Hall. The Board of Selectmen strongly supports the Town Hall Building Committee and supports this funding application.*

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