

## Hamilton Town Hall Renovations Overview: January 2017 to August 2019

Revision: October 15th, 2019

- Town Hall Building Committee (THBC) appointed by the Board of Selectmen; January 2017. Current members are: Mike Twomey, Chair, Jay Butler, Jean-Pierre Minois, Jeff Hubbard, Bill Olson, Jack Lawrence, Patrick Reffett, and Tim Olson.
- Owner Project Manager (OPM): Design Technique, Inc. (DTI) of Newburyport
- Designer/Architect: Lerner, Ladds, Bartels (LLB) Architects of Pawtucket, RI
- Determination of existing conditions in the building
  - Electrical, and plumbing not up to code
  - Rest rooms, offices, second floor access, all not ADA compliant
  - Moisture issues in basement
  - HVAC system failing
  - Cupola and balustrade components missing; wood rot on corner boards, gutters, side entry canopy; exterior wood trim rotted
  - Office layouts not conducive to efficient business
  - No fire protection in building
  - Septic tank and leeching field need expansion
  - More parking needed
  - No small conference rooms, second floor offices noisy
  - No significant hazardous materials issues.
  - Soil borings encountered no ledge/large boulders at the rear of the building.
- Architect developed eight different building layout options including multiple size additions to the building; offices in basement; offices in DPW garage; addition of mezzanine offices.
- Board of Selectmen voted for Option A – Same footprint with removal of grand staircase for elevator/fire rated stairs. Alternate Option B – retain staircase and place addition at right rear of building for elevator/stairs (looking from Bay Road)
- Historic Preservation in Option A – The Historic District Commission will have jurisdiction over all exterior work. Elements include:
  - The missing balustrade, cupola, finial, and eagle weather vane will be repaired or replaced.
  - Certain parts of the exterior, especially the portico over the side door, will be repaired. The ADA access ramp will be removed and the original stairs will be uncovered and restored.
  - Restoration where the existing fire escape and bulkhead are removed
  - The current Memorial Room will not be preserved, the new second floor meeting room will be dedicated by relocating plaques to all Hamilton residents who both served in the Armed Forces and gave their lives for our country.
  - The original windows and window trim throughout
  - The original front vestibule

- The main floor corridors will remain
- The original vault
- The relocation and reuse of the original interior hall door (presently under the stair)
- Reuse of historic doors, frames, and trim throughout
- Restoration of the second-floor wood floors in the meeting room under the domed ceiling
- Repair and restoration of the domed ceiling
- The structure of the mezzanine and baluster
- Restoration and reuse of historic lighting fixtures
- The stage's proscenium arch on the second level will be saved
- Other Option A Design Features
  - An elevator will be installed in the building in the area of the grand staircase with grade level access at the rear of the building.
  - The building will be brought up to meet current ADA, architectural, building, electrical, plumbing, energy, and fire protection codes.
  - The HVAC system will be replaced and moisture issues in the basement will be remediated
  - The septic system and leeching fields will be enlarged
  - More parking will be provided around building
- Option B Design Features
  - The significant difference with Option B is that the grand staircase is preserved and an addition to the building is attached at the right rear corner of the building to house the elevator and a set of stairs.
- Conceptual Cost Estimate for Option A - \$8.84M
- Conceptual Cost Estimate for Option B - \$9.708, add \$868K to Option A costs
- Funds committed to date: DPW = \$175K; CPC = \$225K; Total = \$400K
- Fall 2019 Town Meeting requests: CPC = \$250K; DPW capital = \$357,767; Total = \$607,767; develop construction and bid documents, bid process, temporary employee relocation expenses
- Planned Spring 2020 Town Meeting request: Estimated remaining costs of ~\$7.8M between a potential CPC grant and a DPW capital request, the split TBD, both representing a proposed 30 year, 5%, general obligation bond. The potential effect on the property tax rate will be \$0.46 in the first year and \$0.45 in the second year declining each year over 30 years. Due to the size of the bonds, the decision on the matter will need to be decided at the polls following Town Meeting.
- Possible employee relocation to Pilgrim Hall at Gordon Conwell: June 2020 (estimated \$200K cost avoidance)
- Planned project construction start: July 2020

Hamilton Town Hall

#21801 : Project #

Hamilton, Massachusetts  
Design Development Phase - Budget Analysis

LLB Architects : Architect

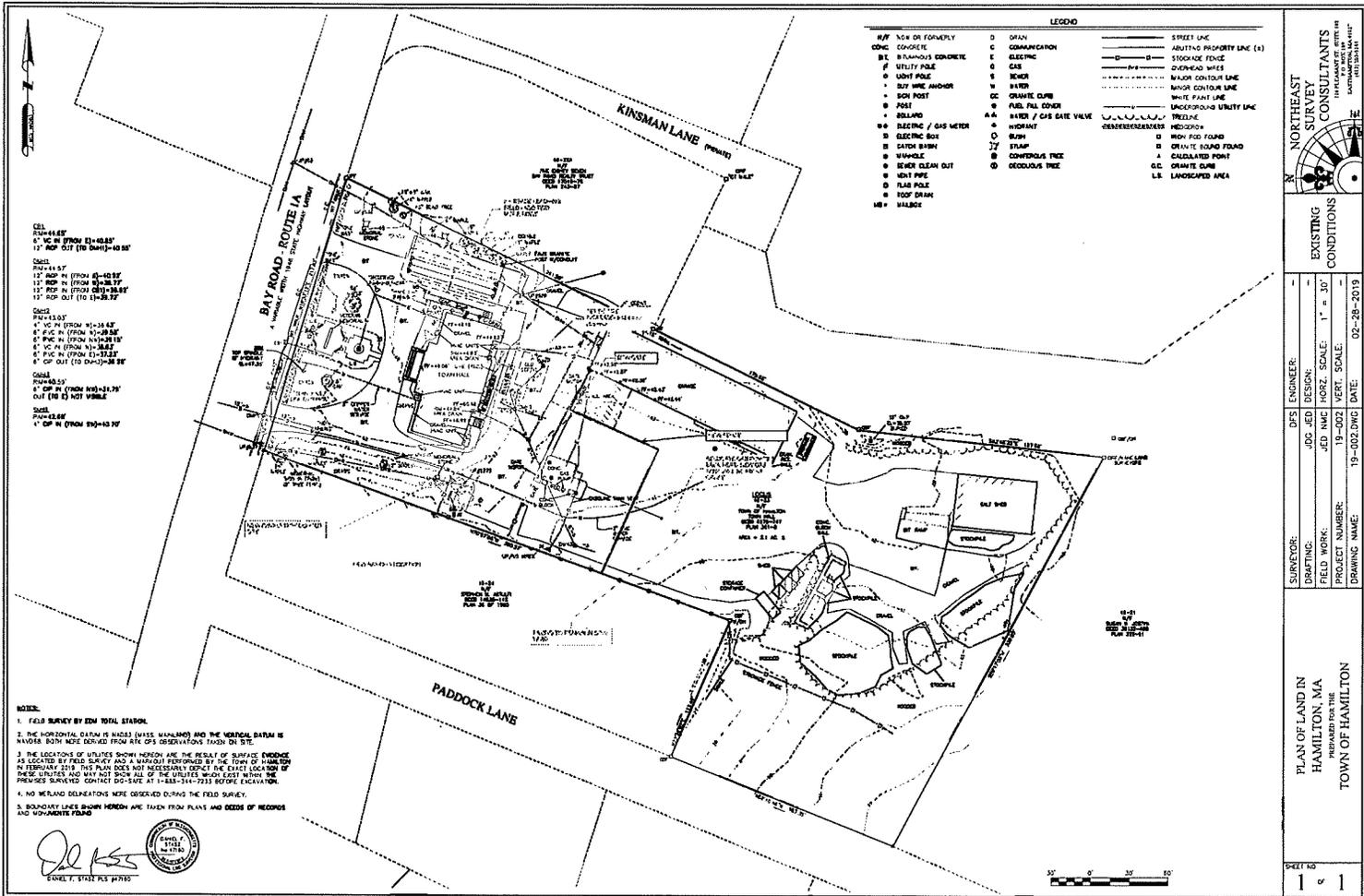
TBD : Contractor

27-Sep-19 : Date

Prepared by: Design Technique, Inc.

| Acct                                   | Option A                               | Option B           | Comments                       |
|--|--|--------------------|--------------------------------|
| <b>GENERAL CONSTRUCTION</b>            |  |                    |                                |
| 101                                    | General Contractor                     | \$6,077,878        | \$6,757,489                    |
| 102                                    | Construction Bonding                   | Included           | Included                       |
| 110                                    | <b>PENDING CHANGE ORDERS</b>           |                    |                                |
|  | <i>Construction Subtotal</i>           | <b>\$6,077,878</b> | <b>\$6,757,489</b> (\$679,611) |
| <b>CONSTRUCTION RELATED COSTS</b>      |  |                    |                                |
| <i>Infrastructure/Maintenance</i>      |  |                    |                                |
| 201                                    | HAZMAT Removal                         | \$0                | \$0                            |
| 202                                    | Site Improvements/Landscaping          | Included           | Included                       |
| 203                                    | Utility Backcharges                    | \$35,000           | \$35,000                       |
| <i>Regulatory</i>                      |  |                    |                                |
| 301                                    | Building Permit                        | Waived             | Waived                         |
| 302                                    | Planning Board/Site Review             | TBD                | TBD                            |
| <i>Info Systems/Telecommunications</i> |  |                    |                                |
| 401                                    | Tel/Data/Security                      | \$25,000           | \$25,000                       |
| 402                                    | Computer/Technology Equipment          | \$25,000           | \$25,000                       |
| <i>FF&amp;E (exclude Equipment)</i>    |  |                    |                                |
| 501                                    | AV Equipment                           | \$10,000           | \$10,000                       |
| 502                                    | High Density Storage Systems           | \$25,000           | \$25,000                       |
| 505                                    | Furniture, Fixtures & Equipment        | \$250,000          | \$250,000                      |
| 506                                    | Signage & Signage Design               | \$40,000           | \$40,000                       |
|  | <i>Construct. Related Subtotal</i>     | <b>\$410,000</b>   | <b>\$410,000</b> \$0           |
| <b>PROFESSIONAL SERVICES</b>           |  |                    |                                |
| <b>DESIGN CONSULTANTS</b>              |  |                    |                                |
| 601                                    | Architectural Design & Engrg Fees      | \$647,906          | \$757,906 (\$110,000)          |
| 602                                    | Architectural Reimbursables            | \$15,000           | \$15,000                       |
| 603                                    | Architectural Extra Services           | TBD                | TBD                            |
| 604                                    | Interior Design (FF&E Fee)             | \$75,000           | \$75,000                       |
| 605                                    | Independent Cost Estimator             | Completed          | Completed                      |
| 606                                    | Geotechnical Eng. & Soil Borings (GSI) | \$2,000            | \$2,000                        |
| 608                                    | Surveyor (NSC)                         | Completed          | Completed                      |
| 610                                    | Civil Engineering                      | Included in #601   | Included in #601               |
| 612                                    | Technology / Equip. Consultant         | Included in #601   | Included in #601               |
| 615                                    | Codes                                  | Included in #601   | Included in #601               |
| 617                                    | HAZMAT Engineering (S&W)               | \$4,410            | \$4,410                        |
| 623                                    | Other Support Services                 | TBD                | TBD                            |
|  | <i>Design Consult. Subtotal</i>        | <b>\$744,316</b>   | <b>\$854,316</b> (\$110,000)   |
| <b>MANAGEMENT AND SUPPORT SVC.</b>     |  |                    |                                |
| 701                                    | Project Management (DTI)               | \$100,000          | \$100,000                      |
| 703                                    | Clerk of the Works (if required / DTI) | \$110,000          | \$110,000                      |
| 704                                    | Legal                                  | \$5,000            | \$5,000                        |
| 705                                    | Bond / Financing Costs                 | TBD                | TBD                            |
| 706                                    | Materials Testing                      | \$10,000           | \$10,000                       |
| 707                                    | Moving/Storage                         | \$75,000           | \$75,000                       |
| 708                                    | Temp Facilities Fitout Expenses        | \$70,000           | \$70,000                       |
| 709                                    | Temporary Facilities                   | \$0                | \$0                            |
| 711                                    | Other Support Services                 | \$10,000           | \$10,000                       |
|  | <i>Mgmt &amp; Support Subtotal</i>     | <b>\$380,000</b>   | <b>\$380,000</b> \$0           |
| <b>OTHER FEES &amp; EXPENSES</b>       |  |                    |                                |
| 801                                    | Misc. fees & expenses                  | \$10,000           | \$10,000                       |
| 802                                    | Insurance (Builders Risk)              | \$50,000           | \$50,000                       |
|  | <i>Subtotal</i>                        | <b>\$60,000</b>    | <b>\$60,000</b>                |
| <b>TOTAL BEFORE CONTINGENCY</b>        |  |                    |                                |
|  |  | <b>\$7,672,194</b> | <b>\$8,461,805</b> (\$789,611) |
| 901                                    | PROJECT CONTINGENCY (10%)              | <b>\$767,806</b>   | <b>\$846,195</b> (\$78,389)    |
| <b>PROJECT TOTAL</b>                   |  |                    |                                |
|  |  | <b>\$8,440,000</b> | <b>\$9,308,000</b> (\$868,000) |

|   |                    |                    |
|---|--------------------|--------------------|
| <i>Funds Authorized to Date</i>         | <b>\$400,000</b>   | <b>\$400,000</b>   |
| <b>Project Total w/Authorized Funds</b> | <b>\$8,840,000</b> | <b>\$9,708,000</b> |



CELL  
 10-44-857  
 4" VC IN (FROM E)-40.83'  
 12" ROP OUT (TO DWH)-40.50'  
 SLOPE  
 12" ROP IN (FROM E)-40.85'  
 12" ROP IN (FROM W)-38.77'  
 12" ROP IN (FROM S)-38.84'  
 12" ROP OUT (TO E)-38.77'  
 CATCH  
 12" VC IN (FROM N)-38.82'  
 6" PVC IN (FROM N)-38.85'  
 6" PVC IN (FROM N)-38.81'  
 6" VC IN (FROM N)-38.85'  
 6" PVC IN (FROM E)-38.82'  
 6" CP OUT (TO DWH)-38.77'  
 CATCH  
 12" VC IN (FROM N)-38.82'  
 6" VC IN (FROM N)-38.85'  
 6" VC IN (FROM N)-38.81'  
 6" VC IN (FROM E)-38.82'  
 6" CP OUT (TO DWH)-38.77'  
 SLOPE  
 12" ROP IN (FROM N)-38.77'  
 OUT (TO E) NOT VISIBLE  
 SLOPE  
 12" ROP IN (FROM N)-38.77'  
 12" ROP IN (FROM N)-38.77'

- NOTES:**
1. FIELD SURVEY BY EDM TOTAL STATION.
  2. THE HORIZONTAL DATA IS IN ACCORDANCE WITH THE MASSACHUSETTS DEPARTMENT OF CONSERVATION AND RECREATION. THE VERTICAL DATA IS IN ACCORDANCE WITH THE MASSACHUSETTS DEPARTMENT OF CONSERVATION AND RECREATION. BOTH ARE DERIVED FROM Aerial Photogrammetry TAKEN ON SITE.
  3. THE LOCATIONS OF UTILITIES SHOWN HEREON ARE THE RESULT OF SURFACE EVIDENCE AS LOCATED BY FIELD SURVEY AND A WALKOUT PERFORMED BY THE TOWN OF HAMILTON IN FEBRUARY 2018. THIS PLAN DOES NOT NECESSARILY REFLECT THE EXACT LOCATION OF THESE UTILITIES AND MAY NOT SHOW ALL OF THE UTILITIES WHICH EXIST WITHIN THE PREVIOUS SURVEYED CONTACT DO-SAFE AT 1-888-344-7333 BEFORE EXCAVATION.
  4. NO MISCELLANEOUS UTILITIES WERE OBSERVED DURING THE FIELD SURVEY.
  5. BOUNDARY LINES SHOWN HEREON ARE TAKEN FROM PLANS AND DEEDS OF RECORDS AND VOUCHERS THEREON.



**LEGEND**

|      |                      |     |                          |     |                            |
|------|----------------------|-----|--------------------------|-----|----------------------------|
| HP   | NEW OR FORMERLY      | D   | DRAIN                    | --- | STREET LINE                |
| CONC | CONCRETE             | C   | COMMUNICATION            | --- | ADJUTING PROPERTY LINE (L) |
| BT   | BULKHEAD CONCRETE    | E   | ELECTRIC                 | --- | STOCKADE FENCE             |
| U    | UTILITY POLE         | G   | GAS                      | --- | CHAINED WIRE               |
| LP   | LIGHT POLE           | S   | SEWER                    | --- | MAJOR CONTOUR LINE         |
| W    | WIRE AND/OR          | B   | BARRIER                  | --- | MINOR CONTOUR LINE         |
| +    | SOIL POST            | CC  | CRACKS CURB              | --- | WHITE PLANT LINE           |
| +    | POST                 | CC  | CRACKS CURB              | --- | UNDERGROUND UTILITY LINE   |
| +    | ISLAND               | AA  | BARRIER / GSE DATE VALVE | --- | TREELINE                   |
| +    | ELECTRIC / GAS METER | A   | HYDRANT                  | --- | RESERVATION                |
| +    | ELECTRIC BOX         | BUM | BURN                     | --- | IRON ROD FOUND             |
| +    | SATCH BURN           | ST  | STAMP                    | --- | ORIENTE SOUND FOUND        |
| +    | VISIBILE             | TR  | TRUNK                    | --- | CALCULATED POINT           |
| +    | SEWER CLEAN OUT      | BT  | BULKHEAD TREE            | --- | G.C. GRANITE CURB          |
| +    | WELL PIPE            | BT  | BULKHEAD TREE            | --- | L.L. LANDSCAPED AREA       |
| +    | FLUE PIPE            | BT  | BULKHEAD TREE            |     |                            |
| +    | TOOT DRINK           |     |                          |     |                            |
| +    | WALDOE               |     |                          |     |                            |

**NORTHEAST SURVEY CONSULTANTS**

EXISTING CONDITIONS

SURVEYOR: \_\_\_\_\_  
 DTS ENGINEER: \_\_\_\_\_  
 DRAFTING: \_\_\_\_\_  
 JED NAC  
 FIELD WORK: \_\_\_\_\_  
 JED NAC  
 PROJECT NUMBER: 19-002  
 DRAWING NAME: 19-002.DWG  
 DATE: 02-28-2019

PLAN OF LAND IN  
 HAMILTON, MA  
 REPRESENTATIVE  
 TOWN OF HAMILTON

SHEET NO. 1 of 1