

MEMORANDUM

To: CRA Board
From: Erica Schwarz
Date: December 18, 2019
Re: 93-99 Bishop Allen Drive Designer Selection

INTRODUCTION

The CRA acquired the property at 93-99 Bishop Allen Drive on October 2, 2019 from Enroot, Inc, in order to preserve uniquely located and affordable social service space in Central Square.

The building, originally built in 1855, has not seen significant renovations since 1965 and requires a range of life safety and accessibility improvements, as well as improvements to create more efficient and effective space. In the original property acquisition plan the CRA committed approximately \$2 million towards property renovations. Separate from the designer selection process, the CRA has also initiated a selection process to hire an Owner's Project Manager (OPM) for this project.

CONTRACT SCOPE

The CRA sought a qualified design firm to meet the following project goals:

- Create an affordable, sustainable nonprofit center through renovation
- Allow nonprofit tenants and their services largely to stay in place during renovations
- Improve life safety while preserving the historic character of the building's exterior
- Upgrade electrical and HVAC systems
- Improve physical accessibility, including replacing entry ramp, elevator, and bathrooms
- Increase the efficient use of the space in order to support agencies now in the building as well as provide benefits for other Cambridge-based nonprofits

The selected firm will be responsible for:

- Developing Schematic Design through Construction drawings for the renovation of one existing structure on the project site, to focus on life safety improvements, increased physical accessibility, increased energy efficiency, and more efficient use of interior space.
- Developing a plan for constructing improvements in phases that will minimize negative impacts on existing tenants.
- Attending meetings with CRA staff, including but not limited to CRA financial consultants, Cambridge Historical Commission staff, and representative of nonprofit organizations operating in the building.
- Providing construction administration services including attendance at weekly site meetings, and review of contractor submittals, project schedules, applications for payment and change order proposals.

RFQ PROCESS

Date	Activity	Additional Detail
October 7 - 9, 2019	Public Notice	Notices Posted to Central Register, Boston Globe, and on CRA website. Emails also sent to firms showing prior interest in CRA projects and to additional firms recommended to the staff as potentially suitable.
October 16, 2019	Site Visit	10 firms were represented at the site visit.
October 25, 2019	Response Deadline	10 Responses were received. <i>(not all firms who attended the site visit responded; some firms responded who did not attend the site visit)</i>
November 21 – 22, 2019	Interviews	4 firms interview by the Selection Committee.
December 2 – 5, 2019	References contacted	References were considered for the 3 top ranked firms, to solidify the order among them.
December 18, 2019	Board Vote on Recommended Firm	CRA Board to consider a motion to enter into a contract with the firm recommended by the Selection Committee
December 20, 2019 – January 10, 2020	Negotiate and finalize scope and fees	If agreement on fees cannot be found with the first ranked firm, the CRA will negotiate with the second ranked firm.

SELECTION RECOMMENDATION

The selection committee is made up of CRA staff Tom Evans and Erica Schwarz, and board appointee, George Metzger of HMFH Architects, whose firm was not a respondent.

The four firms were invited to participate in interviews on November 21st or 22nd:

- Abacus
- Silverman Trykowski Associates
- Studio MLA
- The Narrow Gate

Designers selected for interviews were found to have relevant and adequate experience in designing for:

- Public projects
- Office and program space, including for nonprofit programs
- Occupied buildings
- Historic buildings, including adaptive reuse of masonry buildings

The firms were also reviewed with regard to incorporating client needs and feedback, maintaining a tight budget through design and construction, including MWBE subcontractors on the project team, and designing for energy efficiency goals. The committee also reviewed feedback from references.

The committee recommends the following ranking:

1. Silverman Trykowski Associates
2. The Narrow Gate
3. Abacus Architects
4. Studio MLA

CONTRACT TERM

The CRA expects to enter into a contract that will start in early January 2020 and conclude once construction is complete, estimated to occur in fall, 2021.

CRA BOARD MOTION

Authorizing the Executive Director and Chair to negotiate fees and enter into a design services contract with Silverman Trykowski Associates in order to support a substantial renovation of the property at 93-99 Bishop Allen Drive.

EXHIBITS

Exhibit A: RFQ for Designer Services at 71 Cherry Street

Exhibit B: Response received from top ranked firm: Silverman Trykowski Associates

RFQ

Designer Services *Nonprofit Social Service Center*

For the Project Site of 93-99 Bishop Allen Drive, Cambridge, MA

Proposals will be received at the Cambridge Redevelopment Authority, 255 Main Street, 8th Floor, Cambridge, Massachusetts 02142 until **12:00 p.m. on Friday October 25, 2019** for furnishing the following to the Cambridge Redevelopment Authority (CRA):

The Cambridge Redevelopment Authority is seeking proposals from qualified design firms to provide conceptual designs through construction administration for the preservation and improvement of a historic building that will retain its current nonprofit community service provider occupants.

Copies of the Request for Qualifications may be downloaded from the CRA website at www.CambridgeRedevelopment.org/jobs-contracting on and after **October 7th, 2019**.

The successful respondent must be an Equal Opportunity Employer. The CRA adheres to the City of Cambridge's commitments to contracting and sub-contracting to Minority and Women Owned Business. All contracts for design services over \$100,000 shall submit documents to comply with the City of Cambridge and the Commonwealth's requirements for Minority (MBE) and Women-owned (WBE) business requirements.

The CRA reserves the right to reject any or all proposals, waive any minor informality in the proposal process, and accept the proposal deemed to be in the best interest of the CRA.

Price will not be considered when initially evaluating a proposal. After the finalists have been ranked, the Cambridge Redevelopment Authority will enter in price negotiations with the respondent.

THERE MUST BE NO MENTION OF THE APPLICANT'S FEE IN THE PROPOSAL. ANY MENTION OF THE FEE WILL SUBJECT THE PROPOSAL TO REJECTION.

One original hard copy and one (1) additional copy of the proposal and **one electronic copy** marked "CRA RFQ, Architectural Services, Bishop Allen Drive" must be received by Erica Schwarz, Project Manager, Cambridge Redevelopment Authority, 255 Main Street, 8th Floor, Cambridge, MA 02142 **prior to 12:00 p.m., on Friday, October 25, 2019**. Failure to submit the electronic copy will automatically result in rejection.

Any proposals received after such time will not be accepted, unless the required submission date and time has been changed by addendum. Delivery to any other office or department does not constitute compliance with this paragraph, unless the proposals are received by the CRA by the established deadline. It is the responsibility of the applicant to assure proper and timely delivery.

PROJECT OVERVIEW

Program Overview

The CRA is purchasing the property at 93-99 Bishop Allen Drive in order to preserve a building long called “nonprofit row” as affordable nonprofit office and program space. The property is fully occupied with long-tenured nonprofit tenants who plan to remain in the building. The CRA will be gathering input from current tenants and other stakeholders in order to develop a nonprofit center in the building: a property that will provide affordable nonprofit office space, but also additional amenities that can be accessed by building tenants as well as other Cambridge-based nonprofit organizations. Additional information about the building’s tenants and the importance of this building for the services they provide can be found in Appendix B, which is a public disclosure document the CRA provided to the Commonwealth of Massachusetts under MGL 30B about its intent to purchase real estate.

Background

In fall 2018, Enroot, the owner of 93-99 Bishop Allen Drive since 1965, and one of the agencies that occupies and provides services from the building, alerted tenants that it planned to sell the property. The agency wanted to better focus on its core mission of supporting immigrant students in their academic, professional and personal advancement instead of diverting internal capacity to cover asset management.

Given the site’s location just a block away from Central Square, and rents that were affordable for nonprofit agencies, tenants were concerned that a sale would result in rent increases and their displacement. As a result, the Cambridge Community Foundation (CCF) asked the CRA to partner with them to strategize how to preserve the building at 93-99 Bishop Allen Drive as affordable space for nonprofit and social services. CCF is a tenant in the building, but also has a mission to support Cambridge’s significant nonprofit sector. The CRA and CCF signed an MOU in late 2018 to explore options for preserving the property as nonprofit office and program space.

After exploring options with CCF for several months, the CRA made an offer to purchase the building in April, 2019. The CRA completed its due diligence in early summer. The transaction was completed on October 2, 2019.

Project Goals

- Create an affordable, sustainable nonprofit center through renovation
- Allow nonprofit tenants and their services largely to stay in place during renovations
- Improve life safety while preserving the historic character of the building’s exterior
- Upgrade electrical and HVAC systems
- Improve physical accessibility, including replacing entry ramp, elevator, and bathrooms
- Increase the efficient use of the space in order to support agencies now in the building as well as provide benefits for other Cambridge-based nonprofits

Responsibilities

- Development of Schematic Design through Construction Drawings for the renovation of one existing structure on the project site, to focus on life safety improvements, increased physical accessibility, and more efficient use of interior space.
- Develop a plan for constructing improvements in phases that will minimize negative impacts on existing tenants.
- Attend meetings with CRA staff, including but not limited to CRA financial consultants, Cambridge Historical Commission staff, and representative of nonprofit organizations operating in the building.
- Construction Administration services including attendance at weekly site meetings, and review of contractor submittals, project schedules, applications for payment and change order proposals.

The chosen Designer will also recommend energy efficient alternatives and the use of resource efficient materials where appropriate and must have LEED (Leadership in Energy & Environmental Design) Accredited Professional certification or comparable. They must be familiar with construction methods, working drawings, public bid requirements, and building and public safety/fire codes.

The successful respondent shall be familiar working within public construction and procurement procedures and design for improvements to historic buildings.

Site and Existing Building Description

The property at 93-99 Bishop Allen Drive was built in 1855 as a set of residential row houses. In 1965 the building was purchased by the then named Cambridge Community Services (since renamed as Enroot), who has operated it since that time as nonprofit office space.

In 2018 Enroot decided to sell the building in order to refocus its energy on its core mission of supporting immigrant youth.

The building is located at the corner of Bishop Allen Drive and Essex Street, with the St. Paul AME Christian Life Center abutting the site's south side. The property includes a nearly 19,000 gross square foot brick and beam four story structure, with the lowest floor partially below grade. The has a rear parking lot with eight (8) spaces that is accessed off of Essex Street.

The building's last significant renovation was in 1965, although tenants have upgraded their own spaces over time. This has resulted in a different level of finish in different spaces, where tenants have undertaken the following kinds of improvements in recent years: painting, installation of mini-split A/C units, bathroom build outs, and new carpeting.

The property is in need of the following improvements, to occur under a budget of approximately \$2 million:

- Repair or replace ADA compliant exterior access ramp and front stairs.
- Replace the existing security and access system to the building.
- Replace common area entryway flooring.
- Replace elevator with larger ADA compliant elevator.
- Replace at least four (4) very small bathrooms with larger bathrooms that are ADA compliant.
- Install a new fire sprinkler system and fire alarm system.
- Upgrade/replace electrical wiring.
- Replace the existing heating system and consider how to improve air conditioning throughout the building in the absence of central air conditioning.
- Address rainwater drainage issues.
- Given adequate budget and square footage, potentially also:
 - make more efficient use of space for the benefit of current tenants and other Cambridge based service providers, potentially to include enhancements to a shared meeting room, upgrades to building mailboxes, development of a common area kitchenette, and/or adding workspaces.
 - Install solar panels to support greater energy efficiency

Additionally, the CRA may seek additional improvements and repairs relating to restoring some of the exterior façade given the historic nature of the building. We will be seeking input from the Cambridge Historic Commission early and throughout the design process, and weighing the value of restorations against our construction budget.

INSTRUCTIONS TO APPLICANTS

Response Content:

Each response should contain only pertinent information and requested documentation, to demonstrate how the applicant meets the minimum qualifications set forth in the Request for Qualifications. The submission should outline the previous relevant experience of the applicant and have a table of contents or easily discernible, labeled sections.

Each response must include the following five (5) items:

- 1. Designer Selection Application for Cities and Towns (Appendix D).**
- 2. A description of a project approach, based on the project overview in this RFQ.**

Include information about how your team will work with the CRA to collect and incorporate client/user feedback.

Describe how you manage project budgets while meeting program goals during the design phase, and your cost analysis system for evaluating change orders.

- 3. A list of at least three entities for which your firm has conducted similar designs.**

Include at least one project conducted for the public sector as possible.

Include at least two projects that included renovation of nonprofit, government, or institutional office space

Include at least one project that included upgrades to a historic building.

Also, include no less than three personal references of the key members assigned to the project, also from former clients. Such references will be used to determine a respondent's responsibility.

Please include the name and telephone number of the contact person at each, the year of the contract, and the nature of the project. These contacts shall serve as references.

Please ensure the accuracy of your references' contact information. If a reference is not responsive, your firm will be determined not to have the required number of references.

- 4. Overview of key staff and consultants who will be assigned to this project**

Include resumes and a description of responsibilities of key staff.

Provide resumes or an overview of the experience of consultants or subcontractors expected to work on this project, and short description of the role they will play. Please identify which of your consultants or subcontractors are MBE or WBE firms (Minority Business Enterprises or Women Business Enterprises).

5. Signed Anti Collusion/ Non-Discrimination and Tax Compliance Forms (Appendix B)

A response which does not provide the information and documentation outlined above may be deemed nonresponsive and therefore rejected. Failure to answer any question, to complete any form, or to provide the documentation required will be deemed non-responsive and result in an automatic rejection of the response unless the CRA determines that such failure constitutes a minor informality.

SITE VISIT: A site visit, including a tour of current buildings and the surface parking lot will take place on **Wednesday, October 16, 2019 at 9:30 a.m.** All attendees shall meet at 99 Bishop Allen Drive, Cambridge.

QUESTIONS AND CLARIFICATIONS: Any questions or requests for clarification must be submitted in writing and either emailed to eschwarz@cambridgeredevelopment.org. At the sole discretion of the CRA, an addendum will be issued with clarifications or answers to the questions.

CORRECTION, MODIFICATION, OR WITHDRAWAL OF PROPOSAL: Prior to the deadline for receipt of proposals, an applicant may correct, modify, or withdraw its proposal by making the request in writing. All corrections, modifications, or withdrawals must be delivered to the CRA in a sealed envelope with a notation on the envelope indicating the title of the project, the deadline for the receipt of the proposals and a notation that the envelope contains a correction, modification, or withdrawal of the original proposal submitted for the particular project.

ADDITIONAL INFORMATION REGARDING THE PROJECT: Additional information with regard to the project can be found referenced on the project webpage located at: www.cambridgeredevelopment.org/mfnh
All proposers must be willing to sign the CRA's standard contract.

DURATION OF RESPONSES: A response will remain in effect for a period of ninety (90) calendar days from the deadline for submission of responses, until it is formally withdrawn according to the procedures set forth herein, a contract is executed, or this RFQ is cancelled, whichever occurs first. The CRA reserves the right to reject any and all responses, or portions thereof.

ADDENDA: Potential Responders are encouraged to register their interest in the Design RFQ to the CRA via email (eschwarz@cambridgeredevelopment.org). Any addenda will be emailed to the contact on file and will also be posted on the CRA website. It is the responsibility of the Responders to ensure that they obtain all information pertaining to this RFQ and ensuring that they receive all addenda.

LIVING WAGE REQUIREMENTS: The City of Cambridge has a Living Wage Requirement that establishes minimum hourly rates for all Personnel that work on any City contract. The CRA requires its design contractors to comply with the City policy. The City of Cambridge's Living Wage as of March 1, 2019 is \$16.15 per hour. An overview of the Living Wage Requirements is attached.

SELECTION PROCESS: All responses will be reviewed by the Designer Selection Committee, composed of CRA staff ("the Committee"). The Committee may select up to five (5) applicants to be interviewed. The CRA will notify all applicants of the names of the applicants selected for interviews.

The applicants chosen for interviews will be notified, either by email and/or telephone, of the date, time and place for their interviews and any other pertinent information related thereto.

After the conclusion of all interviews, the selection committee will rank at least the top three selections. Within a reasonable period of time after the last interview, the Committee will forward to the CRA Board its recommendation of the architectural design team to be designated as the Designer. The CRA Board may accept or reject the recommendation. The CRA may request that a representative from the recommended design team attend a CRA Board meeting.

The selected applicant will then submit a specific scope proposal along with a fee to the CRA. Negotiations will commence thereafter, until an acceptable fee has been reached. In the event negotiations are unsuccessful, the CRA will request the second ranked finalist, then if necessary the third ranked finalist, to submit a proposal in the same manner as for the first ranked finalist. In the unlikely event negotiations are unsuccessful with the three top finalists, the CRA may re-advertise the RFQ or may select additional finalists from the original pool of applicants.

Once successful negotiations have concluded or if the fee has been set, the CRA will prepare the contract and submit them to the successful applicant for signature. Upon receipt of the executed contract and all other required documents, the CRA will have the contract signed by the CRA Board Chair.

EVALUATION CRITERIA

The purpose of information requested in this section is to assist the CRA in evaluating the respondent's overall qualifications, including its methodologies and technical abilities, and previous experience.

1. **A complete response submission.** The RFQ response must include all items outlined in the Instructions to Applicants section.
2. **Relevance of Response and Proposed Approach to the Project Needs.** To what extent does the project approach, including how the Designer will work with the CRA to collect and incorporate user/client input, how the Designer balances budget and program needs, in-place renovation plans, and other aspects of the proposed approach, align with the stated project needs and goals in this RFQ?
3. **Similar Prior Experience and Design Approach.** We will review experience and qualifications of the respondent's employees who will be working on this project in the design of nonprofit office or social service space, renovation of historic buildings and work on public/government projects. The respondent should be able to communicate why it is uniquely qualified for this project.
4. **Quality of Prior Work/Quality of References.** Quality of prior work will be determined by references provided from other projects on which the respondent has worked. It is preferred for references to be able to speak to how the respondent worked with the same consultants proposed in their response to this RFQ. The CRA will place strong consideration on how the respondent managed its team members so that the design was properly coordinated before placed out to bid. The CRA will also seek to understand how the respondent approached prior projects with regard to incorporating community or user input, integrating programming, staying within budget, and managing cost control during the design phase.
5. **Professional registrations.** The firm has the professional licenses required to execute this Project.
6. **Experience of Consultants.** The qualifications and track record of each member of key consultants will be rated. It is vital that respondent's proposed team members (both employees of the respondent and consultants or subcontractors) are the those who will be working on the project if selected.
7. **Diversity of Respondent and Consultant Team.** The CRA will note if the responding firm and/or its consultants or subcontractors are MBE or WBE firms and consider the entire team's alignment with the CRA and City of Cambridge's commitment to MBE and WBE engagement.
8. **Capacity to perform.** The respondent's capacity to undertake this project in a timely manner to meet the CRA's schedule. The availability of each key team member – both direct employees and consultants or other vendors – must be adequate to support project coordination and the design schedule. This evaluation will be based on the size of the firm gauged against the number and size of current projects.

ANTICIPATED SCHEDULE

Advertisement:	Monday, October 7, 2019
Site Visit:	Wednesday October 16th, 2019, 9:30 am at 99 Bishop Allen Drive, Cambridge
RFQ due:	Friday, October 25th, 2019 by 12:00 pm
Interviews of shortlisted firms:	The week of November 11, 2019
Start of Design Process:	Estimated: December 2020
Start of Construction:	Estimated: August 2020
Completion of Construction:	Estimated: August 2021

GENERAL TERMS AND CONDITIONS

1. The contract for this project will be between the CRA and the Designer.
2. The CRA will have the option to cancel the contract provided that written notice is given 30 days prior to the effective termination date.
3. MBE/WBE Participation. The CRA has adopted the City of Cambridge's commitments to contracting and sub-contracting to Minority and Women Owned Business, as it may be amended from time to time. We strongly encourage the use of MBE/WBE consultants and subcontractors to the extent they are used.

All contractors for design services over \$100,000 shall submit documents to comply with the City of Cambridge and the Commonwealth's requirements for engaging and reporting on the engagement of Minority (MBE) and Women-owned (WBE) business. Detailed documentation of plans to engage MBE/WBE firms will be required by those firms invited to submit bid proposals.

APPENDICES:

- A: Map, photos and floor plans of 93-99 Bishop Allen Drive, Cambridge
- B: Public Disclosure of CRA intent to purchase real estate
- C: Cost Estimate for Life Safety and Accessibility Upgrades, January 2019
- D: Non-Collusion, Non-Discrimination, and Tax/Employment Statements
- E: City of Cambridge Living Wage Requirement
- F: Standard Designer Application for Municipalities and Public Agencies



CAMBRIDGE REDEVELOPMENT AUTHORITY
DESIGNER SERVICES
NONPROFIT SOCIAL SERVICE CENTER
93-99 BISHOP ALLEN DRIVE,
CAMBRIDGE, MA



October 25, 2019



125 Broad Street, Floor 7
Boston, MA 02110
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October 25, 2019

Erica Schwarz
Project Manager
Cambridge Redevelopment Authority
255 Main Street, 8th Floor
Cambridge, Massachusetts 02142

Dear Ms. Schwarz:

Silverman Trykowski Associates, Inc. is pleased to submit this proposal and qualifications for Architectural and Interior Design Services for the Cambridge Redevelopment Authority's Nonprofit Social Service Center at 93-99 Bishop Allen Drive in Cambridge, Massachusetts. The development of this facility is, and will continue to be a wonderful service and contribution to the community, and we are very excited for the opportunity to participate in this great endeavor that will help the lives of so many people.

We understand that the scope of services include conceptual design services through construction administration for the preservation and improvement of a historic building, and that the building will retain its current nonprofit community service tenants. The project will encompass programming and visioning for your nonprofit tenants, integrated with addressing the building's code compliance, systems upgrades and required repairs. We have a comprehensive process that analyzes all factors to propose the best solutions that will fit within your budget, and extensive experience with nonprofit agencies, community engagement, building assessment and code compliance upgrades, cost analysis and masterplanning. With expertise in each of these project components, STA is uniquely qualified as a partner on this project, and we are pleased to present our qualifications to you.

1. Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction Included as part of this proposal, please find the completed Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction. Supplemental information is provided in attachments and descriptions below.

2. Project Approach

Silverman Trykowski Associates, Inc. is committed to providing professional services that are carefully tailored to your needs and produce the maximum design quality, positive impact, and long-term investment value possible. Our team believes in a collaborative approach to our

research and design process because we truly feel that clients need an established partner that can design within their constraints, protect their interests, and deliver environments and information that serve their goals and objectives.

Our greatest strengths are listening and solving problems. STA believes that the owner and the project team have the most influence over the project outcome during the earliest phase of the project. By working collaboratively, the project team determines the project's success at this time. Our strength lies in assembling quality team members (firms and individuals) and establishing clear and effective communication protocols.

We strongly believe in a collaborative approach to the design process, and are excited for the opportunity to develop a process to gather input from the community about their goals relative to the renovation. We have a great deal of experience working with project constituents, including design charrettes, "town hall" meetings, and working sessions. We've conducted these group meetings for a variety of client types, including youth rooms and centers, workspaces, and non-profit incubators.

CONCEPTUAL DESIGN

We will begin the project on two parallel tracks - Programming and Existing Building Assessment. In Programming we will get to know your tenants, and learn about the wonderful services they provide. Simultaneously we will begin assessing the condition of your building. At the end of this phase, our goal is to have sufficient program information and building opportunities and alternatives in order to recommend design solutions to you. During this phase our team will:

Programming

- Organize a kick off meeting with the team members for the project, to identify and develop key milestones and communications channels.
- Review information already gathered, and processes and schedules for engaging constituents to continue information gathering
- Review existing programs, including number of youth and community members served, staff requirements, frequency of use
- Attend meetings with CRA and Cambridge Historical Commission constituents
- Review issues and concerns with existing programs relative to existing space
- Prepare summaries of interviews for review by you
- Conduct a "town meeting", a group discussion where staff, volunteers, and community members can share thoughts about the space
- Create a detailed program spreadsheet and summary report identifying all existing and proposed space types, sizes, quantities and requirements

Building Assessment

STA will thoroughly review, assess and document the site and existing facilities. Our analysis will include building measurement and documentation, maintenance, code, ADA and other regulatory assessments, and MEPFP systems assessments.

- Tour the existing site, and obtain any existing conditions drawings of the building
- Field verify and photo document existing conditions of the building
- Using our FARO 3d point cloud scanning system, we will gather accurate information for both the interior and exterior of the buildings, as well as the entire site
- Prepare a Massachusetts State Building Code, Massachusetts Architectural Access Board, and Americans with Disabilities Act review and assessment of each property
- Review zoning ordinances and historic regulations for the building
- Prepare a Property Condition assessment, including engineering systems analysis and building infrastructure condition; Architectural Engineers will provide mechanical, electrical, plumbing, and fire protection surveys and CBI Consulting will provide structural and historical analysis as necessary.
- Prepare a preliminary hazardous materials review of the existing building that expands on the findings of the CRA Phase 1 study.

SCHEMATIC DESIGN

With an understanding of the existing site and building, their utilization, condition and opportunities, and a program of space needs, we will work closely with the CRA team to begin to develop design options. This phase of work will be very hands-on as we begin to identify key opportunities that connect programming efforts with the assessment findings. We will present a variety of options for design solutions, considering a range of options relative to budget and scale. During this phase our team will:

- Work closely and iteratively with the CRA team and project stakeholders to build consensus throughout our design process
- Investigate and develop multiple design options
- Develop strategies and designs for implementing universal design throughout
- Create initial block plan space plans, identifying options for program space allocation.
- Develop phasing plan that anticipates temporary tenant displacement related to this project while allowing tenants to continue offering their services at this location
- Prepare noted plans identifying scope of work for each scenario. These plans will be suitable for obtaining preliminary cost estimates from AM Fogarty, our cost estimator
- Provide the cost estimator with plans, and meet with them on site to explain overall scope intention
- Review cost estimates with you and determine any recommended design revisions to the

planning documents

- Evaluate cost models that will map out a plan for immediate action with capital budget planning. Confirm a final cost model with CRA that includes appropriate escalation costs and contingencies before advancing to the next phases of work.
- Develop final Master plan drawings and diagrams showing all agreed upon areas of enhancement and/or improvements
- Prepare a final comprehensive report document that includes all existing conditions information, required infrastructure changes, challenges and opportunities, recommendations for action, and associated costs.

DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS & CONSTRUCTION ADMINISTRATION

Upon approval of a Schematic Design direction, STA and our design team will complete full architectural and interior design services, from schematic design through full construction documents, bidding under Massachusetts Chapter 149 public bid laws, and construction administration. Our work during this phase will include meetings with CRA staff, and the Cambridge Historical Commission.

Our focus throughout the process will be to ensure that the project meets not only the design and programming goals, but your financial goals as well. We incorporate checkpoints throughout the design process, working with our cost estimator to track the budget as the design progresses. We pride ourselves on the ability to produce detailed, well-coordinated documents that accurately describe the full scope of work.

Using Building Information Management (BIM) software, we are able to coordinate building systems and resolve any conflicts prior to construction. Having long-term partnerships with our consultant partners, we have developed efficient and well-coordinated work flows.

It is our mission to design spaces that are sustainable and healthy. We have LEED accredited and WELL accredited professionals on our team. Whether or not our clients choose to pursue actual certifications, we design with healthy building systems, healthy materials, and energy efficiency as a best practice.

3. Relevant Project Experience

STA has extensive project experience in all aspects of the proposal, including workplace, non-profit and community work, building repositioning, and planning, and public work. We are experts

in workplace, with a special focus on shared, incubator and co-work spaces. Our projects for Greentown Labs, MassRobotics, The Record Co, and Miraki Innovation all have community driven co-work environments. Our non-profit projects include Madison Park Development Corporation, East Boston Social Centers, MassRobotics, Girl Scouts of Eastern Massachusetts, Bodega Makeover. Public projects include MassRobotics, and Boston Transportation Department. Building reposition projects include Greentown Labs, the Presentation School Foundation, and a large portfolio of work restoring and bringing new life to buildings in Boston's Back Bay. Planning projects include Greentown Labs, Wellan Montessori School, East Boston Social Center.

Please refer to "Relevant Project Experience" section for profiles of key projects, including reference information

4. Key Staff and Consultants

Please refer to "Key Staff and Consultants" section for resumes and responsibilities of STA's team and consultants.

5. Signed Anti-Collusion / Non-Discrimination and Tax Compliance Forms

Please refer to "Signed Anti-Collusion / Non-Discrimination and Tax Compliance Forms" section for executed documents

We greatly appreciate the opportunity to submit our proposal for this meaningful and important project, and look forward to the prospect of further sharing our experience and qualifications with your team.


Sincerely,



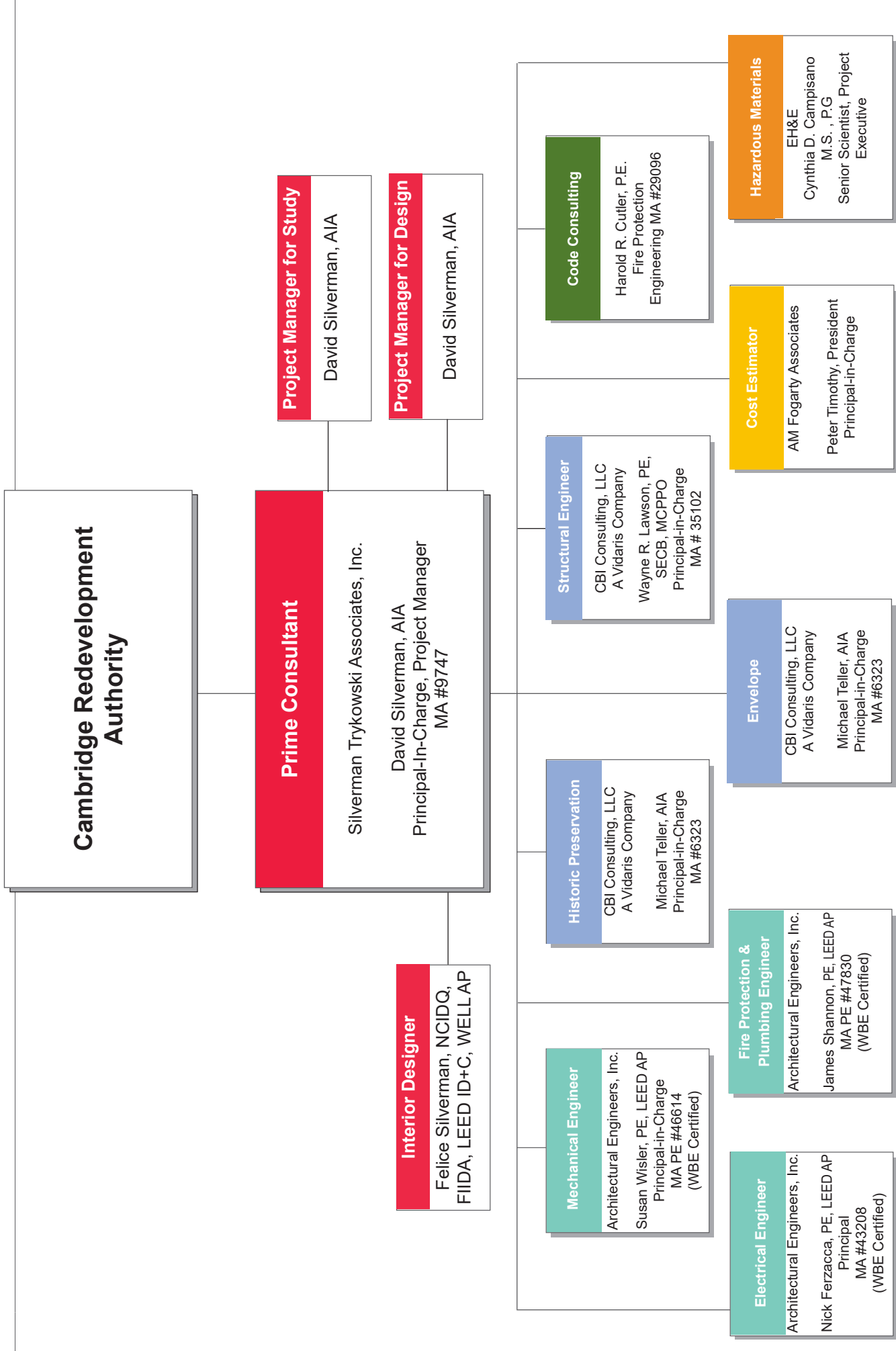
Felice Silverman, FIIDA, LEED ID+C,
WELL AP, NCIDQ, Principal



David Silverman, AIA,
Principal

<p>Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)</p>	<p>1. Project Name/Location For Which Firm Is Filing: Designer Services Nonprofit Social Services Center 93-99 Bishop Allen Drive, Cambridge, MA</p>	<p>2. Project # 93-99 Bishop Allen Drive This space for use by Awarding Authority only.</p>																																																																																	
<p>3a. Firm (Or Joint-Venture) - Name and Address Of Primary Office To Perform The Work:  SILVERMAN TRYKOWSKI ASSOCIATES Silverman Trykowski Associates, Inc. 125 Broad Street, 7th Floor, Boston, MA, 02110</p>	<p>3. Name Of Proposed Project Manager: For Study: (if applicable) David Silverman, Principal/AIA For Design: (if applicable) David Silverman, Principal/AIA</p>	<p>3f. Name and Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above: N/A</p>																																																																																	
<p>3b. Date Present and Predecessor Firms Were Established: Silverman Trykowski Associates, Inc. (STA) est. 1996 map-lab Inc, 2004 - Integrated with STA July 1, 2012</p>	<p>3g. Name and Address Of Parent Company, if Any: N/A</p>	<p>3. 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) SDO Certified Service Disabled Veteran Owned Business Enterprise (SDVOBE) <input type="checkbox"/> (5) SDO Certified Veteran Owned Business Enterprise (VBE) <input type="checkbox"/></p>																																																																																	
<p>3c. Federal ID #: 22-394-9948</p>	<p>3d. Name and Title Of Principal-In-Charge Of The Project (MA Registration Required): David Silverman, Principal (MA Registration # 9747) Email Address: dsilverman@sta-design.com Telephone No: 617.426.1501 Fax No.:</p>	<p>4. Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td>Admin. Personnel</td> <td style="text-align: center;">1</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Ecologists</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Licensed Site Profs.</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Other</td> <td style="text-align: center;">()</td> </tr> <tr> <td>Architects</td> <td style="text-align: center;">5</td> <td style="text-align: center;">(3)</td> <td style="text-align: center;">Electrical Engrs.</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Mechanical Engrs.</td> <td style="text-align: center;">()</td> <td></td> <td style="text-align: center;">()</td> </tr> <tr> <td>Acoustical Engrs.</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Environmental</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Planners: Urban./Reg.</td> <td style="text-align: center;">()</td> <td></td> <td style="text-align: center;">()</td> </tr> <tr> <td>Civil Engrs.</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Fire Protection</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Specification Writers</td> <td style="text-align: center;">()</td> <td></td> <td style="text-align: center;">()</td> </tr> <tr> <td>Code Specialists</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Geotech. Engrs.</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Structural Engrs.</td> <td style="text-align: center;">()</td> <td></td> <td style="text-align: center;">()</td> </tr> <tr> <td>Construction Inspectors</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Industrial</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Surveyors</td> <td style="text-align: center;">()</td> <td></td> <td style="text-align: center;">()</td> </tr> <tr> <td>Cost Estimators</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Interior Designers</td> <td style="text-align: center;">6</td> <td style="text-align: center;">(3)</td> <td style="text-align: center;">()</td> <td></td> <td style="text-align: center;">()</td> </tr> <tr> <td>Drafters</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Landscape</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">()</td> <td style="text-align: center;">Total</td> <td style="text-align: center;">12</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: center;">(6)</td> </tr> </table>	Admin. Personnel	1	()	Ecologists	()	Licensed Site Profs.	()	Other	()	Architects	5	(3)	Electrical Engrs.	()	Mechanical Engrs.	()		()	Acoustical Engrs.	()	()	Environmental	()	Planners: Urban./Reg.	()		()	Civil Engrs.	()	()	Fire Protection	()	Specification Writers	()		()	Code Specialists	()	()	Geotech. Engrs.	()	Structural Engrs.	()		()	Construction Inspectors	()	()	Industrial	()	Surveyors	()		()	Cost Estimators	()	()	Interior Designers	6	(3)	()		()	Drafters	()	()	Landscape	()	()	()	Total	12									(6)
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<p>5. Has this Joint-Venture previously worked together? N/A <input type="checkbox"/> Yes <input type="checkbox"/> No</p>																																																																																			

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



<p>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.</p>	
<p>a. Name and Title Within Firm: David Silverman, Principal, AIA</p>	<p>a. Name and Title Within Firm: Felice Silverman, Principal, FIIDA, NCIDQ</p>
<p>b. Project Assignment: Principal-In-Charge, Project Manager</p>	<p>b. Project Assignment: Interior Designer</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: Silverman Trykowski Associates, Inc. 125 Broad St, 7th Floor Boston, MA 02110</p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: Silverman Trykowski Associates, Inc. 125 Broad St, 7th Floor Boston, MA 02110</p>
<p>d. Years Experience: With This Firm: 8 With Other Firms: 25</p>	<p>d. Years Experience: With This Firm: 23 With Other Firms: 10</p>
<p>e. Education: Degree(s) /Year/Specialization Bachelor of Architecture / 1994 / Boston Architectural College</p>	<p>e. Education: Degree(s) /Year/Specialization Bachelor of Fine Art / 1985 / Harvard University Professional Certificate in Interior Design / 1992 / Boston Architectural College Master of Interior Design / 2015 / Boston Architectural College</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1996 / Architecture / 9747</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1993 / NCIDQ / 011513 2014 / LEED Accredited Professional ID + C 2018 / WELL Accredited Professional</p>
<p>g. Current Work Assignments and Availability For This Project: David Silverman is currently involved on multiple projects. He is available immediately to perform this work and will be available as the project needs.</p>	<p>g. Current Work Assignments and Availability For This Project: Felice Silverman is currently involved on multiple projects. She is available immediately to perform this work and will be available as the project needs.</p>
<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): Greentown Labs: PIC Interior Design for 90,000 sf clean tech co-work incubator East Boston Social Center: STA has had an ongoing relationship with this neighborhood community center serving culturally diverse families and individuals of all ages in East Boston. Our scope has included facility audit and capital needs assessment studies, multiple renovations and master planning efforts to help optimize space for their early education, school age and senior programs. MassRobotics: 25,000 sf expansion of MassRobotics, an incubator for startups in the robotics sector. The space includes flexible and adaptable event space, office areas of various sizes for diverse companies and growth, lab prototyping space including a machine shop, and shared amenities including meeting, cafe and support spaces. Boston Transportation: STA has completed two renovation projects for the City of Boston Public Facilities Department at the Boston Transportation Department building at 200 Frontage Road. The first project was an interior renovation to their coin collection room. The second project was a complete building renovation and site repaving project for the tow lot. STA successfully completed this project with CBI Consulting, Architectural Engineers, Nitsch Engineering, and AM Fogarty, all of whom are included on this project team. The Record Co.: 8,000 sf relocation and expansion of TRC's facility in Boston, MA, including recording studios, rehearsal rooms, and community and support spaces for the Boston music community.</p>	<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): Wellan Montessori School: Master planning, architectural and interior design services for expansion, MAAB and life safety compliance; interior renovations and building addition study. East Boston Social Centers: STA has had an ongoing relationship with this neighborhood community center serving culturally diverse families and individuals of all ages in East Boston. Our scope has included facility audit and capital needs assessment studies, multiple renovations and master planning efforts to help optimize space for their early education, school age and senior programs Madison Park Development Corporation: Interior design services for Dewitt Community Center, Haynes House residences, MPDC offices. Greentown Labs: PIC Interior Design for 90,000 sf clean tech co-work incubator East Boston Social Center: STA has had an ongoing relationship with this neighborhood community center serving culturally diverse families and individuals of all ages in East Boston. Our scope has included facility audit and capital needs assessment studies, multiple renovations and master planning efforts to help optimize space for their early education, school age and senior programs. Miraki Innovation: PIC Interior Design for 15,000 sf offices for med-tech investment and development firm</p>

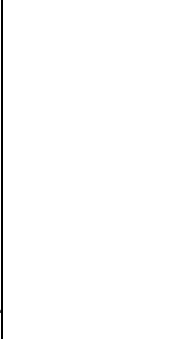

<p>7. Brief Resume of ONLY those Prime Applicant and Sub-Consultant personnel requested in the Advertisement. Include Resumes of Project Managers. Resumes should be consistent with the persons listed on the Organizational Chart in Question # 6. Additional sheets should be provided only as required for the number of Key Personnel requested in the Advertisement and they must be in the format provided. By including a Firm as a Sub-Consultant, the Prime Applicant certifies that the listed Firm has agreed to work on this Project, should the team be selected.</p>	
<p>a. Name and Title Within Firm: Susan Wisler, PE, LEED AP, Principal and Chief Mechanical Engineer</p> <p>b. Project Assignment: Mechanical and HVAC Engineering</p> <p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: <small>ARCHITECTURAL</small> ENGINEERS Architectural Engineers, Inc. 63 Franklin Street Boston, MA 02110</p> <p>d. Years Experience: With This Firm: <u>14</u> With Other Firms: <u>13</u></p> <p>e. Education: Degree(s) /Year/Specialization BS / 1992 / Mechanical Engineering</p> <p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1998 / Mechanical Engineering / 46614</p> <p>g. Current Work Assignments and Availability For This Project: City of Boston Engagement Center Study DCAMM Essex Jail and House of Corrections HVAC Study Ms. Wisler will have sufficient availability for this project.</p>	<p>a. Name and Title Within Firm: James Shannon, PE, LEED AP, Plumbing and Fire Protection Dept. Head</p> <p>b. Project Assignment: Plumbing and Fire Protection Engineering</p> <p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: <small>ARCHITECTURAL</small> ENGINEERS Architectural Engineers, Inc. 63 Franklin Street Boston, MA 02110</p> <p>d. Years Experience: With This Firm: <u>3</u> With Other Firms: <u>16</u></p> <p>e. Education: Degree(s) /Year/Specialization BS / 2000 / Mechanical Engineering MS / 2003 / Fire Protection Engineering</p> <p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number: 2008 / Fire Protection Engineering / 47830</p> <p>g. Current Work Assignments and Availability For This Project City of Boston Lindemann Inn Shelter MEP/FP Restroom Upgrades Boston Public Health Facility Condition Assessment Mr. Shannon will have sufficient availability for this project.</p> <p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <ul style="list-style-type: none"> • Fidelity House Youth Community Center Phase 1 Building Upgrades, Arlington, Mass. P/FP engineer; MEP/FP; existing conditions and schematic design; historic 1918 masonry building; non-profit community center; phased renovation. • Sharon Town Hall Offices and Fire Station, MEP/FP; design and CA; existing conditions; new wet sprinkler system; new water service; quick-response place concealed sprinklers; new toilet rooms; new domestic water; new gas service; new sanitary drainage; phasing; ADA; fully-automated BMS. • Boston Public Facilities Department Long Island Facility Assessments, Boston, Harbor, Mass. Sr. P/FP engineer; MEP/FP; assessment oversight; 16 empty buildings; equipment/distribution; upgrade and replacement recommendations/options; potential to return buildings to use as recovery center; 300,000 SF. • UMass Amherst Whitmore Hall HVAC Study, Amherst, Mass. Plumbing/fire protection; existing conditions; recommended fire/life safety upgrades to meet state building code; evaluated sprinkler plumbing systems. • Worcester Public Library Renovation, Worcester, Mass. P/FP dept. head; MEP/FP; design/CA; renovations/repairs; new entry; new systems support enclosure of children's room; new sprinkler head layouts; \$7M.
<p>a. Name and Title Within Firm: Susan Wisler, PE, LEED AP, Principal and Chief Mechanical Engineer</p> <p>b. Project Assignment: Mechanical and HVAC Engineering</p> <p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: <small>ARCHITECTURAL</small> ENGINEERS Architectural Engineers, Inc. 63 Franklin Street Boston, MA 02110</p> <p>d. Years Experience: With This Firm: <u>14</u> With Other Firms: <u>13</u></p> <p>e. Education: Degree(s) /Year/Specialization BS / 1992 / Mechanical Engineering</p> <p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1998 / Mechanical Engineering / 46614</p> <p>g. Current Work Assignments and Availability For This Project: City of Boston Engagement Center Study DCAMM Essex Jail and House of Corrections HVAC Study Ms. Wisler will have sufficient availability for this project.</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <ul style="list-style-type: none"> • Fidelity House Youth Community Center Phase 1 Building Upgrades, Arlington, Mass. Chief mechanical engineer; MEP/FP; existing conditions and schematic design; historic 1918 masonry building; non-profit community center; phased renovation • Worcester Blackstone Gateway Visitor's Center, Worcester, Mass. Chief mechanical engineer; 8,000 SF \$9M. MEP/FP; new construction; visitors center with a one-story, full service multi-use community facility, parking, picnic gathering and irrigates landscaped areas; new heating and cooling systems, including wood-pellet boiler system with outdoor silo. • Lexington Town Hall, Lexington, Mass. Chief mech. eng. MEP/FP; study/design/CA; historic renovation; restack due to DPW staff vacating building; HVAC and ADA upgrades; seismic hazards considered for all mechanical systems; 20,000 SF; \$50M. Sharon Town Hall Modernization/Adaptive Reuse; PIC; MEP/FP; design and CA; existing conditions; new VRF system; three HVAC systems for zoning; roof-mounted energy recovery; split-system cooling; phasing; ADA; fully-automated BMS. • Little Sprouts, Various Locations: (Melrose, Stratham N.H., Natick, Lowell, Dedham, Peabody, Watertown; Principal-in-Charge; existing conditions; renovations and fit-outs; trade coordination; new building systems.

<p>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.</p>	<p>a. Name and Title Within Firm: Nick Fezaccu, PE, LEED AP, Principal and Chief Electrical Engineer</p> <p>b. Project Assignment: Electrical Engineering</p> <p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: <small>ARCHITECTURAL</small> ENGINEERS Architectural Engineers, Inc. 63 Franklin Street Boston, MA 02110 MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> SDOVBE <input type="checkbox"/> VBE <input type="checkbox"/></p> <p>d. Years Experience: With This Firm: <u>12</u> With Other Firms: <u>21</u></p> <p>e. Education: Degree(s)/Year/Specialization BS / 1986 / Electrical Engineering MS / 1997 / Lighting</p> <p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1991 / Electrical Engineering / 43208</p> <p>g. Current Work Assignments and Availability For This Project: <small>NYS Case Building Fire Protection Study and EN</small></p> <p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm):</p> <ul style="list-style-type: none"> • Fidelity House Youth Community Center Phase 1 Building Upgrades, Arlington, Mass. Project manager and chief electrical engineer; MEP/FP; existing conditions and schematic design; historic 1918 masonry building; non-profit community center; phased renovation; new electric service; new LEDs; new communication systems. • Worcester Blackstone Gateway Visitor's Center, Worcester, Mass.; Principal-in-charge and project manager; \$9M; MEP/FP, Lighting, Security, PV; 8,000 SF multi-faceted cultural facility; mixed-use; sustainable; all new buildings systems; interior and site automated controls; energy reduction; pellet heating; Targeting LEED Gold. • Sharon Town Hall Modernization and Adaptive Reuse, Sharon, Mass. Chief electrical. eng. MEP/FP; study/design/CA; existing conditions; fully-automated BMS with web-enabled access; new analogue addressable fire detection system; \$8.6M. • Lexington Town Hall, Lexington, Mass. Chief electrical engineer/project manager; 20,000 SF; historic renovation; power distribution; lighting; data systems. • Marion Tavern Meeting Room, Burlington, Mass.; Chief electrical engineer; design and CA; historic barn renovation to large community meeting room. 								
<p>a. Name and Title Within Firm:</p>	<p>b. Project Assignment:</p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p>	<p>MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOVBE <input type="checkbox"/> VBE <input type="checkbox"/></p>	<p>d. Years Experience: With This Firm: _____ With Other Firms: _____</p>	<p>e. Education: Degree(s)/Year/Specialization</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number:</p>	<p>g. Current Work Assignments and Availability For This Project</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>	<p>Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p>	<p>MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOVBE <input type="checkbox"/> VBE <input type="checkbox"/></p>	<p>d. Years Experience: With This Firm: _____ With Other Firms: _____</p>	<p>e. Education: Degree(s)/Year/Specialization</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number:</p>	<p>g. Current Work Assignments and Availability For This Project</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>	<p>Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>		
<p>d. Years Experience: With This Firm: _____ With Other Firms: _____</p>	<p>e. Education: Degree(s)/Year/Specialization</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number:</p>	<p>g. Current Work Assignments and Availability For This Project</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>	<p>Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>				
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number:</p>	<p>g. Current Work Assignments and Availability For This Project</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>	<p>Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>						
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<p>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.</p>	
<p>a. Name and Title Within Firm: Harold R. Cutler, P.E., Sole Proprietor</p>	
<p>b. Project Assignment: Firesafety, Building and Access Code Consulting</p>	
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: Harold R. Cutler, P.E. 165 Landham Road Sudbury, MA 01776</p>	<p>Resides: <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE</p>
<p>d. Years Experience: With This Firm: 35 With Other Firms: 10</p>	<p>With Other Firms: _____</p>
<p>e. Education: Degree(s) /Year/Specialization M.S. / 1969 / Physics B.S. / 1966 / Physics</p>	<p>Education: Degree(s) /Year/Specialization _____</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1978 / Fire Protection Engineering / MA Reg. No. 29096</p>	<p>Active Registration: Year First Registered/Discipline/Mass Registration Number _____</p>
<p>g. Current Work Assignments and Availability For This Project: Current workload includes 3 major projects and 15 minor projects. This project is anticipated to be a minor project that replaces another minor project upon its completion.</p>	<p>Current Work Assignments and Availability For This Project: _____</p>
<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): Mr. Cutler's experience includes work with the family of International Codes, the ADA Accessibility Guidelines as well as many state and local building and access codes. Mr. Cutler also has a working knowledge of the National Fire Protection Association Fire Codes that are often referenced by the building code or are independently applicable to a project. He has participated for many years in the building code making process in Massachusetts as a member and chairperson of the Fire Prevention/Fire Protection Advisory Committee to the MA Board of Building Regulations and Standards, as well as Wellan Montessori School: Master planning, architectural and interior design services for expansion, MAAB and life safety compliance; interior renovations and building addition study. He was a paid-on-call firefighter and emergency medical technician for the Sudbury, MA Fire Department for 49 years. His understanding of fire department operations allows him to "talk the language" of fire officials within whom he negotiates on behalf of project teams.</p>	<p>Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm): _____</p>

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<p>a. Name and Title Within Firm: Michael S. Teller, A.I.A., NCARB, LEED AP BD+C, MCPPO Principal</p>	<p>a. Name and Title Within Firm: Wayne R. Lawson, P.E., SECB, MCPPO Principal</p>
<p>b. Project Assignment: Historic Preservation Specialist</p>	<p>b. Project Assignment: Structural Engineer</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: CBI Consulting, LLC 250 Dorchester Avenue Boston, MA 02127</p> <p><input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE</p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: CBI Consulting, LLC 250 Dorchester Avenue Boston, MA 02127</p> <p><input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE</p>
<p>d. Years Experience: With This Firm: 30 With Other Firms: 12</p>	<p>d. Years Experience: With This Firm: 35 With Other Firms: 2</p>
<p>e. Education: Degree(s) /Year/Specialization Bachelor of Architectural Design / 1977 / Architectural Design Bachelor of Architecture / 1983 / Architecture</p>	<p>e. Education: Degree(s) /Year/Specialization Bachelor of Science / 1983 / Civil Master of Science / 1999 / Structural</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1985 / Architecture / #6323 LEED® Accredited Professional MCPPPO Certification / December 2013</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number 1990 / Structural / #35102 June 2007 / MCPPO Certified</p>
<p>g. Current Work Assignments and Availability For This Project: Historic Robbins Library, Arlington, MA Historic Schlesinger Library, Harvard University, Cambridge, MA New Police Station, Avon, MA Available to work on this project.</p>	<p>g. Current Work Assignments and Availability For This Project: Historic First Parish Meeting House Restoration, Tyngsborough, MA Historic Levi-Wetherbee Farmhouse Stabilization, Boxborough, MA Historic Schlesinger Library, Harvard University, Cambridge, MA Available to work on this project.</p>
<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): Michael S. Teller is a creative problem-solver with a proven record of successfully completing projects on schedule and within budget. He has renovated some of the most historically important structures in New England and has a passion for restoration. He has won awards in historical restoration and technology, incorporating building envelope, concrete, and masonry repair as well as roof and window design and replacement. Mr. Teller's ability to analyze building assemblies produces solutions that consider the working relationships of all related building parts. <u>Examples of award-winning projects:</u> -Agassiz House, Harvard University: Cambridge Historical Commission & Massachusetts Historical Commission Preservation Award -US Customs House, Hyannis: Massachusetts Historical Preservation Award -Harvard Yard Fence: Cambridge Historical Commission & National Trust for Historic Preservation Award</p>	<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): Wayne R. Lawson specializes in the analysis and evaluation of structural challenges and the execution of successful design solutions. He has solid engineering experience studying, evaluating, and designing structural systems, including concrete (either cast-in-place or precast), steel (structural), cold form, historical), and wood (standard and engineered members). He manages construction cost estimating, prepares technical specifications, writes reports, and coordinates drawings for a wide range of structural projects. Mr. Lawson's designs include work for public-sector, institutional, educational, industrial, commercial, and residential projects. He is experienced in construction observation and field investigations. As a registered Professional Engineer, his first priority is public safety, but his goal is always to provide the most cost-effective solutions for clients while responding to their needs.</p>

<p>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.</p>	
<p>a. Name and Title Within Firm:</p> <p>Arno Skalski, Assoc. A.I.A., LEED AP Director of Building Technology</p>	
<p>b. Project Assignment:</p> <p>Building Envelope Specialist</p>	
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p> <p>CBI Consulting, LLC 250 Dorchester Avenue Boston, MA 02127</p>	 <p>MBE <input type="checkbox"/></p> <p>WBE <input type="checkbox"/></p> <p>SDVOBE <input type="checkbox"/></p> <p>VBE <input type="checkbox"/></p>
<p>d. Years Experience: With This Firm: 4 With Other Firms: 24</p>	<p>Years Experience: With This Firm: _____ With Other Firms: _____</p>
<p>e. Education: Degree(s) /Year/Specialization</p> <p>Bachelor of Science / 1989 / Architectural Engineering Technology</p>	<p>Education: Degree(s) /Year/Specialization</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number</p> <p>N/A</p> <p>LEED® Accredited Professional</p>	<p>Active Registration: Year First Registered/Discipline/Mass Registration Number</p>
<p>g. Current Work Assignments and Availability For This Project:</p> <p>Robbins Library Building Envelope, Arlington, MA Various Roof Replacements, Boston Housing Authority Historic Schlesinger Library, Harvard University, Cambridge, MA Availability: 20%</p>	<p>Current Work Assignments and Availability For This Project:</p>
<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Arno L. Skalski is a diverse, skilled professional and successful manager in the building design, engineering and construction industry. His effective management skills help him to meet strict deadlines and budgets while maintaining scope and quality of the project. Mr. Skalski is CBI's Director of Building Technology where is he responsible for the building envelope division, expanding markets, providing quality control and quality assurance, and training and mentoring staff.</p>	<p>Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p>

<p>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.</p>	
<p>a. Name and Title Within Firm: Peter T. Timothy, President – Cost Estimator</p>	<p>a. Name and Title Within Firm:</p>
<p>b. Project Assignment: Cost Estimator</p>	<p>b. Project Assignment:</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: A. M. Fogarty & Associates, Inc. 175 Derby Street – Suite 5 Hingham, MA 02043-4014 (781) 749-7272</p> <p> <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOVBE <input type="checkbox"/> VBE </p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDOVBE <input type="checkbox"/> VBE </p>
<p>d. Years Experience: With This Firm: <u>28</u> With Other Firms: <u>4</u></p>	<p>d. Years Experience: With This Firm: _____ With Other Firms: _____</p>
<p>e. Education: Degree(s) /Year/Specialization University of Wisconsin-Platteville, 1985, Bachelor of Science Degree in Construction Management</p>	<p>e. Education: Degree(s) /Year/Specialization</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number N/A</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number:</p>
<p>g. Current Work Assignments and Availability For This Project: We currently are estimating approximately 10 projects per month. We are very flexible increasing our work load due to the nature of our staffing</p>	<p>g. Current Work Assignments and Availability For This Project</p>
<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): Mr. Timothy has been a professional estimator since earning a BS degree in Building Construction Management in 1985. He was chief estimator for a large interior contractor. Currently, Mr. Timothy is President of A. M. Fogarty and Associates, Inc. and in charge of all construction cost estimates and competitive bidding for the company.</p>	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed , if Not Current Firm):</p>

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

<p>a. Name and Title Within Firm: Adam S. Bisol – Staff Scientist</p>	<p>a. Name and Title Within Firm: Cynthia D. Campisano, M.S., P.G. – Senior Scientist / Project Executive</p>
<p>b. Project Assignment: Hazardous Materials Specialist</p>	<p>b. Project Assignment: Project Manager/ Hazardous Materials Management</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: Environmental Health & Engineering 180 Wells Avenue, Suite 200 Newton, MA 02459</p> <p>MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/></p>	<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides: Environmental Health & Engineering 180 Wells Avenue, Suite 200 Newton, MA 02459</p> <p>MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVOBE <input type="checkbox"/> VBE <input type="checkbox"/></p>
<p>d. Years Experience: With This Firm: 16 With Other Firms: 16</p>	<p>d. Years Experience: With This Firm: 27 With Other Firms: 5</p>
<p>e. Education: Degree(s) /Year/Specialization B.S. Geography, Worcester State College, Worcester, MA, 1994</p>	<p>e. Education: Degree(s) /Year/Specialization M.S. Hydrology, University of New Hampshire, Durham, New Hampshire, 1987 B.A. Geology, University of Rochester, Rochester, New York, 1984</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number Asbestos Inspector (MA License #AI 061329) Asbestos Abatement Project Designer (License #PD60885) Asbestos Management Planner (MA License #AP 000034)</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number USEPA-accredited Asbestos Project Designer /OSHA 10 Hour Construction Safety Training /OSHA 40 Hour Hazardous Waste Operations and Emergency Response (HAZWOPER) / International Facilities Management Association</p>
<p>g. Current Work Assignments and Availability For This Project: Mr. Bisol has served as a project manager, inspector, designer, and field technician for a variety of environmental projects, conducting inspection, design, sampling, and monitoring for compliance issues. Mr. Bisol is available to support the project.</p>	<p>g. Current Work Assignments and Availability For This Project: Ms. Campisano provides senior technical support and project management for a wide variety of environmental and health and safety projects and programs. She is senior technical lead for the Hazardous Materials Management Group and Project Executive within the Education and Commercial Practice. Ms. Campisano is available to support the project.</p>
<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): Asbestos projects—inspection, design, and monitoring for demolition and renovation projects of occupied and vacant commercial, public, and government properties PCB projects—inspection, design, and monitoring for demolition and renovation projects of occupied and vacant commercial, public, and government properties Mold projects—inspection, assessment, remediation design, and oversight Phase I and II environmental site assessments for due diligence Hydrogeological assessments Environmental remediation design, monitoring, and oversight Compliance monitoring for the Massachusetts Contingency Plan Hazardous materials assessments Personnel monitoring for OSHA compliance Instruction/training for asbestos and hazardous material shipping</p>	<p>h. Other Experience and Qualifications Relevant To The Proposed Project: (Identify Firm By Which Employed, if Not Current Firm): • Proactive environmental management and regulatory compliance, including materials evaluation, and remediation and on-site health and safety oversight at renovation sites. • Extensive experience in the development of assessment and remediation programs for the management of polychlorinated biphenyls and asbestos in building materials and soil in accordance with state and federal regulations. Work includes polychlorinated biphenyl (PCB) and hazardous material (HAZMAT) remediation programs at multiple sites for clients ranging from healthcare organizations, commercial real-estate clients, higher education institutions, and public schools and includes major demolition and redevelopment projects. • Public health risk characterization and exposure assessment, including quantitative assessment for regulatory compliance. • Indoor air environmental assessments and building investigations in schools, industrial sites, and office facilities.</p>

8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include ONLY Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But Not More Than 5 Projects).					
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
(1) Greentown Labs PIC Interior Design: Felice Silverman PIC Architecture: David Silverman	Greentown Labs is the largest clean tech incubator in the US. STA has designed over 90,000 sf of workspace and labs for Greentown and their 100+ member companies in Somerville, MA. The project included an interactive and collaborative research based exploration on co-working spaces, and flexible and adaptable community spaces.	Emily Reichert, Ph.D. Chief Executive Officer Greentown Labs 444 Somerville Avenue Somerville, MA 617-513-5012	May 2018	\$10,500K	\$700K
(2) Wellan Montessori School PIC: Felice Silverman	Ongoing architectural and interior design services for a Newton, MA Montessori school. Services include master planning for future growth, MAAB compliance, and life safety compliance; studies for proposed building addition; classroom renovations for elementary and preschool age children, as well as administrative and specialty areas; expansion to adjacent building, including proposed link	Beth Black Head of School Newton Montessori School 80 Crescent Avenue Newton, MA 02459 (617) 969-4488	Current project in construction to be completed August 2019	Current project: \$400, Cumulative work to date: 1.2M	\$35K
(3) East Boston Social Centers PIC: David Silverman	Master planning of consolidation of multiple school age and early education programs; capital needs assessment; miscellaneous renovations	David Cali, Director of Operations East Boston Social Center 68 Central Square East Boston, MA (617) 569-3221 ext. 119	Feasibility Studies Going on	Budget not Established yet	\$50K
(4) MassRobotics	25,000 sf expansion of MassRobotics, an incubator for startups in the robotics sector. It includes flexible and adaptable event space, office areas of various sizes for diverse companies & growth, lab prototyping space including a machine shop, and shared amenities including meeting, cafe & support spaces.	Joyce Sidopoulos Co-Founder Community and Programs Director MassRobotics 781-856-8696	November 2019	\$3,000K	\$200K
(5) The Record Co.	8,000 sf relocation and expansion of The Record Co's facility in Boston, MA, including recording studios, rehearsal rooms, and community and support spaces for the Boston music community.	Matt McArthur Executive Director The Record Co. matt@therecordco.org 520.990.5626	June 2020	\$2,500K	\$175K

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: Architectural Engineers, Inc. Mechanical, Electrical, Plumbing, Fire Protection Engineering					
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) Fidelity House Community Center Building Upgrade Study Arlington, Mass. Joel Goodmanston, PE, LEED AP Principal-in-Charge Nick Ferzacca, PE, LEED AP Project Manager	<ul style="list-style-type: none"> • MEP/FP study and schematic design • Community center building upgrade • Evaluation of a three-story, 1918 masonry building originally used by the New England Telephone Company • Currently used as a community center and day care • Existing systems review and design recommendations • Phased rehabilitation • Upgrades to main building and addition of new entrance • New primary and secondary services and main distribution panels • New LED replacement lighting designed to create desired atmospheres for various room functionality • New communications systems including addressable fire alarms, tel/data, and new PA system. 	<p>Owner City of Arlington, Mass.</p> <p>Client Ammondson Architect 17 Properzi Way Somerville, MA 02143 Eric Ammondson, AIA LEED AP, Principal (currently with MIT) 617.258.6001</p>	2017	Study	\$16
(2) Worcester Blackstone Gateway Visitor Center Worcester, Mass. Robin Greenleaf, PE, LEED AP Principal in Charge Nick Ferzacca, PE, LEED AP Project Manager	<ul style="list-style-type: none"> • All new MEP/FP building systems: HVAC, electrical services/distribution, full-site electrical, full-site plumbing, interior and exterior lighting, voice, data, CATV, natural gas, sanitary waste, domestic water, fire alarm, security, PV • New Construction • Full-service, multi-use community facility: theater, historic/cultural exhibits, classrooms, offices • Interior and exterior lighting with automatic controls meet energy code and sustainability goals • Daylight harvesting to facility energy savings • Lighting with automatic controls meet energy code and sustainability goals 	<p>Owner MassDOT</p> <p>Client AECOM 66 Long Wharf Boston, MA 02110</p> <p>Kathy Schaefer, Project Manager/Civil Engineer 617.723.1700</p>	2018	\$9,000	\$150
(3) Lexington Town Office Building Renovation Lexington, Mass. Joel Goodmanston, PE, LEED AP Principal-in-Charge Nick Ferzacca, PE, LEED AP Project Manager	<ul style="list-style-type: none"> • MEP/FP feasibility study, design and C.A • 20,000 SF restack due to DPW staff vacating building. • HVAC & ADA upgrades • Replacement of all sprinkler heads in compliance with NFPA 13 in older part of building • Extension of existing sprinkler system into new part of building • New water supply and fire mains, automatic sprinkler systems and components, fire alarm systems and components • Seismic hazards considered for all mechanical systems 	<p>Owner: Town of Lexington, Mass.</p> <p>Client: Bargmann Hendrie + Archetype 300 A Street Boston, MA 02210</p> <p>Jack Glassman, AIA 617.350.0450</p>	2010	\$50	\$19

<p>(4) Sharon Town Hall Modernization and Adaptive Reuse Sharon, Mass.</p> <p>Susan Wisler, PE, LEED AP Principal-in-Charge</p> <p>Jon Brenton, PE, LEED AP BD+C Project Manager</p>	<ul style="list-style-type: none"> • MEP/FP feasibility study, design and CA • Existing conditions verification, calculations and equipment sizing, installation oversight • New water-based fire suppression sprinkler system • New six-inch water service • Quick-response concealed plate sprinklers throughout ceiling areas • Five new toilet rooms, two new janitor's sinks, two new drinking fountains, new exam room sink • New domestic water service • New gas line installed for emergency generator • New sanitary drainage • All plumbing fixtures meet code for energy, water conservation, LEED and accessibility • New VRF system for heating, cooling, and dehumidification • Three HVAC systems designed for zoning and piping purposes • Roof-mounted energy recovery unit • Split-system cooling for server room • Fully-automated BMS with web-enabled access • New analogue addressable fire detection 	<p>Owner Town of Sharon, Mass.</p> <p>Client BKA Architects 142 Crescent Street Brockton, MA 02302 Steven Medeiros, AIA, Associate 508.583.5603, x318</p>	<p>2018</p> <p>\$8,661</p> <p>\$40</p>	
<p>(5) Little Sprouts Day Care Renovation and Upgrades Multiple Locations, Mass. and N.H.</p> <p>Joel Goodmonson, PE, LEED AP Principal-in-Charge</p> <p>Susan Wisler, PE, LEED AP, MCPPO Project Manager</p>	<ul style="list-style-type: none"> • MEP/FP engineering, design and CA • Existing conditions verification • Projects range from 6,000 to 10,000 SF • Renovations and Fit-outs • Coordination with building engineers • Coordination with existing base building MEP/FP systems • Design scope includes: <ul style="list-style-type: none"> • New plumbing facilities within each child care space • New domestic water heating and hot water maintenance system • New HVAC distribution ductwork • Code-compliant lighting control systems • Code-compliant sprinkler system • Door card readers at egress doors 	<p>Owner Little Sprouts</p> <p>Client Silverman Trykowski Assoc. 125 Broad Street Boston, Mass. 02110</p> <p>Mr. David Silverman, AIA 617.426.1501</p>	<p>2017-2019</p> <p>\$622k-1.2M</p> <p>\$25-40</p>	


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

Sub-Consultant Name:

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) Springfield Technical Community College, Building 11, Springfield, MA Harold R. Cutler, PE	Building, fire safety and access code consulting for conversion of this building to a police training facility including processing of a building code variance.	MA Division of Capital Asset Management, One Ashburton Place, 15th Floor, Boston, MA 02108 Mr. William Dulong, DCAM Project Manager 617-727-8085	12/09	3,624	2.8
(2) DuBois Library University of Massachusetts at Amherst Harold R. Cutler	Building, fire safety and access code consulting for renovation and change of occupancy of three stories of this high-rise building. In design	Kuhn Riddle Architects 28 Amity Street, Suite 2B Amherst, MA 01002 413-259-1630 Attention: Charles Roberts	Fl. 12 & 13 2016 Fl. 6 2017	\$3,100 \$600	0.88 0.44
(3) University of Massachusetts at Amherst, Life Sciences Building Amherst, MA Harold R. Cutler, PE	Provided building and fire safety code consulting for this new life sciences laboratory building. Complete	MA Division of Capital Asset Management, One Ashburton Place, 15th Floor, Boston, MA 02108 Ronald Ferrara, 617-727-4050, x235 William Wilson Associated Architects 374 Congress Street, Suite 400, Boston, MA 02210 Attention: Jeff Puleo 617-338-5990	10/13	160,000	12
(4) George N. Parks Minuteman Marching Band Building University of MA at Amherst, Amherst, MA Harold R. Cutler, PE	Provided building, fire safety and access code consulting for renovation and expansion of this existing place of assembly building.	Kuhn Riddle Architects 28 Amity Street, Suite 2B Amherst, MA 01002 413-259-1630 Attention: Charles Roberts	9/11	4,700	1.5
(5) Wellan Montessori School Harold R. Cutler, PE	Code consulting services for a Newton, MA Montessori school. Services include MAAAB/ADA compliance review, and life safety compliance review	Beth Black Head of School Newton Montessori School 80 Crescent Avenue Newton, MA 02459 (617) 969-4488	Current project in construction to be completed August 2019	Current project: \$400, Cumulative work to date: 1.2M	1.50

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: CBI Consulting, LLC (Structural Engineer, Historic Preservation Specialist, Building Envelope Specialist)		
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) Historic First Parish Meeting House Tyngsborough, MA PIC: Wayne Lawson, P.E., MCPPO	Exterior & interior restoration of this historic structure. Repairs included roof replacement, column and window restoration, ADA upgrades, MEP/FP system upgrades, & new layout in basement to accommodate Recreation Department. New structural framing was required to support new stairs and floor openings. Design of supplemental floor framing was needed to support new wheelchair lift. Reinforcement of existing roof and attic framing to support new HVAC equipment. Design of repairs for deteriorated wood framing.	Town of Tyngsborough 25 Bryants Lane Tyngsborough, MA 01879 Matt Hanson, Town Administrator 978.649.2300 x100	2019	Exterior: \$29 Interior: \$116 Exterior: \$435 Interior: \$750
(2) Historic Agassiz House Cambridge, MA PIC: Michael Teller, A.I.A., NCARB, LEED AP BD+C, MCPPO	Complete exterior envelope restoration and repair along with accessibility upgrades with replacement and modernization of a historic elevator. Recipient of Cambridge Historical Commission Preservation Award & Massachusetts Historical Preservation Award.	Radcliffe Institute for Advanced Study Harvard University, Facilities Management 79 Brattle Street Cambridge, MA 02138 Lester F. Gerry, Director of Facilities Management 617.495.3132	2014	\$1,900 \$108



<p>(3) School Administration Offices Lynn, MA PIC: Wayne Lawson, P.E., MCPPO</p>	<p>Adaptive re-use of former school building into school administration offices. Interior renovations included demolition, MEP/FP upgrades, new partitions, doors and finishes. Design of structural framing to support new RTU's and structural framing for new openings in interior and exterior walls.</p>	<p>City of Lynn-Building Department Lynn City Hall, 3 City Hall Square Lynn, MA 01905 Mike Donovan, Dir. of Insp. Services & Building Commissioner 781.598.4000</p>	<p>2013</p> 	<p>\$1,300</p> <p>\$92</p>
<p>(4) Greentown Labs Somerville, MA PIC: Wayne Lawson, P.E., MCPPO</p>	<p>Structural engineering design and Construction Administration for fit out of new space. Services included analyzing existing framing for new roof top unit, new mezzanine, slab openings, and reinforcing.</p>	<p>Silverman Trykowski Associates Inc. 125 Broad Street, 7th Floor Boston, MA 02110 David Silverman, Principal 617.426.1501</p>	<p>2018</p> 	<p>Unknown</p> <p>\$60</p>
<p>(5) Boston Transportation Dept. Tow Facility Boston, MA PIC: Wayne Lawson, P.E., MCPPO</p>	<p>Structural design and building envelope repairs for renovations including roof replacement, masonry repairs, and new entrance stair and accessible ramp, light post foundation capacity and connection design.</p>	<p>Silverman Trykowski Associates Inc. 125 Broad Street, 7th Floor Boston, MA 02110 David Silverman, Principal 617.426.1501</p>	<p>2018</p> 	<p>Unknown</p> <p>\$18.5</p>

8b. List Current and Relevant Work By Sub-Consultants Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (Up To But Not More Than 5 Projects For Each Sub-Consultant). Use Additional Sheets Only As Required For The Number Of Sub-Consultants Requested In The Advertisement.					
Sub-Consultant Name:					
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) Fenway Park Restoration Boston, MA Peter Timothy	Cost Estimating Various Renovation Projects	Boston Red Sox 4 Yawkey Way Boston, MA 02215 877 redsox9	2000-2018	Private	\$50
(2) Chicopee City Hall Chicopee, MA Peter Timothy	Cost Estimating Exterior and Auditorium Rehabilitation & Accessibility Upgrades	City of Chicopee 17 Springfield Street Chicopee, MA 01013 413-594-1400	2018	\$17.4 mil	\$45
(3) MIT Bldg #2 – Math Department Cambridge, MA Peter Timothy	Cost Estimating Historic Renovation of Math Dept Bldg at MIT Campus	MIT 77 Mass Avenue Cambridge, MA 02139 617 253-1000	2014	\$55 mil	\$55
(4) Faneuil Hall Visitor's Center Boston, MA Peter Timothy	Cost Estimating Renovation	National Park Service Department of Interior 1849 C Street N.W. Washington, DC 20240 202 208-3100	2008	\$1.7 mil	\$5
(5) New York State Capitol Phase 1 - 4 Albany, NY Peter Timothy	Cost Estimating Roof Replacement and Exterior Restoration	State of New York Design & Construction Corning Tower-Empire State Plaza Albany, NY 12242 518 474-0200	2000-2010	\$75 mil	\$60

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Sub-Consultant Name:					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) University of Massachusetts – Hazardous Materials Assessment and Remediation Support William S. Wade	Numerous hazardous material and environmental investigations for the University of Massachusetts (UMass) at multiple campuses	UMass – Boston Zehra Schneider Graham 100 Morrissey Blvd., Boston, MA (617) 287-5444	Ongoing	N/A	\$1
(2) Lexington School System 117 Grove Street Lexington, MA Matt A. Fragala	PCB Assessment, Risk Characterization, and Abatement and Management Program, EH&E also provides health risk communication services and supported negotiations with the US Environmental Protection Agency (EPA).	Town of Lexington Patrick Goddard 1625 Massachusetts Avenue Lexington, MA (781) 274-8958	Ongoing	Unknown	\$100
(3) Hazardous Materials Assessment, East Boston Social Center Cynthia D. Campisano	Hazardous materials assessment at the East Boston Social Center.	Silverman Trykowski Associates David Silverman 125 Broad Street Boston, MA 02110 (617) 426-1501	2017	Unknown	\$14.8
(4) Hazardous Materials Assessment, Topsfield Town Hall Cynthia D. Campisano	Continuous environmental compliance services, hazardous building materials management, soil management and Massachusetts Contingency Plan	Topsfield Town Hall Gregor Smith 8 West Common Street Topsfield, MA 01983 617-835-4128	Ongoing	Unknown	\$185.8
(5) Industrial Hygiene Consulting, Somerville West Branch Library Cynthia D. Campisano	EH&E's pre-renovation assessments included a National Emissions Standard for Hazardous Air Pollutants (NE-SHAPs)-compliant asbestos inspection to identify asbestos-containing materials (ACMs).	designLAB Architects, Inc. Mary Anne Upton Benn Youtz 35 Channel Center Street #103 Boston, MA 02210 (617) 350-3005	2016	Unknown	\$18.95

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.		Total Construction Cost (In Thousands) of Active Projects (excluding studies):				
# of Total Projects:		# of Active Projects:				
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	Completion Date (Actual or Estimated) (R)Renovation or (N)New	
P	St. Sch, DD, CD, AC	1. Boston Transportation Department, 200 Frontage Road, Boston, MA Building Renovation and Tow Lot Restoration David Silverman, Principal in Charge	Boston Public Facilities Department Scott Dupre 617-635-0517	\$3000	Jan 2019	
P	Sch, DD, CD, AC	2. MassRobotics, 12 Channel St, Boston, MA Ch. 149 Bidding Related 70 Massworks Grant	Paul Osborn, BPDA 617.918.6211	\$3000	Nov 2019	
		3.				
		4.				
		5.				
		6.				
		7.				
		8.				
		9.				
		10.				
		11.				
		12.				

* P = Principal; C = Consultant; JV = Joint Venture; St. = Study; Sch. = Schematic; D.D. = Design Development; C.D. = Construction Documents; A.C. = Administration of Contract
Commonwealth of MA DSB Application Form |

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 AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.**

We understand that the scope of services include conceptual design services through construction administration for the preservation and improvement of a historic building, and that the building will retain its current nonprofit community service tenants. The project will encompass programming and visioning for your nonprofit tenants, integrated with addressing the building's code compliance, systems upgrades and required repairs. We have a comprehensive process that analyzes all factors to propose the best solutions that will fit within your budget, and extensive experience with nonprofit agencies, community engagement, building assessment and code compliance upgrades, cost analysis and masterplanning. With expertise in each of these project components, STA is uniquely qualified as a partner on this project, and we are pleased to present our qualifications to you.

1. Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction
Included as part of this proposal, please find the completed Commonwealth of Massachusetts Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction . Supplemental information is provided in attachments and descriptions below.

2. Project Approach

Silverman Trykowski Associates, Inc. is committed to providing professional services that are carefully tailored to your needs and produce the maximum design quality, positive impact, and long-term investment value possible. Our team believes in a collaborative approach to our research and design process because we truly feel that clients need an established partner that can design within their constraints, protect their interests, and deliver environments and information that serve their goals and objectives.

Our greatest strengths are listening and solving problems. STA believes that the owner and the project team have the most influence over the project outcome during the earliest phase of the project. By working collaboratively, the project team determines the project's success at this time. Our strength lies in assembling quality team members (firms and individuals) and establishing clear and effective communication protocols.

We strongly believe in a collaborative approach to the design process, and are excited for the opportunity to develop a process to gather input from the community about their goals relative to the renovation. We have a great deal of experience working with project constituents, including design charrettes, "town hall" meetings, and working sessions. We've conducted these group meetings for a variety of client types, including youth rooms and centers, workspaces, and non-profit incubators.

CONCEPTUAL DESIGN

We will begin the project on two parallel tracks - Programming and Existing Building Assessment. In Programming we will get to know your tenants, and learn about the wonderful services they provide. Simultaneously we will begin assessing the condition of your building. At the end of this phase, our goal is to have sufficient program information and building opportunities and alternatives in order to recommend design solutions to you. During this phase our team will:
Programming

Organize a kick off meeting with the team members for the project, to identify and develop key milestones and communications channels.

Review information already gathered, and processes and schedules for engaging constituents to continue information gathering

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 AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.**

Review existing programs, including number of youth and community members served, staff requirements, frequency of use
 Attend meetings with CRA and Cambridge Historical Commission constituents
 Review issues and concerns with existing programs relative to existing space
 Prepare summaries of interviews for review by you
 Conduct a "town meeting"; a group discussion where staff, volunteers, and community members can share thoughts about the space
 Create a detailed program spreadsheet and summary report identifying all existing and proposed space types, sizes, quantities and requirements

Buildings Assessment

STA will thoroughly review, assess and document the site and existing facilities. Our analysis will include building measurement and documentation, maintenance, code, ADA and other regulatory assessments, and MEPFP systems assessments.
 Tour the existing site, and obtain any existing conditions drawings of the building
 Field verify and photo document existing conditions of the building
 Using our FARO 3d point cloud scanning system, we will gather accurate information for both the interior and exterior of the buildings, as well as the entire site
 Prepare a Massachusetts State Building Code, Massachusetts Architectural Access Board, and Americans with Disabilities Act review and assessment of each property
 Review zoning ordinances and historic regulations for the building
 Prepare a Property Condition assessment, including engineering systems analysis and building infrastructure condition; Architectural Engineers will provide mechanical, electrical, plumbing, and fire protection surveys and CBI Consulting will provide structural and historical analysis as necessary.
 Prepare a preliminary hazardous materials review of the existing building that expands on the findings of the CRA Phase 1 study.

SCHEMATIC DESIGN

With an understanding of the existing site and building, their utilization, condition and opportunities, and a program of space needs, we will work closely with the CRA team to begin to develop design options. This phase of work will be very hands-on as we begin to identify key opportunities that connect programming efforts with the assessment findings. We will present a variety of options for design solutions, considering a range of options relative to budget and scale. During this phase our team will:

Work closely and iteratively with the CRA team and project stakeholders to build consensus throughout our design process

Investigate and develop multiple design options

Develop strategies and designs for implementing universal design throughout

Create initial block plan space plans, identifying options for program space allocation.

Develop phasing plan that anticipates temporary tenant displacement related to this project while allowing tenants to continue offering their services at this location
 Prepare noted plans identifying scope of work for each scenario. These plans will be suitable for obtaining preliminary cost estimates from AM Fogarty, our cost estimator

Provide the cost estimator with plans, and meet with them on site to explain overall scope intention

Review cost estimates with you and determine any recommended design revisions to the planning documents

Evaluate cost models that will map out a plan for immediate action with capital budget planning. Confirm a final cost model with CRA that includes appropriate escalation costs and contingencies before advancing to the next phases of work.

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 AREAS OF EXPERIENCE REQUESTED IN THE ADVERTISEMENT.**


Develop final Master plan drawings and diagrams showing all agreed upon areas of enhancement and/or improvements
Prepare a final comprehensive report document that includes all existing conditions information, required infrastructure changes, challenges and opportunities, recommendations for action, and associated costs.

DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS & CONSTRUCTION ADMINISTRATION

Upon approval of a Schematic Design direction, STA and our design team will complete full architectural and interior design services, from schematic design through full construction documents, bidding under Massachusetts Chapter 149 public bid laws, and construction administration Our work during this phase will include meetings with CRA staff, and the Cambridge Historical Commission.

Our focus throughout the process will be to ensure that the project meets not only the design and programming goals, but your financial goals as well. We incorporate checkpoints throughout the design process, working with our cost estimator to track the budget as the design progresses. We pride ourselves on the ability to produce detailed, well-coordinated documents that accurately describe the full scope of work. Using Building Information Management (BIM) software, we are able to coordinate building systems and resolve any conflicts prior to construction. Having long-term partnerships with our consultant partners, we have developed efficient and well-coordinated work flows.

It is our mission to design spaces that are sustainable and healthy. We have LEED accredited and WELL accredited professionals on our team. Whether or not our clients choose to pursue actual certifications, we design with healthy building systems, healthy materials, and energy efficiency as a best practice.

11.	Professional Liability Insurance:				
	Name of Company	Aggregate Amount	Policy Number	Expiration Date	
	NAPLIA/ Argonaut Insurance Co	\$2,000,000	IAE13198-01	3/19/20	
	12. Have monies been paid by you, or on your behalf, as a result of Professional Liability Claims (in any jurisdiction) occurring within the last 5 years and in excess of \$50,000 per incident? Answer YES or NO . If YES , please include the name(s) of the Project(s) and Client(s), and an explanation (attach separate sheet if necessary).				
	No				
	13. Name Of Sole Proprietor Or Names Of All Firm Partners and Officers:				
	Name	Title	MA Reg #	Status/Discipline	Name
a.					d.
b.					e.
c.					f.
	14. If Corporation, Provide Names Of All Members Of The Board Of Directors:				
	Name	Title	MA Reg #	Status/Discipline	Name
a.	Thomas Trykowski, AIA	President/Treasurer	9082	Architect	.
b.	David Silverman, AIA	Principal/ Secretary	9747	Architect	.
c.	Felice Silverman, IIDA	Senior Vice President	011513	Interior Design	.
	15. Names Of All Owners (Stocks Or Other Ownership):				
	Name And Title	% Ownership	MA. Reg.#	Status/Discipline	Name And Title
a.	Thomas Trykowski, AIA	50%	9082	Architect	.
b.	David Silverman, AIA	17.5%	9747	Architect	.
c.	Felice Silverman, IIDA	32.5%	011513	Interior Design	.
	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 7C, Section 44 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		Date	
		David Silverman, AIA		Oct. 25, 2019	

DSB
S-CA

Commonwealth of Massachusetts
Designer Selection Board SUB-CONSULTANT ACKNOWLEDGMENT

Project:

Designer Services for Nonprofit Social Service Center
93-99 Bishop Allen Drive, Cambridge, Mass.

Applicant Designer:

Silverman Trykowski Associates

Sub-consultant:

Architectural Engineers, Inc.

SUB-CONSULTANT ACKNOWLEDGMENT

The sub-consultant named above hereby certifies that it has been notified by the Applicant Designer that it has been nominated to perform work on the Applicant Designer's team for the above Project, which is under consideration at the Designer Selection Board.

Signature of Sub-Consultant Duly Authorized Representative

Robin S. Greenleaf, PE, LEED AP, CEO

Print Name and Title

October 24, 2019

Date

It is a requirement that all applicants supply this document signed, attached to the Original application, for each of the listed sub-consultants stating that they are aware and agree to being nominated by said applicant designer. Electronic signatures are accepted.

DSB
18-05 Item 1

Commonwealth of Massachusetts
Designer Selection Board **SUB-CONSULTANT ACKNOWLEDGMENT**

Project: Nonprofit Social Service Center, 93-99 Bishop Allen Drive, Cambridge, MA

Applicant Designer: Silverman Trykowski Associates, Inc

Sub-consultant: Harold R. Cutler, Consulting Fire Protection Engineer

SUB-CONSULTANT ACKNOWLEDGMENT

The sub-consultant named above hereby certifies that it has been notified by the Applicant Designer that it has been nominated to perform work on the Applicant Designer's team for the above Project, which is under consideration at the Designer Selection Board.



Signature of Sub-Consultant Duly Authorized Representative

Harold R. Cutler, Sole Proprietor
Print Name and Title

October 24, 2019

Date

It is a requirement that all applicants supply this document signed, attached to the Original application, for each of the listed sub-consultants stating that they are aware and agree to being nominated by said applicant designer. Electronic signatures are accepted.

DSB
S-CA

Commonwealth of Massachusetts
Designer Selection Board **SUB-CONSULTANT ACKNOWLEDGMENT**

Project: 93-99 Bishop Allen Drive, Cambridge, MA

Applicant Designer: Silverman Trykowski Associates, Inc.

Sub-consultant: CBI Consulting, LLC

SUB-CONSULTANT ACKNOWLEDGMENT

The sub-consultant named above hereby certifies that it has been notified by the Applicant Designer that it has been nominated to perform work on the Applicant Designer's team for the above Project, which is under consideration at the Designer Selection Board.



Signature of Sub-Consultant Duly Authorized Representative

Wayne R. Lawson, P.E., SECB, MCPPO - Principal
Print Name and Title

October 24, 2019

Date

It is a requirement that all applicants supply this document signed, attached to the Original application, for each of the listed sub-consultants stating that they are aware and agree to being nominated by said applicant designer. Electronic signatures are accepted.

DSB S-CA	Commonwealth of Massachusetts Designer Selection Board SUB-CONSULTANT ACKNOWLEDGMENT
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Project: Social Service Center 93-99 Bishop Allen Drive,
Cambridge, MA

Applicant Designer: Silverman Trykowski Associates

Sub-consultant: A. M. Fogarty & Associates, Inc.

SUB-CONSULTANT ACKNOWLEDGMENT

The sub-consultant named above hereby certifies that it has been notified by the Applicant Designer that it has been nominated to perform work on the Applicant Designer’s team for the above Project, which is under consideration at the Designer Selection Board.


Signature of Sub-Consultant Duly Authorized Representative

Peter T. Timothy, President
Print Name and Title

Oct 25, 2019
Date

It is a requirement that all applicants supply this document signed, attached to the Original application, for each of the listed sub-consultants stating that they are aware and agree to being nominated by said applicant designer. Electronic signatures are accepted.

DSB
S-CA

Commonwealth of Massachusetts
Designer Selection Board **SUB-CONSULTANT ACKNOWLEDGMENT**

Project:

Social Service Center 93-99 Bishop
Allen Drive, Cambridge, MA

Applicant Designer:

STA Design

Sub-consultant:

Environmental Health & Engineering

SUB-CONSULTANT ACKNOWLEDGMENT

The sub-consultant named above hereby certifies that it has been notified by the Applicant Designer that it has been nominated to perform work on the Applicant Designer's team for the above Project, which is under consideration at the Designer Selection Board.



Signature of Sub-Consultant Duly Authorized Representative

Debra Garverich, Chief Financial Officer
Print Name and Title

Oct. 25, 2019

Date

It is a requirement that all applicants supply this document signed, attached to the Original application, for each of the listed sub-consultants stating that they



OPERATIONAL SERVICES DIVISION

SUPPLIER DIVERSITY OFFICE

THE COMMONWEALTH OF MASSACHUSETTS
Executive Office for Administration and Finance

OPERATIONAL SERVICES DIVISION

One Ashburton Place, Suite 1017

Boston, MA 02108-1552

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

Kristen Lepore
Secretary

Kathleen K. Reilly
Acting Assistant Secretary for
Operational Services

December 21, 2016

Ms. Robin Greenleaf
Architectural Engineers, Inc.
63 Franklin Street
Boston, MA 02110

Dear Ms. Greenleaf:

Congratulations! Your firm has been renewed as a woman business enterprise (WBE) with the Supplier Diversity Office ("SDO") under the business description of ENGINEERING DESIGN AND CONSULTING SERVICES IN THE AREAS OF MECHANICAL, CIVIL, ELECTRICAL, PLUMBING, FIRE PROTECTION AND STRUCTURAL ENGINEERING. Your firm will be listed in the SDO Certified Business Directory and the Massachusetts Central Register under this description. This letter serves as the sole proof of your SDO certification. Your designation as a WBE is valid for three (3) years unless revoked pursuant to 425 CMR 2.00.

Your firm's next renewal date is January 7, 2020. SDO will send written renewal notices to your business and/or e-mail address on file approximately thirty (30) business days prior to your firm's three (3) years certification anniversary. Additionally, every six (6) years, certified companies that wish to remain certified may undergo a substantive review which will require certain updated supporting documentation.

SDO also reserves the right to monitor your firm and to perform random spot checks to ensure the firm continues to meet the certification criteria. Your firm is required to notify the SDO in writing of any material changes. Examples include but are not limited to changes in its business description, as well as business phone number, fax number, business' physical location, webpage and e-mail addresses. Other reportable changes include business structure, ownership (the business is sold or transferred), control and outside employment. You also have a duty to report decertification and debarment notices from this or any other jurisdiction. Failure to abide by the continuing duty requirements shall constitute grounds for the firm's decertification.

Tel: (617) 720-3300

www.mass.gov/osd

TDD: (617) 727-2716



Follow us on Twitter: @Mass_OSD

Fax: (617) 727-4527

We look forward to working with you and your firm to maximize its business opportunities. Should you have any questions, please feel free to contact us via email at wso@state.ma.us.

Sincerely,

A handwritten signature in blue ink that reads "William M. McAvoy". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

William M. McAvoy
Deputy Assistant Secretary and
Chief Legal Counsel

RELEVANT PROJECT EXPERIENCE

October 25, 2019

125 Broad Street, Floor 7
Boston, MA 02110
617-426-1501
www.sta-design.com

BUILDING REPOSITIONING & RESTORATION

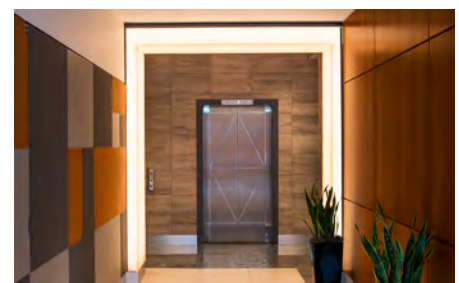
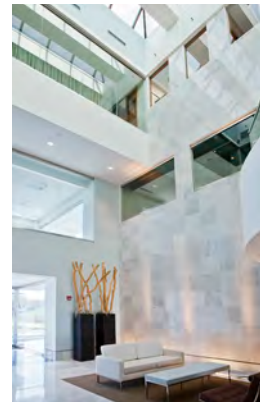
We approach the restoration as an opportunity to breathe new life into buildings in support of our client's goals and the neighboring community

STA takes pride in increasing a building's value, repurposing it for current and profitable uses, and repositioning it in the marketplace. We are able to reinvent a building through façade restoration, renovation or addition, as well as interior planning, space use analyses and BOMA leasing models.

We begin by engaging our clients in a dialogue about the design intent with regard to preservation or reinterpretation within the building's context, and explore opportunities for design solutions within the desired direction. Our process includes a detailed analysis of existing building conditions such as building code and zoning, city and neighborhood approvals processes, building operations/systems and related energy use, handicap accessibility, and aesthetics. Once these conditions are fully understood we lead a design process that adds value by offering appropriate design solutions with a substantial return on investment.

Projects:

- 607 Boylston Street, Boston
- 234-236 Claredon Street, Boston
- 144 Newbury Street, Boston
- 28 Exeter Street, Boston
- 180 Wells Avenue, Newton
- Presentation School Foundation
- 85 Newbury Street, Boston
- 115 Newbury Street, Boston
- 119 Newbury Street, Boston
- 220 Newbury Street, Boston
- 299-301 Newbury Street, Boston
- 300 First Avenue, Needham
- MIT Alumni Pool
- MIT Parsons Lab
- 60 Wells Avenue, Newton
- 450 Boston Post Road, Weston
- 152 Second Avenue, Needham
- 1001 Watertown Street, Wellesley



WORKPLACE

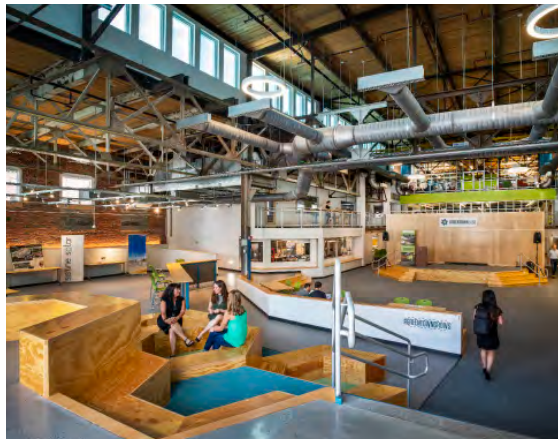
Our approach is driven by the idea that every company is unique, and that it is our job to interpret the identity, needs, and culture of our clients and translate them into a successful workplace

We start off every project by listening to our clients, and gathering and analyzing this important information. Every project is a priority regardless of size, budget, or scope. Whether collaborating with a client that is a not-for-profit start-up or a Fortune 500 company, we will listen and present a unique and appropriate solution for each client.

Workplace design, including furniture and technology, are continually evolving, and we make it our responsibility to stay current on research and available resources. We explore factors that affect productivity, efficiency, morale, and anything that affects both the individual in the workplace and the success of the business. We propose varied options on how to approach a problem, and work closely with our clients to test the viability of the options. We do not mimic trends, and we do not design to our own aesthetic or pre-conceived agenda. We thoughtfully bring together our extensive knowledge and experience, our ongoing research, and our client's needs in every project.

Projects:

- CyberArk
- Greentown Labs
- Miraki
- MOO
- Archimedia
- Intrum
- Irrational Games
- Tracelink
- Skyword
- Safari/ O'Reilly Media
- Catalina
- Avenue A Razorfish
- BostonArt
- Lycos
- Ziopharm Oncology
- Advanced Vision Research
- iProspect
- 60 & 180 Wells Avenue, Newton
- Partners in Health



PLANNING & RESEARCH

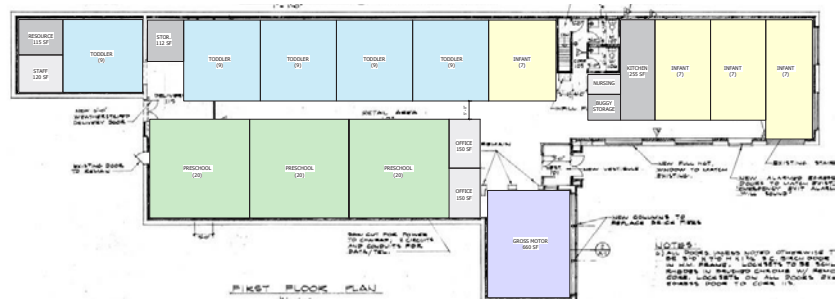
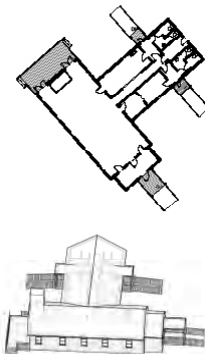
Our approach to planning is to help our clients rethink and envision options at the outset of their project.

Whether the goal is to study workplace performance, energy usage, furniture and materials standards, or the master plan of a city's cultural district, we approach every project with open eyes and ears. Our process begins as a research effort by clearly defining the problem. We then explore precedent and analyze the relevant variables to understand best practice. From there research and innovation continue throughout the project with the goal of finding unique solutions for our client.

An aspect of our continued research comes from our involvement in design competitions. We look at competitions as a way to propose new concepts and ideas, and to explore beyond the parameters of a "real" project. We think beyond, and this helps us to envision out of the box options in our daily work. We are teachers, and maintain a spirit of education in the office. Each week an STA team member writes a blog post, and presents at a "living lab", a forum for exploring a variety of inspirational topics related to design. We share our research with the community via our website and social media pages and invite your feedback.

Projects:

- ResilenCity
- City Holyoke Master Plan- Gateway of the Arts
- Athena Health- Energy Audit
- Millipore- Saint Charles Master Plan
- Accion Microfinancing Design Guidelines
- Victory Theatre
- MIT Dewey Library
- National Black Doll Museum
- Downtown Crossing
- Ceramics of Italy
- BAT House Competition
- Hattie Cooper Community Center
- Girl Scouts of Eastern Massachusetts
- Steward Health Care- Standards
- Caritas Christi Health Care- Feasibility Study





GreenTown Labs

Workplace

Client:
Greentown Labs

Location:
Somerville, MA

Project Size:
90,000 SF

Contractor:
Ryan Construction

References
Emily Reichert, Ph.D. - Chief Executive Officer
ereichert@greentownlabs
617.513.5012

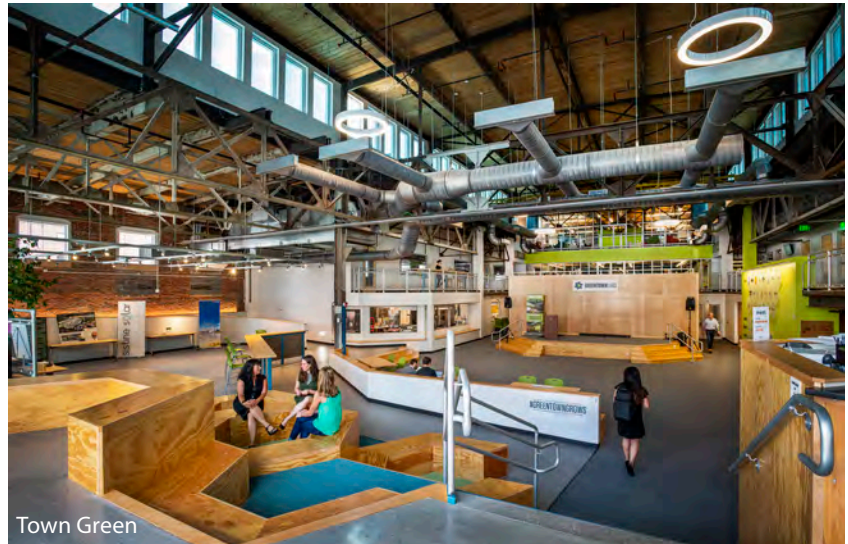
Project Team
David Silverman - PIC, Project Architect
Felice Silverman - Lead Interior Designer
Luis Araque- Interior Designer
Nathan Bonaiuto- Architectural Designer

STA has been working with Greentown Labs since 2011, when they established their initial cleantech space in Boston. Today, Greentown Labs is the largest cleantech incubator in the world and their space includes office space and prototyping space for over 90 companies. In 2013, STA designed Greentown's new 34,000 square foot facility in Somerville. STA developed space standards to align business model objectives to an efficient and comfortable place to work. This space includes research and development office space, outdoor and indoor presentation spaces, and maker space for prototyping.

In 2015, STA was hired to help them master plan an existing building with close proximity to their existing building. STA's design for the new 56,000 SF space was completed December 2017. In addition to more office and prototyping space, the new facility includes a large presentation area and a gallery for community engagement.

Greentown's new location is the original location for the American Tube Works, the first manufacturer of seamless brass and copper tubes for locomotive, marine, and stationary engines. The steel and brick building is an open 3 story volume constructed in 1908. It most recently was the home of a Maaco Auto Body

STA brought new life to the building by inserting two new floors while maintaining the industrial character by restoring exposed brick, wood, and structural steel elements. Existing hoists and rails were salvaged and maintained to harken back to the building's innovative history.



Town Green



Community Workspace



Collaborative Space Overlooking Three Story Atrium



Girl Scouts of Eastern Mass Administrative Program Study

Planning & Research

Client:
Girl Scouts of Eastern Massachusetts

Location:
Various Locations, MA

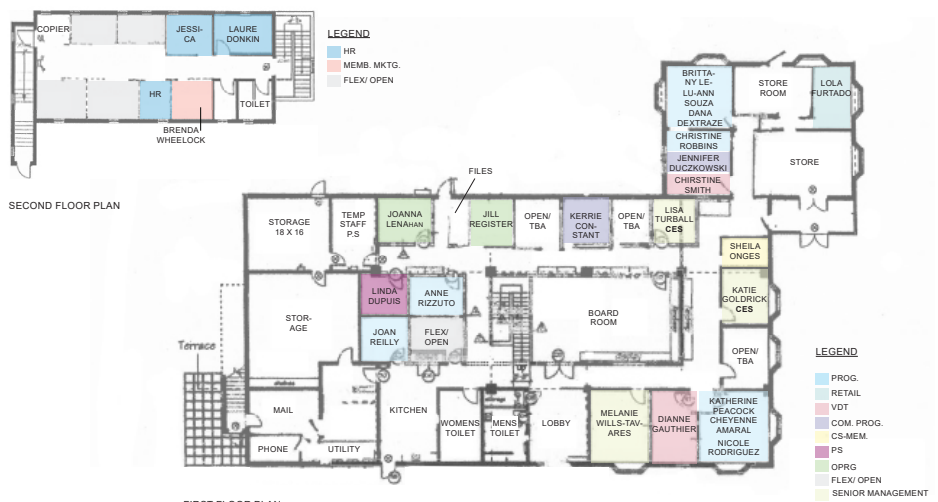
Project Team:
David Silverman - PIC, Architecture
Felice Silverman - PIC, Interior Design
Brianna Souza - Interior Design

Reference:
Barbara H. Fortier
Chief Operations Officer
Girl Scouts of Eastern Massachusetts
781-373-4202

As part of a 5-Year Master Plan Study for the Girl Scouts of Eastern Massachusetts, STA developed a feasibility study for the organization's various administrative office locations. The goal was to establish programming goals and evaluate the existing facilities in order to maximize space utilization and efficiency. We began by interviewing personnel to determine current and future programming requirements, including number and roles of personnel, opportunities for workspace design, and support spaces. We then evaluated the existing administrative office locations, documented the existing conditions and space utilization, and noted vacancies.

Using the program information and existing space assessments, STA developed test fit space plans to illustrate design solutions for maximizing space use and quality. The space plans were used for preliminary costs estimates, and to determine proposals office space consolidations and renovations.

Department	Title	Last name	First Name	Existing Location	O/W	SF	Proposed Location	O/W	SF
CS-Mem.		Hudson	Francesca	Boston					
CS-Mem.		Onges	Sheila	Boston	O				
FD		Dodd	Emily	Boston	W				
FD		Field	Erika	Boston	O				
FD		Perrone	Jennifer	Boston	W				
FD		Alpert	Jillian	Boston	O				
FD		White	Kristen	Boston	O				
FD		Whitney	Robin	Boston	W				
Finance		Griffin	Heather	Boston	O				
General	Kitchen			Boston					
General	Flex/Open	Cube 1		Boston		150			
General	Flex/Open	Cube		Boston		60			
Human Resources		Portillo	Nohehy	Boston	W				
IT		Harner	Scott	Boston	O				
IT		Johnson	Stephanie	Boston	O				
Marketing		Peters	Liz	Boston					
Marketing	Bernal O'Connor	Gina		Boston					
OPROG		Husley	Diane	Boston	W				
OPROG		Strom	Mary Jane	Boston	W				
Remote	RS15	Deming	Kate	Boston	W				
Remote	RS13	Spagh	Braman	Boston	W				
Senior Management	CEO	Parcellin	Pat	Boston	O			300	
Senior Management	COO	Fortier	Barbara	Boston	O			150	
Senior Management	CMO	Goldstein	Jan	Boston	O			150	
Senior Management	Exec. Asst.	Browne	Mary	Boston	O			150	
Community Programming		Denise		Boston	O				
Finance		Mello	Caitlin	Boston	W				
Finance	Interns v4			Boston	W				
General	Amb. Conf. Room			Boston					
General	Flex/Open	Cube 2		Boston					
General	Flex/Open	Cube 4		Boston					
OPROG/General	Hotel Space	Motly		Boston	W				
Senior Management	CFD	Lavoie	Nancy	Boston	O			150	
Community Programming		Duczowski	Jennifer	Middleboro	O				
Community Programming		Constant	Kerrie	Middleboro	O				
General	Cadette Conf. Rm			Middleboro				300	
General	Copier/Fax Rm			Middleboro				50	
General	Kitchen			Middleboro				150	
General	Cookst. Cupboard			Middleboro					
Human Resources		Miller	Jessica	Middleboro	O				
Human Resources		Donkin	Laure	Middleboro	O				
Member Marketing		Wheeleck	Branda	Middleboro	O				
OPROG		Register	Jill	Middleboro	O				
OPROG		Lenahan	Joanna	Middleboro	O				
Programming		Rizzuto	Anne	Middleboro	O				
Programming		Letage	Brittany	Middleboro	W				
Programming		Amarel	Cheyenne	Middleboro	W				
Programming		Robbins	Christine	Middleboro	W				
Programming		Dextraze	Dana	Middleboro	W				
Programming		Railly	Joan	Middleboro	O				
Programming		Souza	Lu-Ann	Middleboro	W				
Programming		Rodriguez	Nicole	Middleboro	W				
Programming		Peacock	Katherine	Middleboro	W				
PS		Supiac	Linda	Middleboro	O				
Remote	RS4	Sears	Chris	Middleboro	W				
Remote	RS1	Skog	Darlene	Middleboro	W				
Remote	RS2	Hook	Ginger	Middleboro	W				
Remote	RS3	McDonough	Kelly	Middleboro	W				
Remote	RS5	Schweikert	Kristen	Middleboro	W				
Retail		Furtado	Lola	Middleboro	O				
Senior Management	CEO	Goldrick	Katie	Middleboro	O			150	
Senior Management	CEO	Lia		Middleboro	O			150	
Senior Management	CPO	Willis-Tavares	Melanie	Middleboro	O			150	
VDT		Smith	Christine	Middleboro	W				
VDT		Gauthier	Dianne	Middleboro	O				
Community Programming		Lu	N. Andover	O					
CS-Mem.		Goldenberg	Lora	N. Andover	O				
Facilities		Wholey	David	N. Andover	O				
Facilities		Howard	Lorna	N. Andover	O				
Finance		Strangis	Paty	N. Andover	O				
General	Sk. Conf. Rm			N. Andover				300	
General	Cookst. Cupboard			N. Andover					
General	Kitchen			N. Andover					
General	Chief/Visitor Office			N. Andover				100	
General	Flex/Open	Cube		N. Andover				60	
General	Interns Conf. Rm			N. Andover				150	
ISR		Salvi	Cheryl	N. Andover	W				
ISR		Martin	Karyn	N. Andover	W				
ISR		Lambert-Serna	Kim	N. Andover	W				
Programming		Lu	Sacha	N. Andover	O				
PS		Campbell	Cindy	N. Andover	O				
Remote	RS7	DePrufio	Heather	N. Andover	W				
Remote	RS12	Gaspar	Heather	N. Andover	W				
Remote	RS11	Rove	Loise	N. Andover	W				
Remote	RS9	Malanado	Rosa	N. Andover	W				
Remote	RS10	Leach	Sian	N. Andover	W				
Remote	RS8	Geiser	Stephanie	N. Andover	W				
Retail		Hodgkin	Branda	N. Andover	W				
AA		vanNederpalt	Amy	Waltham	W				
General	Junior Conf. Rm			Waltham				200	





MassRobotics

Workplace, Co-working, Nonprofit, Public

Client:
MassRobotics

Location:
12 Channel St. Boston, MA

Project Size:
25,000 SF

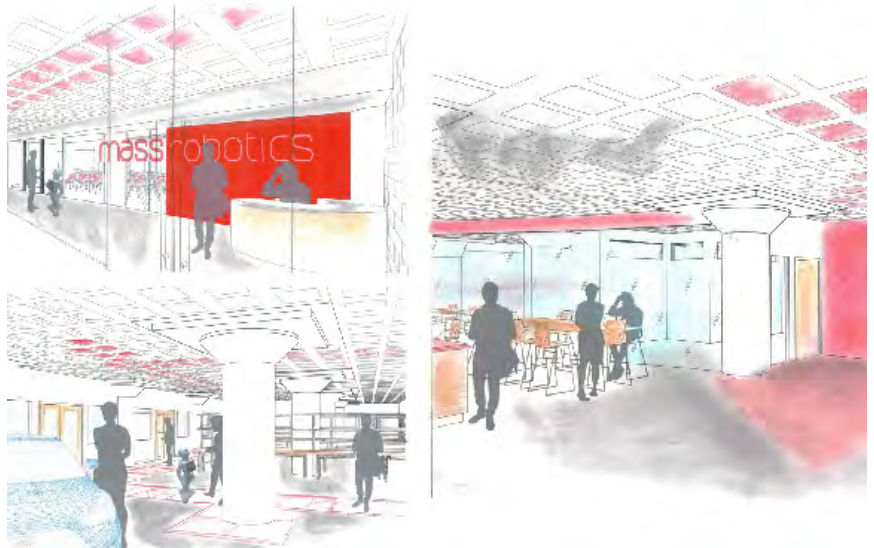
Contractor:
Tocci Construction

Project Team:
David Silverman - PIC, Architecture
Felice Silverman - PIC, Interior Design

Reference:
Joyce Sidopoulos
Co-Founder
Community and Programs Director
MassRobotics
www.massrobotics.org
781.856.8696
joyce@massrobotics.org

STA has designed the 25,000 sf expansion of MassRobotics, an incubator for startups in the robotics sector. The space includes flexible and adaptable event space, office areas of various sizes for diverse companies and growth, lab prototyping space including a machine shop, and shared amenities including meeting, cafe and support spaces.

The project is publicly funded and the construction process complied with Massachusetts public bid processes in full.





The Record Co.

Workplace, Co-working, Nonprofit

Client:
The Record Co.

Location:
Roxbury, MA

Project Size:
8000 SF

Contractor:
Citywide Contracting

Reference:
Matt McArthur
Executive Director
The Record Co.
matt@therecordco.org
520.990.5626



STA is designing the relocation and expansion of The Record Co's facility in Boston, Massachusetts. TRC is a nonprofit institution whose mission is "to remove the technical and social barriers between Boston's music makers and their creative visions through truly affordable music workspace and professional development programs", with a strong focus on community and inclusivity.

Our process included collaborative design visioning sessions with musicians and other community members, as well as extensive building shell and core coordination, and complex technical solutions related to the acoustical design of the recording studios and rehearsal rooms.





Madison Park Development Corporation: Dewitt Center

Education & Culture

Client:
Madison Park Development Corporation

Location:
Roxbury, MA

Project Size:
21,375 SF

Project Team:
Felice Silverman - PIC, Interior Design
Maria Martinez - Interior Designer

Contact:
Jeanne Pinado
Chief Executive Office
617.849.6220
e.jpinado@madison-park.org

The Dewitt Center is a community center in Roxbury, Massachusetts. The Center is a place for people of all ages to connect, play, learn, celebrate and strengthen their community. The 2 story, 21,375 sf new building includes an early education center, gym, technology program, teen room, art studio, multi-purpose spaces and management offices.

The goal was to create a space that reflected and celebrated the vibrancy and culture of the community, while engaging and appealing to people of a wide range of ages, from children, to teens to adults. Focus groups and design charrettes were held with community members of all ages, ensuring an inclusive process for all constituents.

The design team, a partnership between the building architect and an interior design firm, worked collaboratively to design a cohesive and holistic experience from outside to inside. The main circulation flooring is large format LVT plank, in an ashlar layout to echo the architecture's recurring theme of shifting horizontal planes and lines, with interior color accents giving texture and rhythm, and recalling the Center's welcoming blue archway at the entry

The rich color palette of grays, blues, green and orange is at once playful, sophisticated, and timeless, and became the inspiration for an integrated community art program. The maintenance of the space was also a key driver, as the Dewitt Center has hundreds of visitors each day. The specified materials are sustainable and easy to maintain, ensuring a healthy environment.

We have also designed the new MPDC offices, and are currently working on interior renovations to MPDC's Haynes House and 2451 Washington properties, as well as Hibernian Hall. All projects have included community meetings and presentations.





234-236 Clarendon Street

Building Repositioning,
Historic Renovation

Client:
UrbanMeritage

Location:
Boston, MA

Reference:
Vincent Norton
VNorton@urbanmeritage.com
617.236.7999

234-236 Clarendon Street was a facade restoration project in Boston's Back Bay. During selection demolition it was discovered that many elements at the existing facade still existed under the white marble overlay. This historic project then turned from a redesign of this building's facade and oriel windows to a restoration and re-creation of existing details and elements. This project went through both the approvals by the Neighborhood Association of the Back Bay (NABB) and the Back Bay Architectural Commission (BBAC)





Wellan Montessori School

Master Planning, Feasibility, MAAB/ADA Upgrades, Education

Client:
Wellan Montessori School

Location:
Newton, MA

Project Size:
15,000 SF

Contractor:
Citywide Contracting

Project Team:
Felice Silverman - PIC, Interior Design
Tom Trykowski - PIC, Architecture

Contact:
Beth Black
Head of School
617.969.4488
e. beth.black@newtonmontessori.org

STA was engaged to develop a Feasibility Study and Master Plan for the Wellan Montessori School's existing building in Newton Center, Massachusetts. The scope of services included a full building assessment, including existing conditions documentation, an assessment of all mechanical, electrical, plumbing, and fire protection systems, a review and assessment of all relevant building and accessibility codes and regulations, and documentation of existing program usage. In addition STA conducted a Programming Study, evaluating existing program space allocations, assessing future programming goals, and developing a 5-year Master Plan of proposed capital allocations. The study included cost estimates for each proposed project, allowing for a detailed projection of capital expenditures for the 5 year period.

Following the Master Plan, STA has completed full architectural services for the execution of approved capital projects, including classroom, toilet room, and administrative area renovations, as well as MEPFP upgrades, and ADA/MAAB and building code compliance initiatives.

We are now masterplanning properties owned by the Archdiocese for future NMS expansion, and are providing full assessment and code upgrade requirements, as well as space utilization opportunities for the school.





Miraki Innovation

Workplace

Client:
Miraki Innovation

Location:
Cambridge, MA

Project Size:
15,000 SF

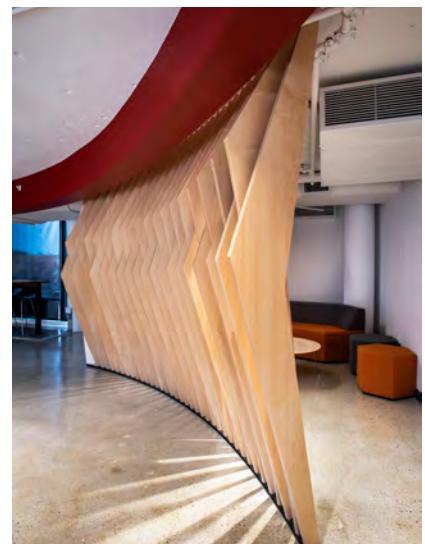
Contractor:
CityWide Contracting

References
Christopher Velis
Chairman & Executive Officer
cvelis@miraki.com
617.963.8991

Project Team
David Silverman- PIC, Project Architect
Felice Silverman- Lead Interior Designer
Luis Araque- Interior Designer
Maria Martinez- Interior Designer

Miraki Innovation, (formerly MedCap Advisors), is a medtech investment and development firm that identifies technological breakthroughs that have the potential for global impact and builds those ideas into companies. Miraki's founder, Christopher Velis, has been committed to building strategy for emerging and market leading medical devices companies for more than 27 years, having represented clients through more than 150 mergers and venture investments. Miraki builds companies in-house. They pinpoint current and future global healthcare demands and challenges, then utilize their extensive network to uncover technologies that will most effectively solve those problems, developing those ideas into innovations that will change and save lives.

STA designed Velis' office for MedCap Funds and MedCap Advisor's in Harvard Square in 2012, a 2,000 sf space. After decades in M&A where Velis was developing technologies for late stage and established companies, he recognized patterns in how medtech companies succeed and failed during development and exit. His new company, Miraki Innovation, required a new and expanded space that with more room for the venture team and portfolio companies in which Miraki is investing. One of Velis' goals for the space was to create a collaborative environment where the team of teams would engage with the companies developing the latest innovations in medical technology.





Steward Executive Offices

Workplace

Client:
Steward Health Care

Location:
Boston, MA

Project Size:
40,000 SF

Contractor:
Commodore

Project Team:
Felice Silverman - PIC, Interior Design

STA performed interior programming and planning services for the new Executive Offices of Steward Health Care in Copley Square. The process required detailed programming to accommodate employees and departments from multiple locations, and to address a variety of conferencing and technology requirements. Working with the base building architect, we developed finish palettes and interior elements consistent with the company's evolving branding and culture.

Following the initial buildout, STA maintained a relationship with Steward to manage the personnel and department space allocations, and subsequent expansion of the offices. Ongoing programming analysis and test fits were completed to assist the company in their decisions regarding their growth and restructure.





East Boston Social Center

Masterplanning, MAAB/ ADA upgrades, Community Center

Client:
East Boston Social Center

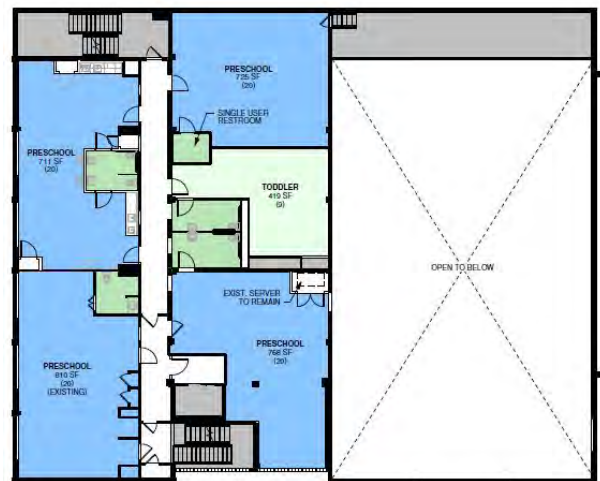
Location:
68 Central Sq, East Boston, MA

Project Size:
15,000 SF

Reference:
David Cali
Director of Operations
617.569.3221 ext. 119
East Boston Social Center,
68 Central Square,
East Boston

Project Team:
David Silverman - PIC, Architecture
Felice Silverman - PIC, Interior Design
STA has had an ongoing relationship with this neighborhood social center serving culturally diverse families and individuals of all ages in East Boston. Our services have included facility audit work, capital needs assessments, multiple renovations and master planning efforts to help optimize space for their children and seniors programs.

CENTRAL SQUARE PROGRAM		
COLOR	PROGRAM	NO.
Light Blue	3rd Floor / School Age	31 EXIST
Light Green	3rd Floor / School Age	19 NEW
Blue	Preschool	30 EXIST
Orange	Toddler	20 NEW
Light Green	Infants	7 NEW
Pink	Admin	
Yellow	Kitchen	
Light Green	Storage	
Light Green	Restroom	





Presentation School Foundation

Education & Culture

Client:
Presentation School Foundation

Location:
Brighton, MA

Project Size:
28,000 SF

Contractor:
Elaine Construction

MEFPF Engineers:
Fitzmeyer & Tocci

Structural & Building Envelope Engineer:
Simpson Gumpertz & Heger

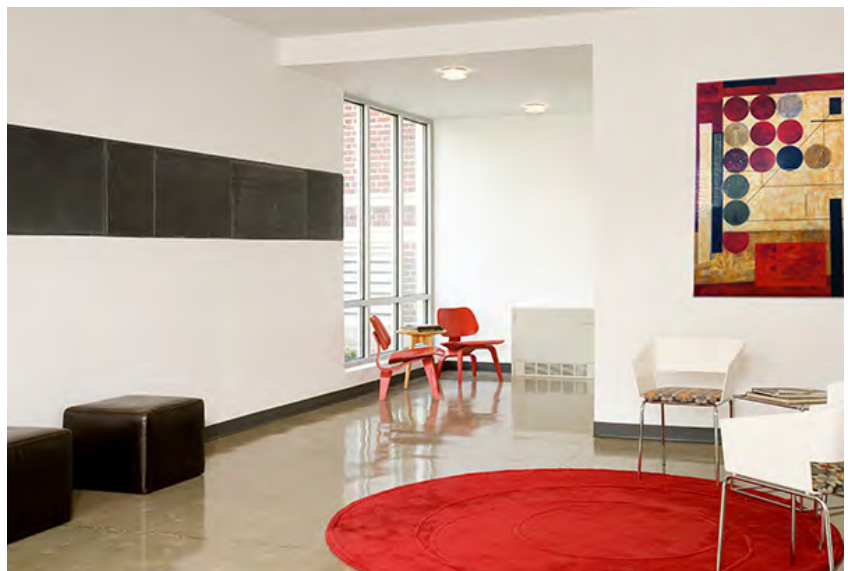
Civil Engineer:
Hayes Engineering

Project Manager:
The Hunter Group

LEED Consultant:
Nathan Gauthier

STA was engaged to prepare a feasibility study and full architecture services for the Our Lady of the Presentation School, an elementary school that was closed and purchased by a local community group. Our process involved programming at the community level, to determine an appropriate set of functions for the space and a series of test-fit planning and budgeting phases. The result was a mixed used community center with a daycare center, community kitchen and event space, social service programs and administrative functions.

Sustainability was a key factor and the project achieved LEED Gold Certification. Creative solutions in achieving this status included the salvage of existing classroom chalkboards and their reuse as an exterior material on the new entry.



KEY STAFF AND CONSULTANTS OVERVIEW

October 25, 2019

125 Broad Street, Floor 7
Boston, MA 02110
617-426-1501
www.sta-design.com

KEY STAFF

Felice Silverman and Thomas Trykowski left a large architecture firm to start **Silverman Trykowski Associates** in 1997. The primary reason for setting out on their own was that they were starting to lose their close connections to the clients they served as a result of being associates in a big firm. With the shared goal of offering a high level of client service Silverman Trykowski Associates was founded. David Silverman joined the firm in 2012, expanding STA's breadth of experience to include master planning and project management. The three STA Principals have now all developed such strong relationships with our clients that we are sometimes considered to be an extension of their own companies, a testament to the fact that we are always available no matter how small the problem that needs solving.

David Silverman, AIA, Principal

David Silverman, AIA, Principal, is a registered Architect and will be responsible for building analysis, code review, timelines, and coordination with the cost estimator and all consultants. David is also the founder of the Urban Neighborhood Design Alliance (UNDA), bringing programs about design to children. He is also on the Board of the Boston Society of Architects Foundation and Learning by Design in Massachusetts, a K-12 architecture and design education program.

In 2012, David Silverman joined STA as a Principal after leading his own architecture practice for 8 years. Prior to that David worked at the Massachusetts Institute of Technology as an in-house architect and design project manager on a \$300 million capital project. This experience as an owner's project manager proved invaluable as it helped David to appreciate first hand the all important operations, maintenance, and facility management concerns that all of our clients experience. David has experience working on public projects, as well as multi-unit residential and historic experience with the Cambridge Historical Commission.

David has extensive experience in building repositioning, and co-work environments.

Felice Silverman, FIIDA, LEED ID+C, WELL AP, NCIDQ, Principal

Felice Silverman, FIIDA, Principal, brings over 30 years of design and leadership experience to STA's projects. Felice is a Cambridge native, having grown up on Putnam Avenue in Cambridgeport. Felice will be the lead interior designer, and will participate in all interviews, meetings, programming discussions, design recommendations, service opportunities and presentations. Felice is an expert in workplace design, and with a commitment to designing healthy environments, Felice is LEED ID+C certified, and is WELL AP certified.

Felice co-founded STA 22 years ago, and has always made it a priority to mentor young designers both in our office and in the community. Felice is the past President of the International Interior Design Association, a professional association for over 15,000 members. She was recognized by the New England Chapter with the 2009 Leadership Award, and was named a Fellow of the Association for her service and leadership. Felice has taught at the Boston Architectural College, and was recognized by Design New England with the 2014 Distinguished Mentor Award.

Thomas Trykowski, AIA

Tom Trykowski is the Co-Founder, Principal, and the President / Treasurer at Silverman Trykowski Associates, Inc. He has been practicing architecture for the past twenty-seven years for both local and national clients. Tom has an expertise in restoration of existing buildings, including historic preservation and adaptive reuse. He has had extensive involvement in projects in Boston's Back Bay and the South End, including multi-unit residential projects, as well as commercial, retail and restaurant spaces. Through these projects, he has successfully presented to many neighborhood boards and city agencies for project approvals.

Molly Rovero, AIA

Molly Rovero is a registered architect (MA 951120) and project manager for Silverman Trykowski Associates. She is a Boston Architectural College graduate and has worked in some of Boston's most prestigious firms before landing at STA. She is inquisitive and is always searching to learn new things in the world of design. Molly has recent experience working on a substantial historic building restoration that also includes a great deal of interface with many different clients. The project is the reconstruction of a multi-family housing building (formerly a historic school building) that suffered a damaging fire. Molly has been the day to day design lead working to reconstruct all of the homes in the fire damaged building. Her tireless efforts and sympathetic ears have resulted to a successful project.

Brianna Souza, NCIDQ, Assoc. IIDA, Allied ASID

Brianna Souza is a NCIDQ certified Interior Designer for Silverman Trykowski Associates, Inc. She is interested in universal and sustainable/green design elements; she is planning to live in a self-sustaining house herself. She strives to bring functionality as well as creativity to her designs. Brianna graduated with honors from The New England School of Art and Design at Suffolk University with a Bachelor of Fine Arts in Interior Design. While at Suffolk, she joined ASID to be part of the expanding design world. Brianna has experience with workplace design, non-profit spaces, and has worked on and a number of historic renovation projects in Boston's Back Bay neighborhood.

Maria Martinez

Maria is an Interior Designer at Silverman Trykowski Associates. With a professional Certificate in Performing Arts from Langara College in Vancouver B.C. Canada. Through her acting career, Maria shed light on human connections through storytelling. Her passion and experience in art, cultural diversity, and human interactions, are now expressed through the lens of Architecture and Design. Maria earned her Bachelors of Interior Architecture from the Boston Architectural College. Maria has worked on a variety of workplace spaces while at STA and led the design team for Bodega Makeover, a non-profit dedicated to providing store improvements and bringing healthy eating options to Boston's neighborhoods.

As a designer, Maria strives to shape spaces, which enhance and empower healthy human interactions. With a focus on the user experience and sustainability through thoughtful and creative collaborative design solutions, Maria pushes for the development of higher living standards in every project she collaborates in. For her, design is a social activism—a responsibility to shape and positively impact people's lives through mindful space design.



Felice Silverman, FIIDA, LEED ID+C, WELL AP, NCIDQ, Principal

Felice Silverman, FIIDA, Principal, will be the Principal in Charge for the design phase, and will be the main point of contact and lead interior designer, and will participate in all interviews, meetings, programming discussions, design recommendations, and presentations. She brings over 30 years of design and leadership experience to STA's projects. With a commitment to designing healthy environments, Felice is LEED ID+C certified, and is WELL AP certified. Felice co-founded STA 22 years ago. Felice is the past President of the International Interior Design Association, a professional association for over 15,000 members. She was recognized by the New England Chapter with the 2009 Leadership Award, and was named a Fellow of the Association for her service and leadership. Felice has taught at the Boston Architectural College, and was recognized by Design New England with the 2014 Distinguished Mentor Award. Felice received her Master of Interior Design from the Boston Architectural College, and a Bachelor of Fine Arts from Harvard University.



David Silverman, AIA, Principal

David Silverman, AIA, Principal, is a registered Architect and will be the Principal in Charge during the construction documents and construction phases, responsible for construction documents, construction administration, building analysis, code review, time-lines, and coordination with the cost estimator and all consultants. In 2012, David Silverman joined STA as a Principal after leading his own architecture practice for 8 years. Prior to that David worked at the Massachusetts Institute of Technology as an in-house architect and design project manager on a \$300 million capital project. This experience as an owner's project manager proved invaluable as it helped David to appreciate first hand the all important operations, maintenance, and facility management concerns that all of our clients experience. David received his Bachelor of Architecture degree from the Boston Architectural College, and is on the Board of the Boston Society of Architects Foundation and Learning by Design in Massachusetts.



Thomas Trykowski, AIA, NCARB, Principal

Thomas Trykowski is a Principal and the President/Treasurer at Silverman Trykowski Associates, Inc. He has been practicing architecture for the past twenty-seven years for both local and national clients. Mr. Trykowski has experience in all phases of the design and construction process in a variety of industries including commercial building projects and interiors, childcare, multi-family housing projects, healthcare, and specialty retail and restaurant projects.

Thomas received his Associate of Architectural Engineering from Roger Williams University and his Bachelor of Architecture at the Boston Architectural College.

He is a member of the American Institute of Architects (AIA) and the Boston Society of Architects (BSA) and is NCARB Certified. Thomas has taught at the Boston Architectural College and the Wentworth Institute of Technology. He is



Molly Rovero, AIA

Molly Rovero is a registered architect (MA 951120) for Silverman Trykowski Associates. She is a Boston Architectural College graduate and has worked in a number of Boston area firms before landing at STA. She is inquisitive and is always searching to learn new things in the world of design.

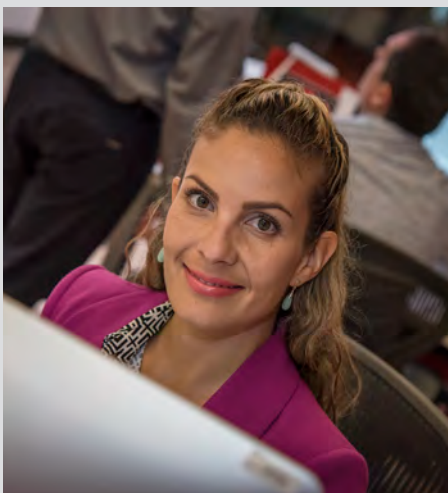
From her childhood as an army brat and a summer studying abroad in Paris, Molly has developed an appreciation for diverse cultures. She has been to 19 countries and is constantly seeking the next big adventure. When Molly isn't at her desk or gallivanting around the globe, you can find her in a studio or at the barre perusing her passion for dance.



Brianna Souza, NCIDQ, Assoc. IIDA, Allied ASID

Brianna Souza is a NCIDQ certified Interior Designer for Silverman Trykowski Associates, Inc. She is interested in universal and sustainable/green design elements; she is planning to live in a self-sustaining house herself. She strives to bring functionality as well as creativity to her designs.

Brianna graduated with honors from The New England School of Art and Design at Suffolk University with a Bachelor of Fine Arts in Interior Design. While at Suffolk, she joined ASID to be part of the expanding design world.



Maria Martinez, Assoc. IIDA

Maria is an Interior Designer at Silverman Trykowski Associates. With a professional Certificate in Performing Arts from Langara College in Vancouver B.C. Canada. Through her acting career, Maria shed light on human connections through storytelling. Her passion and experience in art, cultural diversity, and human interactions, are now expressed through the lens of Architecture and Design. Maria earned her Bachelor's of Interior Architecture from the Boston Architectural College.

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SIGNED
ANTI COLLUSION /
NON DISCRIMINATION
AND TAX COMPLIANCE
FORMS

October 25, 2019

125 Broad Street, Floor 7
Boston, MA 02110
617-426-1501
www.sta-design.com

NON-COLLUSION STATEMENT

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him/her, entered into any combination, collusion or agreement with any person relative to the RFQ response, to prevent any person from responding nor to include anyone to refrain from responding, and that this response is made without reference to any other response and without any agreement, understanding or combination with any other person in reference to such response.

I HEREBY AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FACTS AND INFORMATION CONTAINED IN THE FOREGOING RFQ FOR THE CRA ARE TRUE AND CORRECT.

Dated this 25 day of October, 2019

Silverman Trykowski Associates, Inc.

Name of Organization,

Principal

Title of Person Signing

Signature

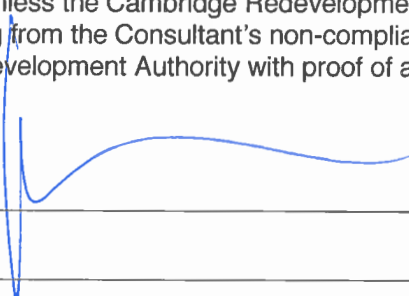


NONDISCRIMINATION STATEMENT

The Consultant agrees:

1. The Consultant shall not, in connection with the services under this Contract, discriminate by segregation or otherwise against any employee or applicant for employment on the basis of race, color, national or ethnic origin, age, religion, disability, sex, sexual orientation, gender identity and expression, veteran status or any other characteristic protected under applicable federal or state law.
2. The Consultant shall provide information and reports requested by the Cambridge Redevelopment Authority pertaining to its obligations hereunder, and will permit access to its facilities and any books, records, accounts or other sources of information which may be determined by the Cambridge Redevelopment Authority to affect the Consultant's obligations.
3. The Consultant shall comply with all federal and state laws pertaining to civil rights and equal opportunity including executive orders and rules and regulations of appropriate federal and state agencies unless otherwise exempt therein.
4. The Consultant's non-compliance with the provisions hereof shall constitute a material breach of this Contract, for which the Cambridge Redevelopment Authority may, in its discretion, upon failure to cure said breach within thirty (30) days of written notice thereof, terminate this Contract.
5. The Consultant shall indemnify and save harmless the Cambridge Redevelopment Authority from any claims and demands of third persons resulting from the Consultant's non-compliance with any provisions hereof, and shall provide the Cambridge Redevelopment Authority with proof of applicable insurance.

Signed (type name): David J. Silverman, AIA
Title: Principal
Date: October 25, 2019



CERTIFICATE OF TAX, EMPLOYMENT SECURITY, AND CHILD CARE COMPLIANCE

Pursuant to Massachusetts General Laws Chapter 62C, §49A and Chapter 151A, §19A(b) and Chapter 521 of the Massachusetts Acts of 1990, as amended by Chapter 329 of the Massachusetts Acts of 1991,

I, David J. Silverman, AIA (Name) whose principal place of business is located at 125 Broad St. , 7th Floor, Boston MA 02110 (Address), do hereby certify that:

A. The above-named Respondent has made all required filings of state taxes, has paid all state taxes required under law, and has no outstanding obligation to the Commonwealth's Department of Revenue.

B. The above-named Respondent/Employer has complied with all laws of the Commonwealth relating to unemployment compensation contributions and payments in lieu of contributions.

C. The undersigned hereby certifies that the Respondent/Employer (please check applicable item):

1. employs fewer than fifty (50) full-time employees; or
2. offers either a dependent care assistance program or a cafeteria plan whose benefits include a dependent care assistance program; or
3. offers child care tuition assistance, or on-site or near-site subsidized child care placements.

Signed under the penalties of perjury this 25 day of October, 2019.

Federal Identification Number: 22-394-9948

Signed (type name): David J. Silverman, AIA

Title: Principal

Date: October 25, 2019

CITY OF CAMBRIDGE LIVING WAGE ORDINANCE FACT SHEET CHAPTER 2.121 OF THE CAMBRIDGE MUNICIPAL CODE

Note: This fact sheet is a summary of several provisions of the Cambridge Living Wage Ordinance, intended to provide an introduction to the matters regulated by the ordinance. All determinations regarding the application of the ordinance to particular individuals or circumstances should be made by reference to the ordinance itself.

Effective date: The Cambridge City Council enacted the Living Wage Ordinance effective July 2, 1999.

Purpose: The purpose of the ordinance is to assure that employees of the City and employees of contractors, subcontractors, and beneficiaries of assistance from the City earn an hourly wage needed to support a family.

Application: The ordinance applies to (a) City employees, (b) employees of contractors and subcontractors who have Service Contracts with the City in amounts over \$10,000, (a Service Contract does not include contracts for the purchase of goods, products, equipment, supplies, or other property, and does not apply to services which are incidental to the delivery of such products, equipment or commodities), and (c) employees of Beneficiaries of Assistance in the form of grants, loans, tax incentives, bond financing, subsidies, or other forms of assistance over \$10,000, received by or through the authority or approval of the City, including but not limited to, c. 121A tax abatements, industrial development bonds, Community Development Block Grant (CDBG) loans or grants, Enterprise Zone designations awarded after the effective date of the ordinance, and the lease of City owned land or buildings below market value.

Covered Employers: The ordinance applies to the City, any contractor or subcontractor on a Service Contract with the City over \$10,000, and any Beneficiary of Assistance over \$10,000.

Covered Employees: The ordinance applies to any person employed by a Covered Employer, and to any person employed by an independent contractor doing business with a Covered Employer, who would directly expend any of his or her time on the activities funded by the service contract or the activities for which the Beneficiary received Assistance.

Living Wage: Effective March 1, 2019 the Living Wage is \$16.15 per hour, subject to annual CPI adjustments each March 1st. Cuts in non-wage benefits prohibited: No Covered Employer may fund any wage increase required by the ordinance by reducing health, insurance, pension, vacation, or other non-wage benefits of any of its employees.

Waivers: The City Manager may grant waivers to the requirements of the ordinance. There are three types of waivers: (a) General Waiver: if the City Solicitor finds that application of the ordinance would violate a specific federal or state statute or regulation; (b) Hardship Waiver: a non-profit employer may apply to the City Manager for a waiver if payment of the Living Wage would cause a substantial hardship; and (c) Chapter 30B Waiver: prior to issuing an invitation to bid for a services contract a

department may ask the City Manager for a Living Wage waiver if it would make the contract inordinately expensive or would result in a significant loss of services.

Exceptions: Certain positions are excepted from the ordinance upon certification in an affidavit signed by the principal officer of a Covered Employer that the positions are as follows: (1) youth hired pursuant to a City, state, or federally funded program during the summer or as part of a school to work program or other related seasonal or part-time work; (2) work-study or cooperative educational programs; (3) trainees who are given a stipend or wage as part of a job training program; (4) persons working in recognized supported employment programs that provide workers with additional services such as room and board, case management, counseling, or job coaching; (5) positions where housing is provided by the employer; (6) employees who are exempt from federal or state minimum wage requirements; and (7) individuals employed by the City where such employment is intended primarily to provide a benefit or subsidy to such individuals, although they are paid for work performed.

Notification Requirements: All persons who have signed a service contract with the City or a contract for Assistance are required to forward this Fact Sheet to any person submitting a bid for a subcontract on the contract. All Covered Employers must provide this Fact Sheet to each Covered Employee and must post this Fact Sheet in a conspicuous location visible to all employees.



Acknowledged By: David Silverman