

**Town of Nahant  
Community Preservation Committee**



**Grant Application Package  
&  
Project Submission Forms  
FY 2021**

Deadline for Submission: Jan. 31, 2020

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**Town of Nahant**  
**Community Preservation Committee**



**Guidelines for Submission**

Forms can be found on the Town's website. Navigate to:

**[Nahant.org/committees/Community Preservation/Visit Our CPC Webpage/ Project Submission](http://Nahant.org/committees/Community%20Preservation/Visit%20Our%20CPC%20Webpage/Project%20Submission)**

A submission form may be saved and filled out electronically or printed. Forms and attachments may be submitted manually or electronically. Addresses are:

Electronic submission – Bobbie-Jo Blair at [bblair@nahant.org](mailto:bblair@nahant.org)  
Manual Submission - Nahant Community Preservation Committee  
C/O Town Administrator's Office  
Town Hall  
Nahant, MA 01908

- 1) Each project request must be submitted on the Community Preservation Committee Project Submission Forms (the "Grant Application FY 2021" beginning on page six)"

Additional information may be attached. In particular, the completion of questions 8 -13, found on page 8, may require the inclusion of additional pages. If additional pages are necessary, please label you text with the appropriate application question number and title.

Example: **8) For acquisition projects.**  
"Applicant's text"

- 2) Requests must include the need for proposed project and be documented with appropriate support information.
- 3) Obtain quotes for construction project costs whenever possible. If not, cost estimates may be used, provided the basis of the estimate is fully explained. Independent appraisals are encouraged wherever appropriate.

Stipends for project cost estimating for major projects may be requested to assist petitioners in obtaining "Informed Cost Estimates" for their grant preparation. Please contact Tony Barletta, the Town Administrator, for assistance in this

regard.

Also, in formulating your total project cost estimates, professional services such as architectural or engineering are considered as eligible, and often necessary, costs and should be included in your request.

- 4) Requests for funding may be for up to a 5-year period.
- 5) If request is part of a longer-term project, include the total project cost.
- 6) For Departments or Committees that have multiple project requests, prioritize projects.

- 7) Requests should be received by January 31, 2019 to be considered for recommendation at the May 16, 2020 Annual Town Meeting. This submission deadline is a hard deadline, not an aspirational one.
- 8) The Community Preservation Committee reserves the right to impose conditions on grant funding, including entering into and recording a preservation and/or conservation restriction in appropriate cases. In all cases, a grant recipient will be required to enter into a written contract with the Town of Nahant agreeing to the terms and conditions of the grant.
- 9) Please keep in mind that the uses of CPA grant funds are limited by the enabling legislation. Pages four and five of this document provide some important definitions as they are applied by MGL Ch.44B Sec.2, as amended June 28, 2012.

The Department of Revenue (DOR) published "Informational Guideline Release No. 00-209, December 2000" that contains a glossary and other information relevant to the Community Preservation Act, it can be found at the web site address listed below:

<http://www.mass.gov/dor/docs/dls/publ/igr/2000/2000209igr.pdf>

The DOR also summarizes Community Preservation Fund allowable spending purposes (M.G.L/ c/ 44b §5) in a chart found here:

<http://www.communitypreservation.org/DOR-Allowable-Uses-2012.pdf>

10. Annually the Committee reviews the implementation progress of prior year grants and has set criteria of 18 months and 36 months respectively for the latest start and completion dates. Grants failing to demonstrate this level of commitment and progress will be reviewed for possible forfeiture of the appropriation. Any such funds reclaimed will be returned to the town's respective community preservation act reserve for future appropriation.

Please complete the application form with as much detail as possible, incomplete forms may be returned to the applicant. If you encounter any difficulty while completing the application, you may contact a committee member for assistance. If you are in doubt about your project eligibility, please submit an application so that we have the opportunity to review it.

**Partial Glossary for the Community Preservation Act  
MGL Ch.44B Section 2, as amended June 28, 2012**

- 1.) **“Community housing”** - low and moderate income housing for individuals and families, including low or moderate income senior housing.
- 2.) **“Historic resources”** - a building, structure, vessel or real property that is listed or eligible for listing on the state register of historic places or has been determined by the local historic preservation commission to be significant to the history, archeology, architecture or culture of a city or town.
- 3.) **“Preservation”** - protection of personal or real property from injury, harm or destruction.
- 4.) **“Open space”** - shall include, but not be limited to, land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, land to protect scenic vistas, land for wildlife or nature preserve and land for recreational use.
- 5.) **“Recreational use”** - active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. “Recreational use” shall not include horse or dog racing or use of land for a stadium, gymnasium or similar structure.
- 6.) **“Annual income”** - a family’s or individual’s annual gross income less reasonable allowances for dependents, other than a spouse, and for medical expenses as the housing authority or, in the event that there is no housing authority, the Department of Housing and Community Development, determines.
- 7.) **“Low income housing”** - housing for those persons and families whose annual income is less than 80 per cent of the area-wide medium income. The area-wide income shall be the area-wide median income as determined by the United States Department of Housing and Urban Development.
- 8.) **“Low or moderate income senior housing”** - housing for those persons having reached the age of 60 or over who would qualify for low or moderate income housing.
- 9.) **“Moderate income housing”** - Housing for those persons and families whose annual income is less than 100 per cent of the area-wide median income. The area-wide median income shall be the area-wide median income as determined by the United States Department of Housing and Urban Development.
- 10.) **“Maintenance”** – incidental repairs which neither materially add to the value of the property nor appreciably prolong the property’s life, but keep the property in a condition of fitness, efficiency or readiness.
- 11.) **“Capital Improvement”** – reconstruction or alteration of real property that (1) materially adds to the value of the real property or appreciably prolongs the useful life of

the real property; (2) becomes part of the real property or is affixed to the real property so that removal would cause material damage to the property or article itself; and (3) is intended to become a permanent installation or is intended to remain there for an indefinite period of time.

**12.) Rehabilitation** – capital improvements, or the making of extraordinary repairs, to historic resources, open spaces, lands for recreational use and community housing for the purpose of making such resources, open spaces, lands for recreational use and community housing functional for their intended uses including, but not limited to, improvements to comply with the

American with Disabilities Act and other federal, state or local building or access codes; provided, that with respect to historic resources, “rehabilitation” shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior’s Standards for the Treatment of Historic Properties codified in 36 C. F. R. Part 68; and provided further, that with respect to land for recreational use, “rehabilitation” shall include the replacement of playground equipment and other capital improvements to the land or the facilities thereon which make the equipment or related facilities more functional for the intended recreational use.

**13.) “Support of community housing”** – shall include, but not be limited to, programs that provide grants, loans, rental assistance, security deposits, interest-rate write downs, or other forms of assistance directly to individuals and families who are eligible for community housing or to an entity that owns, operates or manages such housing, for the purpose of making housing affordable.

**Town of Nahant**

**Community Preservation Committee**



**Grant Application FY 2021**

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**Applicant:**

Applicant's address and phone number:

Town committee or board (if applicable):

**Application Purpose:**

(please select all that apply)

Open Space

Community Housing

Historic Preservation

Recreation

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**1) Project Name:** Town Hall ADA West Access

**2) Project Description:**

This is a rehabilitation project to a historic resource and shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C. F. R. Part 68. The Town Hall has been assessed for ADA compliance issues and this project is an attempt to begin fixing identified projects from that assessment. Given the costs of all identified ADA projects within the Town Hall, we are segmenting the approach. This project would be focused on modifying door hardware and installing proper signage throughout the building, and improving restroom accessibility and building access on the lower and upper levels Town Hall. Instead of pursuing the concept included in the attached assessment that would change what door the handicap ramp is attached to, this project would replace the existing ramp and not change where the access currently is on the West side. The current use of the hallway to the proposed concept presents additional needed capital repairs and costs if it were to change and it is not necessary at this time. Also, the Tiffany Room on the lower level requires renovations in order to be considered ADA compliant. Whereas the Tiffany Room is used as the Town's only polling station and

Council on Aging activities, and the main hall is used for Annual and Special Town Meetings, these improvements are most urgent in the Town's opinion. Equally as important and required by state law, would be to make improvements to the single use bathrooms on each floor. The estimated costs are as follows:

- West lot access improvements - \$4,240 - \$9,434 (\$5,000)
- Replace west side accessible entry - \$84,482 - \$187,991 (\$95,000)
- North vestibule rebuild for access - \$10,971 - \$24,539 (\$13,000)
- Renovate first floor restroom - \$6,996 - \$15,476 (\$8,000)
- Renovate multipurpose room restroom - \$7,049 - \$15,688 (\$8,000)
- Modify Door Hardware and Signage - \$4,505 - \$10,017 (\$5,000)

Subtotal = \$134,000

+ 10% Designer Fee = \$147,400

+ 10% Contingency = \$162,140

**3) Grant Amount Requested:** \$165,000.00

**4) Contribution to the preservation Nahant's unique character:**

Providing proper access to the Town Hall so all residents can participate in Town Meetings and enjoy this Historical resource is a necessity. The Town Hall is a good example of Civic Colonial Revival architecture and is the last building in the extant civic complex to be constructed.

The Town Hall is listed on the national register and state register of historic places and is one of the contributing structures to the Nahant Civic Historic District.

Every old building has a distinctive identity and character. Character defining features are the significant observable and experiential aspect of a building that define its architectural power and personality. These are the features that should be retained in any restoration or rehabilitation scheme. Elements include the overall shape of the building and its craftsmanship, decorative details and interior spaces and features as well as various aspects of its site and environment. Inappropriate changes to historic features can undermine the historical and architectural significance of the building, sometimes irreparably.

**5) Planning Context:** Is the project part of a general Town planning study (e.g. Open Space and Recreational Plan, Master Plan etc.)? If so, when was the plan prepared and who has approved the plan?

\_\_\_\_\_ Is **NOT** part of a Program Plan

**Is** part of a Program Plan prepared on 2.12.19

**Grant Application (cont.):**

**6) Evaluation Criteria:** Provide a brief description of how this project meets as many of the selection criteria as may be applicable. Refer to Selection Criteria attached as Appendix A (Page 10).

With the implementation of a strategic approach in turning this historic building ADA compliant, it minimizes the potential future threat of mandated and forced approaches to these projects. With this suggested subtle and strategic approach, we will be able to preserve the historic value of this building all while continuing our day to day operates at Town Hall.

**7) Estimated Cost and Schedule:**

Attach cost estimates for construction projects and state how costs were derived.

<b>Single Year Projects - Anticipated Costs</b>						
Project Timeline	Fiscal Year*	Stipend Request Guideline #3	Professional Services	Total of CPC Funds Requested	Other Funding Sources	Total Cost
	2021		\$20,000	\$165,000		\$165,000
<b>Sub Totals</b>						
					<b>Total</b>	\$165,000

If your project is expected to continue over **more than one year**, detail the project's cost on the following chart (explanation may be attached on a separate sheet).

<b>Multiple Year Projects - Anticipated Costs</b>						
Project Timeline	Fiscal Year*	Stipend Request Guideline #3	Professional Services	Total of CPC Funds Requested	Other Funding Sources	Total Cost
Prior year	2020					
First year	2021					
2nd year	2022					
3rd year	2023					
4th year	2024					
<b>Sub Totals</b>						
					<b>Project Total</b>	

\* **Note:** The fiscal year begins on July 1 of a given year and ends on June 30 of the following year.

**Grant Application (cont.):**

**Other Funding Sources:** Include total amount and all funding sources including any potential grants or gifts. List all sources approached even if denied funds.

<b>List of independent funding sources</b>	
<b>Funding Source</b>	<b>Amount of Grant / Gift</b>
1.	N/A
2.	
3.	
4.	
<b>Total</b>	

**8) For Acquisition projects,** attach appraisals and agreements, if available. Please indicate name of present owner and attach a copy of most recent deed. In addition to property address, please provide Nahant assessor's office identification (Map, Block and Lot number).

N/A

**9) Coordination:** If the project is dependent upon one or more other projects, identify them and indicate what the relationship(s) are among the projects. If the project is not dependent upon, but should be linked to one or more other projects, identify them and indicate the proposed relationship.

Some projects logically follow projects listed prior – i.e. the west lot access improvements proceed the west side accessible entry. This one option of approach was suggested by Design Associates under their concepts for accessibility improvements report.

**Grant Application (cont.):**

**10) Previous Town Meeting Action:** If the project has previously been included in the Warrant of a Town Meeting, indicate the year, warrant article number, and Town Meeting action.

N/A

**11) Project Priority:** If you are submitting applications for more than one project, indicate the priority of this project recognizing that your most important project may not be needed or be ready for action until two or three years from now.

**12) Time Sensitivity:** Describe any time sensitive critical issues that may impact the ability to protect the resource or otherwise impact schedule and/or grant making decisions.

N/A

**13) Contingency Planning:** What are the consequences if CPA funding is not available for the current fiscal year? Describe alternate plans for temporary stabilization, long term solution.

N/A

**Grant Application (cont.):**

**APPENDIX A**  
**TOWN OF NAHANT**  
**COMMUNITY PRESERVATION ACT**  
**SELECTION CRITERIA**

The Community Preservation Committee requires that all proposed projects be eligible for CPA funding according to the requirements described in the state's CPA statute. In addition, the following questions include the criteria, as applicable, that the Committee will use to assess proposed projects.

- How will the proposed project contribute to the preservation of Nahant's unique character and enhance our quality of life?
- Is the proposed project consistent with town planning documents that have received wide input and scrutiny?
- Is the proposed project feasible?
- How "time sensitive" is the project? Is it urgent?
- Is the cost of this project proportionate to its objectives?
- In general, will the project serve multiple needs?
- Specifically, will the project serve more than one CPA category (*i.e.* affordable housing, open space, historic preservation or recreation)?
- Does the project have demonstrated community support?
- Will the project preserve currently owned town assets?
- Will the project involve the acquisition and/or protection of threatened resources?
- Will the project involve multiple sources of funding, or will it leverage other public and/or private funding sources or in-kind services?
- If multiple sources of funding are involved, are commitments from other sources documented?
- Will this project stimulate other public/private projects in Nahant?

As the law requires, Town Meeting must approve all Community Preservation Committee funding recommendations.

**Grant Application (cont.):**

**For Community Preservation Committee Use**

Received on:

Associated Town Committee:

Reviewed on:

Determination:

## **Attachment A**

### **4) Contribution to the preservation of Nahant's unique character:**

The Town Hall is a good example of Civic Colonial Revival architecture and is the last building in the extant civic complex to be constructed.

The Town Hall is listed on the national register and state register of historic places and is one of the contributing structures to the Nahant Civic Historic District.

Every old building has a distinctive identity and character. Character defining features are the significant observable and experiential aspect of a building that define its architectural power and personality. These are the features that should be retained in any restoration or rehabilitation scheme. Elements include the overall shape of the building and its craftsmanship, decorative details and interior spaces and features as well as various aspects of its site and environment. Inappropriate changes to historic features can undermine the historical and architectural significance of the building, sometimes irreparably.

CONCEPT DESIGNS  
FOR ACCESSIBILITY IMPROVEMENTS  
TO

# NAHANT TOWN HALL



Submitted to the Town of  
Nahant February 12, 2019  
by:

DESIGN  
ASSOCIATES

ARCHITECTURE  
PLANNING  
HISTORIC PRESETVATION

CAMBRIDGE 617.661.9082 NANTUCKET 508.218.4342  
[www.design-associates.com](http://www.design-associates.com)

Final Review Draft  
2019-02-12

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2019-02-12

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2019-02-12

## EXECUTIVE SUMMARY

In January 2019 Design Associates was asked to prepare concept designs and opinions of cost for universal access to public spaces at the Nahant Town Hall. Working with prior reports and referencing familiarity gained through an assessment of existing conditions at the building performed in 2018 we worked in coordination with the Town Administrator to prepare this report.

We prepared a draft report for use in presentation to the Nahant Community Preservation Committee. Feedback from that meeting was used to finalize this report.

Fourteen projects were identified and individual cost opinions for each were presented. If all the individual projects were completed one at a time the range would be (\$250,300 - \$556,750).

Because some individual projects, if completed would preclude others we were further asked to prepare an opinion of cost for a single construction effort that would address the outstanding accessibility issues identified at the Nahant Town Hall. That aggregation of projects lends economy of scale and efficiency. The opinion of cost for that work would be (\$213,150 - \$474,400).

For financial efficiency and due to requirements of the Massachusetts Architectural Access Board that could be triggered by some of the work it is recommended the Town consider taking a comprehensive project approach.

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2019-02-12

## APPROACH

The concept designs for accessibility improvements are based upon the identified items in the May 29, 2018 Town Hall Accessibility Evaluation, a January 16, 2019 meeting with Town Administrator Antonio Barletta and our own tour of the Town Hall building.

These plans are made in response to those identified items and also within the context of the building code as it applies to architectural access under *521 CMR: Rules and Regulations of the Massachusetts Architectural Access Board*. The regulations are written to encourage making buildings and spaces barrier free to persons with physical or mental disability. There are several “triggers” under the code where work done will need to incorporate accessibility.

Generally speaking, all new work including construction, reconstruction, alterations, remodeling, additions, and changes in use must conform to the access regulations. This means all additions, reconstruction, remodeling, and alterations or repairs to existing public buildings or facilities which require a building permit at the Town Hall must meet the accessibility requirements.

If the building permit value of the work being performed amounts to less than 30% of the assessed building value and less than \$100,000, only new work or renovated spaces would be required to comply. The Town Hall assessment in 2019 was \$1,214,200 so the threshold of 30% would be \$364,260.

If the work value is under 30% of the assessed building value but over \$100,000, the work must be made accessible and both an accessible entrance and rest room are required. Presently there are no compliant accessible restroom facilities for either men or women and only the lower level is accessible (the west side ramp and the north side vestibule do not conform to accessibility standards). Therefore, any work over \$100,000 but less than \$364,260 would require making the lower level men’s room accessible and providing an accessible women’s restroom.

If the value of the work to be done is determined to be greater than 30% of the “full and fair cash value” of the building, \$364,200, the entire facility would have to be made fully accessible. If spaces cannot be made accessible a variance may be sought to allow their continued use by the public or for exemption for certain uses.

At the Town Hall non-public offices and spaces should be identified as private or staff only – for example the entire second floor and balcony and the treasurer’s offices behind

the stage. Nonpublic spaces are not required to be accessible though the town may be required to demonstrate that the spaces are not used by the public.

Variations should be requested for:

- the Nahant Road entry doors;
- the stage of the auditorium;
- the hall to the lower level multipurpose room;
- the west entry outside the town administrator's office;
- the east most entry on the north side of the town hall;
- the connecting hall between the multi-purpose room and the remainder of the lower level of the Town Hall;
- the office west of multi-purpose room;
- the stairways from the Nahant Road entry to the Lower Level and up to the First Floor

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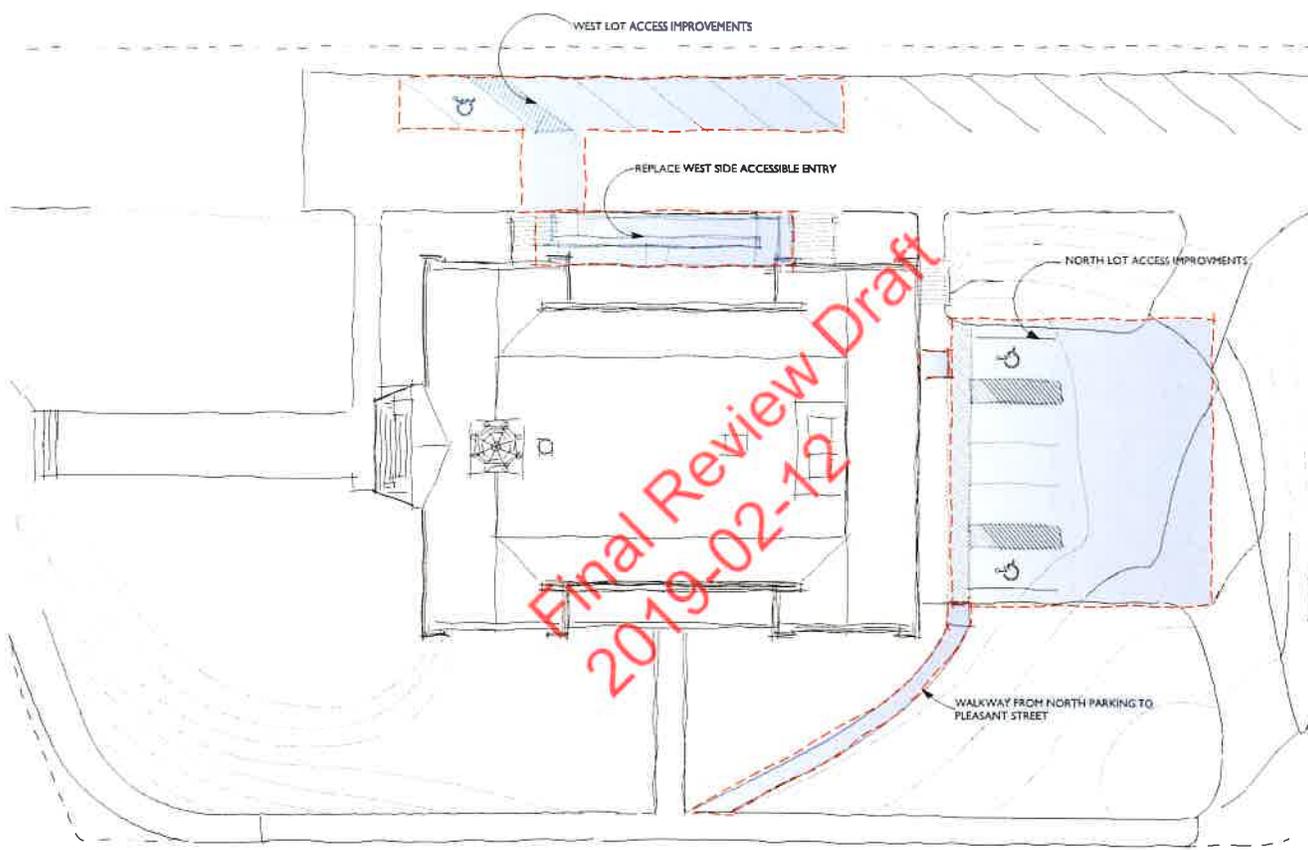
## CONCEPT DESIGNS

Concept designs are presented with opinions of cost for the Town's use in determining approach and timing to making accessibility improvements to the Nahant Town Hall, keeping in mind the thresholds noted above. The cost opinions are derived from recent contractor costing, data from municipal construction project estimating and from published square foot cost data.

Sketches are based on scans of original building plans, annotated plans from the accessibility survey and sketch work at our office with those plans and selected field notes as a basis. The drawings represent the intent of the work but are not finalized construction plans. Final design and construction documents would be a separate task.

The plans have project work areas outlined with dashed red lines. Project names correspond with what is listed below the work descriptions.

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2019-02-12



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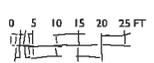
**NAHANT TOWN HALL**

334 Nahant Road  
Nahant, MA 01908

DATE	REVISIONS
3/12/19	REPORT

Proj Date: 00/00/00

**PROPOSED SITE PLAN**  
Scale: 1" = 20 ft



**PROPOSED SITE PLAN**

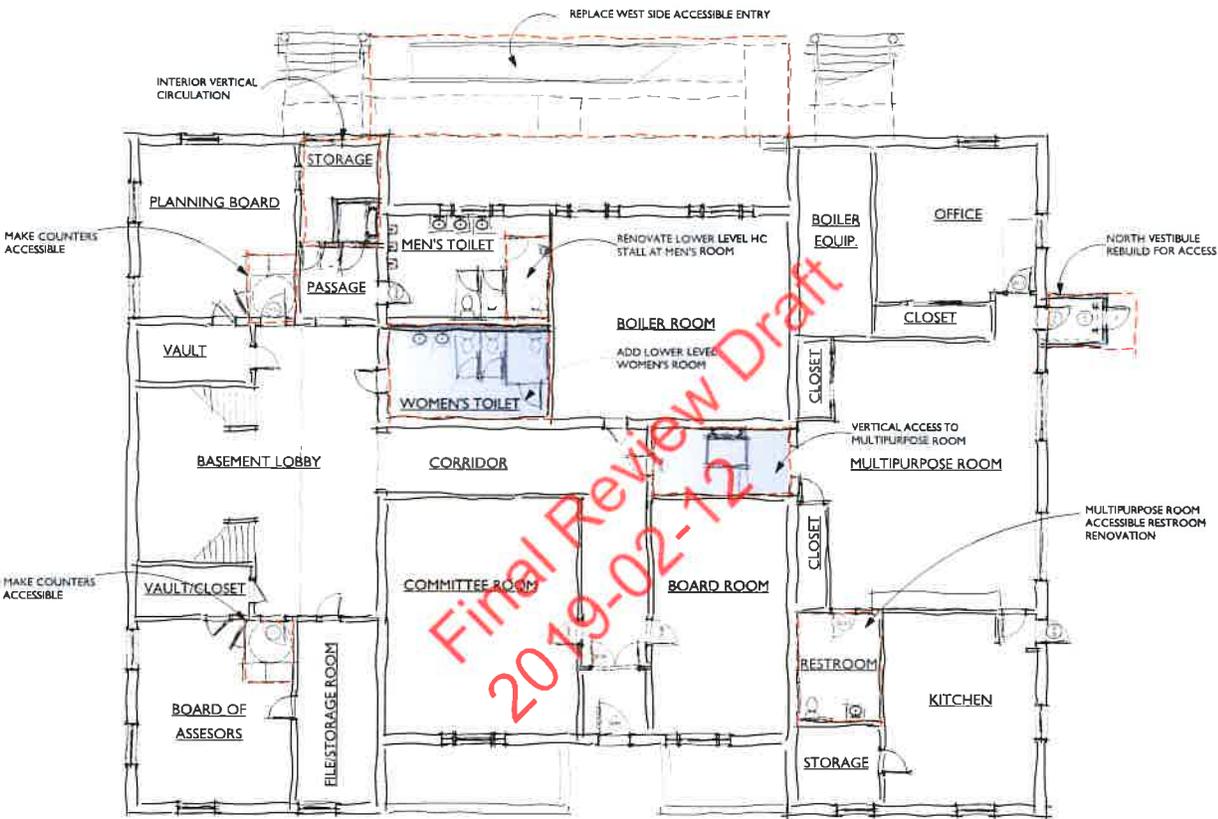
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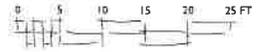
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DATE	REVISIONS
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Print Date: 00/00/00

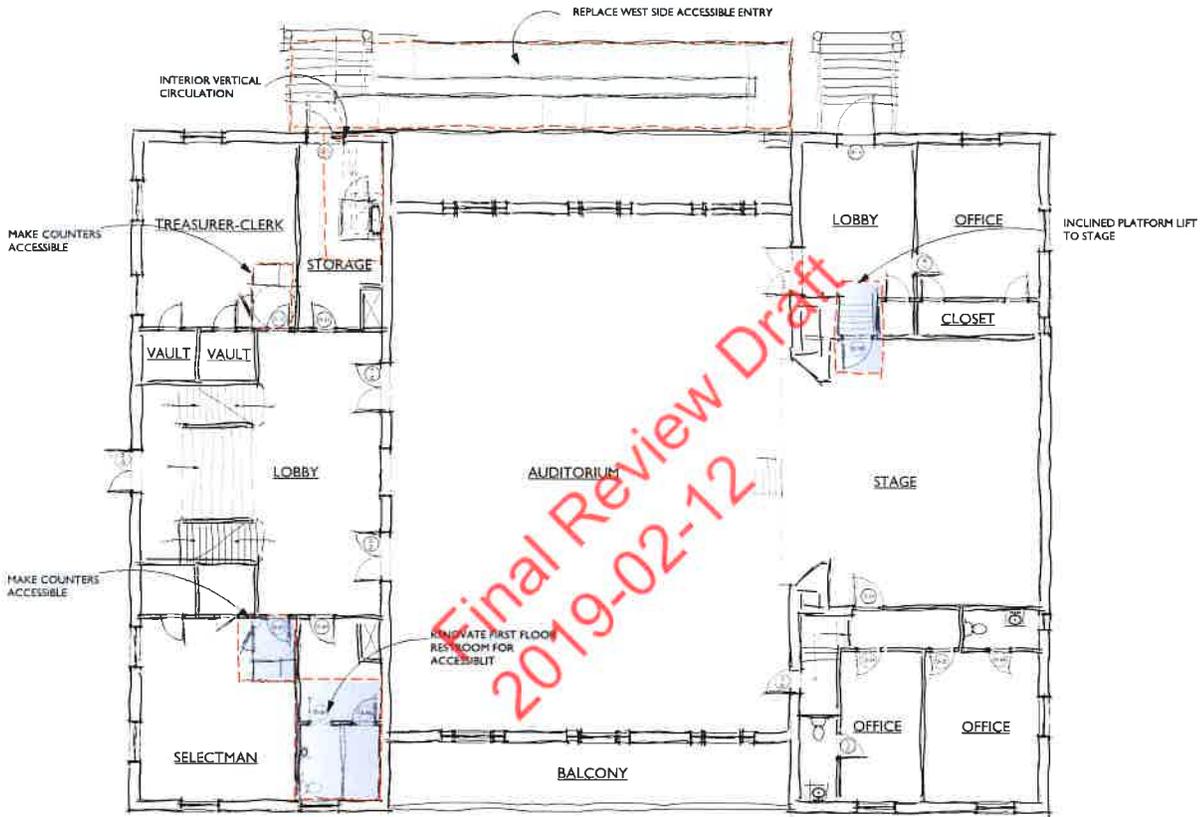


1 PROPOSED LOWER LEVEL PLAN  
Scale: 3/32" = 1'-0"



PROPOSED LOWER LEVEL PLAN

**AI**



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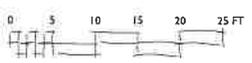
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DATE	REVISIONS
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Print Date: 02/09/20

**PROPOSED FIRST FLOOR PLAN**  
Scale: 3/32" = 1'-0"



**PROPOSED FIRST FLOOR PLAN**

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### NAHANT TOWN HALL

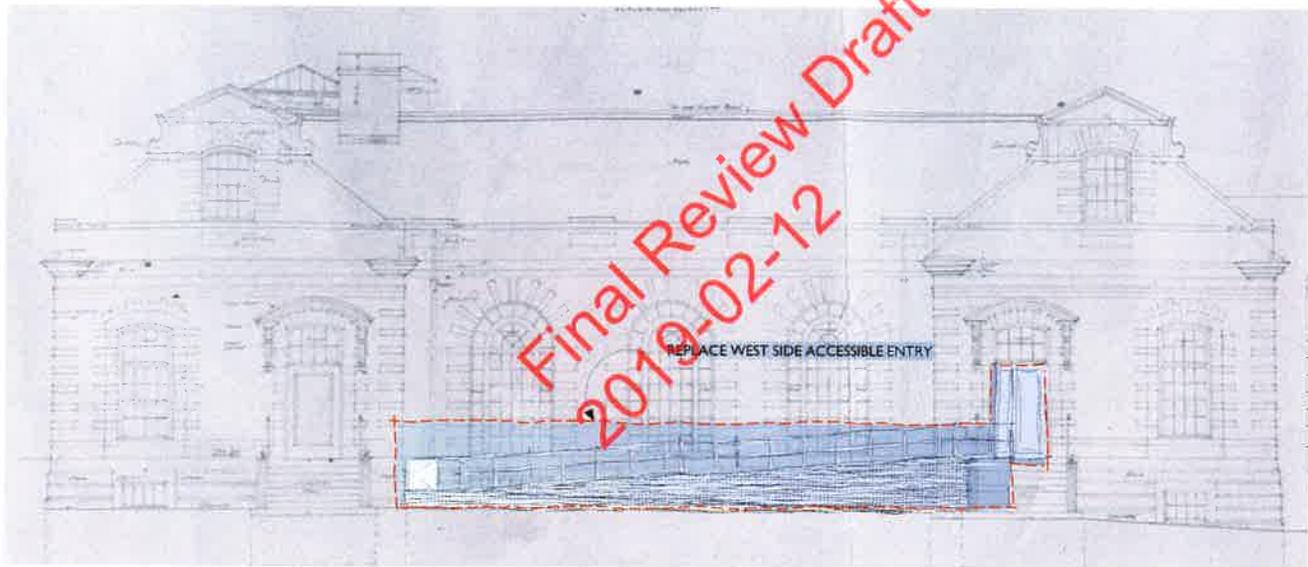
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PROPOSED WEST ELEVATION

# A 3



1 WEST ELEVATION  
Scale: 1/8" = 1'-0"

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2019-02-12

## PROJECT DESCRIPTIONS

These projects are listed in two ways. One is a possible order of approach where each project is an independent endeavor. The other way is an aggregate of accessibility tasks into a single project – this will preclude some of the individually listed tasks since the work would become redundant or surplus if building accessibility became one major task.

*Suggested project sequencing if projects taken one at a time:*

As individually listed some accessibility projects logically follow the project listed prior – i.e. the west lot access improvements proceed the west side accessible entry. Others however may not be required if other projects are undertaken – i.e. if a lift is provided for the Multipurpose room from the lower level of town hall a new accessible women's rest room might be deferred, but only if the multipurpose room restroom is renovated to conform to access requirements.

1. *Modify door hardware throughout (\$4,250 – 9,450)*

Where access is required install accessible hardware, raise or lower to meet height limits, adjust thresholds, reverse swings, install offset hinges as necessary.

2. *Install code compliant signage (\$2,250 – 5,000)*

Provide signage at all public rooms and hazard locations for universal accommodation.

3. *Make counters accessible (\$2,450 – 5,550)*

At select man's, planning, assessor and treasurer rebuild to provide for maneuvering clearance and chair height transaction counters.

4. *West lot access improvements (\$4,000 – 8,900)*

Strip paving at relocated accessible spaces to provide proper cross slope. Restripe with new accessible locations and walkway marked to accessible entry.

5. *Replace west side accessible entry (\$79,700 – 177,350)*

Remove non-conforming ramp. Switch entry from north stairs to south stairs. Build new combination sloped walkway and ramp to south stair entry. Modify doors for accessible entry. Relocate electric meters around corner of building.

6. *Interior vertical circulation (\$45,450 – 101,100)*

Adjacent to new west side accessible entry, remove interior stairs and replace with vertical chair lift between first floor and lower level. Create store space on lower level around vertical lift.

7. *Renovate lower level HC stall at men's room (\$3,450 – 7,800)*

Adds sink and accessories so HC stall will conform to code requirements.

8. *Renovate first floor restroom to women's accessible restroom (\$6,600 – 14,600)*

Combine two non-accessible restrooms to single use accessible women's restroom. Provides a restroom at an accessible location once west side entry is renovated. Alternatively provide vertical access to the restroom at the Multipurpose room.

9. (Alternate to 5) *Add lower level women's restroom (\$25,500 – 55,700)*

Provides accessibility and increases the plumbing count for women at the Town Hall. If this is done the first-floor women's restroom would not have to happen. Alternatively provide vertical access to the restroom at the Multipurpose room.

10. *North lot access improvements (\$30,200 – 67,150)*

Strip paving and regrade the north parking lot to meet accessibility requirements. Restripe with marked accessible parking adjacent to vestibule entry to Multipurpose room and new walkway to Pleasant Street.

11. *Walkway from north lot to Pleasant Street (\$4,350 – 9,800)*

Make a new accessible walkway from north lot to Pleasant Street sidewalk for access to the west, lower level entry.

12. *North vestibule rebuild for access (\$10,350 – 23,150)*

Remove the existing and build a new structure for full accessibility into the Multipurpose room from the north lot.

13. *Multipurpose room accessible restroom renovation (\$6,650 – 14,800)*

Renovate to meet accessibility requirements, designate unisex so either gender may use. NOTE: This restroom is not accessible to the rest of the building because the ramp up from the hallway does not conform to current code requirements. See vertical access to Multipurpose room for alternative.

14. *Inclined stair platform lift to stage (\$6,000 – 13,450)*

If access to the stage is desired, install at the stairway on the east side of stage.

15. *Accessible interior route to Multipurpose room. (\$12,600 – 27,950)*

Remove existing ramp and door from lower level hall. Install new accessible door and level floor to two rise stair and adjacent vertical chair lift (assumes floor is level and ramp is framed over a level floor). Enter room from five-foot landing.

*Single aggregated project: (\$213,150 - \$474,400)*

Prior to finalizing this report, it was requested that all required universal access work be described in a single larger scale project. A single project would address the deficiencies at one time and provide full building accessibility in a shorter time span than the incremental approach above. The aggregated project would consist of the following:

- *Modify door hardware throughout*
- *Install code compliant signage*
- *Make counters accessible*
- *West parking lot access improvements*
- *Replace west side accessible entry*
- *Interior vertical circulation*
- *Add lower level women's restroom with accessible features*
- *North lot access improvements*
- *Walkway from north lot to Pleasant Street*
- *North vestibule rebuild for access*
- *Multipurpose room accessible restroom renovation*
- *Variance application to exempt stage*
- *Variance application for interior route to Multipurpose room.*

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## OPINIONS OF COST

Appended to the end of this report are breakdowns of the cost opinions for the projects identified in this report.

Opinions of Construction Costs are divided into “Hard” and “Soft” Costs. Hard Costs are for construction and assume a single general construction contract publicly procured per the provisions of MGL chapter 149. Hard Costs are comprised of the estimated construction bid (trade costs, general conditions, general contractor overhead) and a prudent contingency for latent conditions and general contract administration. Soft Costs include professional services and site and building testing but do not include project management, legal costs, or furniture. Hard and Soft Costs with Contingencies combine to form an estimated Opinion of Project Budget. Costs are calculated in 2019 dollars so final budgets for each item will therefore depend on the timing of construction bids. Costs are presented as a range from low to high.

Figures listed below are the bottom line of the cost opinions. For detail please see the attached spreadsheets.

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Aggregated Project			
	<b>Sub-Projects</b>		
	Modify Door Hardware throughout	\$ 3,600.00	\$ 8,000.00
	Signage	\$ 1,600.00	\$ 3,500.00
	Make counters Accessible	\$ 2,100.00	\$ 4,700.00
	Renovate lower level HC stall at men's room	\$ 2,900.00	\$ 6,600.00
	West lot access improvements	\$ 3,400.00	\$ 7,500.00
	Replace west side accessible entry	\$ 67,500.00	\$ 150,300.00
	Interior Vertical Circulation	\$ 38,500.00	\$ 85,700.00
	Add lower level women's restroom	\$ 21,200.00	\$ 47,200.00
	North lot access improvements	\$ 25,600.00	\$ 56,900.00
	Walkway from north parking to Pleasant Street.	\$ 3,700.00	\$ 8,300.00
	North Vestibule rebuild for access	\$ 8,800.00	\$ 19,600.00
	Multipurpose Room accessible restroom renovation	\$ 5,100.00	\$ 11,400.00
<b>Sub Total</b>	<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 184,000.00</b>	<b>\$ 409,700.00</b>
	Fees and Testing	\$ 23,450.00	\$ 52,250.00
	Variance applications	\$ 1,000.00	\$ 2,000.00
	Contingency	\$ 4,700.00	\$ 10,450.00
<b>Sub Total</b>	<b>Opinion of Soft Cost Budget</b>	<b>\$ 29,150.00</b>	<b>\$ 64,700.00</b>
<b>Total</b>	<b>Opinion of Project Cost</b>	<b>\$ 213,150.00</b>	<b>\$ 474,400.00</b>

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<b>Individual Projects Totaled</b>		
<b>Individual Projects</b>		
Modify Door Hardware throughout	\$ 5,100.00	\$ 11,350.00
Signage	\$ 2,250.00	\$ 5,000.00
Make counters Accessible	\$ 3,000.00	\$ 6,700.00
Renovate lower level HC stall at men's room	\$ 3,800.00	\$ 8,600.00
West lot access improvements	\$ 4,850.00	\$ 10,700.00
Replace west side accessible entry	\$ 79,700.00	\$ 177,350.00
Interior Vertical Circulation	\$ 45,450.00	\$ 101,100.00
Add lower level women's restroom	\$ 25,050.00	\$ 55,700.00
North lot access improvements	\$ 30,200.00	\$ 67,150.00
Walkway from north parking to Pleasant Street.	\$ 4,850.00	\$ 10,800.00
North Vestibule rebuild for access	\$ 11,450.00	\$ 25,500.00
Multipurpose Room accessible restroom renovation	\$ 6,650.00	\$ 14,800.00
Renovate first floor restroom to women's accessible restroom.	\$ 7,300.00	\$ 16,100.00
Access to Multipurpose Room	\$ 13,950.00	\$ 30,850.00
Inclined stair platform lift to stage	\$ 14,050.00	\$ 31,400.00
	<b>\$ 250,300.00</b>	<b>\$ 556,750.00</b>

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Modify Door Hardware throughout		
	Low	High
Opinion of Construction Bid	\$ 2,999.56	\$ 6,676.44
Contingency	\$ 599.91	\$ 1,335.29
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 3,600.00</b>	<b>\$ 8,000.00</b>
Fees and Testing	\$ 1,250.00	\$ 2,800.00
Contingency	\$ 250.00	\$ 550.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 1,500.00</b>	<b>\$ 3,350.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 5,100.00</b>	<b>\$ 11,350.00</b>

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West lot access improvements		
	Low	High
Opinion of Construction Bid	\$ 1,316.88	\$ 2,931.12
Contingency	\$ 263.38	\$ 586.22
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 1,600.00</b>	<b>\$ 3,500.00</b>
Fees and Testing	\$ 550.00	\$ 1,250.00
Contingency	\$ 100.00	\$ 250.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 650.00</b>	<b>\$ 1,500.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 2,250.00</b>	<b>\$ 5,000.00</b>

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Make counters Accessible		
	Low	High
Opinion of Construction Bid	\$ 1,755.84	\$ 3,908.16
Contingency	\$ 351.17	\$ 781.63
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 2,100.00</b>	<b>\$ 4,700.00</b>
Fees and Testing	\$ 750.00	\$ 1,650.00
Contingency	\$ 150.00	\$ 350.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 900.00</b>	<b>\$ 2,000.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 3,000.00</b>	<b>\$ 6,700.00</b>

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West lot access improvements		
	Low	High
Opinion of Construction Bid	\$ 2,794.71	\$ 6,220.49
Contingency	\$ 558.94	\$ 1,244.10
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 3,400.00</b>	<b>\$ 7,500.00</b>
Fees and Testing	\$ 1,200.00	\$ 2,650.00
Contingency	\$ 250.00	\$ 550.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 1,450.00</b>	<b>\$ 3,200.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 4,850.00</b>	<b>\$ 10,700.00</b>

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Replace west side accessible entry		
	Low	High
Opinion of Construction Bid	\$ 56,274.67	\$ 125,256.53
Contingency	\$ 11,254.93	\$ 25,051.31
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 67,500.00</b>	<b>\$ 150,300.00</b>
Fees and Testing	\$ 10,150.00	\$ 22,550.00
Contingency	\$ 2,050.00	\$ 4,500.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 12,200.00</b>	<b>\$ 27,050.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 79,700.00</b>	<b>\$ 177,350.00</b>

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Interior Vertical Circulation		
	Low	High
Opinion of Construction Bid	\$ 32,095.29	\$ 71,437.91
Contingency	\$ 6,419.06	\$ 14,287.58
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 38,500.00</b>	<b>\$ 85,700.00</b>
Fees and Testing	\$ 5,800.00	\$ 12,850.00
Contingency	\$ 1,150.00	\$ 2,550.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 6,950.00</b>	<b>\$ 15,400.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 45,450.00</b>	<b>\$ 101,100.00</b>

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Renovate lower level HC stall at men's room		
	Low	High
Opinion of Construction Bid	\$ 2,458.18	\$ 5,471.42
Contingency	\$ 491.64	\$ 1,094.28
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 2,900.00</b>	<b>\$ 6,600.00</b>
Fees and Testing	\$ 750.00	\$ 1,650.00
Contingency	\$ 150.00	\$ 350.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 900.00</b>	<b>\$ 2,000.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 3,800.00</b>	<b>\$ 8,600.00</b>

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Renovate first floor restroom to women's accessible restroom.		
	Low	High
Opinion of Construction Bid	\$ 4,658.24	\$ 10,368.35
Contingency	\$ 931.65	\$ 2,073.67
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 5,600.00</b>	<b>\$ 12,400.00</b>
Fees and Testing	\$ 1,400.00	\$ 3,100.00
Contingency	\$ 300.00	\$ 600.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 1,700.00</b>	<b>\$ 3,700.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 7,300.00</b>	<b>\$ 16,100.00</b>

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Add lower level women's restroom		
	Low	High
Opinion of Construction Bid	\$ 17,661.19	\$ 39,310.39
Contingency	\$ 3,532.24	\$ 7,862.08
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 21,200.00</b>	<b>\$ 47,200.00</b>
Fees and Testing	\$ 3,200.00	\$ 7,100.00
Contingency	\$ 650.00	\$ 1,400.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 3,850.00</b>	<b>\$ 8,500.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 25,050.00</b>	<b>\$ 55,700.00</b>

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North lot access improvements		
	Low	High
Opinion of Construction Bid	\$ 21,302.00	\$ 47,414.12
Contingency	\$ 4,260.40	\$ 9,482.82
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 25,600.00</b>	<b>\$ 56,900.00</b>
Fees and Testing	\$ 3,850.00	\$ 8,550.00
Contingency	\$ 750.00	\$ 1,700.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 4,600.00</b>	<b>\$ 10,250.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 30,200.00</b>	<b>\$ 67,150.00</b>

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Walkway from north parking to Pleasant Street.		
	Low	High
Opinion of Construction Bid	\$ 3,112.96	\$ 6,928.84
Contingency	\$ 622.59	\$ 1,385.77
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 3,700.00</b>	<b>\$ 8,300.00</b>
Fees and Testing	\$ 950.00	\$ 2,100.00
Contingency	\$ 200.00	\$ 400.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 1,150.00</b>	<b>\$ 2,500.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 4,850.00</b>	<b>\$ 10,800.00</b>

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North Vestibule rebuild for access		
	Low	High
Opinion of Construction Bid	\$ 7,355.51	\$ 16,371.93
Contingency	\$ 1,471.10	\$ 3,274.39
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 8,800.00</b>	<b>\$ 19,600.00</b>
Fees and Testing	\$ 2,200.00	\$ 4,900.00
Contingency	\$ 450.00	\$ 1,000.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 2,650.00</b>	<b>\$ 5,900.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 11,450.00</b>	<b>\$ 25,500.00</b>

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Multipurpose Room accessible restroom renovation		
	Low	High
Opinion of Construction Bid	\$ 4,272.54	\$ 9,509.86
Contingency	\$ 854.51	\$ 1,901.97
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 5,100.00</b>	<b>\$ 11,400.00</b>
Fees and Testing	\$ 1,300.00	\$ 2,850.00
Contingency	\$ 250.00	\$ 550.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 1,550.00</b>	<b>\$ 3,400.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 6,650.00</b>	<b>\$ 14,800.00</b>

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Inclined stair platform lift to stage		
	Low	High
Opinion of Construction Bid	\$ 9,957.08	\$ 22,162.52
Contingency	\$ 1,991.42	\$ 4,432.50
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 11,900.00</b>	<b>\$ 26,600.00</b>
Fees and Testing	\$ 1,800.00	\$ 4,000.00
Contingency	\$ 350.00	\$ 800.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 2,150.00</b>	<b>\$ 4,800.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 14,050.00</b>	<b>\$ 31,400.00</b>

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Access to Multipurpose Room		
	Low	High
Opinion of Construction Bid	\$ 8,888.94	\$ 19,785.06
Contingency	\$ 1,777.79	\$ 3,957.01
<b>Opinion of Hard Cost Budget (Rounded)</b>	<b>\$ 10,700.00</b>	<b>\$ 23,700.00</b>
Fees and Testing	\$ 2,700.00	\$ 5,950.00
Contingency	\$ 550.00	\$ 1,200.00
<b>Opinion of Soft Cost Budget</b>	<b>\$ 3,250.00</b>	<b>\$ 7,150.00</b>
<b>Opinion of Total Estimated Budget</b>	<b>\$ 13,950.00</b>	<b>\$ 30,850.00</b>

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