



Statement of Qualifications for

TOWN OF FRANKLIN

Owner's Project Manager Services for
New Police Station

MARCH 7, 2024



March 7, 2024

Selection Committee
Town of Franklin Municipal Building
355 East Central Street
Franklin, MA



RE: RFS for Owner's Project Manager Services for New Police Station

To the Selection Committee,

Functional public safety facilities play a critical role in ensuring the well-being of our communities. Police stations provide quick response times, training, community access, sustainability, and improved safety - making them an integral part of any community's emergency response infrastructure. CHA Consulting, Inc. (CHA) appreciates this opportunity to provide our qualifications to provide Owner's Project Manager (OPM) services for a new Franklin Police Station. As your OPM, we will serve as a trusted advisor and represent the best interests of the Town of Franklin and the Franklin Police Department. CHA has provided outstanding OPM services to municipal clients from our Boston office since 1989 (previously under the name Daedalus Projects), including several prior projects in the Town of Franklin.

We will support the Police Station Building Committee, the Police Department, and the Town of Franklin as an extension of your staff and provide oversight of design, estimating, procurement, budget, schedule, risk management, quality assurance, and construction oversight. We are committed to representing our municipal owners with professionalism and dedication to delivering high-quality and fiscally responsible public facilities.

CHA confirms that it meets and/or exceeds the following minimum qualifications from the Town of Franklin's Request for Services (RFS) for a new Police Station:

The OPM shall be a person who is registered by the Commonwealth as an architect or professional engineer and who has a least five (5) years experience in the construction and supervision of construction of buildings or a person, if not registered as an architect or professional engineer, who has at least seven (7) years experience in the construction and supervision of construction of buildings.

The OPM shall be independent of the designer, general contractor, or any sub-contractor involved in the building project.

1. Thorough knowledge of the Massachusetts State Building Codes, the Americans with Disabilities Act, and other applicable construction related codes and regulations.
2. Strong technical and administrative skills in managing large-scale and small construction projects including scheduling and cost control skills.
3. Ability to read and interpret construction drawings, specifications, project submittals and project close out tasks.
4. Extensive working knowledge of the Commonwealth of Massachusetts Designer Selection procurement laws including public building construction with pre-qualified filed sub-bids and horizontal construction.
5. Strong estimating skills and working knowledge of "means and methods" or other comparable and recognized estimating standards.
6. Excellent verbal and written communication skills and ability to interface with the Town Administrator, Inspection Department and the building committee.
7. Must be willing to work for a fixed fee; however, the contract will provide for equitable adjustments in the event of change in the scope of services and construction time line.
8. Identify all key personnel, specialists, and/or individuals, or any outside firms that will be utilized on this project.

We acknowledge receipt of Addendum #1, issued 2/15/24. We are eager to work with the Town of Franklin on this important project and look forward to the opportunity to meet with you to discuss the project in detail. Please contact me directly at (617) 939-9843 or jsullivan@chasolutions.com if you have any questions or require additional information. We thank you for your consideration of our submission.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe Sullivan', written over a white background.

Joseph Sullivan, MCPPO
Project Director

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 - Sample Certificate of Insurance
 - Certificate of Non-Collusion
 - Certificate of Compliance with State Tax Laws

CHA's most recent confidential financial statement and a sample Certificate of Insurance are enclosed in a separate, sealed envelope.



SECTION 1.0

FIRM PROFILE & CAPABILITIES

FIRM OVERVIEW

Who We Are

CHA Consulting, Inc. (CHA) is an innovative, full-service engineering, design, consulting, and program/construction management firm providing a wide range of technology-enhanced services to public, private, and institutional clients.

We are focused on delivering sustainable, integrated solutions to the world's most challenging infrastructure projects across utilities, transportation, water, and other critical commercial and industrial end-markets.

CHA was founded in 1952 as a professional engineering firm in Boston, Massachusetts. CHA has since expanded and diversified, and has grown into an innovative, full-service consulting firm working to responsibly improve our world.

In 2019, CHA acquired the Boston-based firm, Daedalus Projects, a well-respected OPM firm with more than three decades of experience serving owners and municipalities across the Commonwealth. Together, we provide unparalleled service to our clients, old and new. We live and work in Massachusetts and are connected to this region by history, experience, and deep caring for our local communities.

We understand construction projects, but more importantly, we know what's important to you, and that is what's important to us. When you hire CHA, we become a partner in the success of your project.

CHA's project management teams work closely with and on behalf of our clients for the on-time, on-budget, and high quality completion of their projects.

1952 CHA Founded

CHA was formed in 1952 as an engineering firm specializing in civil, transportation and structural engineering. The firm has since expanded to 50+ offices throughout the country providing a wide range of A/E/C services.



1989 Daedalus Founded

Daedalus was formed in 1989 to provide project management and cost estimating services for public construction projects throughout Massachusetts.



2019 CHA Acquires Daedalus

We can now offer the same project management services to our clients, with the added support of a multi-disciplinary team of experts.



19

POLICE & COMBINED
PUBLIC SAFETY
BUILDING PROJECTS



\$200M

DOLLAR VALUE OF
PUBLIC SAFETY
PROJECTS MANAGED



38

BOSTON-BASED
PROJECT MANAGERS

Project Understanding

The Town of Franklin has experienced significant growth in population - totaling almost 14% in the last 20 years - and has continued to see greater than 1% growth annually since 2020. We understand that growing communities result in growing demands and requirements for public services, including public safety.

Members of our team attended the informational meeting and site visit on February 15th. We acknowledge that the existing 30+ year old facility does not meet the requirements of Franklin's current and future police department operational and growth needs and that the existing site is constrained by geological and environmental factors. We understand that the town intends to design and construct a new larger police station facility on an alternate site, which will be determined in a feasibility study. We acknowledge that the new building systems, technology, and equipment will need to be compatible with existing systems and equipment across other town buildings.

Unique Qualifications

CHA brings several unique advantages to this project:

Experience with and Commitment to the Town of Franklin

Our team provided OPM services to Franklin (under our previous name Daedalus Projects) for multiple projects, including new construction of the Helen Keller Elementary

School and Annie Sullivan Middle School (2002), renovation and addition for the Horace Mann Middle School (2004), new Senior Center (2007), new Fire Headquarters (2009), new Franklin High School (2015), and the renovation and expansion of the Franklin Public Library (2017).

We have been proud to be part of the teams to deliver high-quality public facility projects on-time and on budget with the Town of Franklin for more than 20 years. Several of our original Daedalus staff are still on the team and continue to be dedicated to serving communities across the Commonwealth, with the highest level of professional services.

Expertise in Police Station & Combined Public Safety Facility Design & Construction

Experience matters when designing and building police stations and public safety facilities. Our team has overseen the design and construction of 19 public safety facility projects including police stations, fire stations, and combined public safety facilities (Police, Fire, EMS). We are currently serving as the OPM for three police stations and two combined public safety facilities with a construction cost of over \$200 million.

Our expertise and understanding of programmatic requirements, standards, and best practices are comprehensive, and our team will bring an expert level of input and oversight during the design and construction phases.

Experience with Franklin

Joe Sullivan and the CHA OPM team (formerly know as Daedalus Projects, Inc.) have a history with the Town of Franklin that reaches back more than 20 years, and includes some of the town's most valuable assets. CHA's experience includes new, renovation,



Franklin High School • 2015

OPM services for a new 306,543 SF MSBA "Model" high school



Franklin Public Library • 2017

OPM services for the restoration and renovation the existing historic structure



Franklin Fire Headquarters • 2009

OPM services for a new 22,000 SF fire headquarters building

Joe Sullivan will lead our OPM team as project director with support from project manager Alyssa Chatani. With a combined 40+ years of experience in Massachusetts construction projects, Joe and Alyssa have an in-depth knowledge of public construction laws and regulations and are certified in the Massachusetts Certified Public Purchasing Officials program.

Joe has overseen the design and construction of six police stations and four combined public safety facilities (police, fire, EMS). Joe and Alyssa worked together on the successful construction of the new Bourne Police Station and new Carver Police Station, and are currently working together on the design of the new Ipswich Public Safety Building.

In-house Cost Estimators

CHA is one of the only OPM firms in Massachusetts with a dedicated team of in-house cost estimators. Our locally based cost estimators stay apprised of current construction market pricing and work hand-in-hand with our project managers on a daily basis to provide value engineering suggestions, negotiate change orders, and verify questions during construction.

Chief cost estimator Delwyn Williamson will provide detailed cost estimates used to assist in value engineering, quantify requests for change orders, and verify monthly applications for payment. She will also define cost expectations and

provide a clear means of identifying causes of deviance in spending.

Depth of Resources

We offer the specialized expertise of our niche OPM team with the support of a national A/E firm. Firm-wide, CHA is a team of over 1,750 multi-disciplined staff. We have engineering and architectural experts at our fingertips whom we can consult on a regular basis, many of whom have extensive experience on similar projects.

Our OPM team includes Alicia Monks, a registered architect in Massachusetts (AIA) and LEED Accredited Professional (LEED AP), who will provide design review services. Alicia has served as OPM for multiple police and public safety facilities, and holds a Planning, Designing and Constructing Police Facilities Certificate from the International Association of Chiefs of Police (IACP).

Tom Gatzunis, PE, CBO, will oversee engineering and code review services, Sidni Bragg will oversee project budget and schedule controls, and Christina Opper will consult on strategy and execution of community outreach efforts.

Additionally, CHA's Mitch Dewein is available to provide consultation on commissioning services. Our core team is supported by additional multi-disciplinary staff across our company, including utilities, advanced energy, land development, and surveying as needed.

and restoration work for public school buildings, senior citizen facilities, department of public works buildings, Franklin Fire Headquarters, and the town's historic Franklin Public Library.



Franklin Senior Center • 2007

OPM services for a new 16,000 SF senior center



Franklin DPW Facility • 2014

OPM services for renovations to the DPW building and a new garage



Franklin Public Schools • 2002/04

OPM services for Annie Sullivan ES, Helen Keller ES, and Horace Mann MS

Massachusetts Business License



William Francis Galvin
Secretary of the
Commonwealth

The Commonwealth of Massachusetts
Secretary of the Commonwealth
State House, Boston, Massachusetts 02133

Date: October 01, 2013

To Whom It May Concern :

I hereby certify that according to the records of this office,

CHA CONSULTING, INC.

a corporation organized under the laws of

NEW YORK

on **January 07, 1927** was qualified to do business in this Commonwealth on

January 28, 2011 under the provisions of the General Laws, and I further certify that said corporation is still qualified to do business in this Commonwealth.

I also certify that said corporation is not delinquent in the filing of any annual reports required to date.



In testimony of which,
I have hereunto affixed the
Great Seal of the Commonwealth
on the date first above written.

A handwritten signature in black ink that reads "William Francis Galvin".

Secretary of the Commonwealth

Certificate Number: 13104313170

Verify this Certificate at: <http://corp.sec.state.ma.us/CorpWeb/Certificates/Verify.aspx>

Processed by: smc

SECTION 2.0

SELECTION CRITERIA

SELECTION CRITERIA

Related Experience

Expert Knowledge of Public Safety Projects

In addition to specializing in public building projects in Massachusetts for more than three decades, our team has more than 19 successfully completed or ongoing police station and combined public safety building projects across the Commonwealth.

Some of our recent and notable relevant projects include new police stations for Bourne, Carver, and Middleborough, and new combined public safety (Police and Fire) for Sharon, Medfield, and New Bedford.

Our expertise and understanding of police department facilities programs, requirements, standards, and best practices is comprehensive and our team will bring an expert level of input and oversight during both the design and construction phases.

Completed OPM Projects in Past Five Years

CHA has completed 26 OPM projects in the past five years. Of these projects, five were police stations, three were fire stations, and seven were combined public safety facilities. Please see the table below for additional information.



Project	Police Station	Fire Station	Combined Public Safety	PreK-12	Municipal	Construction Cost	Completion
Leominster Police Station	●					\$23.8 M	2023
Dennis Fire Station No. 2		●				\$11.2 M	2023
Belmont Middle & High School				●		\$252 M	2023
Marlborough Public Library					●	\$18.4 M	2023
Hastings Middle School Roof, Fairhaven				●		\$1.9 M	2023
Chilmark Fire House & Tri-Town EMS HQ			●			\$10.1 M	2023
Salisbury Welcome Center					●	\$5.2 M	2022
Sherborn Public Library Renovations					●	\$9.3 M	2022
Nantucket Airport Fuel Farm					●	\$4.2 M	2022
Lincoln K-8 School				●		\$82 M	2022
Mitchell Elementary School, Bridgewater				●		\$52.6 M	2022
Maynard Fire Station		●				\$10.8 M	2022
Carver Police Station	●					\$7.3 M	2021
Martha's Vineyard Community Services				●		\$6.4 M	2021
Belmont Police Station	●					\$11.2 M	2021
South Public Safety Facility, New Bedford			●			\$17 M	2021
Onset Fire District HQ, Wareham		●				\$8 M	2021
Westport Middle-High School				●		\$81.5 M	2021
Goodnow Elementary School, Marlborough				●		\$54.3 M	2020
Medford Police Headquarters	●					\$22 M	2020
Bourne Police Headquarters	●					\$13.8 M	2019
Middleborough Police Station	●					\$10.6 M	2019
Sharon Town Hall					●	\$18.8 M	2019
Williams Elementary School, Needham				●		\$42.6 M	2019
Benjamin Franklin Classical Charter School				●		\$23 M	2019

Extended Experience

OPM Projects with a Clerk of the Works for a project the size of the Police Station in the Past Three Years

CHA has completed four OPM projects valued at \$40 million or more in construction cost in the past three years:

- Westport Middle-High School: \$81.5 million
- Lincoln K-8 School: \$82 million
- Belmont Middle School & High School: \$252 million
- George H. Mitchell Elementary School: \$54.6 million

Additionally, our team has completed nine other public projects with a total project value of less than \$40M with a full-time or part-time on-site representative or clerk of the works, totaling more than \$97 million in public safety building projects.

CHA currently has seven projects in progress valued at \$40 million or over, including the new Lawrence Police Headquarters (\$44 million) and the new Brockton Public Safety Complex (\$78 million).



Westport Middle-High School



Lincoln K-8 School



Belmont Middle-High School



George H. Mitchell Elementary

Team/Key Staff

Joe Sullivan will lead our OPM team as project director with support from project manager Alyssa Chatani and clerk of the works Peter Zychowicz. Our team will be further supported by project managers who hold engineering and architectural licenses (see Section 4, page 32 for copies of team members’ professional licenses). Together, we have overseen millions of dollars of construction throughout the Commonwealth serving as OPM.

Team Member	Role	Years Experience	Certifications
Joe Sullivan	Project Director	30	MCPPO
Alyssa Chatani	Project Manager	8	CCM, MCPPO
Peter Zychowicz	Clerk of the Works	35	
Delwyn Williamson	Cost Estimator	40	NZIQS
Alicia Monks	Design Review	28	AIA, LEED AP
Tom Gatzunis	Engineering/Code Review	30	PE, CBO, MCPPO
Mitch DeWeinn	Commissioning Advisor	15	CEM
Sidni Bragg	Project Controls	26	MCPPO
Christina Opper	Project Communications	20	MCPPO

Extended Team Experience: Experience on three or more projects similar to a police station in the last five years

Joe Sullivan	Alyssa Chatani	Peter Zychowicz
*Town of Carver, Police Station Town of Middleborough, Police Station Town of Bellingham, Police Station *City of Brockton, Public Safety Complex *Town of Ipswich, Public Safety Building Town of Medfield, Public Safety Facility	*Town of Carver, Police Station *Town of Leominster, Police Station *Town of Millbury, Fire Headquarters *Town of Northbridge, Fire Station *Town of Ipswich, Public Safety Building *Town of Bridgewater, Fire Stations	Town of Middleborough, Police Station *Town of Belmont, Police Station Town of Carver, Central Fire Station *Town of Dennis, Fire Station No. 2

* Project ongoing or completed in the last five years



References

Below are references from a selection of our Massachusetts clients, with whom we have successfully collaborated on projects of similar scale and quality. These references and client partnerships stand as endorsements of our work's quality and our dedication to achieving outstanding results. We welcome and encourage you to contact these individuals and organizations for valuable insights into our performance and value we bring to every project.



1. Town of Carver

Chief Marc Duphily
Chief of Police
(508) 866-2000 x1430;
(508) 209-3065
mduphily@carverpolice.com

2. Town of Bourne

Dennis Woodside
Former Chief of Police
(508) 353-7440

3. City of Brockton

Police: Brenda Perez, Chief
(508) 962-2767
bperez@brocktonpolice.com
Fire: Brian Nardelli, Deputy Chief
(508) 400-7042
bfnardelli@cobma.us

4. Town of Sharon

James Wright
Fire Chief
(781) 784-1522
JWright@townofsharon.org

5. Town of Ipswich

Paul Nikas
Chief of Police
(978) 356-4343
p2nikas@ipswichpolice.org

6. Town of Northbridge

David White
Fire Chief/EMD
(774) 696-7081
dwhite@northbridgemass.org

SECTION 3.0

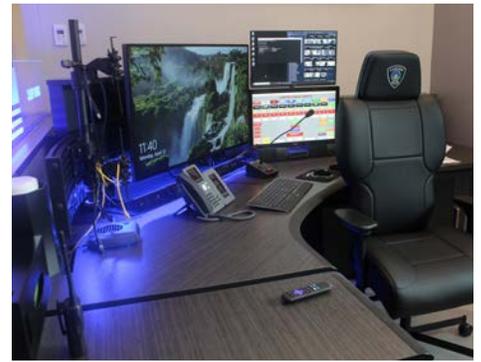
PROJECT EXPERIENCE

SIMILAR EXPERIENCE

In the past ten years, CHA has overseen the successful completion of nine police station projects, four combined public safety facilities (police, fire, EMS) and seven fire stations. We are currently serving as OPM for three police stations, two combined public safety facilities, and five fire stations. CHA is especially proud of our record of on-time, on-budget projects, as evidenced in the tables below.

POLICE				
Project	Location	Type	Stage	Completion Date
Everett Police Headquarters	Everett	New Construction*	Award	2026 (est)
Lawrence Police Headquarters	Lawrence	New Construction*	In Design	2025 (est)
Leominster Police Station	Leominster	New Construction*	On Time/On Budget	2024 (est)
Belmont Police Station	Belmont	Renovation/Repair	On Time/On Budget	2021
Carver Police Station	Carver	New Construction	On Time/On Budget	2021
Medford Police Headquarters	Medford	New Construction	On Time/On Budget	2020
Bourne Police Headquarters	Bourne	New Construction	On Time/On Budget	2019
Middleborough Police Station	Middleborough	New Construction	On Time/On Budget	2018
Salisbury Police Station	Salisbury	New Construction	On Time/On Budget	2017
Bellingham Police Headquarters	Bellingham	New Construction	On Time/On Budget	2015
West Tisbury Police Station	West Tisbury	New Construction	On Time/On Budget	2014
Monson Police Station & Town Hall	Monson	New Construction	On Time/On Budget	2014
COMBINED FACILITIES				
Brockton Public Safety Facility	Brockton	New Construction*	In Design	2026 (est)
Ipswich Public Safety Building	Ipswich	New Construction*	Bidding	2024 (est)
Chilmark Firehouse & Tri-Town EMS HQ	Chilmark	New Construction*	On Time/On Budget	2023
South Public Safety Building	New Bedford	New Construction	On Time/On Budget	2021
Sharon Public Safety Facility	Sharon	New Construction	On Time/On Budget	2016
Medfield Public Safety Facility	Medfield	New Construction	On Time/On Budget	2016
FIRE				
Charlton Fire Station	Charlton	New Construction*	Award	2026 (est)
Edgartown Fire Station	Edgartown	New Construction*	Award	2026 (est)
Bridgewater Fire HQ and Station No. 2	Bridgewater	New/Renovation/Repair*	In Design	2025 (est)
Millbury Fire Headquarters	Millbury	New Construction*	On Time/On Budget	2024 (est)
Northbridge Fire Headquarters	Northbridge	New Construction*	On Time/On Budget	2024 (est)
Dennis Fire Substation No. 2	Dennis	New Construction	On Time/On Budget	2023
Belmont Fire Stations	Belmont	Renovation/Repair	On Time/On Budget	2023
Maynard Fire Station	Maynard	New Construction	On Time/On Budget	2022
Onset District Fire Headquarters	Wareham	New Construction	On Time/On Budget	2021
Martha's Vineyard Airport Aircraft Rescue and Firefighting Facility	Vineyard Haven	New Construction	On Time/Under Budget	2017
Carver Central Fire Station/Training Facility	Carver	New Construction	On Time/Under Budget	2016
Oak Bluffs Fire/EMS Station	Oak Bluffs	New Construction	On Time/Under Budget	2015

* Project ongoing



CARVER POLICE STATION

Town of Carver

Carver, MA • Project Value: \$9 Million • Completion Date: 2021

CHA provided OPM services for design and construction of a new 12,000 SF police station. The new police station joins the Carver Central Fire Station and Training Facility on the new Carver municipal building campus. CHA provided comprehensive OPM services for both facilities, including siting recommendations. CHA was also responsible for all communications with the public, keeping them apprised of the state of the project and fielding their questions and concerns.

Project Team

Joe Sullivan
Project Executive

Alyssa Chatani
Project Manager

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls



BOURNE POLICE STATION

Town of Bourne

Bourne, MA • Project Value: \$21 Million • Completion Date: 2019

CHA provided OPM services to design and construct the Town of Bourne's new police station. CHA worked closely with police department representatives and project designers to identify department needs, including site evaluations and development of the space program.

The new 29,400 SF facility includes a training room/emergency operations center, dispatch center, secure prisoner processing, and detention area, three-car drive-thru sally port, secure evidence processing, and storage area, roll call room, fitness area, administrative offices, and a firing range. The new building has three floors, with one underground.

Project Team

Joe Sullivan
Project Manager

Alyssa Chatani
Project Manager

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls



BROCKTON PUBLIC SAFETY COMPLEX

City of Brockton

Brockton, MA · Project Value: \$108 Million (est) · Completion Date: 2025 (est)

CHA is providing OPM services for a new, state-of-the-art combined public safety complex to replace the city's outdated police station and historic fire station. The four-story, 149,275 SF public safety facility will house the operations of the police and fire departments, a joint emergency dispatch center, administrative and support offices for the emergency management and IT departments. The complex will include a 300-vehicle parking garage. Public lobby space will be available on each floor, providing easy access to services and information for the community.

CHA has been actively involved in every aspect of the project, including designer selection, space needs assessment, program development, site evaluation, and cost estimates.

Project Team

Joe Sullivan
Project Director

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls



SHARON PUBLIC SAFETY FACILITY

Town of Sharon

Sharon, MA • Project Value: \$24.8 Million • Completion Date: 2017

CHA provided OPM services for construction of a new public safety facility and civil defense building. The new 35,300 SF, two-story combined police and fire station was constructed in phases to keep the original department of public works facility and police station operational.

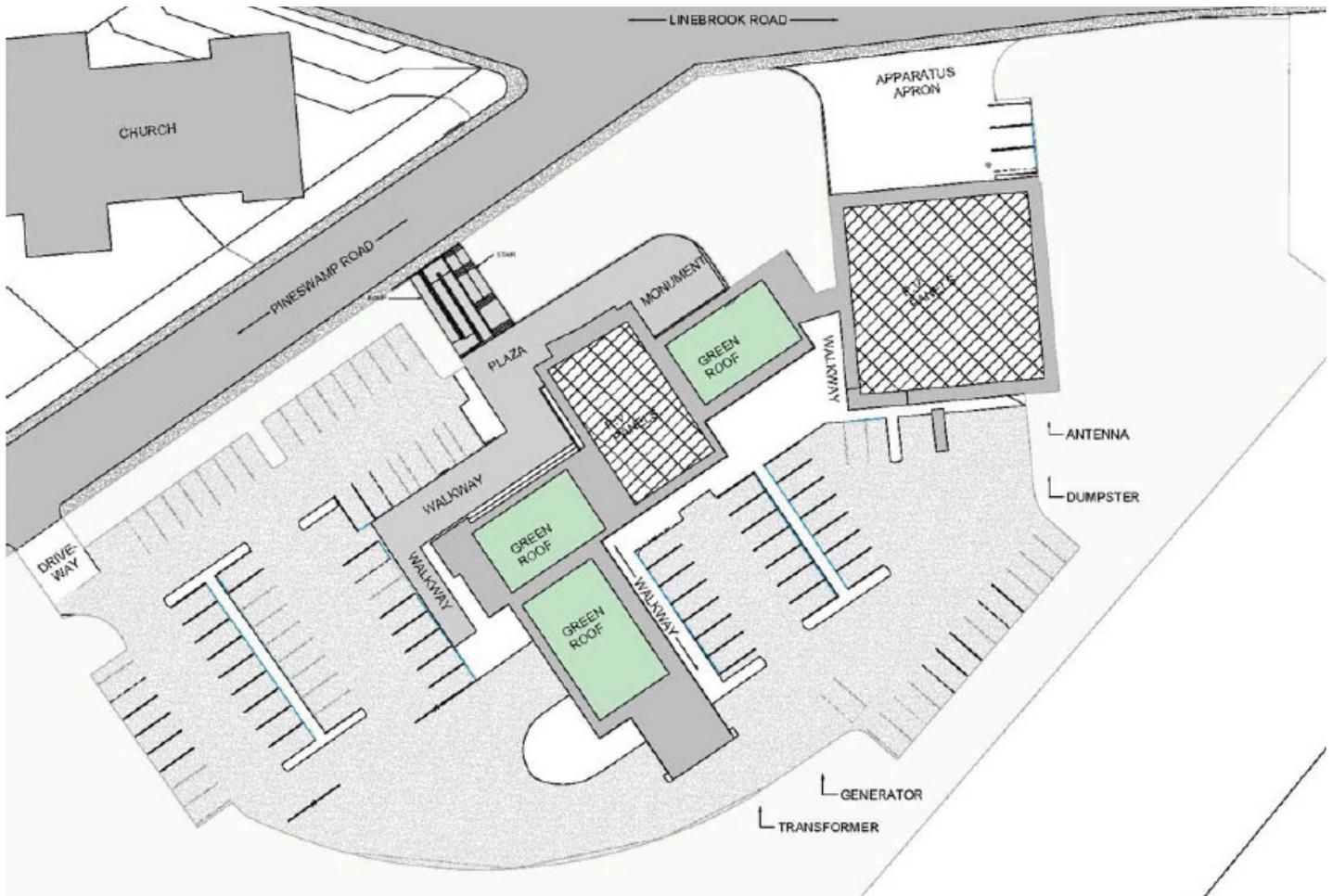
Phase 1 consisted of a new police station and fire administration building with dispatch, meeting room/emergency operations center, records storage, and administration.

Project Team

Joe Sullivan
Project Manager

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls



IPSWICH PUBLIC SAFETY BUILDING

Town of Ipswich

Ipswich, MA · Project Value: \$27.5 Million (est) · Completion Date: 2027 (est)

CHA is providing OPM services for a new combined public safety building, including the police, fire, harbormaster, emergency communications, and shellfish and animal control departments. The new 29,588 SF facility will be built on a new site, its design considering the future of public safety. Considerations include shared spaces for training and community rooms, shared mechanicals, and storage of vehicles and firefighting apparatus in climate-controlled spaces.

Project Team

Joe Sullivan
Project Executive

Alyssa Chatani
Project Manager

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls



BELMONT POLICE STATION

Town of Belmont

Belmont, MA • Project Value: \$11.9 Million • Completion Date: 2021

CHA provided OPM services for design and construction of the renovation and expansion of the historic Belmont Police Station building. The project added parking, new and improved locker facilities for male and female officers, new administrative offices, a booking room, conference room, training room, evidence lab and storage room, and six new holding cells.

CHA managed the design team so that existing space within the original, historic portion of the building was reconfigured to maximize efficiency and program areas and incorporate new finishes, building systems, and technologies.

The project also included construction to increase storage, add additional program space, and provide accessibility and safety upgrades. The project was completed successfully within a very tight budget and schedule.

Project Team

Tom Gatzunis
Project Manager

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls



MEDFORD POLICE STATION

City of Medford

Medford, MA • Project Value: \$22 Million • Completion Date: 2020

CHA is providing OPM services for a new combined public safety building, including the police, fire, harbormaster, emergency communications, and shellfish and animal control departments. The new 29,588 SF facility will be built on a new site, its design considering the future of public safety. Considerations include shared spaces for training and community rooms, shared mechanicals, and storage of vehicles and firefighting apparatus in climate-controlled spaces.

Project Team

Alicia Monks
Project Manager

Delwyn Williamson
Cost Estimator

Sidni Bragg
Project Controls

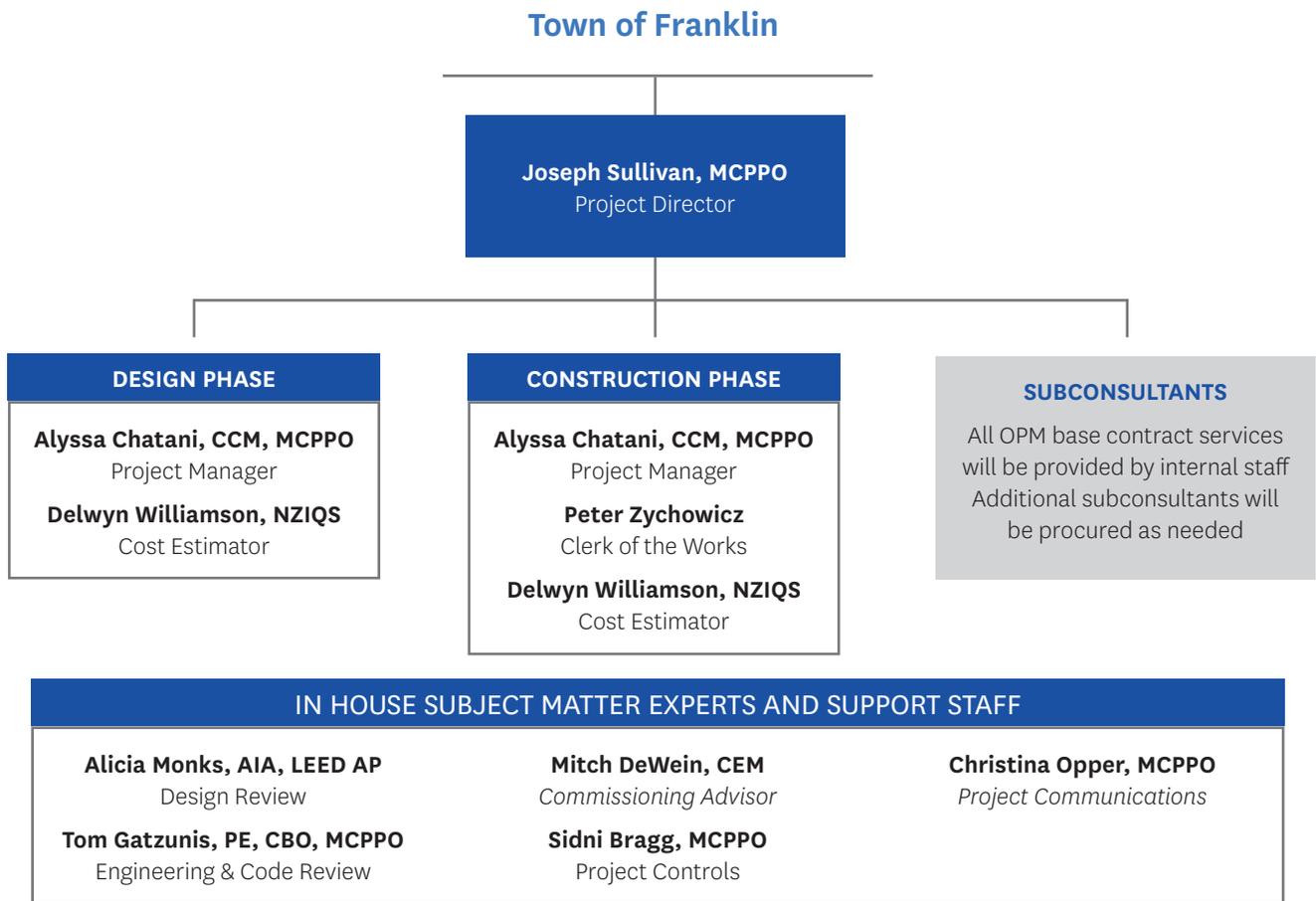
SECTION 4.0

PROJECT TEAM

PROJECT TEAM

Organization Chart

We have assembled a team of project managers who are well-versed in Massachusetts public laws and who have overseen millions of dollars of construction throughout the Commonwealth serving as OPM. Supported by an in-house team of multi-disciplined engineers, architects, and support staff, we will provide unparalleled services to the Town of Franklin. Joe Sullivan will lead your project as project director, while project manager Alyssa Chatani will be your day-to-day contact.



Team Workload and Capacity

Ongoing projects involving members of our proposed core team are outlined below. A complete list of ongoing projects and projects completed within the last five years is included in the DSB Application Form in Section 6.

Project	Stage	Estimated Completion	Estimated Construction Cost
Brockton Public Safety Complex	Construction	2026	\$78 M
Braintree/Randolph PSAP Adaptive Reuse	Design	2025	\$4.3 M
Bridgewater Fire Stations	Construction	2025	\$18.6 M
Ipswich Public Safety Building	Construction	2025	\$24.2 M
Belmont Public Library	Bidding	2025	\$26 M
Northbridge Fire Station	Closeout	2024	\$18.9 M
Millbury Fire Headquarters	Closeout	2024	\$21 M

Joe Sullivan, MCPPO

Project Director

Joe has more than 30 years of experience in facilities management and project management positions. Joe has an in-depth knowledge of public construction laws and regulations, is a Massachusetts Certified Public Purchasing Official, and is a candidate for Massachusetts Building Inspector certification. He holds a construction supervisor's license and is trained in OSHA and confined space. Representative project experience includes:

Town of Carver, Carver Police Station. Project manager providing OPM services for the construction of a new 12,000 SF police station. The new police station joins the Carver Central Fire Station and Training Facility on the new Carver municipal building campus. The new police facility includes modern administrative, conference, and training room spaces, a new dispatch center, improved storage evidence, and secure prisoner processing and detention areas.

Town of Bellingham, Bellingham Police Headquarters. Project manager providing OPM services for the construction of a new 13,402 SF police headquarters. The new facility was built for a growing department and is expected to meet the department's needs over the next 50 years. The new building features a safer booking area for officers and lockup for prisoners, a larger living space, a new interrogation room, and a more community-friendly lobby.

Town of Bourne, Bourne Police Station. Project director providing OPM services for construction of a new 29,400 SF police station. CHA worked closely with police department representatives and project designers to identify department needs, including site evaluations and development of the space program. The new facility includes a training room/emergency operations center, dispatch center, secure prisoner processing, and detention area, three-car drive-thru sally port, secure evidence processing, and storage area, roll call room, fitness area, administrative offices, and a firing range.

Town of Middleborough, Middleborough Police Station. Project director providing OPM services for design and construction of a new 17,391 SF police station. The new facility features some of the latest technology used in policing and will also be safer for the community. Features include a secure prisoner processing and detention area, secure evidence processing and storage areas, roll call room, training room, and administrative offices.

Town of Franklin, Franklin Fire Headquarters. Project manager providing OPM services for the construction of a new 22,000 SF fire headquarters building. The new fire headquarters includes a modern town emergency command center, decontamination areas for emergencies involving hazardous materials, and a new walk-in medical services room. Better working conditions for fire department staff are apparent in the new separate male and female showers and individual bedrooms, which replaced the old facility's single shower and same-sex dormitory.

Town of West Tisbury, West Tisbury Police Station. Project manager providing OPM services for design and construction of a new 5,442 SF police station. The new



Education

Northeastern University, MA,
B.S. in Business Administration

Registrations & Certifications

Massachusetts Construction
Supervisors License (#088897)

OSHA 30-Hour Construction
Health and Safety Training

Massachusetts Certified Public
Purchasing Official (MCPPO) for
School Project Designers and
Owner's Project Managers

Massachusetts Unrestricted
Buildings Certification

building was connected to the public safety building by an enclosed corridor and includes a lobby, offices, and a bathroom on the first floor. A conference room, a bunk-room, a break room, a lavatory, and office space for animal control and emergency services personnel are on the second floor. The basement has two locker rooms, evidence and armory rooms, and storage areas.

Town of Sharon, Sharon Public Safety Facility. Project director providing OPM services for construction of a new 35,300 SF, two-story, combined public safety facility and a civil defense building. The new facility station was constructed in phases to keep the original Department of Public Works facility and police station operational. Communication between all stakeholders and the project team was vital. Phase 1 consisted of a new police station and fire administration building with dispatch, meeting room/emergency operations center, records storage, and administration.

City of Brockton, Brockton Public Safety Complex. Project director providing OPM services for a multi-phase project to replace the existing police and fire headquarters with a combined public safety complex. In addition to the fire and police operations spaces, the campus is expected to include a joint emergency dispatches center, administrative and support offices for the Brockton Emergency Management Agency, and offices and an equipment room for the Brockton IT Department.

Town of Ipswich, Ipswich Public Safety Building. Project director overseeing OPM services for a new combined public safety building which will include the police, fire, harbormaster, emergency communications, and shellfish and animal control. The new 29,588 SF facility will be built on a new site, its design considering the future of public safety. Considerations include shared spaces for training and community rooms, shared mechanicals, and storage of vehicles and firefighting apparatus in climate-controlled spaces.

Town of Braintree and Town of Randolph, Regional Public Safety Answering Point. Project director providing OPM services to the towns of Braintree and Randolph for design and construction of a new shared PSAP for the two communities. The project involves the adaptive re-use of an existing historic building. Renovations will include making the building accessible for the disabled, installation of a new heating and air conditioning system, new plumbing, new bathrooms and locker room space, a training room and office space. The Thayer Building is listed on the National Register of Historic Places.

Town of Franklin, Franklin High School. Project manager providing OPM services for a new 306,543 SF MSBA “Model” high school. The new school is a state-of-the-art facility featuring a three-story classroom wing, a single-story gymnasium with an elevated running track, an adjoining fitness area, an auditorium, cafeteria, media center, and a large group lecture hall. The building was designed for 1,650 students and 165 staff.

Town of Franklin, Department of Public Works Facility. Project manager providing OPM services for renovations to the existing DPW office building and construction of a new 51,000 SF pre-fabricated steel garage for vehicle and equipment storage and maintenance.

Town of Franklin, Senior Center. Project manager providing OPM services for design and construction of a new 16,000 SF senior center.

Alyssa Chatani, CCM, MCPPO

Project Manager

Alyssa has more than eight years of proven experience in the construction industry. She has been responsible for leading teams through design and construction to the final close-out of projects and has both field and office experience. Alyssa has served in several key positions in the construction management field, including project engineering and project management. She is exceptionally skilled at change management during construction, budget tracking, and project controls. Representative project experience includes:

Town of Carver, Carver Police Station. Assistant project manager providing OPM services for the construction of a new 12,000 SF police station. The new police station joins the Carver Central Fire Station and Training Facility on the new Carver municipal building campus. The new police facility includes modern administrative, conference, and training room spaces, a new dispatch center, improved storage evidence, and secure prisoner processing and detention areas. CHA provided comprehensive OPM services for both facilities, including siting recommendations.

Town of Bourne, Bourne Police Station. Assistant project manager providing OPM services for construction of a new 29,400 SF police station. CHA worked closely with police department representatives and project designers to identify department needs, including site evaluations and development of the space program. The new facility includes a training room/emergency operations center, dispatch center, secure prisoner processing, and detention area, three-car drive-thru sally port, secure evidence processing, and storage area, roll call room, fitness area, administrative offices, and a firing range. The new building has three floors, with one underground. The new building has three floors, with one underground.

Town of Ipswich, Ipswich Public Safety Building. Assistant project manager providing OPM services for a new combined public safety building which will include the police, fire, harbor master, emergency communications, and shellfish and animal control. The new 29,588 SF facility will be built on a new site, its design considering the future of public safety. Considerations include shared spaces for training and community rooms, shared mechanicals, and storage of vehicles and firefighting apparatus in climate-controlled spaces. The facility will provide a legal, code-compliant, accessible building using energy-efficient, sustainable, and resilient heating and cooling systems.

Bridgewater-Raynham Regional School District, George H. Mitchell Elementary School. Project manager providing OPM services for design and construction of a new three-story, L-shaped 132,045 SF school building. The building features a simple and efficient floor plan layout that takes advantage of almost all interior space for learning and support service for 740 K-2 students and up to 240 Pre-K students. CHA assisted the district in securing MSBA funding for the project. The new school project, which features an expansive playground and natural outdoor activity area, was completed below the original project budget and on-time for the start of the fall 2022 school year.

Town of Bridgewater, Bridgewater Fire Stations. Project manager providing OPM services for the design and construction of a new headquarters station and



Education

Suffolk University, MA, Masters in Business Administration

Worcester Polytechnic Institute, MA, B.S. in Management Engineering, Concentration in Civil Engineering

Registrations & Certifications

Certified Construction Manager (CCM), Construction Management Association of America (CMAA)

OSHA 10- and 30-Hour Construction Health and Safety Training

Procore Certified Associate

Massachusetts Certified Public Purchasing Official (MCPPO) for School Project Designers and Owner's Project Managers

Memberships & Affiliations

Association of General Contractors of America, Member

Massachusetts Building Congress Member

Greater Boston Chamber of Commerce, Member

renovations for Fire Station No. 2. The town's feasibility study recommends construction of a new 21,700 SF headquarters building (with possibilities for expansion to 25,000 SF) and an outbuilding of 5,760 SF on the town's Pleasant Street site.

Town of Millbury, Millbury Fire Headquarters. Project manager providing OPM services for a new town fire headquarters. CHA is assisting the town Building Committee with the final design specification, project bidding, award, and project construction in its OPM role. The new 22,500 SF building will include six apparatus bays, support and administrative space, and living quarters for firefighters. Construction will consist of a structural steel frame, concrete slab on grade and decks, brick masonry exterior walls, and interior concrete masonry at the apparatus bays.

Town of Northbridge, Northbridge Fire Headquarters. Project manager providing OPM services for a new one-story, 27,900 SF fire headquarters building with brick veneer, five double-loaded apparatus bays, training spaces, administration area, and an additional section to house town offices. Infrastructure has been constructed for the future addition of a 3,000 SF outbuilding.

Town of Sharon, Sharon Public Library. Project manager providing OPM services for a new two-floor library building designed to meet the needs of the community for many years to come. In addition to its primary goals of serving as a technology resource, a place for quiet study or collaboration, and a business community hub, the facility is designed to serve as a community gathering point during emergencies with backup generators. The building is also designed for flexible use, and the ability to adapt to future technologies. Sustainability goals include LEED Silver certification.

Town of Dennis, Dennis Fire Station No. 2. Assistant project manager providing OPM services for a new 22,000 SF fire station. The new building is composed of a brick veneer, apparatus bays, administration area, training room, and living quarters. CHA worked closely with the designer on this fast-tracked project to create a detailed and streamlined design and bid schedule, allowing the program needs of the fire department to be captured and included in the final numbers.

Town of Wareham, Onset Fire Headquarters. Assistant project manager providing OPM services for a new 24,000 SF fire station built to house all of the department's equipment, a washing facility to clean protective clothing, and separate living spaces for firefighters.

Town of Middleborough, Middleborough Department of Public Works Facility. Assistant project manager providing OPM services for a project that included site evaluation, design, and construction of a new 32,000 SF Department of Public Works (DPW) facility to replace the town's aging and dangerous 'Barn' building. The new facility houses ample administrative and support space for Public Works, Engineering, Highway, and Water Department personnel, with a meal break room and separate male/female locker/bathrooms. The structure also includes spaces for equipment, vehicle, salt, and records storage and a building maintenance room.

Peter Zychowicz

Clerk of the Works

Peter has over 35 years of professional construction experience on public and private construction projects, including significant experience in municipal construction, including K-12 public schools and public safety facilities. Peter represents CHA at project sites and provides overall field administration, support, supervision, inspection, and construction operations management. Representative experience includes:

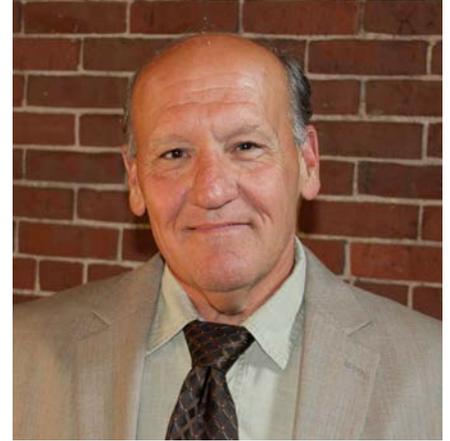
Town of Middleborough, Middleborough Police Station. Senior on-site representative providing OPM services for the design and construction of a new 17,391 SF police station. The new facility features some of the latest technology used in policing and will also be safer for the community. Features include a secure prisoner processing and detention area, secure evidence processing and storage areas, roll call room, training room, and administrative offices.

Town of Franklin, Franklin High School. On-site representative providing OPM services for a new 306,543 SF Massachusetts School Building Authority (MSBA) “Model” high school. The new school is a state-of-the-art facility featuring a three-story classroom wing, a single-story gymnasium with an elevated running track, adjoining fitness area, auditorium, cafeteria, media center, and a large group lecture hall. The new high school project was certified LEED Silver v3-2009 Schools).

Town of Belmont, Police Station and DPW Facility Renovations. Senior on-site representative providing OPM services for the initial phases of the renovation and expansion project. The project added parking, new and improved locker facilities for male and female officers, new administrative offices, a booking room, conference room, training room, evidence lab and storage room, and six new holding cells. The project also included construction to increase storage, add additional program space, and provide accessibility and safety upgrades. The project was completed successfully within a very tight budget and schedule.

Town of Carver, Carver Central Fire Station and Training Facility. Senior on-site representative providing OPM services for construction of a new 21,830 SF fire station and training facility. Features include five double-deep drive-thru apparatus bays, operation support areas including turnout gear, SCBA, decon, a training room, dispatch center, living and sleeping quarters, and administrative offices. The three-story training building is a special annex added to the north side. The building is 72' x 22', complete with two burn rooms, a chimney fire burn prop, and an attic fire prop. The facility received the Firehouse Magazine 2017 Gold Station Design Award for Best Volunteer/Combination Fire Station.

Town of Dennis, Dennis Fire Station No. 2. Senior on-site representative providing OPM services for a new 22,000 SF fire station. The new building will be composed of a brick veneer, apparatus bays, administration area, training room, and living quarters. CHA worked closely with the designer on this fast-tracked project to create a detailed and streamlined design and bid schedule, allowing the program needs of the fire department to be captured and included in the final numbers.



Registrations & Certifications

MA Construction Supervisors
License (#CS-044681)

OSHA 10- and 30-Hour
Construction Safety Training

Delwyn Williamson, NZIQS • Cost Estimating

Delwyn has more than 40 years of experience in the A/E/C industry. She is affiliated with the New Zealand Institute of Quantity Surveyors, where she received her registration in Quantity Surveying. Her expertise in vertical cost consulting encompasses all design phases for buildings of all types and she specializes in conceptual estimating. Representative project experience includes:

Town of Bellingham, Bellingham Police Headquarters. Lead cost estimator for a new 13,402 SF police headquarters.

City of Brockton, Brockton Public Safety Complex. Lead cost estimator for a multi-phase project to replace the existing police and fire headquarters with a combined public safety complex.

Town of Carver, Carver Police Station. Lead cost estimator for a new 12,000 SF police station.

Town of Ipswich, Ipswich Public Safety Building. Lead cost estimator for a new 29,588 SF combined public safety building, including the police, fire, harbormaster, emergency communications, and shellfish and animal control departments.

Town of Middleborough, Middleborough Police Station. Lead cost estimator for a new 17,391 SF police station.

City of New Bedford, South Public Safety Facility. Lead cost estimator for a new 25,000 SF combined public safety center.



Education

New Zealand Institute
of Quantity Surveyors
B.S. in Quantity Surveying

Alicia Monks, AIA, LEED AP, MCPPO • Design Review

Alicia has more than 28 years of experience in design and project management for public and private construction. She is a registered architect in Massachusetts, a LEED Accredited Professional, and a National Council of Architectural Registration Boards Certificate holder. Alicia has also earned a Planning, Designing and Constructing Police Facilities Certificate from the International Association of Chiefs of Police. Representative project experience includes:

City of Leominster, Leominster Police Headquarters. Project manager for a new 30,000 SF, \$26 million police headquarters building.

City of Medford, Medford Police Headquarters. Project manager for a new 39,936 SF, three-story police station, which was designed and built Net Zero Ready.

Town of Salisbury, Salisbury Police Station. Project manager for a new 18,000 SF police station that houses standard police operations and administrative functions, including detention and communications.

City of New Bedford, South Public Safety Facility. Project manager for a new 25,000 SF public safety center. The new facility replaces two district fire stations, one police station, and EMS service facilities.

Town of Stoneham, Stoneham Police Headquarters. Project manager for renovations to the building's HVAC system.

Town of Maynard, Maynard Fire Station. Project manager for the the design and construction of a new 18,000 SF fire station.



Education

Syracuse University, NY, M.
Arch

Registrations & Certifications

Registered Architect: MA
LEED Accredited
Professional
MPCCO Certified

Tom Gatzunis, PE, CBO, MCPPO • Engineering & Code Review

Tom has more than 30 years of experience as an engineer, building commissioner, and project manager. He joined the CHA team after serving as the Commissioner of Public Safety for the Commonwealth of Massachusetts from 2004 to 2015, where he oversaw the update and release of three editions of the state building code. Tom has been responsible for public projects across the Commonwealth, of all building types and in all phases of design and construction. Representative project experience includes:

Town of Belmont, Belmont Police Station Renovations. Senior project manager providing OPM services for design and construction of the renovation and expansion of the historic Belmont police station building. The project added parking, new and improved locker facilities for male and female officers, new administrative offices, a booking room, conference room, training room, evidence lab and storage room, and six new holding cells.

City of Everett, Police Station. Senior project manager for the siting study, design, and construction of a new police station to replace the existing aging station.

City of Lawrence Dept. of Public Works, Police Headquarters. Senior project manager for a new four-story, 64,000 SF police headquarters.

Town of Charlton, Fire Station. Project director for the design and construction of a new, two-story, 13,000 SF fire substation with four drive-thru apparatus bays. The new facility includes sufficient space for emergency vehicles, administration and building support areas, and space for training, meetings, and engaging with the public.

Mitch DeWein, CEM • Commissioning

Mitch is a senior energy analyst and oversees detailed energy assessments, cogeneration studies, and district energy plans. He brings 15 years of experience in mechanical system design, equipment selection, energy analysis, construction cost estimation, and design coordination. He provides expertise in designing fully integrated thermal and cooling systems using renewable energy sources. He supports clients from planning and project development to design, implementation, and operation and maintenance support for renewable energy projects. Representative project experience includes:

Massachusetts DCAMM, Cape Cod Community College Energy Upgrade. Project manager for the revelopment of a basis of design document that will be utilized as the scope of an ultimate energy design-build project on campus.

Massachusetts DCAMM, Boston Pre-Release Center, Facility Audit/Retro Commissioning. Project manager for an ASHRAE level II energy audit to evaluate potential ECMs and cost reduction opportunities. CHA identified and assessed implementing low-cost/no-cost energy retrofits and retro-commissioning activities at the site.

Massachusetts DCAMM, Boston Pre-Release Center, Chelsea Soldiers Home Energy Project. Project manager for a schematic design report with associated drawings, a 100% performance specifications report, and “owner’s representative” services that provided procurement and construction management support.



Education

UMass Lowell, MA, B.S. in Civil Engineering

Registrations & Certifications

Professional Engineer: MA

Certified Building Commissioner: MA

MCPPO Certified



Education

Clarkson University, NY, B.S. in Mechanical Engineering (in progress)

Registrations & Certifications

Certified Energy Manager

Sidni Bragg, MCPPO • Project Controls Manager

Sidni has overseen the management of project controls and project administration, including protocols, submissions, bid document distribution, contract management, and project accounting on more than \$1.5 billion in publicly-funded projects. Representative project experience includes:

Town of Bellingham, Bellingham Police Headquarters. Project controls manager for a new 13,402 SF police headquarters.

Town of Belmont, Belmont Police Headquarters Renovations. Project controls manager for the renovation and expansion of the historic Belmont police station headquarters building.

Town of Carver, Carver Police Station. Project controls manager for a new 12,000 SF police station.

City of Lawrence, Lawrence Police Headquarters. Project controls manager for a new four-story, 64,000 SF police headquarters.

City of Leominster, Leominster Police Station. Project controls manager for a new 30,000 SF police headquarters building.

Town of Middleborough, Middleborough Police Station. Project controls manager for a new 17,391 SF police station.



Education

Suffolk University, MA,
Graduate Certificate in
Business

Registrations & Certifications

MCPPO Certified

Christina Opper, MCPPO • Communications Specialist

Christina has more than 20 years of experience as a project manager and communications specialist for public and private projects throughout the Commonwealth. She is certified by the Massachusetts Certified Public Purchasing Official program. In addition to serving on the project management team, Christina manages the strategic planning and execution of public outreach and communications efforts for our projects. Representative project experience includes:

City of Leominster, Leominster Police Headquarters. Project communications manager for the construction of a new 30,000 SF police headquarters building.

Town of Carver, Carver Central Fire Station and Training Facility. Project communications manager for the design and construction of a new 21,830 SF fire station and training facility.

Town of Northbridge, Northbridge Fire Station. Project communications manager for a new one-story, 27,900 SF fire headquarters building with five double-loaded apparatus bays, training spaces, and an additional section of the building to house town offices.

Town of Bellingham, Bellingham Police Headquarters. Project communications manager for a new 13,402 SF police headquarters.

City of Brockton, Brockton Public Safety Complex. Project communications manager for a multi-phase project to replace the existing police and fire headquarters with a combined public safety complex.



Education

Bridgewater State University,
MA, B.S. in Sociology

Registrations & Certifications

MCPPO Certified

MCPPO Certifications

Joe Sullivan



Alyssa Chatani



Tom Gatzunis, Sr.



Sidni Bragg

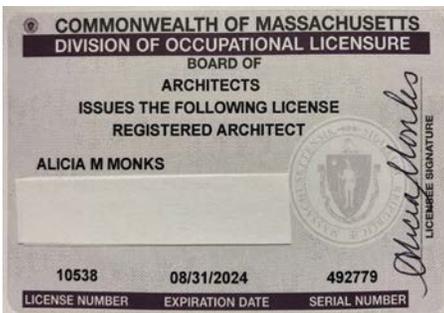


Christina Oppner



Professional Registrations

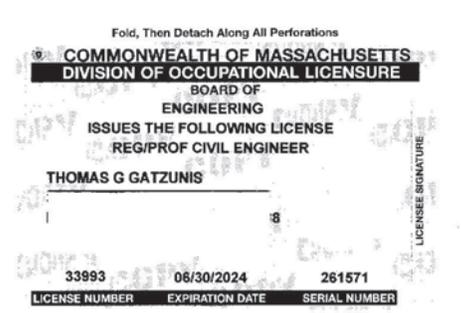
Alicia Monks (AIA)



Alicia Monks (LEED)



Tom Gatzunis, Sr. (PE)



Tom Gatzunis, Sr. (CBO)



SECTION 5.0

PROJECT MANAGEMENT APPROACH & WORK PLAN

PROJECT MANAGEMENT APPROACH & WORK PLAN

Project Management Approach

CHA will approach the Franklin Police Station project as a partnership with the Town of Franklin and the Police Station Building Committee. Our team has more than 20 years of experience working directly with the Town of Franklin, Franklin Police and Fire Departments, Facilities Department, and Municipal Building Committees. We facilitate collaboration between the designer, the contractor, and all other project team members and actively lead and support the town through every step of the process through closeout.

Our project management services include all responsibilities listed in the Request for Services (RFS) Scope of Services, including detailed program and design review, active participation and recommendations for value engineering and cost control options, assisting with identifying available grants and funding offsets, risk management, schedule and budget control, management of prequalification and bidding process, quality assurance, on-site representation (full-time Clerk of the Works), and adherence to local and state regulations.

Project Management Systems

The most effective approach to collaboration with the owner, designer, and contractor on each project is to implement comprehensive project standards and establish accountability for all parties. CHA employs the following methods on all of our OPM projects:

Document Review: Our proposed team will carefully examine all drawings and specifications for adherence to the building program and town requirements. We will perform the following services:

- Review of plans and specifications to identify errors, omissions, and “constructibility” issues to make certain that the design meets all project requirements and is cost-effective
- Detailed cost estimates at each design milestone for all necessary trades and a list of potential value engineering items for review as necessary
- Evaluation of materials specified by the designer
- Updates to project budget and schedule based on design milestones

Project Budget: We will establish, update, and maintain a comprehensive project budget that details both construction costs and soft costs to give the project team a full understanding of the total cost of the project. We will also provide updated cash flow reports throughout the project.



Sidni Bragg will monitor project controls including scheduling, cost reporting, cash flow management, and contract management.

Design Review and Risk Management: Analyzing project risk from a cost perspective is a value-added approach that CHA will provide. We use value-added strategies in assessing project risk, including continual cost checking of design development, value engineering/value management, and project cost controls through change order valuation and tracking.



Alicia Monks, AIA, LEED AP will oversee design review. Alicia recently completed the South Public Safety Facility in New Bedford, MA.

Value Engineering: Our cost management process includes working with architects and contractors to proactively manage project costs during the design phase and through construction. We perform monthly reviews throughout the design to identify and address issues as they arise, rather than waiting until the end of each phase.

Project and Construction Schedule: Our team will create, update, and monitor both a project schedule and a construction schedule and establish accountability for each milestone and task to make certain that all project objectives and deliverables are met.

Procurement, Bidding, and Contract Management: We will provide oversight and management of the procurement of goods and services, including surveys, peer reviews, testing, and all other required consulting services) and monitor tasks against contractual requirements. Our team will manage all facets of the bidding process, including encouraging bidder interest to increase competitive pricing, prequalification (if not yet completed), bidding, construction contract negotiation, and completion of contractor evaluations upon completion of the project.

Change Order Management: Changes to a project during construction will have an impact on final construction cost and can be initiated by the owner, designer, contractor, or as a result of site conditions. The CHA change order process will protect the owner from the cost of excessive changes. Our project team will log and track all Proposed Change Orders and Change Orders and will work with our in-house cost estimating team to verify and reconcile all proposed cost impacts. This service allows our project team to negotiate fair pricing more effectively. With our in-house mechanical and electrical experts, we review these trades in detail. Several of our new construction projects have come in under 2% total change orders.

Communication and Monthly Reporting: Our team encourages transparency between all project stakeholders and carefully documents each project with written and electronic documentation. CHA will prepare a detailed monthly progress report that summarizes all activities. The report will include updates on the budget/costs and schedule, cash flow projections, designer’s progress, any issues that could result in additional time and/or additional costs, and any anticipated problems/concerns with recommended solutions.

Field Observation and Management: The project management team will regularly walk the site and perform quality control on-site. They will also look at the schedule at a “macro” and “micro” level and consider issues such as sufficient staffing, appropriate sequence of work, and whether materials have been ordered and are located or stored on-site.

On-site Representation and Reporting: CHA employs a full-time, in-house team of construction monitoring and management specialists. Our team will provide full-time on-site representation to document, manage, and report on all daily site activities.

Their daily responsibilities typically include identifying and managing workforce requirements, verifying prevailing wage compliance, capturing project progress through photos and written documentation, and providing oversight and management of the town’s consultants. Our project management team will provide a comprehensive monthly progress report to all necessary project stakeholders.



Our expert team includes 11 highly-qualified on-site representatives that provide detailed construction monitoring and reporting.

Cost Estimating, Value Engineering, and Life-Cycle Cost Analysis

A major benefit that CHA brings to each project is our in-house team of professional cost estimators. Our cost estimating team includes specialists in the architectural, structural, mechanical, and electrical trades who are very familiar with the cost of key building materials and the current market value of construction projects. They will comprehensively review all filed trade bids to quantify and qualify construction bid pricing.

Our estimators understand the goal of Life-Cycle Cost Analysis (LCCA) is to identify the most cost-efficient design and construction strategies over the life of the building and provide advice and recommendations to optimize financial investment and long term operations and maintenance.

During construction, our estimates can be used to assist in value engineering, quantify requests for change orders, and verify monthly applications for payment. They also facilitate project budget tracking by defining cost expectations and identifying causes of deviance in spending.



Chief Cost Estimator Delwyn Williamson will develop cost efficient solutions and identify cost saving measures throughout the project.

Communications and Public Outreach

Our team is well-versed in assisting building committees with the organization and dissemination of information across all necessary channels, including municipal committees, staff, and impacted community groups. We understand that the new Franklin Police Station project will be subject to funding approval at a future town vote.

Our team will work with the Building Committee and representatives of the town and police department to develop a comprehensive public education and information plan for the project. We will provide advice and oversight of strategy and planning and can assist in the execution of information campaigns including public presentations, project website, community surveys, digital and print informational fliers and newsletters, and coordinating with local print and digital media.



Christina Opper has more than 20 years of project management and communications experience and will assist in public outreach.

Building Commissioning

Our team has extensive experience working with and providing oversight of independent Commissioning Agents for public projects for peer review and quality control of the documents during the design and construction phases.

CHA's experience with energy auditing and commissioning will give the town and other team members insight into methods to maximize space, decrease life cycle costs, and increase the mechanical, electrical, and plumbing systems' energy efficiency. Additionally, our experience with estimating, design, and commissioning will ensure that a Life-Cycle Cost Analysis includes options for new system installation and the anticipated operations and maintenance budget to maintain the selected equipment throughout the life of the building.



Commissioning expert Mitch DeWein will provide support and feedback to the project team during design and construction.

Bidding/Construction Administration

Bidding: In preparation for bidding, the CHA team will review the drawings and specifications in detail to identify any potential conflicts between the architectural, structural, and mechanical trades; recommend bid alternates; and review the general conditions and the contract so that they are thorough and complete. We have been able to minimize change orders during construction to achieve a savings of 0.5% to 1% of the construction cost.

Construction Administration: CHA provides the following services during construction:

- Monitor and report on the schedule, total project budget, cash flow, and any potential issues
- Monitor and report on submittals, RFIs, and change order requests to track the general contractor's and designer's conformance with the documents
- Analyze and process change orders with the designer and contractor for compliance with the contract and fair pricing and establish a system for incorporating changes into the existing project schedule
- Identify and participate in the resolution of issues to control costs and minimize schedule delays
- Review and approve all contractor requisitions/review the contractor's Schedule of Values to determine the proper balance of costs and all current activities
- Assist in the procurement and administration of other consultants or contractors as required

- Provide representation at meetings outside of the weekly job meetings, as needed
- Review all long-lead items and make certain that they are ordered on time
- Consistently review the contractor's progress against the approved baseline schedule and enforce recovery scheduling when necessary
- Provide daily monitoring of all construction barriers, egress points, environmental controls, site use, and coordinate with public officials, facilities representatives, and contractors
- Monitor all construction activity to verify that the quality of construction conforms to the project requirements. Our team carefully documents the project through written and electronic documentation and photographs. We prepare comprehensive monthly reports that outline progress, change orders, site reports, progress photos, updated schedule, and updated project budget.

Project Closeout

Our closeout approach is to make certain that issues are resolved as they arise during construction to reduce potential issues after construction completion. Our project managers make sure change orders are signed monthly and oversee development of a detailed punch list requiring the architect to sign off on completed items.

Work Plan

In line with the Town of Franklin's vision, CHA will lead the Franklin Police Department to design and build a Police Station that will prepare and equip the department to serve and protect the community. The modern facility will optimize law enforcement services and enhance the quality of life in the Town of Franklin. Together, with our team of experts and extensive understanding of the programming of police stations, we are certain we will provide the highest level of service as your Owner's Project Manager. The goal is to ultimately provide the department with the tools, training and knowledge to meet and exceed all present and future needs.

Key Milestones

Embarking on the discovery phase, the first few weeks are dedicated to delving into project intricacies, identifying key stakeholders, and laying the groundwork for subsequent phases. Following this, CHA will lead the planning and programming phases, shaping a detailed project plan fine-tuned to the Franklin Police Department's needs.

Transitioning to the Design Phase, CHA will procure design services and select architectural/engineering firms. In the weeks to follow focus is on the schematic design phase, developing and refining initial concepts through focused feedback. The next phase is design development, which crystallizes the vision into meticulously detailed construction plans, concluding with the construction documentation phase.

Entering the Preconstruction and Bidding Phase, this time is dedicated to contractor prequalification, soliciting and reviewing bids, finalizing scope and finally preparing for construction activities as contractor agreements are finalized.

The Construction Phase necessitates vigilant monitoring of progress, strict adherence to schedule, and rigorous budget control. A pivotal substantial completion phase serves as the apex, confirming the conclusion of all construction activities.

Post-construction activities commence with the completion of the FF&E procurement done concurrently with construction, and the installation phase, leaning on our move management experience in managing the delivery and installation of furniture, fixtures, and equipment. This is followed by the move management phase, orchestrating the relocation of the department while minimizing any disruption to the department. The project culminates in a final close-out phase, systematically completing all project close-out procedures that were tracking throughout the project duration and ensuring compliance with regulatory requirements.

Our project cost and schedule management, coupled with our seasoned expertise in design and construction oversight, ensures the success of the Franklin Police Station Project and will contribute to the realization of the Town of Franklin's vision for serving the community to a higher standard.

Bringing Certainty to Your Project

CHA is familiar with local and state regulations and requirements. We have extensive experience serving as Owner's Project Managers for publicly funded projects across New England and have previously served on teams as professional cost estimators and consultants for projects across the state of Rhode Island.

Our project management services will include detailed design review by registered professionals, value engineering, scheduling, budget control, quality assurance, and full adherence to local and state regulations.

Project Management Services

Our decades of expertise and attention to detail at every stage of a project allow the owner to concentrate on other priorities and job responsibilities. We'll ask the right questions, help determine the best delivery methods, provide solid recommendations, report on progress and decision points, and bring in additional services and reviews when required.

We are experts in the oversight and management of construction, and we'll bring a deep bench of talent and expertise to make the owner's vision a reality.

Our services include:

- Owner's representation and project management
- Project budget development and management
- Project schedule development and management
- Value engineering/value management
- Cost estimating
- Consultant and contractor selection and coordination
- Management of subconsultant procurement and contracts
- Preliminary planning, site evaluation, and feasibility studies
- Review of all drawings for constructability and coordination
- Review of all local, state, and federal code requirements
- Design and construction documentation and review
- Sustainable design initiatives, stretch code, LEED, CHPS, and Passive House
- Preconstruction services
- Construction monitoring and field management (On-Site Representative)
- Project closeout, post-occupancy review, and post-construction services
- Project funding consultation and facilitation

The key to successful projects is the careful management of project costs and schedules. Our team will maintain the total project budget and provide detailed monthly reports on budget status to all necessary project stakeholders. We will also oversee the management of the master project schedule and will identify all major milestones and required permits.

During the design and construction process, we integrate design activities with permitting and approval efforts so that the owner and project team has adequate time to review all drawings. This helps to reduce change orders during construction. CHA's team of dedicated cost estimators includes specialists in the architectural, structural, mechanical, and electrical trades, the majority of whom

have more than 15 years of field and estimating experience. Our estimators are very familiar with the cost of key building materials and the current market value of public construction projects in New England. They will provide a comprehensive review of all trades, which serves as a valuable cost management tool for the owner throughout design and construction. During construction, our estimates are used to assist in value engineering, quantify requests for change orders, and verify monthly applications for payment. They also facilitate project budget tracking by defining cost expectations and providing a clear way to identify causes of deviance in spending.

The CHA team will provide design and constructibility review at each stage of the design to gauge phase-appropriate completeness and minimize gaps or duplications, reducing the possibility of unnecessary change orders.

As a supplement to the estimators' expertise, our project managers will apply their extensive knowledge of design, engineering, and code requirements to review the documents. Our team will carefully examine drawings and specifications to deliver adherence with the program and requirements.

Project Schedule

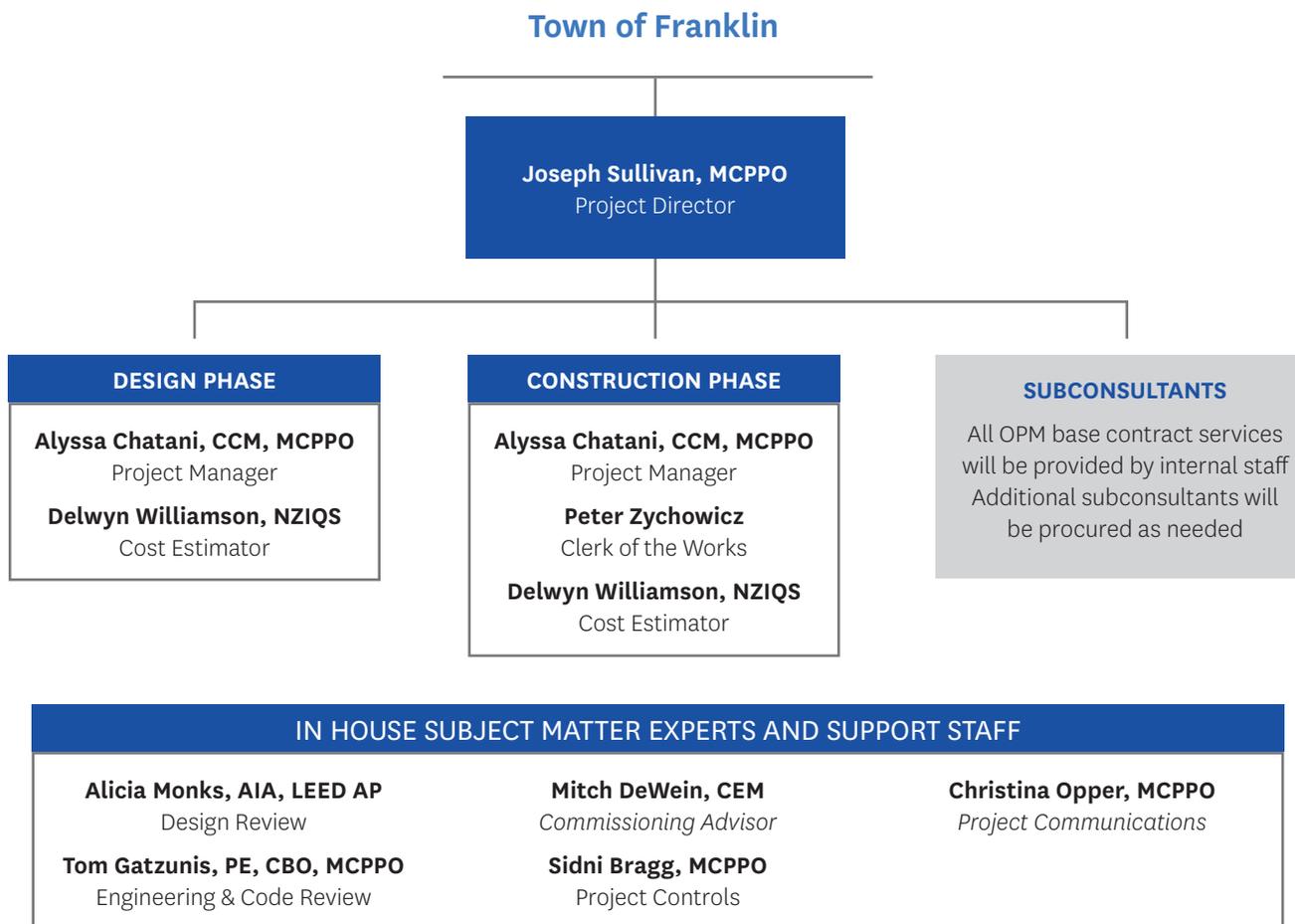
TASK	DURATION	START DATE	END DATE
Discovery and Planning Phase	12 weeks	04/01/2024	06/24/2024
Designer Selection	4 weeks	04/01/2024	04/29/2024
Planning/Programming	4 weeks	04/29/2024	05/27/2024
Land Development	4 weeks	05/27/2024	06/24/2024
Design Phase	50 weeks	06/24/2024	06/09/2025
Design Procurement	8 weeks	06/24/2024	08/19/2024
Schematic Design	16 weeks	08/19/2024	12/09/2024
Design Development	16 weeks	12/09/2024	03/31/2025
Construction Documentation	10 weeks	03/31/2025	06/09/2025
Preconstruction Phase	12 weeks	06/09/2025	09/02/2025
Contractor Prequalification	4 weeks	06/09/2025	07/07/2025
Bidding	6 weeks	07/07/2025	08/18/2025
Bid Review	1 week	08/18/2025	08/25/2025
Contract Negotiation	1 week	08/25/2025	09/02/2025
Construction Phase	78 weeks	09/02/2025	03/02/2027
Construction	70 weeks	09/02/2025	01/05/2027
FF&E Installation	4 weeks	01/05/2027	02/07/2027
Substantial Completion	4 weeks	02/07/2027	03/02/2027
Post Construction Phase	10 weeks	03/02/2027	05/11/2027
Move Management	2 weeks	03/02/2027	03/16/2027
Finalize Closeout	8 weeks	03/16/2027	05/11/2027

SECTION 6.0

DSB APPLICATION FORM

Commonwealth of Massachusetts Standard Architect/Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)	1. Project Name/Location for Which Firm is Filing: Franklin Police Station Franklin, MA	2. Project #: N/A					
	This space for use by Awarding Authority only						
3a. Firm (Or Joint-Venture) - Name and Address Of Primary Office To Perform The Work: CHA Consulting, Inc. One Washington Mall, Suite 1500 Boston, MA 02108							
3b. Date Present and Predecessor Firms Were Established: 1952	3e. Name Of Proposed Project Manager: For Study: Alyssa Chatani, CCM, MCPPO For Design: Alyssa Chatani, CCM, MCPPO						
3c. Federal ID #. <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>	3f. Name and Address Of Other Participating Offices Of The Prime Applicant, If Different From Item 3a Above: n/a						
3d. Name and Title Of Principal-In-Charge Of The Project (MA Registration Required): Joe Sullivan, MCPPO Project Director Email Address: jsullivan@chasolutions.com Telephone No: (617) 939-9843 Fax No: (617) 451-2679	3g. Name and Address Of Parent Company, If Any: CHA Holdings, Inc. 3 Winners Circle Albany, NY 12205						
3h. Check Below If Your Firm Is Either:							
(1) SDO Certified Minority Business Enterprise (MBE) <input type="checkbox"/>							
(2) SDO Certified Woman Business Enterprise (WBE) <input type="checkbox"/>							
(3) SDO Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/>							
(4) SDO Certified Service Disabled Veteran Owned Business Enterprise (SDVOBE) <input type="checkbox"/>							
(5) SDO Certified Veteran Owned Business Enterprise (VBE) <input type="checkbox"/>							
4. Personnel From Prime Firm Included In Question #3a Above By Discipline (List Each Person Only Once, By Primary Function -- Average Number Employed Throughout The Preceding 6 Month Period. Indicate Both The Total Number In Each Discipline And, Within Brackets, The Total Number Holding Massachusetts Registrations):							
Admin. Personnel	<u>25</u>	Ecologists	<u> </u>	Licensed Site Profs.	<u>1</u>	On-Site Reps	<u>13</u>
Architects	<u>23 [8]</u>	Electrical Engineers	<u>24 [4]</u>	Mechanical Engrs.	<u>30 [2]</u>		<u> </u>
Acoustical Engineers	<u> </u>	Environmental Engineers	<u>35</u>	Planners: Urban./Reg.	<u>15</u>		<u> </u>
Civil Engineers	<u>263 [20]</u>	Fire Protection Engineers	<u> </u>	Specification Writers	<u> </u>		<u> </u>
Code Specialists	<u> </u>	Geotech. Engineers	<u>7</u>	Structural Engrs.	<u>50 [15]</u>	Other	<u>1027 [13]</u>
Construction Inspectors	<u>34 [11]</u>	Industrial Hygienists	<u> </u>	Surveyors	<u>5 [3]</u>		<u> </u>
Cost Estimators	<u>7</u>	Interior Designers	<u>4</u>	Project Managers	<u>161</u>		<u> </u>
Drafters	<u> </u>	Landscape Architects	<u>14 [1]</u>	Asst. Project Managers	<u>12</u>	Total	<u>1,750</u>
5. Has this Joint-Venture previously worked together? n/a <input type="checkbox"/> Yes <input type="checkbox"/> No							

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



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: Joseph Sullivan, MCPPO, Project Executive</p>	<p>a. Name and Title Within Firm: Alyssa Chatani, CCM, MCPPO, Project Manager</p>
<p>b. Project Assignment: Project Director</p>	<p>b. Project Assignment: Project Manager</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p> <p>CHA Consulting, Inc. One Washington Mall Suite 1500 Boston, MA 02108</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:</p> <p>CHA Consulting, Inc. One Washington Mall Suite 1500 Boston, MA 02108</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: <u> 21 </u> With Other Firms: <u> 11 </u></p>	<p>d. Years Experience: With This Firm: <u> 5 </u> With Other Firms: <u> 3 </u></p>
<p>e. Education: Degree(s)/Year/Specialization Northeastern University, MA, B.S. / 1988 / Business Administration</p>	<p>e. Education: Degree(s)/Year/Specialization Suffolk University, MA, M.B.A. / 2022 / Business Administration Worcester Polytechnic Institute, MA B.S. / 2017 / Management Engineering</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number MA Unrestricted Construction Supervisor License (#088897)</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number</p>
<p>g. Current Work Assignments and Availability For This Project: Nauset Regional High School, Nauset, MA · Ipswich Public Safety Building, Ipswich, MA · Brockton Public Safety Complex, Brockton, MA Available Immediately</p>	<p>g. Current Work Assignments and Availability For This Project: Belmont Public Library, Belmont, MA · Bridgewater Fire Stations, Bridgewater, MA · Northbridge Fire Station, Northbridge, MA Available Immediately</p>
<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Partial list of relevant experience:</p> <ul style="list-style-type: none"> • Town of Bellingham, Police Station Project Manager • Town of Carver, Police Station Project Manager • Town of Middleborough, Police Station Project Manager • Town of Ipswich, Public Safety Building Project Director • Town of Medfield, Public Safety Facility Project Director • Town of Sharon, Public Safety Facility Project Manager • Town of Franklin, Fire Headquarters Project Manager • Town of Franklin, High School Project Manager • Town of Franklin, Department of Public Works Facility Project Manager 	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Partial list of relevant experience:</p> <ul style="list-style-type: none"> • Town of Carver, Police Station Project Manager • Town of Millbury, Fire Headquarters Project Manager • Town of Northbridge, Fire Station Project Manager • Town of Ipswich, Public Safety Building Project Manager • Town of Bridgewater, Fire Stations Project Project Manager • Town of Dennis, Fire Station No. 2 Assistant Project Manager • Town of Middleborough, DPW Facility Assistant Project Manager • Town of Bourne, Police Station Assistant Project Manager • Onset Fire District, District Fire Headquarters Assistant Project Manager
<p>Project Role: Joe will serve in a leadership and advisory capacity, ensure that all staffing needs are met, perform QA/QC reviews, and advise on issues that impact budget and schedule.</p>	<p>Project Role: Alyssa will be the town’s main point of contact during the project. She will serve in a leadership and advisory capacity. She will provide daily management of the project and communicate regularly with the town on schedule and budget compliance.</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: Peter Zychowicz, Senior On-site Representative</p>	<p>a. Name and Title Within Firm: Delwyn Williamson, NZIQS, Chief Cost Estimator</p>
<p>b. Project Assignment: Clerk of the Works</p>	<p>b. Project Assignment: Cost Estimator</p>
<p>c. Name and Address Of Office In Which Individual Identified In 7a Resides:</p> <p>CHA Consulting, Inc. One Washington Mall Suite 1500 Boston, MA 02108</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:</p> <p>CHA Consulting, Inc. One Washington Mall Suite 1500 Boston, MA 02108</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: <u> 22 </u> With Other Firms: <u> 16 </u></p>	<p>d. Years Experience: With This Firm: <u> 28 </u> With Other Firms: <u> 15 </u></p>
<p>e. Education: Degree(s)/Year/Specialization</p>	<p>e. Education: Degree(s)/Year/Specialization New Zealand Institute for Quantity Surveying, B.S. / 1985 / Quantity Surveying</p>
<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number MA Construction Supervisor License (#044681)</p>	<p>f. Active Registration: Year First Registered/Discipline/Mass Registration Number</p>
<p>g. Current Work Assignments and Availability For This Project: Dennis Fire station No. 2, Dennis, MA Available Immediately</p>	<p>g. Current Work Assignments and Availability For This Project: Nauset Regional High School, Nauset, MA · Brockton Public Safety Complex, Brockton, MA · Curtis Hall Renovation, Augusta, ME Available Immediately</p>
<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Partial list of relevant experience:</p> <ul style="list-style-type: none"> • Town of Middleborough, Police Station On-site Representative • Town of Belmont, Police Station Renovations Senior On-site Representative • Town of Carver, Central Fire Station & Training Facility On-site Representative • Town of Dennis, Fire Station No. 2 Senior On-site Representative • Town of Franklin, High School On-site Representative • Town of Fairhaven, Leroy L. Wood School On-site Representative • City of New Bedford, Irwin M. Jacobs School On-site Representative • Town of Rockland, John W. Rogers Middle School and Rockland High School On-site Representative • Town of Scituate, Gates Middle School On-site Representative • Town of Westport, Westport Middle-High School Senior On-site Representative 	<p>h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):</p> <p>Partial list of relevant experience:</p> <ul style="list-style-type: none"> • Town of Bellingham, Police Station Lead Cost Estimator • Town of Carver, Police Station Lead Cost Estimator • Town of Middleborough, Police Station Lead Cost Estimator • Town of West Tisbury, Police Station Lead Cost Estimator • City of Brockton, Public Safety Complex Lead Cost Estimator • Town of Ipswich, Public Safety Building Lead Cost Estimator • Town of Medfield, Public Safety Facility Lead Cost Estimator • Town of Sharon, Public Safety Facility Lead Cost Estimator • Town of Franklin, Fire Headquarters Lead Cost Estimator • Town of Franklin, High School Lead Cost Estimator • Town of Franklin, Department of Public Works Facility Lead Cost Estimator
<p>Project Role: Peter will serve as the project's full-time on-site representative (also known as the Clerk of the Works) to provide daily oversight during the construction phase. He will monitor contractor and subcontractor workforce and progress and provide detailed daily reports.</p>	<p>Project Role: Delwyn will provide detailed cost estimates used to assist in value engineering, quantify requests for change orders, and verify monthly applications for payment. She will also define cost expectations and provide a clear means of identifying causes of deviance in spending.</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.

Our core OPM team will be supported by a group of support staff and subject matter experts as outlined below.



Alicia Monks, AIA, LEED AP • Design Review

Alicia has over 25 years of experience in design and project management for public and private construction. She is a registered architect in Massachusetts, a LEED Accredited Professional, and a National Council of Architectural Registration Boards Certificate holder.

Notable Experience:

- Medford Police Station, Medford, MA
- Leominster Police Headquarters, Leominster, MA
- Salisbury Police Station, Salisbury, MA
- South Public Safety Facility, New Bedford, MA
- Maynard Fire Station, Maynard, MA



Tom Gatzunis, PE, CBO • Safety and Code Review

Tom has over 30 years of experience as an engineer, building commissioner, and project manager. He joined CHA after serving as Commissioner of Public Safety for the Commonwealth of Massachusetts from 2004 to 2015, and has overseen public projects of all building types in all phases of design and construction.

Notable Experience:

- Belmont Police and DPW Renovations, Belmont, MA
- Lawrence Police Headquarters, Lawrence, MA
- Charlton Fire Station, Charlton, MA
- Goodnow Brothers Elementary School, Marlborough, MA
- Belmont Middle School and High School, Belmont, NY



Mitchell DeWein, CEM • Commissioning Advisor

Mitch brings 15 years of experience in mechanical system design, equipment selection, energy analysis, construction cost estimation, and design coordination to your project.

Notable Experience:

- Massachusetts Division of Capital Asset Management & Maintenance (DCAMM):
- Franklin County Sheriff & House of Corrections
- Cape Cod Community College
- Berkshire Jail & Correction Facility



Sidni Bragg, MCPPO • Project Controls

Sidni has overseen the management of project controls and project administration, including protocols, submissions, bid document distribution, contract management, and project accounting on over \$1.5 billion in publicly-funded projects.

Notable Experience:

- South Public Safety Facility, New Bedford, MA
- Leominster Police Headquarters, Leominster, MA
- Salisbury Police Station, Salisbury, MA
- Medford Police Station, Medford, MA
- Bellingham Police Station, Bellingham, MA



Christina Opper, MCPPO • Project Communications

Christina has over 20 years of experience as a communications specialist for public projects across the Commonwealth. She manages the planning and execution of public communications efforts, including print and digital outreach and project websites.

Notable Experience:

- George H. Mitchell Elementary School, Bridgewater, MA
- Tisbury K-8 School, Vineyard Haven, MA
- North Randolph Elementary School, Randolph, MA
- Northbridge Fire Station, Northbridge, MA
- Brockton Public Safety Complex, Brockton, MA

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 DSB Advertisement (List Up To But Not More Than 5 Projects).

a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Areas Of Experience Listed In DSB Advertisement)	c. Client's Name, Address and Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was Responsible
1. Carver Police Station Carver, MA Principal-in-Charge: Joe Sullivan, MCPPO	OPM services for design and construction of a new 12,000 SF police station.	Chief Marc Duphily Chief of Police 3 Center Street Carver, MA 02330 (508) 866-2000 x1430 mduphily@carverpolice.com	2016	\$9,000	\$193
2. Bourne Police Station Bourne, MA Principal-in-Charge: Joe Sullivan, MCPPO	OPM services for a new 29,400 SF police station. CHA worked closely with police department representatives and project designers to identify department needs, including site evaluations and development of the space program.	Dennis Woodside Former Chief of Police 175 Main Street Bourne, MA 02532 (508) 353-7440	2019	\$21,000	\$365
3. Brockton Public Safety Complex Brockton, MA Principal-in-Charge: Joe Sullivan, MCPPO	OPM for a new 149,275 SF state-of-the-art combined public safety complex to replace the city's outdated police station and historic fire station.	Police: Chief Brenda Perez (508) 962-2767 bperez@brocktonpolice.com Fire: Deputy Chief Brian Nardelli (508) 400-7042 bfnardelli@cobma.us 175 Warren Avenue Brockton, MA 02301	2025 (estimated)	\$108,000 (estimated)	\$2,115
4. Sharon Public Safety Facility Sharon, MA Principal-in-Charge: Joe Sullivan, MCPPO	OPM services for a new 5,300 SF public safety facility and civil defense building.	Chief James Wright Fire Chief 213 S Main Street Sharon, MA 02067 (781) 784-1522	2017	\$24,800	\$680
5. Ipswich Public Safety Building Ipswich, MA Principal-in-Charge: Joe Sullivan, MCPPO	OPM services for a new combined public safety building, including the police, fire, harbormaster, emergency communications, and shellfish and animal control departments.	Chief Paul Nikas Chief of Police 15 Elm Street Ipswich, MA 01938 (978) 356-4343 p2nikas@ipswichpolice.org	2027 (estimated)	\$27,500 (estimated)	\$730

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.

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. N/A - no subconsultants will be used					
2.					
3.					
4.					
5.					

9. List All Projects Within The Past 5 Years For Which Prime Applicant Has Performed, Or Has Entered Into A Contract To Perform, Any Design Services For All Public Agencies Within The Commonwealth.

# of Total Projects: 57		# of Active Projects: 32		Total Construction Cost (In Thousands) of Active Projects (excluding studies): \$1,623,300		
Role P, C, JV*	Phases St., Sch., D.D., C.D.,A.C. *	Project Name, Location and Principal-in-Charge:		Awarding Authority (Include Contact Name and Phone Number)	Construction Costs (In Thousands) (Actual, or Estimated if Not Completed)	Completion Date (Actual or Estimated) (R) Renovation or (N) New
P	St.	1.	Sharon Public Library Sharon, MA Project Director: Joseph Sullivan	Matt Grosshandler, Chair, Standing Building Committee (617) 872-5464	\$19,000 (estimated)	2026 (estimated) (N)
P	St.	2.	New Bedford Regional Airport Terminal and Air Traffic Control Tower, New Bedford, MA Project Manager: Philip Cox, Associate AIA	Scot Servis Airport Director (508) 328-5682	\$65,000 (estimated)	2026 (estimated) (R, N)
P	St.	3.	Duxbury DPW Facility Duxbury, MA Project Director: Joseph Sullivan	Peter Buttkus DPW Director (781) 934-1100 x5500	\$26,400 (estimated)	2026 (estimated) (N)
P	St., Sch.	4.	Greater Lawrence Technical School Aviation Addition Andover, MA Project Manager: Philip Cox, Associate AIA	Lance Hamill Director of Facilities (978) 686-0194	\$8,000 (estimated)	2026 (estimated) (N)
P	St., Sch., D.D.,	5.	Brockton Public Safety Complex Brockton, MA Project Director: Joseph Sullivan	James Plouffe Interim Building Superintendent (508) 580-7150	\$78,000 (estimated)	2026 (estimated) (N)
P	St., Sch., D.D., CD, A.C.	6.	Nauset Regional High School, Eastham, MA Project Director: Joseph Sullivan	Greg Levasseur Chair, Building Committee (508) 896-3023	\$132,000 (estimated)	2026 (estimated) (R)
P	St.	7.	Nantucket Memorial Airport Crew Quarters Nantucket, MA Project Director: Joseph Sullivan	Noah Karberg Airport Manager (508) 325-7531	\$3,300 (estimated)	2026 (estimated) (N)
P	St., Sch., D.D., CD	8.	Belmont Public Library, Belmont, MA Project Director: Tom Gatzunis, PE, CBO	Pat Bruschi, Chair Permanent Building Committee (617) 489-3778	\$26,000 (estimated)	2026 (estimated) (R)
P	St., Sch., D.D.	9.	North Randolph Elementary School, Randolph, MA Project Director: Thomas Gatzunis, PE, CBO	Thea Stovell Superintendent of Schools (781) 961-6200	\$42,000 (estimated)	2025 (estimated) (N)
P	St.	10.	Martha's Vineyard Regional High School Oak Bluffs, MA Project Director: Amanda Sawyer, AIA, LEED Green Associate	Mark Friedman School Business Administrator (508) 693-2007	\$20,000 - \$200,000 (estimated)	2025-2027 (estimated) (R, N)

P	Sch., D.D. C.D.,	11.	DCAMM Veterans' Home in Holyoke Holyoke, MA Project Manager: Mike McNulty	Gordon Wrin DCAMM, Director of Design (857) 316-8051	\$320,000 (estimated)	2027 (estimated) (N)
P	St., Sch., D.D.,	12.	Nantucket Memorial Airport Terminal Improvements Nantucket, MA Project Director: Joseph Sullivan	Noah Karberg Airport Manager (508) 325-7531	\$14,000 (estimated)	2025 (estimated) (R)
P	A.C.	13.	Skip Viglirolo Ice Skating Rink, Belmont, MA Project Director: Thomas Gatzunis, PE, CBO	Patrice Garvin Town Administrator (617) 993-2610	\$22,200 (estimated)	2025 (estimated) (R, N)
P	Sch., D.D.,	14.	Bridgewater Fire Stations Bridgewater, MA Project Director: Joseph Sullivan	Michael Dutton Town Manager (508) 697-0919	\$18,600 (estimated)	2025 (estimated) (R, N)
P	Sch., D.D.,	15.	Braintree/Randolph Public Safety Answering Point Braintree, MA Project Director: Joseph Sullivan	Lorraine See Contract Administrator (781) 794-8110	\$4,200 (estimated)	2024 (estimated) (R)
P	St.	16.	Swansea DPW Facility and Town Hall/COA Feasibility Study, Duxbury, MA Project Director: Joseph Sullivan	William Anderson Highway Supt./DPW Director (508) 678-5615	\$36,300 (estimated)	2023 (actual) (N)
P	C.D, A.C.	17.	University of Massachusetts Dartmouth Staff Augmentation, North Dartmouth, MA Project Manager: Kevin Sullivan	Jeffrey Martin, Associate Vice Chancellor for Capital Projects (508) 999-8058	\$TBD	Ongoing (R)
P	St.,	18.	Plymouth DPW Facilities, Plymouth, MA Project Director/Manager: Joseph Sullivan	Jonathan Beder Former DPW Director (508) 562-2939	\$TBD (estimated)	TBD (estimated) (R, N)
P	St., Sch.,	19.	DCAMM State Laboratory Tower, Jamaica Plain, MA Project Director: Thomas Gatzunis, PE, CBO	Gordon Wrin DCAMM, Director of Design (857) 316-8051	\$140,000 (estimated)	2026 (estimated) (R)
P	St., Sch.,	20.	Everett Police Station, Everett, MA Project Manager: Kevin Sullivan	Robert Moreschi Chief Procurement Officer (617) 394-2288	\$42,400 (estimated)	2026 (estimated) (N)
P	St., Sch.,	21.	Ipswich Public Safety Building, Ipswich, MA Project Director: Joseph Sullivan	Chief Paul Nikas Chief of Police (978) 356-4343	\$19,000 (estimated)	2024 (estimated) (N)
P	St., Sch., D.D., CD	22.	Millbury Fire Headquarters, Millbury, MA Project Director: Joseph Sullivan	Sean Hendricks Town Manager (508) 865-4710	\$21,000 (estimated)	2024 (estimated) (N)
P	Sch., D.D., CD	23.	Abbot Library, Marblehead, MA Project Director: Thomas Gatzunis, PE, CBO	Gary J. Amberik Building Committee Chair (781) 631-0000	\$8,700 (estimated)	2024 (estimated) (R)

P	St., Sch., D.D., CD, A.C.	24.	DCAMM Shattuck Hospital, Newton Pavilion, Boston, MA Project Manager: Frances Hughes	Gordon Wrin DCAMM, Director of Design (857) 316-8051	\$382,000 (estimated)	2024 (estimated) (R)
P	St., Sch., D.D., CD, A.C.	25.	Tisbury School, Vineyard Haven, MA Project Manager: Michael Owen	Michael Watts Chair, School Building Committee (617) 838-1228	\$64,000 (estimated)	2024 (estimated) (R, N)
P	St., Sch., D.D., CD, A.C.	26.	Martha's Vineyard Regional High School On-Call OPM, Oak Bluffs, MA Project Manager: Amanda Sawyer, AIA, LEED Green Associate	Mark Friedman School Business Administrator, MVPS (508) 693-2007	Ongoing On-Call Contract	TBD (R)
P	St., Sch., D.D., CD, A.C.	27.	Up-Island Regional Schools On-Call Services, Vineyard Haven, MA Project Manager: Amanda Sawyer, AIA, LEED Green Associate	Mark Friedman School Business Administrator, MVPS (508) 693-2007	Ongoing On-Call Contract	TBD (R)
P	St., Sch., D.D., CD, A.C.	28.	Lawrence Police Station, Lawrence, MA Project Manager: Kevin Sullivan	Lt. Sandy Picard Lawrence Police Department (978) 479-5641	\$44,000 (estimated)	2024 (estimated) (N)
P	St., Sch., D.D., CD, A.C.	29.	Northbridge Fire Station, Northbridge, MA Project Director: Joseph Sullivan	Chief David White Fire Chief (508) 234-8448	\$11,500 (estimated)	2024 (estimated) (N)
P	St., Sch., D.D., CD, A.C.	30.	Leominster Police Station, Leominster, MA Project Director: Alicia Monks, AIA, LEED AP	Aaron Kennedy Chief of Police (978) 534-7560	\$23,800 (estimated)	2024 (estimated) (N)
P	Sch., D.D., CD, A.C.	31.	North Attleborough Athletic Fields, North Attleborough, MA Project Director: Joseph Sullivan	Chris George Director of Facilities (508) 643-2100	\$3,500 (estimated)	2024 (estimated) (R,N)
P	Sch., D.D., CD, A.C.	32.	Martha's Vineyard Camp Meeting Association (MVCMA) Tabernacle, Oak Bluffs, MA Project Manager: Amanda Sawyer, AIA, LEED Green Associate	Jamieson Schiff Board Chair, MVCMA (508) 693-0525	\$3,400 (estimated)	2024 (estimated) (R,N)
P	A.C.	33.	Elizabeth I. Hastings Middle School Roof Fairhaven, MA Project Director: Amanda Sawyer, AIA, LEED Green Associate	Nicole V. Potter School Business Manager (508) 979-4000	\$1,900 (actual)	2023 (actual) (R)
P	St., Sch., D.D., CD, A.C.	34.	Dennis Fire Station No. 2, Dennis, MA Project Director: Joseph Sullivan	Chief Robert Brown Fire Chief (508) 398-0363	\$11,200 (actual)	2023 (actual) (N)
P	St., Sch., D.D., CD, A.C.	35.	Belmont Middle School and High School, Belmont, MA Project Director: Tom Gatzunis, PE	Bill Lovallo, Chair, Middle School & High School Building Committee (617) 699-9724	\$252,000 (actual)	2023 (actual) (R, N)

P	St., Sch., D.D., CD, A.C.	36.	Belmont Fire Station Repairs, Belmont, MA Project Director: Tom Gatzunis, PE, CBO	Patrice Garvin Town Administrator (617) 993-2610	\$1,200 (actual)	2023 (actual) (R)
P	St., Sch., D.D., CD, A.C.	37.	Chilmark Public Safety Buildings, Chilmark, MA Project Director: Amanda Sawyer, AIA, LEED Green Associate	Bill Rossi Chair, Building Committee (508) 367-2918	\$10,100 (actual)	2023 (actual) (N)
P	St., Sch., D.D., CD, A.C.	38.	Marlborough Public Library, Marlborough, MA Project Manager: Lawrence Gill	Sean Divoll, PE Commissioner of Public Works (508) 624-6910	\$18,400 (actual)	2023 (actual)
P	St., Sch	39.	Bourne Fire Substation Feasibility Study, Bourne, MA Project Director: Joseph Sullivan	Marlene McCollem Town Administrator (508) 759-0600 x1308	\$8,000 (estimated)	2022 (actual) (N)
P	St., Sch., D.D., CD, A.C.	40.	Salisbury Comfort Station, Salisbury, MA Project Director: Alicia Monks, AIA, LEED AP	Neil Harrington Town Manager (978) 462-8232, ext 101	\$5,200 (actual)	2022 (actual) (R, N)
P	A.C.	41.	Sherborn Public Library, Sherborn, MA Project Manager: Michael McNulty	David Williams Town Administrator (508) 651-7850 x1	\$9,300 (actual)	2022 (actual) (R)
P	St., Sch., D.D., CD, A.C.	42.	Martha's Vineyard Community Services, Early Childhood Center, Vineyard Haven, MA Project Manager: Amanda Sawyer, AIA, LEED Green Associate	Beth Folcarelli, Ph.D. Chief Executive Officer (508) 693-7900 x 261	\$6,400 (actual)	2021 (actual) (N)
P	St., Sch., D.D., CD, A.C.	43.	Maynard Fire Station, Maynard, MA Project Director: Alicia Monks, AIA, LEED AP	Anthony Stowers Fire Chief (978) 897-1016	\$10,800 (actual)	2022 (actual) (N)
P	St., Sch., D.D., CD, A.C.	44.	George H. Mitchell Elementary School, Bridgewater, MA Project Director: Joseph Sullivan	Derek Swenson Superintendent (508) 279-2140	\$52,600 (actual)	2022 (actual) (N)
P	Sch, CD, D.D., A.C.	45.	Nantucket Memorial Airport Fuel Farm Upgrades Nantucket, MA Project Director: Joseph Sullivan	Noah Karberg Airport Manager (508) 325-7531	\$4,200 (actual)	2022 (actual)
P	St., Sch., D.D., CD, A.C.	46.	Lincoln School, Lincoln, MA Project Manager: Amanda Sawyer, AIA, LEED Green Associate	Buckner Creel, former Administrator, Business & Finance (781) 259-9401	\$82,000 (actual)	2022 (actual) (R, N)
P	St., SD, D.D., CD, CA	47.	South Public Safety Center, New Bedford, MA Project Manager: Alicia Monks, AIA, LEED AP	Mark Champagne Facilities Project Coordinator (508) 997-4511	\$17,000 (actual)	2021 (actual) (N)
P	St., Sch., D.D., CD, A.C.	48.	Onset District Fire Headquarters, Wareham, MA Project Director: Joseph Sullivan	Chief Ray Goodwin Fire Chief (508) 209-4620	\$8,000 (actual)	2021 (actual) (N)

P	St., Sch., D.D., CD, A.C.	49.	Carver Police Station, Carver, MA Project Director: Joseph Sullivan	Chief Marc Duphily Police Chief (508) 866-2000 x1430	\$7,300 (actual)	2021 (actual)
P	St, Sch, D.D., CD, A.C.	50.	Westport Middle - High School, Westport, MA Project Director: Joseph Sullivan	James K. Hartnett Town Administrator (508) 636-1150	\$81,500 (actual)	2021 (actual) (N)
P	Sch, CD, D.D., A.C.	51.	Nantucket Memorial Airport Terminal Security Improvements, Nantucket, MA Project Director: Joseph Sullivan	Noah Karberg Airport Manager (508) 325-7531	\$(2,100) (actual)	2021 (actual)
P	St., Sch	52.	Milton Fire Stations (feasibility study only), Milton, MA Project Director: Richard Marks	Brian Walsh, Chair Permanent Building Committee (617) 696-2594	\$20,000 (estimated)	2021 (actual)
P	St., Sch,	53.	Belmont DPW and Police Department Improvements, Belmont, MA Project Director: Tom Gatzunis, PE, CBO	Patrice Garvin Town Administrator (617) 993-2610	\$10,400 (actual)	2020 (actual) (R, N)
P	St, Sch, D.D., CD, A.C.	54.	Medford Police Headquarters, Medford, MA Principal-in-Charge: Richard Marks	Chief Jack Buckley Chief of Police (781) 391-6409	\$22,000 (actual)	2020 (actual) (N)
P	St, Sch, D.D., CD, A.C.	55.	Goodnow Elementary School, Marlborough, MA Principal-in-Charge: Richard Marks	Mary Murphy Superintendent of Schools (508) 460-3509 x13801	\$54,300 (actual)	2020 (actual) (N)
P	St., Sch., D.D., CD, A.C.	56.	Bourne Police Headquarters and Wastewater Treatment Facility Bourne, MA Principal-in-Charge: Richard Marks	Chief Dennis Woodside Chief of Police (508) 353-7440	\$13,800 (actual)	2020 (actual) (N)
P	St, Sch, D.D., CD, A.C.	57.	Benjamin Franklin Classical Charter Public School, Franklin, MA Principal-in-Charge: Richard Marks	Don Tappin President, Board of Trustees (508) 320-8554	\$23,000 (actual)	2019 (actual) (N)
P	St, Sch, D.D., CD, A.C.	58.	Sharon Town Hall & DPW Facility, Sharon, MA Principal-in-Charge: Richard Marks	Gordon Gladstone, former Chair, Standing Building Committee (781) 784-5376; (781) 784-1500	\$9,700 (actual)	2019 (actual) (N)
C	St, AC	59.	Sunita Williams Elementary School, Needham, MA Principal-in-Charge: Richard Marks	Henry Haff Owner's Project Manager (781) 455-7550	\$42,663 (actual)	2019 (actual) (N)
C	AC	60.	Needham High School, Needham, MA Principal-in-Charge: Richard Marks	Henry Haff Owner's Project Manager (781) 455-7550	\$39,908 (actual)	2019 (actual) (N)

* P = Principal, C = Consultant, JV = Joint Venture, St. = Study, Sch. = Schematic, D.D. = Design Development, C.D. = Construction Documents, A.C. = Administration of Contract

10. Use This Space To Provide Any Additional Information Or Description Of Resources Supporting The Qualifications Of Your Firm And That Of Your Sub-Consultants For The Proposed Project. If Needed, Up To Three, Double-Sided 8 1/2" X 11" Supplementary Sheets Will Be Accepted. APPLICANTS ARE ENCOURAGED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE APPLICATION EVALUATION - PROJECT EXPERIENCE REQUESTED IN THE ADVERTISEMENT

Why Choose CHA

Choosing the right partner to work alongside you will lead to the successful completion of your project. In summary, here are four reasons you can select the CHA team with the highest level of confidence:

1.

Expertise in Police Station Design and Construction

Experience matters when designing and building police stations and public safety facilities. We have overseen 19 public safety facility projects and are currently serving as the OPM for three police stations and two combined public safety facilities.

Comprehensive Knowledge to Provide Expert Service

Our expertise and understanding of programmatic requirements, standards, and best practices are comprehensive, and our team will bring an expert level of input and oversight during the design and construction phases.

2.

Familiarity with the Town of Franklin

Joe Sullivan and our OPM team's experience reaches back almost twenty years and encompasses seven projects, including the new Franklin Senior Center (2007), Franklin Fire Headquarters (2009), and Franklin High School (2015).

A Smoother Process

Our knowledge of and experience with the Town of Franklin is comprehensive. Our familiarity with the town's departments, processes, and personnel will allow our teams to work seamlessly from the start of the project.

3.

In-House Cost Estimating Services

CHA is one of the only OPM firms with a dedicated team of in-house cost estimators, who stay constantly apprised of current construction market pricing.

More Opportunities for Cost Savings

Our in-house team will provide suggestions for cost savings during design, stringently negotiate change orders, and verify contractor questions during construction.

4.

Depth of Resources

We offer the specialized expertise of our niche OPM team with the support of a national A/E firm. Firm-wide, CHA is a team of over 1,750 multi-disciplined staff. We have engineering and architectural experts at our fingertips who we can consult, many of whom have extensive experience on similar projects.

A Deep Bench of Technical Support

Our readily-available engineering, architecture, and commissioning experts are a phone call or email away, bringing greater insight and quality control. Our team is supported by additional multi-disciplinary staff including utilities, advanced energy, land development, and surveying as needed.

11. Professional Liability Insurance:

Name of Company	Aggregate Amount	Policy Number	Expiration Date
Berkshire Hathaway Specialty Insurance Company	\$10,000,000		8/1/2024

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).

In 2018, CHA confidentially settled a matter with the Indiana Department of Transportation (“INDOT”) relating to CHA’s professional services provided in connection with the re-design and construction administration of US31 in Hamilton County, Indiana. CHA denied, and continues to deny, any errors or omissions on its part, but settled in an effort to maintain its longstanding relationship with INDOT. Despite INDOT’s claims, the US31 project won multiple awards including, but not limited to the 2016 ENR Regional Best Highway/Bridge Project in the Midwest.

In 2019, CHA worked with its client, the Borough of Naugatuck, Connecticut, to find mutual resolution to alleged issues with CHA’s design for the reconstruction of the Maple Street Bridge located in the Borough.

In 2021, CHA confidentially settled a matter with its client, HMS Host, relating to CHA’s services on one of many projects CHA performed for Host. While CHA continued to dispute that its services on the project were deficient, CHA settled the dispute to maintain this longtime client relationship.

In 2021, CHA participated in a confidential settlement in a litigation matter, Buck v. INDOT, et al., involving tractor-trailer accident on interstate 65 near Indianapolis, IN, during construction of a project designed by CHA. CHA denied any liability for any errors, omissions, or other negligence in connection with the project that was the subject of the litigation, but participated in the settlement, along with numerous other defendants in the suit, in order to avoid the considerable expense of litigating the matter.

In 2021, CHA participated in a confidential settlement of a litigation matter, Walter v. CHA, et al., which arose out of a motor vehicle accident in Wayne County, Indiana. CHA was among several defendants against whom litigation was commenced by both drivers involved in the underlying accident. CHA denied any liability for errors, omissions, or other negligence arising out of or related to the design of the intersection where the accident occurred. However, CHA participated in the settlement along with the other defendants in order to avoid the time and expense of litigation.

13. Name of Sole Proprietor or Names of All Firm Partners and Officers:

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
James Stephenson	President	N/A		Thomas Titsworth	Assistant Secretary	N/A	
Dom Bernardo	Chief Financial Officer	N/A		Gregory Corso	Chief Executive Officer	N/A	
Michael Platt, Esq.	General Counsel/Secretary	N/A					

14. If Corporation, Provide Names Of All Members Of The Board Of Directors:

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
James Stephenson	Director	N/A					
Michael Carroll	Chairman	N/A					

15. Names Of All Owners (Stocks Or Other Ownership):

Name and Title	% Ownership	MA Reg #	Status/Discipline	Name and Title	% Ownership	MA Reg #	Status/Discipline
CHA Holdings, Inc.	100%						

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

John A. Achenbach, President, Commercial and
Institutional Sector

Date

3/7/2024

The following forms MUST be attached to only ONE (ORIGINAL Copy) application: 1. SDO Certification required for MBE/WBE Firms, 2. Sub-Consultant Acknowledgment.

SECTION 7.0

REQUIRED COMPLIANCE DOCUMENTS

The Town of Franklin will require the OPM to provide a certificate of insurance indicating coverage's in general liability, automobile liability each in the amount of \$2,000,000 and the required Workers Compensation per the Commonwealth of Massachusetts and a Professional Liability Insurance Certificate.

XII. Return of Proposals:

All proposals received by the Town prior to the deadline for submission of proposals will be returned upon presentation of a signed request and proof of representation to the Purchasing Department. All proposals received at the deadline for submission for consideration by the Town will remain public record of the Town.

XIII. Committee:

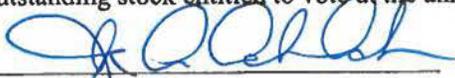
The Committee consists of the Police Station Building Committee or a Sub-Committee thereof.

XIV. Required Statements/Forms:

Per M.G.L. c.7 section 38H(e) the following required statements must be signed and included in proposal:

• **CERTIFICATE OF NON-COLLUSION**

The Designer certifies under penalties of perjury that it has not offered, given, or agreed to give, received, accepted, or agreed to accept, any gift, contribution, or any financial incentive whatsoever to or from any person in connection with the contract. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals. Furthermore, the Designer certifies under the penalties of perjury that throughout the duration of the contract, it will not have any financial relationship in connection with the performance of this contract with any materials manufacturer, distributor or vendor. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the Securities and Exchange Commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation.



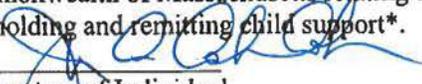
Signed

3/7/2024
Date

John A. Achenbach, Sector President, Commercial & Institutional, CHA Consulting, Inc.
Name of ~~Architect/Engineer~~ Owner's Project Manager

• **CERTIFICATE OF COMPLIANCE WITH STATE TAX LAWS**

Pursuant to M.G.L. Chapter 62C, Sec. 49A, and M.G.L. Ch. 151A, Section 19A, the undersigned acting on behalf of the Contractor, certifies under the penalty of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support*.



**Signature of Individual



***Contractor's Social Security Number
or Corporate Contractor Federal Identification
Number

By: Thomas D. Titsworth
Corporate Officer
(Mandatory, if applicable)

Date: 3/7/2024

Thomas D. Titsworth, Assistant Secretary, CHA Consulting, Inc.

*The provision in the Attestation of relating to child support applies only when the Contractor is an individual.

**Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

**Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed or extended. This request is made under the authority of Massachusetts General Laws, Chapter 62C, section 49A.

• **Statement on MGL/Building Code:**

I certify that all information is submitted under penalties of perjury and that I am familiar with the State Building Code and also Massachusetts General Laws, Chapter 149, Section 44A-44H, Section 44M, Chapter 149A, Chapter 193 of the Acts of 2004 and Chapter 30, Section 39M.

John A. Achenbach
Signed (Title)

John A. Achenbach, Sector President, Commercial & Institutional, CHA Consulting, Inc.

TOWN SAMPLE FORMS:

SAMPLE CERTIFICATE OF VOTE (if applicable AT CONTRACT EXECUTION)

The Town requires Firms to complete the following and attach to any future contracts.

If a corporation, complete below or attach to each signed copy of a contract a notarized copy of vote of corporation authorizing the signatory to sign this contract. If attesting clerk is same as individual executing contract, have signature notarized below.

At a duly authorized meeting of the Board of Directors of the

_____ Held on _____
(Name of Corporation) (Date)

At which all the Directors were present or waived notice, it was VOTED That,

_____ (Name) _____ (Officer)

Of this company be and hereby is authorized to execute contracts and bonds in the name and behalf of said company, and affix its corporate seal thereto, and such execution of any contract or obligation in this company's name on its behalf by such

_____ (Officer)

Of the company, shall be valid and binding upon this company.

I hereby certify that I am the Clerk of the _____

That _____ is the duly elected

_____ Of said company, and that the above vote has not been amended or rescinded

(Officer)

in full force and effect as of the date of this contract.

A true copy,

ATTEST _____

Clerk

Place of Business _____

Corporate

Seal

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____

DAY OF _____, 2014

NOTARY PUBLIC



CONTACT:

Joe Sullivan

Project Executive

CHA Consulting, Inc.

One Washington Mall

Suite 1500

Boston, MA 02108

(617) 932-9843

jsullivan@chasolutions.com

CHA