

TOWN OF FRANKLIN | NEW POLICE STATION

Franklin, Massachusetts

Qualifications for Owner's Project Management Services

March 7, 2024

SUBMITTED TO:

Pam Vickery, Chief Procurement Officer
Town of Franklin, Municipal Building
Purchasing Office, Room 206
355 East Central Street
Franklin, MA 02038

SUBMITTED BY:

Jon Lemieux, PE, Project Director
The Vertex Companies, LLC
One Edgewater Drive, Suite 204
Norwood, MA 02062



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COVER LETTER

March 7, 2024

Pam Vickery, Chief Procurement Officer

Town of Franklin

Franklin Municipal Building

355 East Central Street, Room 206

Franklin, MA 02038

Re: **Request for Qualifications - Owner's Project Manager Services
Town of Franklin | New Police Station**

Dear Ms. Vickery:

We are extremely pleased to present our qualifications for the **Owner's Project Manager Services for the Town of Franklin New Police Station**. As requested, we have provided one unbound copy, three bound copies, and a thumb drive submitted for your consideration.

As an Owner's Project Manager focused on the public market, we are committed to delivering the most cost effective and efficient building projects for our clients. Having successfully completed numerous fire stations and public safety building projects, we understand the high level of expectations placed on these projects by the Community. Based on our knowledge of the Town of Franklin and this project, we would offer the following as critical considerations.

Trusting your project to a reliable team. We have proposed a seasoned project team that has significant experience individually and together. I am currently responsible for the Milton Fire Stations, Norfolk Fire Headquarters, and the recently completed Ashland Public Safety projects. Steve Kirby will be the Senior Project Manager; he is currently leading Norfolk and Falmouth Fire Station projects for the Vertex team and has previously worked on multiple projects with me. Our Construction Site Manager, Doug Barletta, is an excellent communicator with the Community, Town Departments, Architect, and General Contractor. Doug is currently assigned to the Norfolk Fire Station project and understands the importance of his role as the Owner's eyes and ears measuring the health and risks of the project. We have also included Bryan Fors, who will provide specific quality control and coordination of station systems and equipment during both design and construction phases. I will lead the team and be your point of contact as the Project Director applying my experience on dozens of public projects, and specifically from being the Project Director on much of the public safety projects listed in the opening pages of our response. As a School Building Committee member in my own town for 6 years, I personally appreciate the effort it takes to bring a public project to reality. Collectively, we bring a significant amount of pride and diligence to our work and appreciate the opportunity to bring to fruition such important projects to your residents.

Experience with Designers, Town, & End-Users. We understand that in these inflationary times it is more important than ever to assure residents that buildings are being designed efficiently and in the most cost-effective way. We have completed numerous projects and are very familiar with all designs and details. We are often the face of the project team, and our firm can be seen presenting at countless community meetings on behalf of our projects. We work hard to distill information into understandable terms while also working with the designer and Town to collect valuable feedback at those community engagements. Through these meetings and community forums we will assist in the engagement of multiple municipal stake holders to shape the scope of the project for mutual benefit.

In addition, Steve Kirby was involved with **Franklin's Phase 2 Senior Center** project to install an elevator and complete the second floor. We are extremely familiar with the Town's departments, committees, and boards, but perhaps more importantly, Franklin's expectations and standards.

Police Station projects require focused programming to ensure the station meets the unique needs of the department. The New Station project will require the added challenge of securing an adequate site for the new station since the existing site is restricted from expansion on all sides.

Design to Budget with superior document coordination and quality. It is critical that your OPM instill financial discipline in the design on the very first day. We have proposed an interdisciplinary team to monitor and advise the design team on technical challenges. By utilizing in-house resources, we will peer review and critique civil, and structural designs. Our in-house support team that will provide supplemental design reviews includes the following Project Representatives: Greg Hartley, PE, SE who will be responsible for Structural Review; Chin Lin, AIA will be responsible for Architectural Review; Andrew Street, PE will be responsible for Civil Review and Jim Feeney will be responsible for MEP/FP review. Our team also includes Peter Bradley from PM&C Cost Estimating. Steve and I both understand the value of developing a strong construction contract. We do the due diligence with contractor evaluation and award. Each member of our team brings years of experience in public safety building construction, which they will use for the success of the Town of Franklin's project.

We have read your RFQ, Standard Contract and Attachments and have no objection to the terms contained therein. We acknowledge receipt of addendum 1 and have included the signed acknowledgments in this submission. As the Project Director, I have over 30 years of experience in the design and construction of public buildings and exceed the minimum requirements listed in the RFQ. In addition, Steve, Bryan, and I are MCPPO certified and exceed the minimum qualifications. Copies of MCPPO certifications are attached. We are not a party now, and have never been a party, in any litigation involving our projects. If you have any questions concerning this proposal, please do not hesitate to contact me at jlemieux@vertexeng.com or on my cell at 781.710.4385. We look forward to hearing from you.

Sincerely,
The Vertex Companies, LLC

A handwritten signature in blue ink, appearing to read "Jon K. Lemieux".

Jon K. Lemieux, PE
Executive Vice President



The Commonwealth of Massachusetts
Office of the Inspector General
Massachusetts Certified Public Purchasing Official Program

**SCHOOL PROJECT DESIGNERS & OWNER'S PROJECT MANAGERS
RECERTIFICATION**

This certificate is presented to

Jon Lemieux

Certification required by the Massachusetts School Building Authority (MSBA)
Regulations 963 CMR 2.11 (12) and 2.12 (6)
This certification expires three years from October 19, 2021.

Glenn A. Cunha
GLENN A. CUNHA
INSPECTOR GENERAL

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The Commonwealth of Massachusetts
Office of the Inspector General
Massachusetts Certified Public Purchasing Official Program

**SCHOOL PROJECT DESIGNERS & OWNER'S PROJECT MANAGERS
RECERTIFICATION**



This certificate is presented to

Steven Kirby

Certification required by the Massachusetts School Building Authority (MSBA)
Regulations 963 CMR 2.11 (12) and 2.12 (6)
This certification expires three years from October 19, 2021.

Glenn A. Cunha
GLENN A. CUNHA
INSPECTOR GENERAL

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The Commonwealth of Massachusetts
Office of the Inspector General
Massachusetts Certified Public Purchasing Official Program


**SCHOOL PROJECT DESIGNERS & OWNER'S PROJECT MANAGERS
CERTIFICATION**

This certificate is presented to

Bryan Fors

Certification required by the Massachusetts School Building Authority (MSBA)
Regulations 963 CMR 2.11 (12) and 2.12 (6)
This certification expires on October 27, 2025.

Jeffrey S. Shapiro
Jeffrey S. Shapiro
Inspector General

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PAST PERFORMANCE, MA BUILDING CODE & CMR

Recent Public Safety OPM Project Experience: VERTEX has extensive and relevant experience in the construction and renovation of police stations and public safety buildings in Massachusetts. A sampling of recent projects is provided to the right. Our team is currently representing several towns and districts in the feasibility, design, construction, and closeout phases of public safety construction projects.

Our team has worked on all types of police station projects including new construction, addition/renovation and renovation. Projects have included phased construction and historical renovations. Projects have also included infrastructure for station, town-wide and regional communication systems, including Emergency Operations Centers (EOCs). *See examples of similar projects on the following pages:*

Reputation and Working Relationships: Collaboration is at the heart of all our projects and is essential to the completion of any shared goal. Our goal is to always deliver projects to our clients that are on schedule, on budget and are of a quality that everyone can be proud of, but also that provide a positive project experience that is second to none.

We develop strong and collaborative working relationships with our project partners. We lead teams in replacing their individual egos with a “project ego” and getting teams to commit to the best interest of the project and ultimately the awarding authority. As a leading OPM, our teams have worked with numerous Designers and Contractors in the public safety market, and in many cases, multiple times. Our favorite metric is that over 85% of our current projects are with repeat clients. **Many of profiled projects are one of several projects we have done with the Owners**, whether it was another public safety facility, a school, or municipal building – **and we would like to add Franklin to that list.**

VERTEX	Repeat Clients
Town of Dedham	-2- (Currently OPM for Oakdale Elementary School)
Town of Westwood	-4- (Currently OPM for Pine Hill Elementary School)
Town of Walpole	-4- (Currently OPM for Walpole Middle School)
Town of Norwood	-5- (Currently OPM for Coakley Middle School)

We strive to not just add value to a project, but to become an “invaluable” part of our client’s team in driving projects to success.

The following is a selection of our project experience:

Police:

- **Newbury Police Station** (\$4M), Newbury, MA - *New*
- **Randolph Police Station** (\$4M), Randolph, MA - *Renovation*
- **Walpole Police Headquarters** (\$10.4M), Walpole, MA - *New*
- **Westwood Police Headquarters** (\$10.5M), Westwood, MA - *New*

Public Safety (Fire & Police):

- **Ashland Public Safety** (\$32M), Ashland, MA - *New*
- **Barre Public Safety Facility** (\$3.5M), Barre, MA - *New*
- **Dedham Public Safety** (\$54.9M), Dedham, MA - *New*
- **Charlton Public Safety** (\$28M), Charlton, MA - *New (failed at TM)*
- **Pembroke Public Safety** (\$24M), Pembroke, MA - *New*
- **Scituate Public Safety Complex** (\$18.45M), Scituate, MA - *New*
- **Southborough Public Safety** (\$22M), Southborough, MA - *New*

Fire:

- **Braintree Fire Headquarters** (\$12M), Braintree, MA – *Add / Reno*
- **Chelmsford Fire Headquarters** (\$6.8M), Chelmsford, MA - *New*
- **Dracut Fire Station** (\$4.6M), Dracut, MA - *New*
- **Falmouth Fire Station** (\$10.8M), Falmouth, MA - *New*
- **Hancock Fire Station** (\$2.29M), Everett, MA – *Renovation*
- **Littleton Fire Headquarters** (\$7.5M), Littleton, MA - *Add / Reno*
- **Marshfield Fire Station One** (\$2.5M), Marshfield, MA - *New*
- **Medford Fire Headquarters** (\$30M) – Medford, MA – *New*
- **Milton Fire Headquarters** (\$24M), – Milton, MA – *Add / Reno*
- **Nantucket Fire Station** (\$20.7M), Nantucket, MA - *New*
- **Newton Fire Station 3 & Headquarters** (\$16M), Newton, MA - *New*
- **Norfolk Fire Station** (\$26.0M), Norfolk, MA - *New*
- **North Randolph Fire Station** (\$4.3M), Randolph, MA - *New*
- **Tewksbury Fire Headquarters** (\$13.6M), Tewksbury, MA - *New*
- **Walpole Central Fire & Rescue** (\$14M), Walpole, MA – *New*
- **Westwood Fire Station 2** (\$7M), Westwood, MA - *New*
- **Westford Fire HQ & Comb. Dispatch** (\$10M), Westford, MA - *New*
- **West Natick Fire Station** (\$16.8M), Natick, MA - *New*

PAST PERFORMANCE, MA BUILDING CODE & CMR

Massachusetts State Building Code, MAAB and Relevant Regulations

The Vertex OPM project team includes seasoned building professionals with many years of experience who understand Massachusetts Building Code requirements as well as related codes and regulations such as the IECC (Energy Code), Americans with Disabilities Act and the Massachusetts Architectural Access Board.

As your OPM, Vertex will lead the interface with Authorities Having Jurisdiction to assure that all possible code “triggers” and implications are addressed as well as to ensure Planning and other Town departments’ concerns are understood early in the design phase. Along with the Project architect, Vertex will develop a Permitting Risk Assessment.

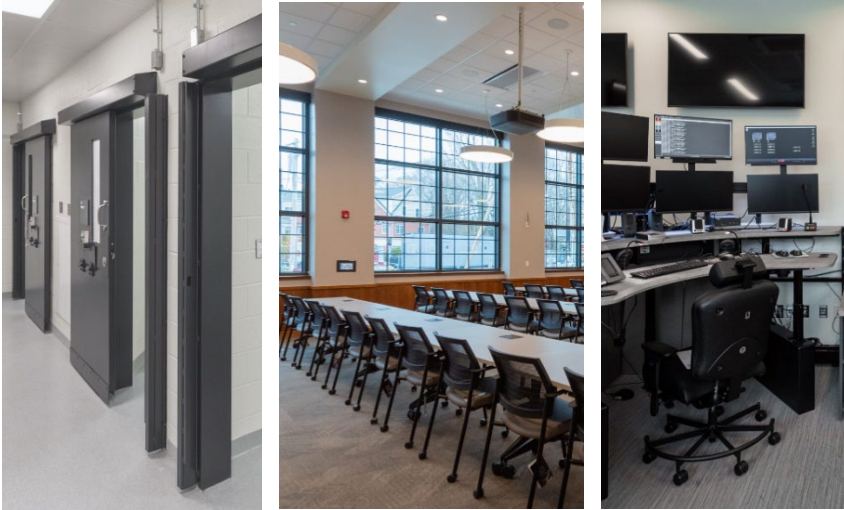
This assessment will cover all possible issues on the project from MAAB regulations to Mass Environmental Protection Act (MEPA) filings.

Vertex has been directly involved with permitting projects through many cities and towns, State Agencies, as well as the Town.

Construction Procurement / Chapter 149A Experience / CM at Risk:

VERTEX OPM has extensive combined experience managing public construction projects in Massachusetts. Our fully integrated OPM Group has managed over one hundred fifty (150) major public projects in the last ten years including schools, councils on aging, DPWs, public safety and municipal buildings. The projects ranged in value from \$10M to over \$150M. We are well versed in public procurement and in both project delivery methods: Design Bid Build (Chapter 149) and Construction Manager at Risk (CMR) (MGL Chapter 149A). In addition to many Design-Bid-Build (DBB) public safety projects including Walpole Police HQ, Falmouth Fire, Westwood Police, Walpole Central Fire and Rescue and Milton Fire Headquarters, we successfully utilized CMR on fire station projects such as Dedham Public Safety, Millis Police & Fire Headquarters, and Newton Fire Headquarters & Station 3.

PAST PERFORMANCE



PUBLIC SAFETY BUILDING, Dedham, MA

VERTEX is the Owner's Project Manager for the bidding and construction phases on the Dedham Public Safety Building project. The new public safety building is a 50,000 SF combined police and fire headquarters with dispatch and emergency operations centers. The facility sits on top of a 32,000 SF underground parking garage to be used for police cruiser and staff parking. The project included a complete fit-out of the stations including installation of a new combined dispatch center and radio tower. The project delivery method was CM at Risk and included early release packages for the abatement and demolition of the former Dedham Town Hall, as well as, enabling site work. The new building was completed in the fall of 2022 with demolition of the existing fire station and site work finished in the spring of 2023.

WESTWOOD PUBLIC SAFETY DEPARTMENT



VERTEX was the OPM for the Westwood Public Safety Project building program. We were hired in July 2013 to manage a comprehensive evaluation of Westwood's three public safety facilities. We facilitated a 15-member Task Force to arrive at recommendations for each facility. The Task Force decided to construct a new Fire Station 2 (FS2) and Police Headquarters. We served as the OPM on both projects. On the FS2 project, VERTEX lead the design effort for that station including planning of the temporary station.

The police headquarters project required the acquisition of an adjacent parcel and construction of a new road to make room for the station. The new station was co-located on the same site as Town Hall and the old station. Construction took place without disruption to operations. The new station included a new dispatch with radio tower. The phased project was completed in 2018.



PAST PERFORMANCE



WALPOLE POLICE DEPARTMENT, Walpole, MA

VERTEX was the OPM for the new Walpole Police Headquarters. The new building was constructed on the Town's property at 50 South Street as part of the Town's efforts to re-develop the former industrial site. The new, single-story building is approximately 15,000 square feet and houses all of the Town of Walpole's police operations including Administration, Investigation, Detention and Dispatch services. A 2,400 square foot metal, out-building is also located on the site provides the Police Department with flexible staging and storage space to support operations. A new parking lot for all department and staff vehicles is also part of the project. Construction began in the Spring of 2016 and was completed in the Spring of 2018.

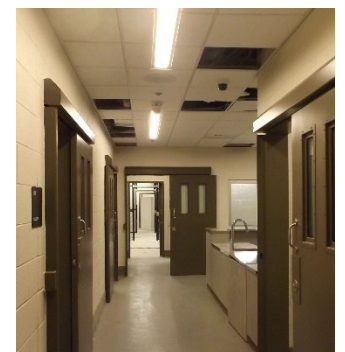


SCITUATE PUBLIC SAFETY, Scituate, MA

VERTEX served as the OPM, working with Dore+Whittier, for the Town of Scituate for the construction of the \$18.4M new Public Safety Building. The project included the construction of a new 27,740 SF facility on a town-owned site. VERTEX was part of the project team for all phases of the project from schematic design through construction and closeout. The project houses the Town's police headquarters and fire operations, as well as serving as combined dispatch.



PAST PERFORMANCE

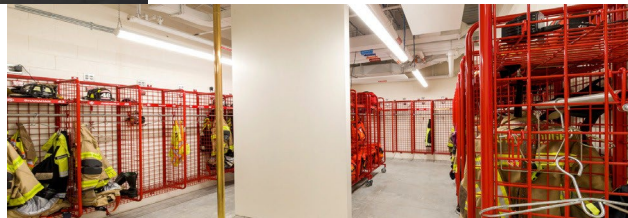


PUBLIC SAFETY BUILDING, Ashland, MA

VERTEX is the Owner's Project Manager for the design and construction phases on the Ashland Public Safety Building project. The new public safety building is a 42,000 SF combined police and fire headquarters with dispatch and emergency operations center. The facility will include a separate shooting range on the property. The project includes complete fit-out of the stations including installation of a new combined dispatch center. The project delivery method is Design-Bid-Build. Construction funding for the project was approved at Town Meeting in January 2021 and opened in June 2023.

SOUTHBOROUGH PUBLIC SAFETY BUILDING, Southborough, MA

VERTEX served as the OPM for the Town of Southborough for the construction of the \$22.6M new Public Safety Building. The project included the construction of a new 40,000 SF facility on a town-owned site. VERTEX was part of the project team for all phases of the project from schematic design through construction and closeout. The completed project will house the Town's police and fire operations as well as a combined dispatch. Police services include Administration, Investigation and Detention. Fire services include Administration, Fire Prevention, Fire Fighting and Rescue. This project required the relocation of services and structures associated with the Town's municipal golf course.



PAST PERFORMANCE

For confirmation of our working relationships, we would refer you to the project chart in Section B for references on all projects and offer the following references regarding our firm's recent **Public Safety experience**.

Southborough Public Safety Facility

Jason Malinowski, Public Safety Building Committee Chair | 978.273.7952
jmalinowski@southboroughma.com

Scituate Public Safety Complex

Chief Mark Thompson | 781.733.0432 mthompson@scituatema.gov

Town of Ashland

Joe Magnani – Building Committee Chair / Ashland Police (Retired) | 508.881.5205
jmagnani@ashlandmass.com

Milton Fire Stations

Chief Chris Madden | 617.306.1452
cmadden@townofmilton.org

Walpole Police

Lt. Joe Zanghetti
jzanghetti@walpolepd.com
Town Manager Jim Johnson
jjohnson@walpole-ma.gov
Asst. Town Manager Patrick Shield
pshield@walpole-ma.gov

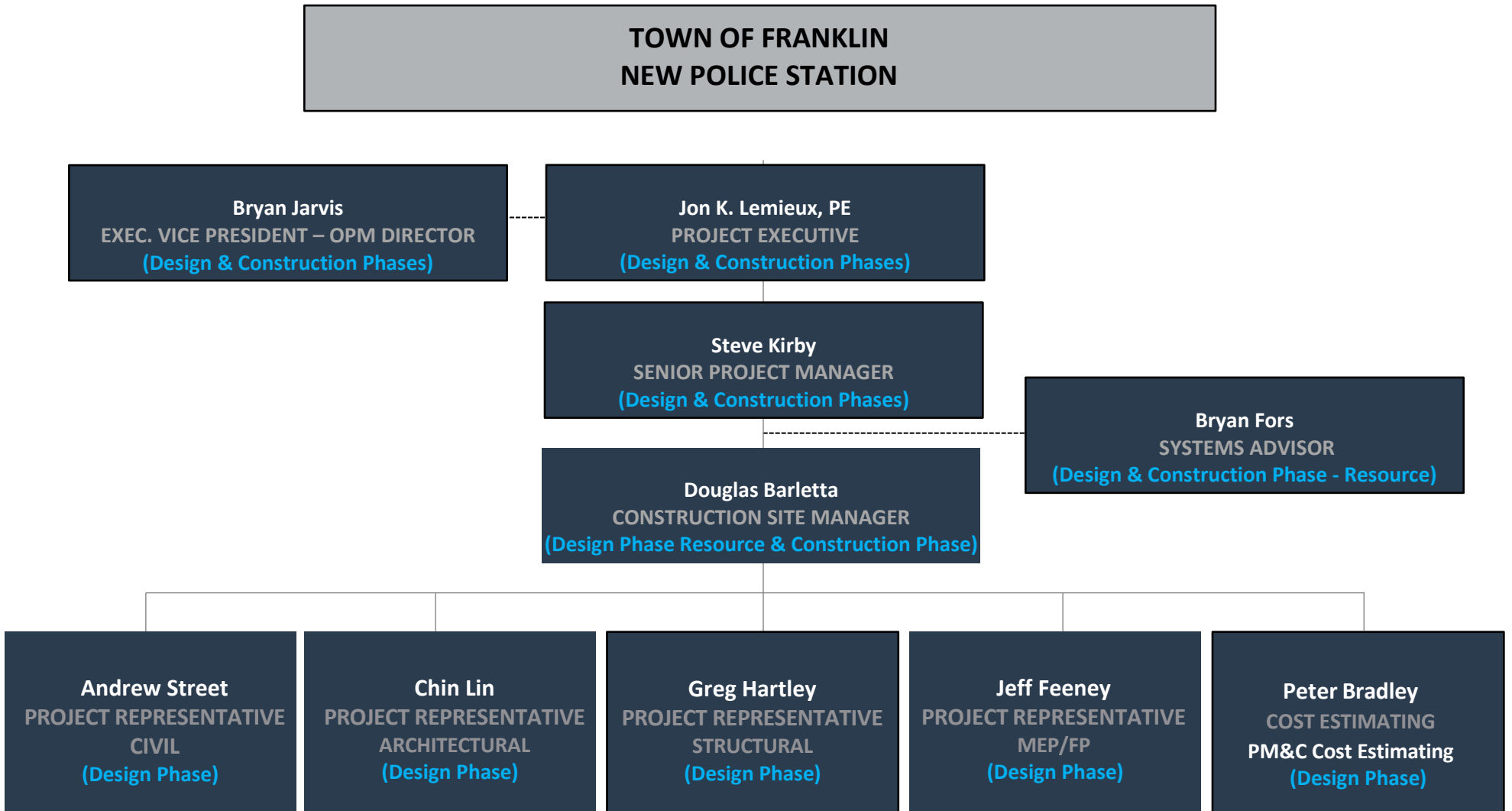
Dedham Public Safety

Town Manager Leon Goodwin
lgoodwin@dedham-ma.gov

Town of Westwood

John Cummings – Building Committee Chair
john.cummings-PBC@townhall.westwood.ma.us
Michelle Miller – Procurement Officer
mmiller@townhall.westwood.ma.us

KEY PERSONNEL / CAPACITY and SKILLS



KEY PERSONNEL / CAPACITY and SKILLS



Principal: Jon Lemieux, PE

Jon has over 30 years' experience in the construction industry and is a registered Professional Engineer in the Commonwealth of MA. He has served as project director/owner's project manager on a wide variety of projects including public safety building types, K-12 MSBA schools (renovations and new construction), non-MSBA school projects, school repair and upgrade projects (e.g., window / roof replacements, HVAC repairs and upgrades, science lab upgrades), municipal building construction, construction and public utility company building projects. In many of these projects, Jon assisted the clients in all phases of the design and construction process including designer selection and procurement, project programming, schematic design, design development, construction documents, bidding, construction administration and closeout. Jon recently completed the Ashland and Dedham Public Safety projects.

Time Commitment: Up to 12 hours/week



Senior Project Manager: Steven Kirby

Steven is a Project Executive in VERTEX's Owner's Project Management (OPM) service area. He has nearly 40 years of construction management experience, 17 years of which has been with VERTEX serving as an OPM, and prior to VERTEX, 10 years as a project manager for a MA general contractor exclusively working on MA public school construction. He has also worked in the private sector for a residential developer/builder and the Department of Defense for the US Army in Facilities Management. His OPM experience includes managing multiple public projects including Fire Stations, Police Stations, Town Halls, Senior Centers, Public Works, Libraries, Schools, and MSBA accelerated repair (roof, window, boiler) school projects. As the primary lead on these projects, duties include interaction with municipalities in selecting the design firm, establishing budgets and schedules, overseeing the design and permitting phase, bidding, construction administration, coordination with all trades, and the successful close out of the project for occupancy by the municipality/end user. Steve sets high standards and realistic goals and considers the project budget and client satisfaction the number one priority. Due to his extended construction work experience, he can anticipate issues that may arise before, or observe deficiencies during, construction.

Time Commitment: Up to 8 hours week during Design and 8-16 hours during Construction



Construction Site Manager: Douglas Barletta

Douglas has over forty (40) years of field experience consisting of highway, tunnels, bridges, industrial & healthcare, facilities, commercial buildings, and residential properties. He also has twenty-four (24) years of design experience consisting of highway, bridges, water & sewer treatment plants, high-rise buildings, trams, specialty structures, residential buildings, and underground reservoirs. He is currently managing construction of the new Norfolk Fire Department.

Time Commitment: 40 hours per week during Construction

KEY PERSONNEL / CAPACITY and SKILLS



Senior Project Manager for Design: Bryan Fors

Bryan is a Project Manager. His OPM experience includes managing multiple public projects including Town halls, Public Safety Complexes, Libraries, and Senior Centers. As the primary lead on these projects, duties include interaction with municipalities in selecting the right design firm, establishing budgets and schedules, overseeing construction and coordination with all trades, and successfully closing out the project and turning it over to the end user. His experience prior to VERTEX was as an Assistant Project Manager for a large general contractor out of Boston. Bryan has been utilized in all aspects of construction management, including subcontracting, estimating, negotiating, procurement, scheduling, etc. He has used his strong communication and leadership skills to form bonds with owners, general contractors, construction managers and subcontractors to continue work for the future. He is currently the SPM on the Milton Fire Stations and Medford Fire Headquarters.

Time Commitment: up to 8 hours / week

WORKLOAD

The Firm maintains a healthy backlog of projects in both design and construction while maintaining the ability to selectively pursue additional work. Please refer to the Organization Chart in the OPM Application for a detailed presentation on staff availability for this project. VERTEX is immediately available to start work on this project. Proposed personnel availability is referenced in the Key Personnel section of this response.

Proposed Team Current and Projected Workload (hours per week):

Jon Lemieux, PE – Project Director	Current Workload (hr/wk)	Steven Kirby – Senior Project Manager	Current Workload (hr/wk)	Doug Barletta – Construction Site Manager	Current Workload (hr/wk)
Hatherly ES - \$120M	8	Norfolk	8	Norfolk	40
Nantucket - various-\$100M	8	Falmouth	8		
Medford Fire - \$40M	4	Norton	14		
Oakdale ES - \$110M	8				
Total Current and Projected	28		30		40
Available for Franklin	12		10		40*

*Doug Barletta will be available for construction during the planned construction period set forth in the RFP. He is currently full time on the Norfolk Fire Station project. Construction is scheduled to be complete at the end of 2024.

STAFFING APPROACH

We have outlined our staffing in the Key Personnel section including an Organizational Chart. Our staffing approach is designed to address three critical principles: continuity through the whole development process from design phase to closeout; clear lines of responsibility to assure effective communication between the Owner, OPM, Architect, and, eventually, the Builder; and appropriate staffing level for the complexity and size of the project. Jon Lemieux, PE, Project Director, is a primary contact for the Town and will provide strategic direction from the start of the project through completion. He will lead the overall Team providing management of the architects, consultants, and construction manager from the start of the project through closeout. Steven Kirby our Senior Project Manager, will work closely with Jon during all phases and will be responsible for day-to-day activities, overall project budget and schedule and ensure all deadlines are met. Having completed numerous fire station projects, Bryan Fors will provide police station specific programming quality assurance and coordination, specifically related to the unique systems, equipment, and technologies that will be part of the new station. Doug Barletta is our proposed Construction Site Manager. Doug will work closely with Jon and Steve as determined by the Town and the scope of the project and will be a point of contact and provide on-site management as needed for the construction operations. Additionally, we have added other in-house resources to the team for technical expertise, as needed, during the design and construction phases.

COMMUNICATION AND DOCUMENT CONTROL

Vertex manages all project documentation, engineering, and accounting on a secure on-line platform. Representatives from the Owner who are given appropriate access can receive valuable dashboard reports and scorecards to instantly track the budget and schedule status of the project. These platforms track and communicate:

- Accounting: Budgets; Costs; Change Proposals; Pay Applications
- Design Management: Planning and Approvals; Design Documents
- Schedule: Total Detailed Project Milestone Schedule and Summary Schedules
- Communications: Scorecards; Meetings; Transmittals; Photos
- Construction: Issues; Schedule; RFI's; Submittals; Field Reports; ASI's; Punchlists; Compliance Issues

Documents: Coordination Drawings; Construction Reports; QA/QC Reports; Testing; Project Directory We also work frequently with Contractor-supplied vendors such as Procore and Submittal Exchange.

MEETING MANAGEMENT / PUBLIC FACILITATION

While most people agree that producing effective cost reports and schedules are integral to a project plan, many OPM's overlook the importance of effective meeting management in a project's success, particularly those meetings involving public interface. At Vertex, all of our Project Managers receive intensive training in facilitation and collaboration skills including active listening, strategic planning and meeting management. One of the first attributes owners notice on a Vertex project is the effectiveness of our meetings. Our meeting management policy focuses on four core principles:

1. All meetings, conference calls and forums have minutes taken consistent with our policy.
2. All meetings commence with an explanation of the agenda including:

- a. Desired Outcomes for meetings and how they fit into strategic plan;
 - b. How the Desired Outcome of the meeting will be achieved (presentation/discussion; brainstorming; decision votes);
 - c. Who is responsible for the topic;
 - d. How long the discussion and deliberation take for the topic.
3. All meetings should have well documented minutes distributed no later than 48 hours after the meeting.
 4. All recurring meetings should include interim reviews to assure that critical tasks are being followed up.

BUDGET AND COST REPORTING

Accurate and detailed Project Budget Reports are critical to providing the Owner with sound information on which to base decisions. We will work with the Town's finance department to assure that our project reporting is reconciled monthly with its accounting department. On all of our projects, we set up a financial reporting kickoff meeting to review a flow chart of how all commitments and expenses will be tracked. We customize each report to meet each client's particular needs and tailor our reporting to each Owner's unique system. From there we will present a Monthly Vendor Invoice Package (VIP) which will include a listing of that month's approved invoices, summary of reimbursements, and a Project Budget Status Report which is a summary of the complete project expenses, commitments, and financial projection.

PROJECT SCHEDULING

The first activity Vertex completes for its clients is a draft detailed Total Project Schedule with activities from OPM Selection through Project Closeout. The schedule, which will be updated regularly once agreed by the Town, reflects the roadmap for keeping all members of the project team on track. Vertex utilizes Microsoft Project for all its schedules although it can accommodate other scheduling programs if the Owner desires. Schedules are built properly with appropriate durations and logic sequences so that they are easily updated. Critical for the Station 1 project will be coordinated and planning with the required IT infrastructure relocation and temporary operations efforts.

MONTHLY PROJECT REPORT

Vertex prepares a monthly "Project Dashboard" which provides a summary level review of the project status. In the design phase, reports are typically centered around major milestones: Concept, Schematic Design, Design Development, Construction Documents, and Bidding/GMP. During the construction phase, they are submitted monthly to provide a progress update on the project vital signs as well as set expectations for the following month.

CHANGE ORDER TRACKING LOG

One of the basic vital signs for a project is how the project's construction contingency is tracking. On lump sum bid projects, that means tracking the Proposed Change Orders and Cost Exposures. On CM at Risk projects, it expands to tracking all cost events including CM contingency. Our PCO Log is set up to track estimated, pending, approved, and rejected PCO's. As a cost event is identified, it moves through those categories until presented for approval. A critical responsibility of the OPM is assuring that a change event is both justified and fairly priced. We document each PCO request with a specific summary indicating the cause of the change, its history, and specific signoffs obtained before it is presented for approval.

PUBLIC / END-USER INTERFACE

A major focus of our service is the communication and interface with the public and end-users of the projects we develop. Whether explaining the project during design or hosting regular meeting updates during construction, Vertex project managers are trained to break down project implications into understandable terms. By focusing on communication, particularly focused on explaining project challenges, we have seen a marked reduction in anxiety and a notable increase in understanding by the end-users and stakeholders involved in the project.

THIRD PARTY VENDOR COORDINATION

A police station is a unique building and contains several systems and equipment that may or not be purchased through the contractor, resulting in the involvement of third-party vendors:

1. Furniture and fixtures; dispatch consoles
2. Specialty equipment (e.g., firearm armory bench equipment)
3. Public safety communication systems
 - a. E-911
 - b. Municipal fire alarm
 - c. Public address systems
 - d. Radio communications (base and hand-helds)
4. Security and access controls (integrated to other existing Town networked items)

Vertex will work with the Town to ensure that all these systems are properly coordinated starting on day one of construction so that cutover day goes as planned.

BUILDING COMMISSIONING AND EXTERIOR ENVELOPE INSPECTION

We implemented commissioning protocols on our very first project, Norwood High School, and have used them ever since. As an early adopter, we developed scopes for three distinct commissioning agents in Norwood: MEP systems, exterior envelope, and hardware/keying/access control. Following our lead in Norwood, the MA School Building Authority then required exterior envelop commissioning on all capital program projects. With today's heightened requirements needed to achieve highly efficient, LEED certified and/or Net Zero buildings; commissioning is even more critical. Vertex believes that commissioning is a project long endeavor ensuring that qualified partners are involved in design reviews, specification writing, field observations, system start-ups and functional testing. In addition, Vertex ensures the GC/CM and subcontractors focus on training and post occupancy analysis and check-ups. We will manage all commissioning agents on the project as part of the comprehensive Quality Control program.

LEED / BUILDING ENERGY MODELING / SUSTAINABILITY / RESILIENCY / NZE / PASSIVE HOUSE

Sustainability, resilience and net zero energy strategies are increasingly a major part of all public and institutional projects we are involved in. More and more communities have dedicated sustainability committees who view these issues in the larger context of preparing for an energy future much different from the present. We are proud that over 80% of our projects have achieved LEED Silver and several have achieved LEED Gold and nearly all our current projects are pursuing LEED Gold/Silver or NE-CHPS designation.

Our staff has been trained in LEED requirements and are successfully monitoring compliance by both the Architect and Contractor. Some of the innovative techniques adopted on our projects include: meeting stretch code energy consumption goals; gray water recycling; photovoltaic panels; geothermal heating & cooling; and wind turbine studies. We will assist the design team in managing the Building Energy Model as early as schematic design to maximize energy conservation opportunities.

In addition to extensive experience with the LEED and NE CHPS process, Vertex is currently engaged in projects implementing renewable energy strategies involving geothermal production, detached photo voltaic arrays, and other renewable strategies. Many of our current projects are targeting either Net Zero Energy or Net Zero Energy Ready status. The Dedham Public Safety project was a LEED Silver building.

FAMILIARITY WITH LIFE CYCLE COST ANALYSIS, ESTIMATING AND VALUE ENGINEERING

Vertex has developed a proprietary design review process which begins the value engineering and life cycle cost analysis at the commencement of design. With each design submission, we will complete a design review and recommend alternate approaches which will provide more value for the construction dollar. Our intensive and proactive approach to value engineering gives districts the opportunity to make strategic decisions prior to bid day to ensure the project stays on budget.

LIFE CYCLE COSTING

We are keenly aware that construction costs represent only the “first in” costs to a district on a project. We have worked with all of our districts on life cycle costs which include energy analyses, maintenance projections, and replacement costs. By focusing on the total life cycle of the project, we have worked to make sure that decisions on cost are always based on total cost.

VALUE ENGINEERING & MANAGEMENT

We begin value management immediately in the design phase by analyzing whether the design program is suitable for the scope required. By questioning designers on space assumptions and layout, we assure the community is going to receive the right-sized facility – no more; no less.

During design, we perform detailed design reviews at Schematic Design (20%), Design Development (60%) and Construction Documents (100%). These design reviews identify areas on the drawings and specifications which should be revised to make the project more “buildable” and efficient. We also complete a full Interdisciplinary Document Review at 100% design to assure that all details are coordinated and cross-checked. This has worked to limit design mistakes and unforeseen condition change orders.

FINANCIAL STABILITY

VERTEX is a financially viable corporation and annually undergoes the preparation of Financial Statements prepared by our accountants of Ernst & Young. VERTEX has remained financially viable, without any public financial problems, since 1995. As confidential documents, VERTEX's Balance Sheets and Statements of Income as well as full Financial Statements are provided separately in the copy marked "ORIGINAL" of this submission.

REQUIRED FORMS

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 Date March 7, 2024

Jon K. Lemieux, PE
 Name of Architect/Engineer

• **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 under sign'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



Jon K. Lemieux, PE

By: _____ Date: March 7, 2024
 Corporate Officer
 (Mandatory, if applicable)

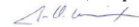
*The provision in the Attestation of relating to child support applies only when the Contractor is an individual.

**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.

 _____
 Signed (Title) Executive Vice President

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
The Vertex Companies, LLC Held on April 20, 2023
 (Name of Corporation) (Date)

At which all the Directors were present or waived notice, it was VOTED That,
Jon K. Lemieux, PE Executive Vice President
 (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
Executive Vice President

(Officer)

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

I hereby certify that I am the Clerk of the The Vertex Companies, LLC

That Jon K. Lemieux, PE is the duly elected

REQUIRED FORMS

Executive Vice President 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 Linda Bonfatti
Place of Business One Edgewater Drive, Suite 204, Norwood, MA 02062
Corporate Seal

SWORN TO AND SUBSCRIBED BEFORE ME THIS 7th
DAY OF March, 2014


NOTARY PUBLIC

Lisa M. White
My Notary Expires: May 03, 2030



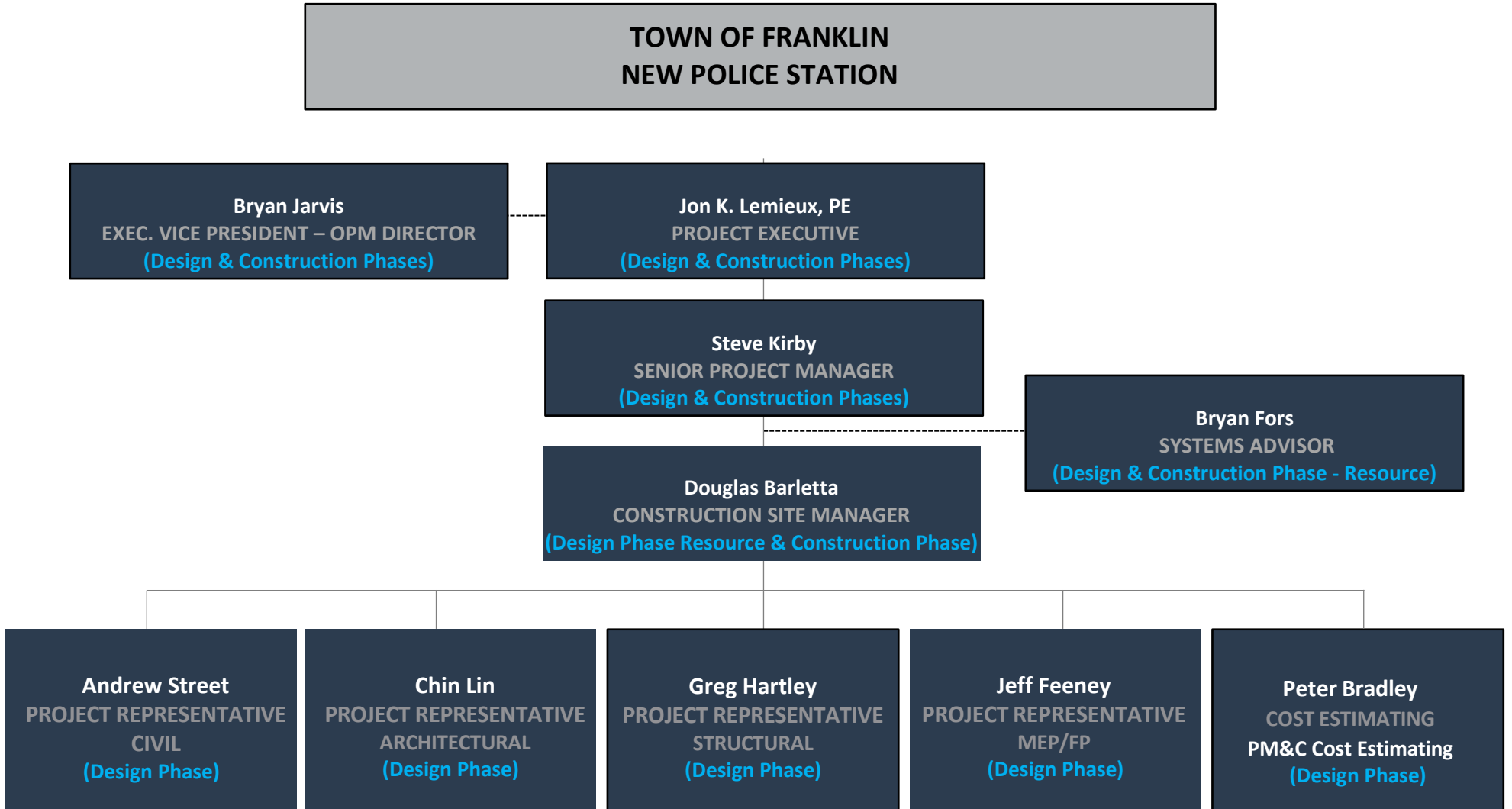
Standard Designer Application Form for Municipalities and Public Agencies

Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)

<p>1. <u>Project Name/Location for Which Firm is Filing:</u> Owner’s Project Management Services for the Franklin Police Station, Franklin, Massachusetts</p>	<p>2.. <u>Project #:</u> This space for use by Awarding Authority only.</p>																																																																
<p>3a. <u>Respondent, Firm (Or Joint Venture) Name and Address of Primary Office to Perform the Work:</u> THE VERTEX COMPANIES, LLC One Edgewater Drive, Suite 204 Norwood, MA 02062</p>	<p>3. <u>Name of Proposed Project Director for Study and Design:</u> Jon K. Lemieux, PE, Executive Vice President</p>																																																																
<p>3b. <u>Date Present and Predecessor Firms Were Established:</u> VERTEX ENGINEERING SERVICES, INC. – January 1995 – November 2, 2005 VERTEX CONSTRUCTION SERVICES, INC. – November 2, 2005 – December 19, 2013 THE VERTEX COMPANIES, INC. – Established December 19, 2013 – December 31, 2022</p>	<p>3f. <u>Name and Address of Other Participating Offices of the Prime Applicant If Different From Item 3a Above::</u> N/A</p>																																																																
<p>3c. <u>Federal ID</u> [REDACTED]</p>	<p>3g. <u>Name and Address of Parent Company:</u> N/A</p>																																																																
<p>3d <u>Name and Title Of Principal-In-Charge Of The Project (MA Registration Required):</u> Jon K. Lemieux, PE Executive Vice President</p>	<p>3. Check Below if Your Firm is Either</p>																																																																
<p>Email Address: jlemieux@vertexeng.com</p>	<p>(1) SDO Certified Minority Business Enterprise (MBE) <input type="checkbox"/></p>																																																																
<p>Telephone Number: 781-710-4385 Fax No: 781-335-3543</p>	<p>(2) SDO Certified Woman Business Enterprise (WBE) <input type="checkbox"/></p>																																																																
	<p>(3) SDO Certified Minority Woman Business Enterprise (M/WBE) <input type="checkbox"/></p>																																																																
	<p>(4) SDO Certified Service Disabled Veteran Owned Business Enterprise (SDVOBE) <input type="checkbox"/></p>																																																																
	<p>(5) SDO Certified Veteran Owned Business Enterprise (VBE) <input type="checkbox"/></p>																																																																
<p>4. <u>Personnel from Prime Firm Included in Question #3a Above by Discipline</u> (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): **Staffing figures represent Vertex’s OPM group in MA, which is a business unit within the larger Vertex Companies, a 670-person, nation-wide AEC firm.</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Admin. Personnel</td> <td>(4)</td> <td>Ecologists</td> <td>(_)</td> <td>Licensed Site Profs.</td> <td>(4)</td> <td>Other</td> <td></td> </tr> <tr> <td>Architects</td> <td>(4)</td> <td>Electrical Engineers</td> <td>(_)</td> <td>Mechanical Engineers</td> <td>(_)</td> <td>Chem. Eng.</td> <td></td> </tr> <tr> <td>Acoustical Engrs.</td> <td>(_)</td> <td>Environmental Eng.</td> <td>(_)</td> <td>Project Managers</td> <td>(20)</td> <td>Subsidiary Employees</td> <td></td> </tr> <tr> <td>Civil Engrs.</td> <td>(2)</td> <td>Fire Protection Eng.</td> <td>(_)</td> <td>Specification Writers</td> <td>(_)</td> <td></td> <td></td> </tr> <tr> <td>Code Specialists</td> <td>(1)</td> <td>Geotechnical Eng.</td> <td>(_)</td> <td>Structural Engineers</td> <td>(_)</td> <td></td> <td></td> </tr> <tr> <td>Construction Inspectors</td> <td>(12)</td> <td>Industrial Hygienists</td> <td>(_)</td> <td>Surveyors</td> <td>(_)</td> <td></td> <td></td> </tr> <tr> <td>Cost Estimators</td> <td>(_)</td> <td>Interior Designers</td> <td>(_)</td> <td>Env. Scientists</td> <td>(_)</td> <td></td> <td></td> </tr> <tr> <td>Drafters</td> <td>(_)</td> <td>Landscape Architects</td> <td>(_)</td> <td>Forensic Accountants</td> <td>(_)</td> <td>Total Personnel</td> <td>47**</td> </tr> </table>		Admin. Personnel	(4)	Ecologists	(_)	Licensed Site Profs.	(4)	Other		Architects	(4)	Electrical Engineers	(_)	Mechanical Engineers	(_)	Chem. Eng.		Acoustical Engrs.	(_)	Environmental Eng.	(_)	Project Managers	(20)	Subsidiary Employees		Civil Engrs.	(2)	Fire Protection Eng.	(_)	Specification Writers	(_)			Code Specialists	(1)	Geotechnical Eng.	(_)	Structural Engineers	(_)			Construction Inspectors	(12)	Industrial Hygienists	(_)	Surveyors	(_)			Cost Estimators	(_)	Interior Designers	(_)	Env. Scientists	(_)			Drafters	(_)	Landscape Architects	(_)	Forensic Accountants	(_)	Total Personnel	47**
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<p>5. <u>Has this Joint Venture previously worked together?</u> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not applicable</p>																																																																	

Standard Designer Application Form for Municipalities and Public Agencies

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



Standard Designer Application Form for Municipalities and Public Agencies

7. *Brief Resume for Key Personnel ONLY as indicated in the Request for Services. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 5. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel And They Must Be In The Format Provided. By Including A Firm As A Subconsultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.*

a. Name and Title Within Firm: **Jon K. Lemieux, PE, MCPPO, Executive Vice President**

b. Project Assignment: **Principal in Charge**

c. Name and Address of Office in Which Individual Identified In 7a Resides:

**The Vertex Companies, LLC
One Edgewater Drive, Suite 204
Norwood, MA 02062**

MBE	<input type="checkbox"/>
WBE	<input type="checkbox"/>
SDVOBE	<input type="checkbox"/>
VBE	<input type="checkbox"/>

d. Years Experience With This Firm: **23** With Other Firms: **7**

e. Education: Degree(s) /Year/Specialization:

**MS Civil Engineering, Worcester Polytechnic Institute 2000
BS Civil Engineering University of MA Lowell 1992**

f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
2001 / Civil / MA Registration: 41741

g. Current Work Assignments and Availability for This Project: (availability should be identified as a percentage: eg. "As of 5/30, 50% available")

Jon is Project Director of several municipal projects that are currently in various phases of both design and construction (approx. 12 hours/week). Jon is available immediately.

h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

Jon has served as project director/owner's project manager on a wide variety of projects including public safety building construction, K-12 MSBA schools (renovations and new construction), school repair and upgrade projects (window / roof replacements, HVAC repairs and upgrades, science lab upgrades), and public utility company building projects. In many of these projects, Jon assisted the clients in all phases of the design and construction process including designer selection and procurement, project programming, schematic design, design development, construction documents, bidding, construction administration and closeout.

a. Name and Title Within Firm: **Steven Kirby, Project Executive**

b. Project Assignment: **Senior Project Manager**

c. Name and Address of Office in Which Individual Identified In 7a Resides:

**The Vertex Companies, LLC
One Edgewater Drive, Suite 204
Norwood, MA 02062**

MBE	<input type="checkbox"/>
WBE	<input type="checkbox"/>
SDVOBE	<input type="checkbox"/>
VBE	<input type="checkbox"/>

d. Years Experience With This Firm: **17** With Other Firms: **23**

e. Education: Degree(s) /Year/Specialization:

B.S., Civil Engineering, Northeastern University

f. Active Registration: Year First Registered/Discipline/Mass Registration Number
N/A

g. Current Work Assignments and Availability for This Project

Name provides oversight to 2 projects and will be available up to # hours per week.
Steven provides oversight to several projects and will be available up to 8 hours per week.

h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

Steven is a Project Executive in VERTEX's Owner's Project Management (OPM) service area. He has nearly 40 years of construction management experience, 17 years of which has been with VERTEX, and prior to VERTEX, 10 years as a project manager for a MA general contractor exclusively working on MA public school construction. He has also worked in the private sector for a residential developer/builder and the Department of Defense for the US Army in Facilities Management. His OPM experience includes managing multiple public projects including Town halls, Fire Stations, Police Stations, Senior Centers, Public Works, Libraries, Schools, and MSBA accelerated repair (roof, window, boiler) school projects. As the primary lead on these projects, duties include interaction with municipalities in selecting the design firm, establishing budgets and schedules, overseeing the design and permitting phase, bidding, construction administration, coordination with all trades, and the successful close out of the project for occupancy by the municipality/end user. Steve sets high standards and realistic goals and considers the project budget and client satisfaction the number one priority. Due to his extended construction work experience, he can anticipate issues that may arise before, or observe deficiencies during, construction. Steve also has extensive experience in investigating and analyzing surety claims, construction defect claims, and property/casualty claims

Standard Designer Application Form for Municipalities and Public Agencies

7. *Brief Resume for Key Personnel **ONLY** as indicated in the Request for Services. Resumes Should Be Consistent With The Persons Listed On The Organizational Chart In Question # 5. Additional Sheets Should Be Provided Only As Required For The Number Of Key Personnel And They Must Be In The Format Provided. By Including A Firm As A Subconsultant, The Prime Applicant Certifies That The Listed Firm Has Agreed To Work On This Project, Should The Team Be Selected.*

a. Name and Title Within Firm: **Douglas Barletta, Construction Site Manager**

b. Project Assignment: **Construction Site Manager**

c. Name and Address of Office in Which Individual Identified In 7a Resides:

The Vertex Companies, LLC One Edgewater Drive, Suite 204 Norwood, MA 02062	MBE	<input type="checkbox"/>
	WBE	<input type="checkbox"/>
	SDVOBE	<input type="checkbox"/>
	VBE	<input type="checkbox"/>

d. Years Experience With This Firm: **1** With Other Firms: **39**

e. Education: Degree(s) /Year/Specialization:
B.S., Civil & Structural Engineering/Minor in Transportation and Environmental Engineering, Northeastern University

f. Active Registration: Year First Registered/Discipline/Mass Registration Number
N/A

g. Current Work Assignments and Availability for This Project
Name provides oversight to 2 projects and will be available up to # hours per week.
Doug is currently the Construction Site Manager for the Norfolk Fire Station (he will be available 40 hours/week).

h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):
 Douglas has over forty (40) years of field experience consisting of highway, tunnels, bridges, industrial & healthcare, facilities, commercial buildings, and residential properties. He also has twenty-four (24) years of design experience consisting of highway, bridges, water & sewer treatment plants, high-rise buildings, trams, specialty structures, residential buildings, and underground reservoirs. He is currently managing the construction of the new Norfolk Fire Department.

a. Name and Title Within Firm: **Bryan Fors, Senior Project Manager**

b. Project Assignment: **Project Manager**

c. Name and Address of Office in Which Individual Identified In 7a Resides:

The Vertex Companies, LLC One Edgewater Drive, Suite 204 Norwood, MA 02062	MBE	<input type="checkbox"/>
	WBE	<input type="checkbox"/>
	SDVOBE	<input type="checkbox"/>
	VBE	<input type="checkbox"/>

d. Years Experience With This Firm: **10** With Other Firms: **5**

e. Education: Degree(s) /Year/Specialization:
BS, Mechanical Engineering, Northeastern University 2008
University of Colorado Denver, Candidate for MS in Engineering 2024

f. Active Registration: Year First Registered/Discipline/Mass Registration Number
N/A

g. Current Work Assignments and Availability for This Project
Name provides oversight to 2 projects and will be available up to # hours per week.
Bryan is Senior Project Manager of several municipal projects that are currently in various phases of both design and construction (he will be available up to 8 hours/week). Bryan is available immediately.

h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):
 Bryan is a Senior Project Manager. His OPM experience includes managing multiple public projects including Town halls, Public Safety Complexes, Libraries, and Senior Centers. As the primary lead on these projects, duties include interaction with municipalities in selecting the right design firm, establishing budgets and schedules, overseeing construction and coordination with all trades, and successfully closing out the project and turning it over to the end user. His experience prior to VERTEX was as an Assistant Project Manager for a large general contractor out of Boston. Bryan has been utilized in all aspects of construction management, including subcontracting, estimating, negotiating, procurement, scheduling, etc. He has used his strong communication and leadership skills to form bonds with owners, general contractors, construction managers and subcontractors to continue work for the future.

Standard Designer Application Form for Municipalities and Public Agencies

a. Name and Title Within Firm: **Peter Bradley, Cost Estimator**

b. Project Assignment: Cost Estimating

c. Name and Address of Office in Which Individual Identified In 7a Resides:

PM&C 20 Downer Avenue, Suite 5 Hingham, MA 02180	MBE	<input type="checkbox"/>
	WBE	<input type="checkbox"/>
	SDVOBE	<input type="checkbox"/>
	VBE	<input type="checkbox"/>

d. Years Experience With This Firm: 14 with Other Firms: 21

e. Education: Degree(s) /Year/Specialization
 BSc in Quantity Surveying, a multi-disciplinary undergraduate degree specializing in Construction Cost Control, Engineering, Design, and Law, University of Ulster, Belfast, Northern Ireland, 1988

f. Active Registration: Year First Registered/Discipline/Mass Registration Number:
 LEED Accredited Professional

g. Current Work Assignments and Availability For This Project:
 Providing design review, V/E, and cost estimating services for multiple projects throughout 2022. Mr. Bradley will be available to concentrate a substantial amount of his time and efforts to this project.

h. Other Experience and Qualification Relevant To The Proposed Project: (Identify Firm By Which Employed, If Not Current Firm):

Peter founded PM&C in 2005 to focus on comprehensive cost control and project management with a commitment to deliver quality projects within budget. Having been in the construction business for over 30 years, he is an expert in cost estimating and cost management with in-depth knowledge of conceptual project budgeting. Peter has a keen ability to partner with his clients to make sure they get the best value for their money.

Standard Designer Application Form for Municipalities and Public Agencies

8a. Current and Relevant Work By Prime Applicant Or Joint-Venture Members. Include ONLY Work Which Best Illustrates Current Qualifications In The Areas Listed In The Advertisement (List Up To But Not More Than 5 Projects).					
a. Project Name And Location Principal-In-Charge	b. Brief Description Of Project And Services (Include Reference To Relevant Experience)	C. Client's Name, Address And Phone Number (Include Name Of Contact Person)	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee for Work for Which Firm Was Responsible
(1) Dedham Public Safety <i>PIC – Jon Lemieux, PE</i> <i>SPM – Bryan Fors</i>	The new public safety building is a 50,000 SF combined police and fire headquarters with dispatch and emergency operations centers, includes additional 32,000 SF underground parking garage.	Town of Dedham Leon Goodwin, Town Manager 781-751-9101 William Spillane, Fire Chief (781) 751-9414	July 2023	\$42,884	\$2,200
(2) Milton Fire Stations (3) <i>PIC – Jon Lemieux, PE</i> <i>SPM – Bryan Fors</i>	OPM for the construction of their Fire HQ Station, East Milton Fire Station, and renovation of Atherton Street Station. The 22,000 square foot Headquarters project includes a four-stall apparatus bay.	Town of Milton Brian Walsh, Building Committee Chair 617-909-4668	July 2024 (1 st station)	\$17,300 (1 st Station)	\$1,521
(3) Norfolk Fire Headquarters <i>PIC – Jon Lemieux, PE</i>	OPM for the \$26.0M construction of the Norfolk Fire Station. The project includes 26,694 SF new ground up construction, while the existing Norfolk Fire Station remains fully operation located on the same site and within 10' of the new building.	Town of Norfolk Erron Kinney, Fire Chief 508-528-3207	November 2024 (est.)	\$20,177	\$890 (est.)
(4) Ashland Public Safety <i>PIC – Jon Lemieux, PE</i>	OPM for the design and construction phases on the Ashland Public Safety project. The new building is a 42,000 SF combined police and fire headquarters with dispatch and emergency operations center.	Town of Ashland Jennifer Ball, Asst. Town Manager 508-532-7901 Joseph Magnani, BC Chair 508-881-5205	June 2023	\$23,995	\$677
(5) Medford Library Medford Fire HQ <i>PIC – Jon Lemieux, PE</i> <i>SPM – Bryan Fors</i>	OPM for both the Library and now Fire HQ projects with the City.	City of Medford Nina Nazarian, Chief of Staff 781-393-2412	Library: October 2020 Fire: TBD	Library: \$25,000 Fire: \$30,000	Library: \$858 Fire: \$320 (to Bidding)

Standard Designer Application Form for Municipalities and Public Agencies

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

Sub-Consultant Name: PM & C Cost Estimating					
a. Project Name and Location Principal-In-Charge	b. Brief Description Of Project and Services (Include Reference To Relevant Experience)	c. Client's Name, Address And Phone Number. Include Name Of Contact Person	d. Completion Date (Actual Or Estimated)	e. Project Cost (In Thousands)	
				Construction Costs (Actual, Or Estimated If Not Completed)	Fee For Work For Which Firm Was/Is Responsible
(1) Ashland Public Safety <i>Peter Bradley</i>	Cost estimating for the 42,000 SF combined police and fire headquarters with dispatch and emergency operations center	Jon Lemieux, Vertex 781-710-4385	June 2023	\$23,995	\$12
(2) Braintree Fire HQ <i>Peter Bradley</i>	Cost estimating for the \$12M occupied Fire HQ project	Jon Lemieux, Vertex 781-710-4385	April 2025	\$12,000 (est.)	\$16
(3) Stoughton South Elementary <i>Peter Bradley</i>	Cost estimating for a new elementary school project	Timothy Bonfatti, Vertex 508-359-6111	April 2027 (est.)	\$85,000 (est.)	\$98
(4)					
(5)					

Standard Designer Application Form for Municipalities and Public Agencies

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.
(Add/subtract rows or pages as needed)

# of Total Projects: 31		# of Active Projects: 12		Total Construction Cost (In Thousands) of Active Projects (excluding studies): \$217,374	
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., Sch.	1. HATHERLY ELEMENTARY Scituate, MA Project Director: Jon Lemieux, P.E.	William Burkhead Superintendent 339-832-2664	\$92,000 (Est.)	March 2028 (Est.) (N)
P	St., Sch., DD, CD	2. OUR ISLAND HOME Nantucket, MA Project Director: Jon Lemieux, P.E.	Town of Nantucket Brian Turbitt, Finance Director 508-228-7200	\$70,000 (Est.)	September 2027 (Est.)(N)
P	St., Sch.	3. OAKDALE ELEMENTARY Dedham, MA Project Director: Jon Lemieux, P.E.	Town of Dedham John Tocci, BC Chair 617-930-0061	\$96,000 (Est.)	September 2027 (Est.)(N)
P	St., Sch.	4. MEDFORD FIRE HEADQUARTERS Medford, MA Project Director: Jon Lemieux, P.E.	City of Medford Nina Nazarian, Chief of Staff 781-393-2412	\$30,000 (Est.)	September 2025 (Est.) (N)
P	Sch., DD, CD, AC	5. LITTLETON SENIOR CENTER Littleton, MA Project Director: Jon Lemieux, P.E.	Town of Littleton Ryan Ferrera, Interim Town Administrator 978-540-2463	\$14,700	March 2025 (Est.) (N)
P	Sch., DD, CD, AC	6. NORTON TOWN HALL Norton, MA Project Director: Jon Lemieux, P.E.	Town of Norton Michael Yunits, Town Manager 508-285-0212	\$17,000	November 2024 (N)
P	St., Sch., DD, CD, AC	7. NORFOLK FIRE STATION Norfolk, MA Project Director: Jon Lemieux, P.E.	Town of Norfolk Erron Kinney, Fire Chief 508-528-3207	\$20,177	November 2024 (N)
P	Sch., DD, CD, AC	8. SEASONAL MODULAR HOUSING Nantucket, MA Project Director: Jon Lemieux, P.E.	Town of Nantucket Brian Turbitt, Finance Director 508-228-7200	\$9,800	October 2024 (Est.)(N)
P	Sch., DD, CD, AC	9. HATCHVILLE FIRE STATION Falmouth, MA Project Director: Jon Lemieux, P.E.	Town of Falmouth Timothy Smith, Fire Chief 508-495-2511	\$8,000	July 2024 (N)
P	Sch., DD, CD, AC	10. MILTON FIRE STATIONS (3) Milton, MA Project Director: Jon Lemieux, P.E.	Town of Milton Brian Walsh, Building Committee Chair 617-909-4668	\$17,300	July 2024 (Scheduled) (R)
P	Sch., DD, CD, AC	11. NORTON SENIOR CENTER Norton, MA Project Director: Jon Lemieux, P.E.	Town of Norton Michael Yunits, Town Manager 508-285-0212	\$7,703	May 2024 (N)

Standard Designer Application Form for Municipalities and Public Agencies

P	St., Sch., DD, CD, AC	12. PENTUCKET REGIONAL HIGH SCHOOL West Newbury, MA Project Director: Jon Lemieux, P.E.	Pentucket Regional School District Greg Labrecque, Business Manager (Ret.) 978-807-5665	\$122,694	December 2023 (N)
P	Sch., DD, CD, AC	13. UPTON COMMUNITY CENTER Upton, MA Project Director: Jon Lemieux, P.E.	Town of Upton Joseph Layton, Town Manager 508-529-6901	\$10,370	May 2023 (N)
P	Sch., DD, CD, AC	14. WESTPORT ELEM. ROOF Westport, MA Project Director: Jon Lemieux, P.E.	Westport Public Schools Thomas Aubin, Superintendent of Schools 508-636-1140 x4022	\$2,546	October 2022 (R)
P	Sch., DD, CD, AC	15. ARLINGTON CENTRAL SCHOOL RENOVATION Arlington, MA Project Director: Jon Lemieux, P.E.	Town of Arlington James Feeny, Town Manager 781-316-3010	\$6,498	March 2022 (R)
P	Sch., DD, CD, AC	16. WESTBOROUGH PUBLIC SCHOOLS – FALES ES Westborough, MA Project Director: Jon Lemieux, P.E.	Town of Westborough Steve Doret, BC Chair/SC member 508-366-5833	\$47,687	November 2021 (N)
P	Sch., DD, CD, AC	17. SCITUATE SENIOR & RECREATION CENTER Scituate, MA Project Director: Jon Lemieux, P.E.	Town of Scituate James Boudreau, Town Administrator 781-545-8741	\$10,413	March 2021 (N)
P	Sch., DD, CD, AC	18. MEDFORD PUBLIC LIBRARY Medford, MA Project Director: Jon Lemieux, P.E.	City of Medford Nina Nazarian, Chief of Staff 781-393-2412	\$25,000	October 2020 (N)
P	Sch., DD, CD, AC	19. PLYMOUTH HARBORMASTER STATION Plymouth, MA Project Director: Jon Lemieux, P.E.	Town of Plymouth Chad Hunter, Harbormaster 781-831-0277	\$3,390	August 2020 (N)
P	Sch., DD, CD, AC	20. BOSTON ACCELERATED REPAIR PROGRAM East Boston, MA Project Director: Jon Lemieux, P.E.	City of Boston Scott Dupre, SPM - Public Facilities Dept 617-635-0555	\$10,872	Dec 2018 (Ph 1) (R) Sept 2019 (Ph 2) (R) Sept 2020 (Ph 3) (R)
P	Sch., DD, CD, AC	21. NANTUCKET FIRE HEADQUARTERS Nantucket, MA Project Director: Jon Lemieux, P.E.	Town of Nantucket Brian Turbitt, Finance Director 508-228-7200	\$15,400	Aug. 2019 (N)
P	Sch., DD, CD, AC	22. SOUTHBOROUGH PUBLIC SAFETY FACILITY Southborough, MA Project Director: Jon Lemieux, P.E.	Town of Southborough Jason Malinowski, BC Chair 978-273-7952	\$18,100	July 2019 (N)
P	Sch., DD, CD, AC	23. NANTUCKET ON-CALL PROJECT MANAGEMENT Nantucket, MA (Multiple Projects) Project Director: Jon Lemieux, P.E.	Town of Nantucket Brian Turbitt, Finance Director 508-228-7200	\$5,000+	(Ongoing Contract)
P	Sch., DD, CD, AC	24. NEWBURY POLICE & TOWN HALL Newbury, MA Project Director: Jon Lemieux, P.E.	Town of Newbury Martha Taylor, Town Planner 978-465-0862	\$4,000	Dec 2018 (N & R)
P	Sch., DD, CD, AC	25. WESTFORD FIRE HEADQUARTERS Westford, MA Project Director: Jon Lemieux, P.E.	Town of Westford Thomas Mahanna, PBC Chair 508-471-9607	\$10,000	Nov. 2018 (N)

Standard Designer Application Form for Municipalities and Public Agencies

P	Sch., DD, CD, AC	26. TEWKSBURY FIRE STATION Tewksbury, MA Project Director: Jon Lemieux, P.E.	Town of Tewksbury Richard Montuori, Town Manager 978-640-4300	\$13,600	October 2018 (N)
P	Sch., DD, CD, AC	27. HASTINGS ELEMENTARY Westborough, MA Project Director: Jon Lemieux, P.E.	Town of Westborough Steve Doret, BC Chair/SC member 508-366-5833	\$9,750	October 2018 (N w/small reno)
P	Sch., DD, CD, AC	28. ARMSTRONG ELEMENTARY Westborough, MA Project Director: Jon Lemieux, P.E.	Town of Westborough Steve Doret, BC Chair/SC member 508-366-5833	\$4,100	October 2018 (R w/addition)
P	Sch., DD, CD, AC	29. OUR ISLAND HOME NURSING HOME REPAIRS Nantucket, MA Project Director: Jon Lemieux, P.E.	Town of Nantucket Rachel Day, Administrator 508-228-0462	\$747	Jul. 2018 (N)
P	Sch., DD, CD, AC	30. HANCOCK FIRE STATION Everett, MA Project Director: Jon Lemieux, P.E.	City of Everett Robert Moreschi, Chief Procurement Officer 617-394-2288	\$2,290	June 2018 (R)
P	Sch., DD, CD, AC	31. WANNACOMET WATER COMPANY OFFICES Nantucket, MA Project Director: Jon Lemieux, P.E.	Town of Nantucket Mark Willett, Director 508-228-0022	\$3,700	May 2018 (N)
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Standard Designer Application Form for Municipalities and Public Agencies

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. If Needed, Up To Three, Double-Sided 8 1/2" X 11" Supplementary Sheets Will Be Accepted. **APPLICANTS ARE REQUIRED TO RESPOND SPECIFICALLY IN THIS SECTION TO THE AREAS OF EXPERIENCE REQUESTED.**

Please see [The VERTEX Companies, LLC Statement of Qualifications – we have utilized the additional pages for the project profiles in Section 1.](#)

11. Professional Liability Insurance:
 Name of Company: Construction Risk Partners | Aggregate Amount \$4MM | Policy Number [REDACTED] / Cert 69963160 | Expiration Date 10/26/2024

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). **NO**

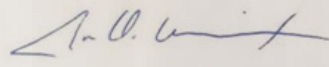
13. Name Of Sole Proprietor Or Names Of All Firm Partners and Officers:	
Managers	Officers
<ul style="list-style-type: none"> a. James B., O'Brien, Chief Risk Officer b. Jeffrey Picard, Chief Strategy Officer c. William McConnell, Jr., Chief Executive Officer d. Bruce Ficken, Board Member e. Nathan Brown, Board Member f. George Pierson, Board Member g. Sharon Siegel Voelzke, Board Member 	<ul style="list-style-type: none"> a. Jeffrey Picard, President b. James B. O'Brien, Secretary c. Marce Fiore, Treasurer d. William McConnell, Jr., Chief Executive Officer e. John E. Bryan, Assistant Secretary

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

Name	Title	MA Reg #	Status/Discipline	Name	Title	MA Reg #	Status/Discipline
a.				d.			
b.				e.			
c.				f.			

15. Names Of All Owners (Stocks Or Other Ownership):
TWD Vertex Acquisition, LLC owns 100% of The Vertex Companies, LLC f.

16. I hereby certify that the undersigned is an Authorized Signatory of Firm and is a Principal or Officer of Firm. 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	Jon Lemieux, PE, Executive Vice President	Date: March 7, 2024
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