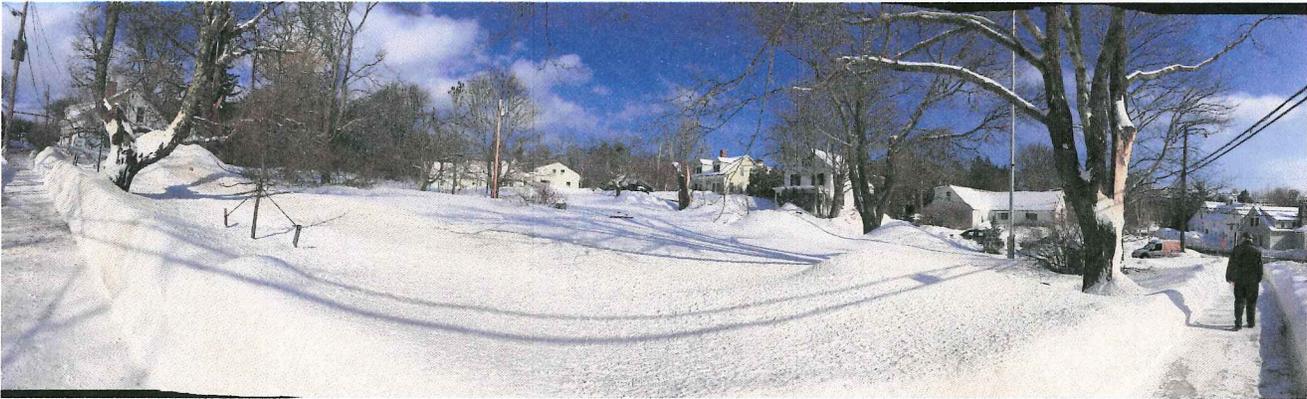


TOWN OF ROCKPORT, MAINE
QUALIFICATIONS FOR ARCHITECTURAL / ENGINEERING SERVICES

ROCKPORT PUBLIC LIBRARY

**For a New Rockport Public Library
On the Existing Site and/or the adjacent Memorial Park
In the Heart of the Village**



Limerock Street
Rockport, Maine 04856

February 8, 2016

REED & CO. ARCHITECTURE

46 Cumberland Ave, Portland, Maine 04101
207- 871-5678

REED & CO. ARCHITECTURE

46 CUMBERLAND AVE., PORTLAND, MAINE 04101
207 871-5678

February 8, 2016

Richard C. Bates, Town Manager
Town of Rockport
101 Maine Street
Rockport, ME 04856

Re: Proposal for Architectural/Engineering Services
For a New Rockport Public Library

Dear Mr. Bates:

Reed & Co. Architecture is pleased to submit our qualifications to assist the Town with the design and construction of a new library in the heart of the village of Rockport, Maine.

We have worked with over twenty public libraries in Maine, and have gained valuable experience designing *"a library that successfully threads a fine line between a welcoming personality that feels natural and at home in a small New England town center, and a facility that is contemporary in thought, flexible in use, and planned and constructed for future expansion"*.

Recently, we have assisted the towns of Gray and Cape Elizabeth in their efforts to plan for much needed improvements to their public libraries. Combining the input from library consultants, other architects, library staff, construction managers, and town officials, we have assisted these towns to arrive at solutions that meet current needs, provide for future growth, and are within their funded budget.

There has been a great deal of effort already in place for the planning of an expanded and improved Rockport Public Library. We would like to participate in this exciting process.

Please do not hesitate to contact us if you have any questions or require further information.

Sincerely,



Richard Reed, R.A., LEED AP
Maine Licensed Architect

Firm information



Reed & Co. Architecture is a small architectural design firm incorporated in the State of Maine providing architectural services since 1986 with offices in Portland, Maine. It is an inspirational setting from which to provide quality and sensitive design for our clients.

Richard Reed, Maine Licensed Architect, LEED AP is Principal Architect with over 35 years working in Maine. Cynthia Loebenstein, Maine Licensed Architect, LEED AP has worked

with Reed & Co. Architecture since 1998 and has been a registered architect since 1984. Collectively, they have over 75 years' experience, working with committees, guiding projects through regulatory agencies and building codes, creating designs from conceptual stage through detailed construction documents, bidding and construction related services.

Reed & Co. Architecture has provided architectural services in Maine for a variety of building types. Our principal expertise is library design which is extensive and currently includes over 20 library projects. We are currently completing a 4.2 million dollar renovation and addition to the Thomas Memorial Library in Cape Elizabeth. In 2014 we completed a 1.5 million dollar addition and renovation to the Gray Public Library.

Understanding and appreciating the rich nature of the Maine's historical structures is important to **Reed & Co. Architecture**. Many of our library projects included restoring and re-purposing historic structures while adding new square footage. It is always an exciting challenge to cherish and preserve our cultural inheritance while incorporating modern building technologies.

Reed & Co. Architecture has associations with the best engineers and consultants in the State, which date back in many cases to 30 years of working together as a project team. By hand selecting these consultants for each particular project, we bring fresh ideas, current technology and inspiration to each project. Our project team includes LEED accredited experts in energy efficiency and conservation methods and materials.

Budget, quality of workmanship, durability, and environmental sustainability are important considerations in all of our projects. These considerations are key to the design of a new public library in the heart of the village for the Town of Rockport.

Professional Liability Insurance

We have a \$1,000,000 (each claim) Liability Insurance Policy. This recently has been accepted by the Towns of Gray and Cape Elizabeth for multi-million dollar library projects.

State Review and Approval Agencies & Building Code Requirements

Nearly all of our work is public in nature, requiring frequent input and approval from State and Local code officials.

AIA Owner-Architect Agreement

We use AIA Contracts, General Conditions, and other AIA documents.

Hourly Rates and Fees

Hourly rates: Principal Architect	\$150.00
Staff Architect	90.00
Support Staff	60.00

We usually propose to use the "State of Maine Architectural Projects Schedule of Recommended Fees" (attached) to arrive at a lump sum fee.

This fee schedule does not include civil engineering services required for Planning Board, DEP, MDOT applications and approvals.

Hazardous materials discovery and remediation is not included in the fees recommended by the State of Maine Schedule.

Selection, specification and installation of library furnishings is not included in the fees recommended by the State of Maine Schedule.

Leadership in Energy and Environmental Design (LEED) Certification

All architects are LEED AP, along with our Interior Designer, Landscape Architect, Mechanical and Electrical Engineers.

W-9

A completed and signed W-9 form is attached.

STATE OF MAINE ARCHITECTURAL PROJECTS SCHEDULE OF RECOMMENDED FEES

Revised Schedule 2/89

New Construction Cost		A Rate	B Rate	C Rate
\$50,000	and below	10.0	11.0	12.0
\$50,000	to \$99,999	9.5	10.5	11.5
\$100,000	to \$149,999	9.2	10.2	11.2
\$150,000	to \$199,999	8.9	9.9	10.9
\$200,000	to \$299,999	8.5	9.5	10.5
\$300,000	to \$399,999	8.2	9.2	10.2
\$400,000	to \$499,999	8.0	9.0	10.0
\$500,000	to \$599,999	7.9	8.9	9.9
\$600,000	to \$699,999	7.8	8.8	9.8
\$700,000	to \$799,999	7.7	8.7	9.7
\$800,000	to \$ 899,999	7.6	8.6	9.6
\$900,000	to \$ 999,999	7.5	8.5	9.5
\$1,000,000	to \$1,499,999	7.3	8.3	9.3
\$1,500,000	to \$1,999,999	7.1	8.1	9.1
\$2,000,000	to \$2,499,999	7.0	8.0	9.0
\$2,500,000	to \$2,999,999	6.9	7.9	8.9
\$3,000,000	to \$3,999,999	6.8	7.8	8.8
\$4,000,000	to \$4,999,999	6.7	7.7	8.7
\$5,000,000	to \$6,999,999	6.5	7.5	8.5
\$7,000,000	to \$8,999,999	6.3	7.3	8.3
\$9,000,000	to \$10,999,999	6.1	7.1	8.1
\$11,000,000	to \$14,999,999	6.0	7.0	8.0
\$15,000,000	to \$19,999,999	5.9	6.9	7.9
\$20,000,000	to \$29,999,999	5.8	6.8	7.8
\$30,000,000	to \$50,000,000	5.7	6.7	7.7
For renovation projects add to percentage above for that portion of the project that is renovation.		2.0	2.5	3.0

EXAMPLES OF BUILDINGS ACCORDING TO DEGREE OF COMPLEXITY

A-Rate For structures of simple architectural character such as : Warehouses, Garages, Hangers, Garages, Loft Buildings, Parking Structures.

B-Rate For structures of usual architectural character such as: Office Bldgs. and Institutional Bldgs., Schools, dormitories, College Buildings (except special purpose Laboratories and Clinics), Armories

C-Rate

For structures of individual or specialized architectural character:
Libraries, Communications Buildings, including Radio and TV Studios,
Clinics, Laboratories, Health Centers Theaters (Performing Arts).

The fees above are based on the cost of construction and apply to lump sum, single contractor contracts. Where separate contracts are involved or where the construction is to be performed on a cost plus fee basis, an additional charge should be negotiated. When new additions are combined with alterations to an existing building, the fee should be adjusted based on value proportionately in accordance with the schedule. For multiple and different uses occurring in a single building, the fee may be adjusted proportionately to each occupancy. The fee for multiple or repetitive units, employing one or more repeated plans, should be negotiated.

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above REED & CO. ARCHITECTURE	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Exempt payee <input type="checkbox"/> Other (see instructions) ▶ _____	
	Address (number, street, and apt. or suite no.) 46 CUMBERLAND AVE.	Requester's name and address (optional)
City, state, and ZIP code PORTLAND, ME 04101		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)									
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Social security number</td> </tr> <tr> <td style="text-align: center;">[] [] [] - [] [] - [] [] [] []</td> <td></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="text-align: center;">01 - 0499105</td> <td></td> </tr> </table>	Social security number		[] [] [] - [] [] - [] [] [] []		Employer identification number		01 - 0499105	
Social security number									
[] [] [] - [] [] - [] [] [] []									
Employer identification number									
01 - 0499105									
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.									

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below).	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.	
Sign Here	Signature of U.S. person ▶ Richard K. Reed Date ▶ 2/8/16

General Instructions
 Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form
 A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

1. Approach

1 APPROACH

Collaborative teamwork is the key to the successful outcome of any building project. Our intention is to include input from the Town, constituents, users and staff. The design process is the identification, research and problem solving of a design challenge. Our experience is that creating these relationships generates a **collective wisdom** which promotes a “whole” that is far greater than the sum of the parts.

We therefore:

•**Establish Team / Communication**

Identify all constituents and users.

Assemble our team of engineering consultants to problem solve. Our landscape architect and civil engineers will work with us to determine the site constraints and opportunities.

Establish appropriate method of communication and maintain relevant communication throughout the process.

•**Information Gathering**

Site and parcel analysis from existing owner supplied survey and site borings. Review all current zoning, legal and environmental regulations. Review MDOT regulations for considering the potential of relocating Limerock Street.

Review all State and Local building codes.

Review all studies including the 2015 Steve Podganjny Building Program Statement & 2014 Gartley & Dorsky Expansion Assessment Report and Space Needs Justification Working Report.

•**Identification and Analysis of Constraints & Opportunities**

Locating the structure & parking while respecting the significance of Memorial Park.

Reconfiguring and/or eliminating Limerock Street including re-routing utilities including sewer and water lines.

Taking advantage of grade changes on the site for potential two story options and maximizing open space.

Positioning building and parking to provide optimal buffer to residential abutters.

Creating compatible roof forms and building scale appropriate to the historic character of the Village Center.

2. Understanding of Scope

2. GENERAL UNDERSTANDING OF SCOPE OF SERVICES TO BE PROVIDED

March 14, 2016 Preliminary Concept Scope of Services

1. Review existing information:

Previous studies including:

2015 Steve Podgajny Building Program Statement

2014 Gartley & Dorsky Expansion Assessment Report

Space Needs Justification Working Report

Property survey & borings

Observations on site

State and Local Codes and Ordinances

MDOT Regulations

2. Solicit input regarding needs and goals for the Library:

From AHLPC

From RPL Director and Staff

3. Using the proposed space allocations, develop a Preliminary Concept Plan to include:

Site Plan

Floor Plan(s)

4. Prepare a preliminary project budget based on the proposed building program and square foot costs.

August 1, 2016 Final Concept and Cost Estimates Scope of Services

1. Final Concept / Schematic Design

Based on the Project requirements agreed upon with the Town, develop a Final Concept/ Schematic Design consisting of a site plan, preliminary building plans, sections and exterior elevations. Renderings and/or models may be included.

2. Meet with State and Local Code Officials for preliminary input and approval.

3. Cost Estimate

Based on the level of detail established by the Schematic Design drawings, prepare a preliminary cost estimate.

Option: The involvement of a Construction Manager as Advisor is an option to be considered for cost estimating and other valuable input.

4. Regular meetings with AHLPC for design input.

6. Assist the AHLPC in presentations to the Community.

Scope of Services after November 2016 Referendum Approval

1. Design Development Drawings

Plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix the size and character of the Library Project as to site, architectural, structural, mechanical and electrical systems.

2. Outline Specifications

Identify major materials and systems and establish their quality levels.

3. Construction Documents

Drawings and specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the work.

4. Submit final Construction Documents to State and Local Code Officials for final approval.

5. Bidding and Negotiation

Assist the Town (and Construction Manager if applicable) in obtaining competitive bids.

6. Furnishings, Fixtures and Equipment

Assist in the selection, specification and installation of library furnishings.

7. Services During Construction

Advise and consult with the Town (and Construction Manager if applicable) during Construction Phase Services to include:

Evaluations of the Work

Certificates for Payment

Submittals

Changes in the Work

Project Completion

3. Project Team

RICHARD K. REED, Maine Licensed Architect, LEED, AP

Richard Reed, a native of Maine, has been a professional architect for over 30 years. His experience includes a wide range of projects, from the complexity of providing new science laboratories within historic structures, to the simplicity of a wood-framed library in rural Maine. Mr. Reed's work is guided by the belief that good architecture results from thoroughly understanding a client's needs and finding the simplest, most honest solution to those needs.

Representative Projects

Peaks Island Branch, Portland Public Library, Peaks Island, Maine

A study to optimize opportunities for improved program space for the existing branch library and community center. Design to include reconfiguration of space to improve handicap accessibility and increase program space.

Thomas Memorial Library, Cape Elizabeth, Maine

The restoration of a 1912 school and construction of a two story addition (10,000 sf) that takes advantage of the south sloping site to create an at-grade daylight lower level for the 'Children's Library including an outdoor play area and a reading garden.

Gray Public Library, Gray, Maine

The renovation and expansion of an existing library (7,000sf) which included an elevator for improved accessibility and future expansion of the lower level. Project included 3,000 sf of new staff space for ILL processing and nighttime meeting space.

Pittsfield Public Library, Pittsfield, Maine

Renovation and expansion of a Neo- Classical Carnegie Library on the List of Historic Places.

Carrabassett Valley Library & Community Building, Carrabassett Valley, Maine

A new combined municipal library, community center and childcare facility at the base of Sugar Loaf Mountain.

Arthur L. Mann Memorial Library, West Paris, Maine

The addition and renovation to a 1926 stone Gothic Revival library on the National Register of Historic Places. Project included improved accessibility and expansion to the facility and site.

New Gloucester Public Library, New Gloucester, Maine

Renovation and expansion of an old high school into a library, which was on the Federal Register of Historic Buildings

Harrison Village Library, Harrison, Maine

The renovation of a former town hall facility as a new library in the town center

Denmark Public Library, Denmark, Maine

A new two-story library building for the town of Denmark.

Rangeley Public Library, Rangeley, Maine

An addition to a 1907 Arts & Crafts style building on the Federal Register of Historic Buildings

Bowdoin College Children's Center, Brunswick, Maine

New 5,000 sf facility comprised of four activity rooms and support spaces

Special Training

- 1994 "Child Care Design Institute," Harvard University Graduate School of Design
- 1992 "Public Library Planning and Design," Harvard University Graduate School of Design

Registration/Education

Registered Architect: Maine, Connecticut.
Bachelor of Architecture, Pratt Institute, 1972
LEED, AP

CYNTHIA LOEBENSTEIN, Maine Licensed Architect, LEED AP

As registered architect for 29 years Cynthia's work encompasses a broad array of projects including institutional, historic, and educational buildings. The following is a representative list of projects where she was either; 1) primarily responsible for design; 2) responsible for preparation of construction documents or 3) managed the consultant team.

Representative Projects:

Thomas Memorial Library, Cape Elizabeth, Maine

The restoration of a 1912 school and construction of a two story addition (10,000 sf) that takes advantage of the south sloping site to create an at-grade daylight lower level for the 'Children's Library including an outdoor play area and a reading garden.

Gray Public Library, Gray, Maine

The renovation and expansion of an existing library (7,000sf) which included an elevator for improved accessibility and future expansion of the lower level. Project included 3,000 sf of new staff space for ILL processing and nighttime meeting space.

Pittsfield Public Library, Pittsfield, Maine

A new addition and renovation to a 1903 Neo-Classical Carnegie Library on the List of Historic Places. Project included new adult stack area, new nighttime-use meeting room and improved accessibility.

Arthur L. Mann Memorial Library, West Paris, Maine

The addition and renovation to a 1926 stone Gothic Revival library on the National Register of Historic Places. Project included improved accessibility and expansion to the facility and site.

Carrabassett Valley Library & Community Building, Carrabassett Valley, Maine

A new combined municipal library, community center and childcare facility at the base of Sugar Loaf Mountain.

Sorrento Library, Sorrento, Maine

Renovations to an 1893 colonial revival building included on the National Register of Historic Places which functions both as a library and a community building for the summer community of Sorrento.

D. A. Hurd Library, North Berwick, Maine

Renovations to an existing brick colonial revival library building and an addition to include improved accessibility, meeting rooms and new children's library.

New Portland Community Library, New Portland, Maine

A new library (2,100sf) providing a new adult reading area as well as a new children's library.

Rangeley Public Library, Rangeley, Maine

An addition to a 1907 Arts & Crafts style building which is on the National Register of Historic Building and located in the town center.

Registration/Education

1981	Bachelor of Architecture, University of Maryland, Deans List
1985	Registration, Maryland
1986	Registration, Maine
2009	LEED Accredited Professional for New Construction

Affiliations

2007-2009	Portland Society of Architects, Education Committee
2008-2014	Friends of Evergreen Cemetery, Vice- President/President
2012- current	Park Commissioner for City of Portland

4. Project Schedule

4. PROJECT SCHEDULE

<i>Task</i>	<i>Complete by</i>
Preliminary Concept	March 14, 2016
Final Concept/Schematic Design and Cost Estimate	August 1, 2016
November 2016 Referendum Approval	November 1, 2016
Design Development	January 10, 2017
Local and State Code Review	February 28, 2017
Construction Documents	May 10, 2017
Bidding and Negotiation	June 7, 2017
Construction Start	June 20, 2017
Construction Complete	March 13, 2018
Punch List	March 27, 2018
Shelving Installation	April 10, 2018
Collection Installation	April 24, 2018
Furniture Installation	May 2, 2018
Training	May 9, 2018
Library Opens!	May 2018

5. Relevant Project Experience

Portland Public Library, Peaks Island Branch, Peaks Island, Maine

A study to optimize opportunities for improved program space for the existing branch library and community center. A 50% increase in space to the library was created by enclosing an underutilized entrance porch, relocating an existing stair, and reconfiguring existing toilets to improve handicapped accessibility. Estimated construction start in 2016.

References;

Sarah Campbell, Executive Director
Portland Public Library
5 Monument Square
Portland, ME 04101
207 871-1700 x736
campbell@portland.lib.me.us

Priscilla Webster, Peaks Island Branch Manager
129 Island Ave.
Peaks Island, ME 04108
207 766-5540
Webster@portland.lib.me.us

Thomas Memorial Library, Cape Elizabeth, Maine

The restoration and repurposing of a 1912 school building and the construction of a two story addition that takes advantage of the south sloping site to create an at-grade daylight lower level for the Children's Library complete with an outdoor garden and a pedestrian walkway to the adjacent elementary school. was completed in February 2016.

References:

Jay Scherma, Library Director (retired)
Thomas Memorial Library
6 Crescent View Ave.
Cape Elizabeth ME
207 741-2758
jscherma@maine.rr.com

Michael McGovern, Town Manager
Town of Cape Elizabeth Maine
PO Box 6260
320 Ocean House Road
Cape Elizabeth, ME 04107
207 619-6716
michael.mcgovern@capeelizabeth.org

Gray Public Library, Gray, Maine

The renovation and expansion of the existing 7,000 square foot library included a new elevator for improved accessibility and future expansion of the lower level (additional 5,000 sf) and 3,000 square feet of new staff space and nighttime meeting space. Construction completed December 2014.

References:

Joshua Tiffany, Library Director
Gray Public Library
5 Hancock Street
Gray, Maine 04039
207 657-4110 x 102
jtiffany@gray.lib.me.us

Deborah Cabana, Town Manager
Town of Gray, Maine
24 Main Street
Gray, ME 04039
207 657-3339

D. A. Hurd Library, North Berwick, Maine

An addition and renovation of an existing brick colonial revival library building that includes improved accessibility, night time use meeting room and a new book stack area. Construction completed in February, 2013.

Reference:

Beth Sweet, Library Director
D.A. Hurd Library
41 High Street
North Berwick, Maine 03906
207- 676- 2215
hurddirector@da-hurd.lib.me.us

Arthur L. Mann Memorial Library, West Paris, Maine

Addition and renovation to a 1926 stone Gothic Revival library building to include improved accessibility and expansion to the facility and site. The existing library is on the National Register of Historic Places. Construction completed in the fall of 2009.

Reference:

Patricia Makley, Library Director
West Paris Public Library
PO Box 307
West Paris, ME 04289-0307
207 674-2004
librarian@westparislibrary.org

Carrabassett Valley Library & Community Center, Carrabassett Valley, Maine

A new combined library, community center and child care facility for the Town of Carrabassett Valley. Construction completed in November of 2009.

References:

Andrea DeBiase, Librarian
Carrabassett Valley Public Library
3209 Carrabassett Drive
Carrabessett Valley, Maine 04947
207- 237-3535
adebiase@carrabassett.lib.me.us

Dave Cota, Town Manager
Town of Carrabassett Valley, Maine
1001 Carriage Road
Carrabassett Valley, ME 04947
207 235-2645
towncvtm@roadrunner.com

Pittsfield Public Library, Pittsfield Maine

The addition and renovation to the 1903 Neo- Classical Carnegie Library that is on the National Register of Historic Places. The design includes improved accessibility and an expansion to include a new adult stack area, new nighttime use meeting room. Construction completed in spring of 2008.

Sorrento Library, Sorrento, Maine

The renovation of the 1893 colonial revival building, which is on the National Register of Historic Buildings. This building functions both as a library and a community building for the summer community of Sorrento. Construction completed in 2007.

New Portland Community Library, New Portland, Maine

A new library for the town of New Portland providing a new adult reading area as well as new children's library. Construction completed 2006.

Harrison Village Library, Harrison, Maine

This renovated town hall building is located in the center of Harrison. Renovation included planning for a future addition. Construction was completed in fall of 2004

Rangeley Public Library, Rangeley, Maine

An addition to a 1907 Arts & Crafts style building which is on the National Register of Historic Buildings located in the center of town. Completed in spring, 2002.



Rangeley Public Library
Rangeley, Maine

Reed & Co. Architecture



Carrabasset Valley Library and Community Center
Carrabasset Valley, Maine

Reed & Co. Architecture



Additions and Alterations to the Sorrento Public Library
Sorrento, Maine

Reed & Co. Architecture



New Gloucester Public Library
New Gloucester, Maine

Reed & Co. Architecture



Additions and Alterations to the Thomas Memorial Library
Cape Elizabeth, Maine

Reed & Co. Architecture



Additions and Alterations to the Thomas Memorial Library
Cape Elizabeth, Maine

Reed & Co. Architecture

6. Consultants

6. CONSULTANTS

Reed & Co. Architecture is the primary firm and will contract with the following consultants, some of whom we have worked with for over 30 years:

Interior Design	Nadine Cole, LEED AP 30 Drake Lane Kittery, Maine 03904
Landscape Architect:	Robert Metcalf, PLA & Michael King, PLA, LEED AP Mitchell & Associates 70 Center Street Portland, Maine, 04101
Civil Engineers:	William B. Gartley, PE Gartley & Dorsky 59B Union Street Camden, Maine, 04843
Traffic Engineers:	Randy Dunton, PE Gorrill Palmer 15 Shaker Road Gray, Maine 04039
Structural Engineering:	Tim Shelley, PE Shelley Engineering Inc. 58 Mayberry Road P.O. Box 1030 Gray, Maine, 04039
Mechanical Engineers:	Andrew Holbrook, PE, LEED AP Holbrook Engineering, LLC 52 Heath Rd Saco, Maine, 04072
Lighting & Electrical Engineers:	Larry Bartlett, PE, LEED AP Bartlett Design 942 Washington Street Bath, Maine, 04530

COLE
DESIGN

PROFILE

My twenty five years of professional experience encompasses all phases of interior design practice for various building types and uses. This experience includes participation in client relations, project interviews, design, marketing, lighting, furniture, construction documentation and interiors specification.

OWNER

Cole Design, LLC
2009 - present

INTERIOR DESIGNER

Thomas Memorial Library, Cape Elizabeth, ME- Reed & Co. Architecture
Spurwink Retreat, Scarborough, ME – Whitten Architects
Hills Beach Cottage, UNE, Biddeford ME – Whitten Architects
Coastal Kids Preschool, Damariscotta, Maine – Reed & Co. Architecture
Saco Biddeford Savings Institution, Saco, ME– Reed & Co. Architecture
Retail space, Saco, Maine – Reed & Co. Architecture

PERMANENT EMPLOYMENT

Tsoi Kobus & Associates
May 2008 - June 2009

INTERIOR DESIGNER

UMMS-Mattapan
Offices for Boston Medical Center
Boston College campus planning

Harriman Associates
January 2007 - April 2008

INTERIOR DESIGNER

Fryeburg Academy Performing Arts Center
Buxton Elementary School
4 floors of new Medical Office Building – Intermed prime tenant
Adams Hall, Bowdoin College, Brunswick, Maine

**Shepley Bulfinch Richardson
& Abbott**
September 2004-January 2007

INTERIOR DESIGNER

Project Team Administrator-completed
LEED-CI application for SBRA offices – Silver certification awarded
Michael Klahr Center for the
Holocaust Human Rights Center
at the University of Maine-Augusta, Augusta, Maine-*finishes, client meetings*
Queens University, new Library, Belfast, Northern Ireland – *finishes, furniture*
Client meetings
University College Cork, Postgraduate Research Library, Cork, Ireland
Finishes, furniture selection

OWNER

Cole Design
February 2004 – Sept 2004

INTERIOR DESIGNER

Hissong Development Corporation, Kennebunk, Maine
Total Fitness Club, Westbrook, Maine
Renovation of 12,000 sf facility; *Lighting, locker rooms, studios, finishes, furniture*

PERMANENT EMPLOYMENT

Reed & Co. Architecture
30 Pleasant Street
Portland, Maine 04101
October 1997 – February 2004

INTERIOR DESIGNER

Falmouth Congregational Church, UCC, Falmouth, Maine
Renovation and addition
Finishes, light fixture and millwork design of Chancel & meeting spaces
Bowdoin College Children's Center, Brunswick, Maine
5,000 sf new construction
Programming, space planning, interior finishes, millwork, exterior color

Saco & Biddeford Savings Institution, Saco, Maine

Renovation – 2 bank branches

Programming, space planning, design of millwork of teller line & lobbies, interior finishes, lighting, furnishings, client relations

Rangeley Public Library, Rangeley, Maine

Renovation & addition to 1907 Arts & Craft Style Building

Interior millwork, lighting, finishes, client relations

New Gloucester Public Library, New Gloucester, Maine

Addition and renovation to former historic High School.; *Interior finishes*

Aroostook Band of MicMacs Cultural, Community & Educational Center

Presque Isle, Maine, 10,000 sf new construction

Finishes for offices, Council Chamber, class rooms and Museum

Kennebunk Town Hall Auditorium, Kennebunk, Maine

Renovation of public restrooms, spaces and Auditorium

Study, programming, lighting, coordination of interior systems, interior finishes

Furnishings and client relations

Saco City Hall Auditorium, Saco, Maine

Renovation of offices, public spaces, Auditorium, finishes

Cary Medical Center, Women's and Children's Wellness Center, Caribou, Maine

Addition and renovation of 20,000 sf

Finishes

State of Maine Offices, Tyson Center, Augusta, Maine

Renovation of 30,000 sf former dormitories to office space

Programming, space planning, furnishings, finishes, client relations

Time Warner Cable of Maine, South Portland, Maine

Retail space

Programming, space planning, design, finishes, client relations

CO-OWNER

World Design Studio

11 Avon Street

Portland, Maine 04101

October 1996 -October 1997

INTERIOR DESIGNER

The Map Store, DeLorme Office Headquarters, Yarmouth, Maine

Retail store

Programming, design, millwork, lighting, finishes, furnishings, client relations

PERMANENT EMPLOYMENT

Lisa Whited Planning & Design

Portland, Maine 04101

November 1993 – October 1996

INTERIOR DESIGNER

INTERNSHIP

May 1990 – July 1991

Architectural Drafting & Interior Design

Reed & Barba Architects Portland, Maine

COMPUTER TECHNOLOGY

Autocad / Revit / Word / Excel / Photoshop / Sketch Up

PROFESSIONAL REGISTRATION

Interior Designer - License # IR2461 State of Maine

NCIDQ Certificate # 014725 / IIDA # 110826

LEED AP

EDUCATION

Master of Science; Environmental & Interior Design; University of Massachusetts, Amherst, MA

Associate of Arts; Architectural Studies; University of Maine, Augusta

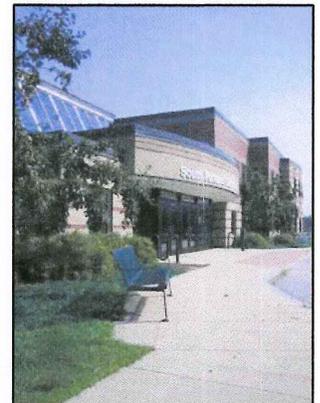
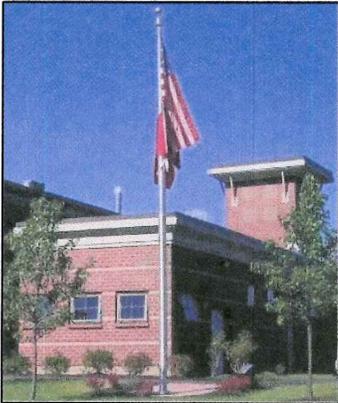
Bachelor of Arts: French; University of Massachusetts, Boston

(207) 653 0083

www.coleinteriordesign.com

P.O.Box 361, Kittery, ME 03904

ncole@coleinteriordesign.com



APPROACH

Mitchell & Associates manages and coordinates all design services for clients to meet project goals. Competent, skilled professionals from other disciplines are added to the project team depending on the nature and complexity of the project. Mitchell & Associates regularly works with architects; civil, geotechnical and traffic engineers; land surveyors; wetland scientists; soil scientists; site evaluators; foresters; marketing specialists; graphic designers and other professionals.

SERVICES

- Land Use Feasibility and Analysis
- Master Planning
- Commercial and Office Developments
- Urban Planning & Design
- Open Space Planning & Design
- Residential Design
- Multi-Family Housing Design
- Subdivision Design
- Institutional Design
- Detailed Site Planning and Design
- Local, State & Federal Permitting

EXPERIENCE

Mitchell & Associates is a landscape architectural and planning firm which was founded in 1975 by John D. Mitchell. Since its establishment, the firm's philosophy is to work in partnership with our clients to provide uncompromising design solutions that are functional, creative and fiscally sound.

RECORD

Mitchell & Associates has developed a reputation for innovative problem solving, creative landscape design and economical solutions to difficult site conditions. All of the firm's proposed design solutions are based upon a commitment to see plans become reality. The large number of long-term clients and repeat business attest to the level of satisfaction and the professional services offered by the firm.



MUNICIPAL & INSTITUTIONAL

Mitchell & Associates is a landscape architectural and planning firm based in Portland, Maine. Since its establishment in 1975 by John D. Mitchell, the firm's philosophy is to work in partnership with our clients to provide uncompromising design solutions that are functional, creative and fiscally sound. Mitchell & Associates has developed a reputation for innovative problem solving, creative landscape design and economical solutions to difficult site conditions. The large number of long-term clients and repeat business attest to the level of satisfaction and the professional services offered by the firm.

State and Municipal

- State of Maine Office Building South Portland, Maine
- West End Fire Station South Portland, Maine
- South Portland Public Works Complex South Portland, Maine
- Freeport Public Safety Building Freeport, Maine
- Freeport Public Works Complex Freeport, Maine
- South Portland Community Center South Portland, Maine
- South Portland Recreational Complex South Portland, Maine
- Redbank Multi-Purpose Building South Portland, Maine
- Cape Elizabeth Public Safety Building Cape Elizabeth, Maine
- Hadlock Field Portland, Maine

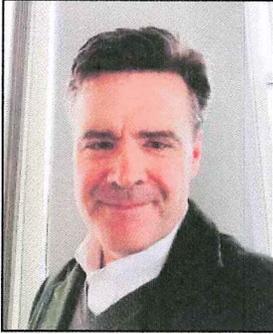
Institutional

- Maine Orthopedic Center and Addition Portland, Maine
- Christ Church Kennebunk, Maine
- Iris Network Portland, Maine
- Westbrook Warren Congregational Church Westbrook, Maine
- St. Joseph's Library Standish, Maine
- Bath Marine Museum Bath, Maine
- Eliot Post Office Eliot, Maine
- Kennebunk Post Office Kennebunk, Maine



MICHAEL W. KING

Landscape Architect



EDUCATION

University of Massachusetts —
Amherst
Master of Landscape Architecture

Bowdoin College, Brunswick, Maine
Bachelor of Arts

PROFESSIONAL REGISTRATION

Maine #3919
CLARB # 39271

AWARDS

- AGC Build Maine Award: State Office Building, 2015
- Maine Preservation Honor Award: Castle at Deering Oaks, 2007
- Maine Preservation Honor Award: Ravine at Deering Oaks, 2001
- Maine Preservation Honor Award: Portland Observatory, 2000

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

MeDOT Local Project Administrator

LEED Accredited Professional (AP)

U.S. Green Building Council —
Maine Chapter

RECENT PROJECTS:

Schlotterbeck & Foss Building, Portland, ME / 2015
Site design of an adaptive re-use of an existing John Calvin Stevens building in the Bayside section of Portland. Site Design/Permitting/Construction Documents

The Park Danforth, Portland, ME / 2014 — 2015
An existing senior housing facility servicing special needs, assisted living, and independent living residences. The Master Plan and expansion involves feasibility studies, zoning changes & site design for the expanded program.
Site Design/ Permitting/Construction Documents

State Office Building, South Portland, ME / 2014
Design and approvals of a 75,000 sf office building to house State of Maine DHHS and Dept. of Labor.
Site Design/Approvals/DEP Permitting/Construction Documents/Construction Administration

Fort Williams Park, Cape Elizabeth, ME / 2013
Design development and construction administration of site improvements including roadway, pathway and stormwater improvements.
Site Design/Construction Documents/Con. Admin.

'midtown', Portland, ME / 2014 — 2015
Project redevelopment of a vacant urban brownfield lot. Design included development of an interactive urban public street and integration of active public space with the existing 'Bayside Trail'.
Site planning/ Urban Design/Permitting,/ Construction Document

EXPERIENCE

Mitchell & Associates
Landscape Architects - Site Planners
Portland, Maine

Mohr & Seredin Landscape Architects, Inc.
Landscape Architects and Site Planners
Portland, Maine



Company Description

About Gorrill Palmer

Gorrill Palmer is an integrated land development, transportation and municipal engineering firm. We have been providing quality professional service to clients throughout New England since 1998 and the Mid-Atlantic area since 2013.

Size

Our offices employ sixteen staff, including the following:

- Nine Professional Engineers (P.E.) with registrations throughout New England
- Six certified MaineDOT Local Project Administration specialists (LAP)
- Two ITE-Certified Professional Traffic Operations Engineers (PTOE's)
- Two Certified Professional Erosion and Sediment Control specialists (CPESC)
- Two certified Leadership in Energy and Environment Design specialists (LEED)
- Two NETTCP-Certified Pavement Inspectors
- One certified erosion, sediment, and storm water inspector (CESSWI)
- One AICP-certified Planner

Services

Gorrill Palmer has expertise in the following service areas:

- Roadway Design
- Intersection/Roundabout Design
- Traffic Analysis and Design
- Multi-Use Trail Design
- Parking Lot Design
- Construction Inspection Services
- Local, State and Federal Permitting
- Stormwater Management and Erosion Control
- Transportation Master Planning
- Pedestrian/Bicycle Plans and Studies
- Feasibility Studies
- Traffic Impact and Management Studies
- Corridor Studies
- Pavement Management Studies and Comprehensive Planning
- Transportation Demand Management and Plans
- Parking Studies
- Neighborhood Traffic Calming
- Capital Improvement Planning Assistance
- Municipal Ordinance Development/Review
- Utility Design and Fire Flow Evaluations
- Combined Sewer Separation Design and Observation Services
- Site Development Design
- Residential and Commercial Subdivision Design
- Peer Review (Municipal)



Randy Dunton

Professional Engineer | Senior Engineer

Education

- University of Maine: B.S. in Civil Engineering

Registrations and Certifications

- Maine # 8686
- New Hampshire #14676
- Certified by ITE as a Professional Traffic Operations Engineers #611

Affiliations

- Member/Past President, Maine Chapter, Institute of Transportation Engineers

Experience

- 6 years in public practice
- 16 years in private practice

Municipal Peer Review - Randy has conducted peer reviews for many projects located in both Maine and New Hampshire. Prior to joining Gorrill Palmer he served as southern Maine Region 1 traffic engineer for the MaineDOT during which one of his primary responsibilities was to review traffic studies associated with traffic movement permit applications and proposed mitigation. At Gorrill Palmer he currently assists in providing on call peer review services for traffic and parking studies in the Towns of Windham, Cumberland, Scarborough, and Gray in Maine.

Parking Studies - Randy has completed many parking studies for developments. Some of the more significant studies include the following:

- Forefront at Thompsons Point – Required the evaluation of combined parking demand for the mixed use development taking into consideration individual hourly parking for each use and the potential for shared parking

- University of Southern Maine, Portland campus- Completed annual parking assessment and provided summary reports regarding on and off street parking associated with the University Campus
- Gorham High School on campus parking observations and evaluation

Traffic Impact Studies - Randy has completed hundreds of traffic impact studies and peer reviewed scores of others, a sampling of which is presented below in which he either led or assisted. These studies typically include an assessment of the traffic impacts, pedestrian and vehicular circulation as well as a determination of off-site mitigation requirements.

Institutional

- Maine Department of Human Services building on the Jetport access road in Portland
- Assisted with traffic study for the Dormitory expansion at Bates College in Lewiston
- Alford Cancer Center located in Augusta
- Molly Ockett Middle School in Fryeburg

Municipal

- Assisted with Westbrook Middle School
- Completed an evaluation for the relocation of the Saco Public Works Facility

FIRM PROFILE

Gartley & Dorsky Engineering & Surveying, Inc. is a full-service civil engineering, structural engineering and surveying firm specializing in Maine projects. The firm was formed in 2003 by William Gartley, PE and James Dorsky, PLS who prior to that were principals in the Augusta-based firm of Coffin Engineering & Surveying and managed the Camden Office that was established in 1992. Since its inception, Gartley & Dorsky has expanded and enhanced its in-house services to include specialty disciplines such as wetland and soils science, small bridge design, historic structures, and hydrographic surveying. In 2013, Gartley & Dorsky opened a branch office in Damariscotta to expand its service area.

SERVICE AREAS

Gartley & Dorsky routinely provides the following services on hundreds of projects each year:

Surveying

Boundary Surveys and Research
Right-of-way Surveys
Condominium Plats and Plans
Topographic and As-built Surveys
Elevation Certificates/LOMAs
ALTA/ACSM Land Title Surveys
Hydrographic Surveys
Subdivisions
Construction Layout

Permitting

Natural Resource Protection Act (NRPA)
Permits
Army Corps of Engineers Permits
Maine DEP Stormwater Permits
Maine DEP Site Location Permits
Flood Hazard Development Permits
Subdivision Planning Approvals
Municipal Coordination
Shoreland Zoning

Natural Resource & Soil Services

Soils Surveys and Mapping
Site Evaluation
Vernal Pool Identification
Wetland Delineation
Engineered and Conventional Septic Systems
Wetland Mitigation and Remediation

Civil Engineering

Roadway Design
Construction Administration/Inspection
Preparation of Construction Project Specifications
Hydrologic Analysis and Design
Water and Sewer Extensions
Stormwater Management
Site Planning
Subdivisions
Shoreline Stabilization
Feasibility Assessments
Culvert/Bridge Design

Structural Engineering

Structural Analysis and Design
New Construction, Additions and Renovations
Building Inspections
Historic Structures
Construction Field Assistance
Conditions Assessments
Structural Detailing
Pier and Wharf Design
Component Design
Small Bridge Design
Retaining Wall Design



RELEVANT PROJECT LIST

Gartley & Dorsky has extensive relevant experience providing feasibility studies, concept planning, site planning and design, ordinance review, structural analysis and design and evaluation of regulatory permitting requirements. We work extensively with municipal, county and state agencies on a wide variety of projects. Please find a short-list of selected projects which demonstrate our breadth of services and our experience performing work relevant to the proposed project.

Selected Rehabilitation/Renovation/Expansion Projects (2013 – 2015, Current)

- Owls Head Transportation Museum: Civil, structural and site evaluation services for museum expansion and renovation (Current)
- Farnsworth Art Museum Olson House: Structural evaluation (Current)
- Farnsworth Art Museum: Structural assessment for various exhibits (on-going)
- 16 Bay View Street, Camden: Structural design for renovation of historic masonry theatre and restaurant space to hotel (2015, Current)
- Unity Food Hub (Historic): Surveying, permitting, civil/structural engineering for award-winning schoolhouse rehabilitation and re-purpose project (2015)
- Freedom Mill (Historic): Surveying and structural engineering for award-winning mill rehabilitation and re-purpose project (2013)

Selected New Construction Projects (2013 – 2015, Current)

- Center for Maine Contemporary Art: Civil engineering for new construction museum (Current)
- Starfire Building: Civil design; new construction art gallery and conditioned art storage (Current)
- Journey's End Marina: Structural engineering for replacement boat storage and repair facility (2014)
- PITCH Indoor Soccer Facility: Surveying, civil and structural engineering, site planning, permitting, for new construction indoor soccer facility (2013)
- Front Street Shipyard: Surveying, civil and structural engineering, permitting for multi-building complex in Belfast Harbor (2010, ongoing)

Selected Municipal Projects (2013 – 2015, Current)

- Northport Edna Drinkwater School: Site design and septic system upgrade (Current)
- Rockport Opera House: Project management for roof, windows, and painting (Current)
- City of Rockland – Design and construction of new sidewalks (Elm Street, School Street, Museum Street, Winter Street, Limerock Street) (Current)
- Rockport Town Office: Structural Building evaluation – Interior/exterior cracks (2014)
- City of Rockland Harbor Park Boardwalk: Design & permitting (2014)
- City of Rockland Lindsey Brook Re-construction: Design, Site Plan, permitting (2014)
- St. George Jackson Memorial Library: Structural design for building renovation (2013)
- Hope Town Office/Library: Survey, civil design, site plan for building renovation (2013)
- Knox County Public Safety Building: Prime Consultant for renovation and new construction project; civil, structural, permitting, wetlands, bid administration/inspections (2013)
- Lincolnville Town Office: Civil and structural design for expansion/renovation (2013)



WILLIAM B. GARTLEY

PRESIDENT (Maine P.E. 7961; Florida P.E. 73293)
Gartley & Dorsky Engineering & Surveying, Inc.

With a strong background in civil and structural engineering, Will leads the Gartley & Dorsky engineering team providing excellent engineering solutions for a full range of applications. His technical experience and knowledge is only surpassed by his natural ability to develop positive client relations and repeatedly produce a high standard of deliverables for each client and project. The continuous growth and development of Gartley & Dorsky in the small mid-coast area plays tribute to these attributes.

SKILLS PROFILE

- ❖ Project Management and Client Relations Development for all engineering projects
- ❖ Permitting and Client Representation – local and state regulatory approvals
- ❖ Structural Analysis and Design – steel, wood and reinforced concrete design, building inspections
- ❖ Civil Engineering Analysis and Design – alignment and grading, roadway and parking facility design
- ❖ Land Use Consulting – feasibility analysis, design alternative analysis
- ❖ Land Development Services – site inspections, site and subdivision design
- ❖ Code Administration: IBC, IRC, IEBC and NFPA

EDUCATION

- ❖ A.S., Civil Engineering Technology, University of Maine, Orono, Maine, 1987
- ❖ B.S., Civil Engineering, University of Maine, Orono, Maine, 1990

PROFESSIONAL EXPERIENCE

Gartley & Dorsky Engineering & Surveying, Inc., Camden, Maine, 2003-Present

President: Lead engineering team with high expectations and performance standards aimed to provide high quality, efficient engineered solutions in a wide variety of applications. Work closely in a personal manner with clients to achieve desired objectives and produce desired deliverables. Responsible for company growth and development as local engineering needs expand and transition. Maintain close working relations with senior and project engineers to contribute technical expertise to the team in structural and civil engineering applications. Represent clients for local and state permitting requirements.

Coffin Engineering & Surveying, Inc., Camden, Maine, 1999-2003

President: Oversee business management and development of Camden branch office. Conduct engineering analysis and design, as well as civil and structural engineering project management. Guide clients through permitting and regulatory approvals processes.

Coffin Engineering & Surveying, Inc., Augusta/Camden, Maine, 1994-1999

Senior Engineer: Civil and structural analysis and design. Project management and construction administration. Client representation for permitting and approval applications. Principal projects include MBNA facilities development in mid-coast Maine.

Coffin Engineering & Surveying, Inc., Augusta/Camden, Maine, 1990-1993

Project Engineer: Civil and structural design and analysis. Computer-aided modeling and design.

ORGANIZATIONAL AFFILIATIONS

- ❖ American Society of Civil Engineers (ASCE)
- ❖ Structural Engineering Association of Maine (SEAM)
- ❖ Structural Engineering Institute (SEI)
- ❖ International Code Council (ICC)

SHELLEY ENGINEERING COMPANY PROFILE

Firm Description:

Shelley Engineering (SEI) is a medium-sized firm providing structural design services to its clients. The firm was founded in 1991.

Our structural designs are consistently detailed on our drawings to a level not commonly found today. This allows for more accurate bids, faster construction, and a coordinated design. Our clients and contractors have consistently applauded our designs. Our designs are not only accurate and efficient, but are practical as well. We have an extremely strong background in construction knowledge, and it is reflected in our designs.

Our engineering services are extremely competitive, in large part because our engineers computer generate their designs and drawings. This has proven an extremely effective alternative to the traditional engineer-to-drafter cycle of producing drawings. It also puts the engineers in full control of their designs.

Our timeliness on design completion is excellent. We understand the fast paced nature of the construction industry, and respond accordingly. We are willing to work long hours to keep a project on schedule. Our very complete designs also aid in minimizing clarifications during the shop drawing review process.

At SEI we have invested into the latest technologies available for structural engineering. Although the computer programs we use are very useful, our staff has the hands on experience to use them wisely.

Andrew Holbrook, P.E.
Holbrook Engineering, LLC
52 Heath Rd
Saco, ME 04072
207-283-9127
aholbrook@maine.rr.com

Education: B.S., Marine Engineering, US Merchant Marine Academy, 1986
M.B.A., University of Vermont, 1992

Licenses/Certifications: Professional Engineer (Mechanical), ME, NH, VT, NY, MA
LEED AP, USGBC

Experience: Mechanical Engineer, 2008 to present, Holbrook Engineering, LLC
Mechanical Engineer, 1994 to 2008, Neill & Gunter, Inc and Whitney Engineering, LLC
Maintenance supervisor, 1993-1994, Stella Foods
Operating engineer, marine power plants, 1986-1991, MEBA II

Capabilities:

- Engineering, design and specification of commercial, industrial, medical, and public HVAC, plumbing and fire protection systems in accordance with NFPA and building codes. Entire scope of mechanical engineering services including client communication, design loads, equipment selection, layout, design, installation details, specifications, construction administration and performance verification.
- Building Energy Modeling for HVAC plant sizing, LEED certifications, Energy Efficiency grants and energy cost analysis
- Studies and estimates for commercial and industrial projects including building mechanical renovations and new construction building mechanical systems
- Medical Gas systems for Hospitals and Medical Care Facilities
- ADA and Hyperbaric Plumbing Fixture selection and installation details
- Diagrammatic Design and Specification for residential HVAC and plumbing
- Construction administration for commercial projects
- HVAC and plumbing systems for Industrial Facilities
- Commercial Kitchen Exhaust and Ventilation Systems
- Energy Analysis of Existing Building and HVAC systems
- Mechanical system review for the application of Government Energy Efficiency incentives
- Determination of Building Fire Protection Requirements
- Engineering and Design of Solar Domestic Water Heating Systems

Computer Capabilities: Trane-Trace Building Load and Energy Analysis, AutoCad, Word, Excel, AutoPipe, Crane Line Sizing.

Insurance: 1,000K/1,000K Professional Liability, 1,000K/1,000K General Liability

References: Available on Request

Bartlett Design

LIGHTING & ELECTRICAL ENGINEERING

942 WASHINGTON STREET BATH, MAINE 04530

TEL (207) 443-5447 FAX (207) 443-5560

e-mail: bartlettdesigninc@comcast.net

Located in Bath, Maine, **Bartlett Design** has provided consulting electrical engineering services since 1996. The firm staff includes Lawrence E. Bartlett as the principal electrical engineer and Jessica Confer as senior electrical designer. In addition, administrative tasks and specification writing are performed by Virginia Bartlett. Additional contract personnel are utilized on an as-needed basis.

Bartlett Design provides a full range of electrical engineering and lighting design services, including primary and secondary electrical distribution, power systems analysis and branch distribution design, interior and exterior lighting systems design, fire alarm systems design, security systems design, and telecommunications systems design. Designs have been provided for a wide variety of project applications including commercial, educational, institutional, governmental and multi-family housing projects. **Bartlett Design** has extensive experience with the design of sustainable electrical and lighting systems, including designs for maximizing the use of daylighting.

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e-mail: bartdes@bartlettdesigninc@comcast.net

LAWRENCE E. BARTLETT, PE

Education: Bachelor of Architecture, Tulane University School of Architecture, 1976
Master of Architecture, Tulane University School Of Architecture, 2004

Registrations: Professional Engineer Maine, New Hampshire
Licensed Architect Maine

Memberships: Illuminating Engineering Society of North America
Section President 1996-98
International Association of Lighting Designers
Corporate Member
National Fire Protection Association
National Trust for Historic Preservation
Northeast Sustainable Energy Association
National Society of Professional Engineers

Affiliations: Member of the Maine Board of Licensure for Professional Engineers

Teaching: University of Maine at Augusta Architecture Department
Instructor: Architectural Daylighting Course

Work

Experience:	1996-	Bartlett Design, Inc. Lighting and Electrical Engineering Bath, ME
	1986-1996	Enterprise Engineering, Inc. Yarmouth, ME
	1984-1986	Wright-Pierce Architects and Engineers Topsham, ME
	1979-1984	Ewing Cole Cherry Parsky Architects and Engineers Philadelphia, PA
	1976-1979	Gulf South Engineers New Orleans, LA

Lawrence E. Bartlett established the firm of **Bartlett Design** in 1996 and serves as principal owner. He has over 35 years of experience in the design of electrical, lighting and technology systems for a wide range of building types, including commercial, institutional, governmental and business project applications. Mr. Bartlett has participated in all aspects of interior and exterior lighting design including layout design, luminaire design and selection, as well as the design of lighting control systems. In addition, he also has provided design services in connection with both primary and secondary voltage distribution systems, ranging from campus-wide systems to individual building services. Mr. Bartlett also has extensive experience with the design of telecommunications facilities include voice/data and video systems.

Bartlett Design

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e-mail: bartlettdesigninc@comcast.net

LIBRARY PROJECTS

Rangeley Public Library

Rangeley, Maine

Architect: Reed + Company Architects



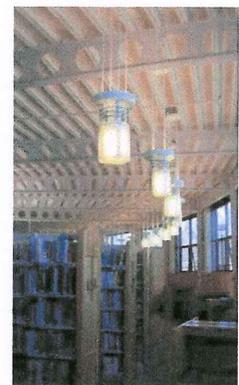
Bartlett Design provided the design for electrical systems for a renovations and addition to the Rangeley Public Library in Rangeley, Maine. Renovations were provided for the existing storage areas, main reading room, and children's reading area. The building addition includes new spaces for circulation and reference, administrative offices, meeting rooms, young adult reading and library stacks. Included in the electrical design are new lighting, electrical power systems, a new elevator service, fire alarm, and information services data network infrastructure.

Patten Free Library

Bath, Maine

Architect: TFH Architects

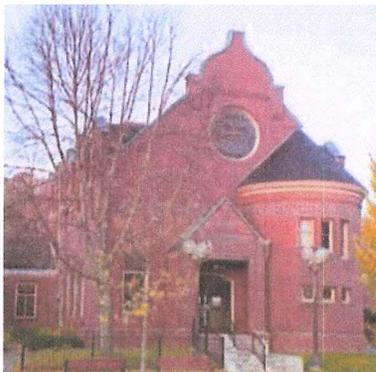
Bartlett Design Provided the lighting design for renovations of the stack area for the recently constructed fiction wing as well as for the non-fiction stack area located in the original library. The new fiction lighting consists of pendant hung luminaires with energy-efficient compact fluorescent lamps. Specialty stack lights were designed by *Bartlett Design* for the non-fiction stacks to provide additional task illuminance at the stacks.



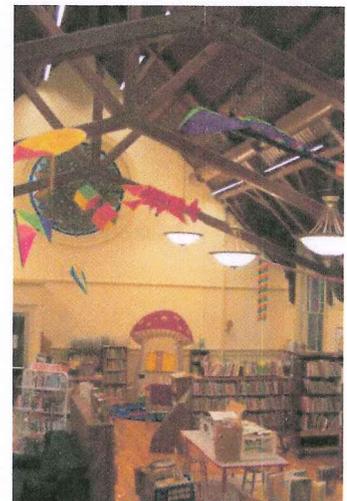
Gardiner Public Library

Gardiner, Maine

Architect: Sylvanus Doughty, Architect



Built in 1881, the Gardiner Public Library recently embarked on a program of renovation that included the entire second level as a children's stacks and reading area. *Bartlett Design* was hired to provide the electrical and lighting design for the renovations that called for the removal of a suspended ceiling to expose the original upper cathedral ceiling. New lighting consists of decorative pendant hung lights with task lights integrated into the ceiling framing system.



Bartlett Design

LIGHTING & ELECTRICAL ENGINEERING

942 WASHINGTON STREET BATH, MAINE 04530

TEL (207) 443-5447 FAX (207) 443-5560

e-mail: bartlettdesigninc@comcast.net

LIBRARY PROJECTS

Gray Public Library Gray, Maine

Architect: Reed + Company Architects



Bartlett Design provided the design for electrical systems for a renovations and addition to the Gray Public Library in Gray, Maine. The project provided approximately 3000 square feet of new space that included new meeting rooms, administrative space, and children's area. Included in the electrical design are new lighting, and electrical power systems, as well as new information services data network infrastructure.

Thomas Memorial Library

Cape Elizabeth, Maine

Architect: Reed + Company Architects

Bartlett Design provided the design for electrical systems for a total renovation of the Thomas Memorial Library in Cape Elizabeth, Maine. The project provided newly renovated space for program rooms, administrative space, and a young adult area. The project also included a building addition with space for stacks and study activity areas. The electrical design provided all new electrical, lighting, network and alarm systems.



Libby Memorial Library

Old Orchard, Maine

Architect: Scattergood Design



Bartlett Design provided the design for electrical systems for a renovation and 4500 square foot addition of the Libby Memorial Library in Old Orchard, Maine. The project renovations and addition provided space for reference, children's area, stacks, study areas, and a community space. The electrical design provided all new electrical, lighting, network and alarm systems.

Auburn Public Library

Auburn, Maine

Architect: Burt Hill Kosar Rittlemann Architects

Bartlett Design recently designed electrical systems at the Auburn Public Library in Auburn, Maine. The project included a renovation of the original 9,000 square foot historic building, along with a 25,000 square foot building expansion. The renovations and new construction provides entirely new library facilities as well as meeting spaces for community gatherings. The electrical design provided all new electrical, lighting, network and alarm systems.



Bartlett Design

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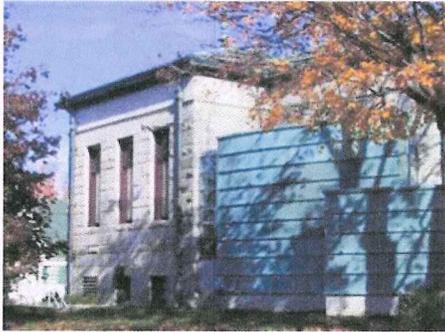
e-mail: bartlettdesigninc@comcast.net

LIBRARY PROJECTS

Farmington Public Library

Farmington, Maine

Architect: Richard Burt, Architect



Bartlett Design designed electrical systems at the Farmington Public Library in Farmington, Maine. The project program included a renovation of the original 1901 building, along with a building expansion. The new construction provides a new entrance, lobby and circulation space on the lower floor, and a new reading deck on the upper level. Renovations also provide an upgrade to the children's reading area, a meeting/genealogy room and improved staff technical services space. Electrical systems that were designed include a new electrical service entrance and power distribution system, relocation of the existing telephone service, new interior and exterior lighting, new branch circuit power, new data network facilities, and a new fire alarm system.

Skidompha Library

Damariscotta, Maine

Architect: Winton Scott Architects



Bartlett Design provided electrical systems designs for the new 12,000 square foot Skidompha Library in Damariscotta Maine. Included in the project were lighting systems, electrical service and distribution equipment, cable television system wiring, and a facility fire alarm system. Also included was a new telecommunications system for voice and data networking. The facility consists of a two-story stack area with an circulation desk and reading area on the first level. Also included is a community meeting room.

7. MDOT Experience

7 Experience with Maine DOT

Several members of our team have extensive experience with Maine DOT projects. Robert Metcalf (Mitchell & Associates), Michael King (Mitchell & Associate) and Randy Dunton (Gorrill Palmer) are all Certified Maine DOT Local Project Administrators (LPA).

Also, prior to joining Gorrill Palmer, Mr. Dunton served as southern Maine Region 1 traffic engineer for the MaineDOT. In that role, one of his primary responsibilities was to review traffic studies associated with traffic movement permit applications and proposed mitigation.

A **Appendix – Contact Information**

APPENDIX A

ARCHITECT FIRM CONTACT INFORMATION

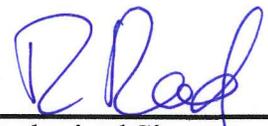
The undersigned declares that the signer of this proposal is:

INDIVIDUAL doing business as: _____

PARTNERSHIP doing business as: _____

CORPORATION entitled: Reed & Co. Architecture

Organized under the laws of the State of MAINE having its principal office at:
46 Cumberland Ave.
Portland, ME 04101

<u></u> Authorized Signature	<u>Richard Reed, President</u> Printed Name and Title of Authorized Signer
<u>Reed & Co. Architecture</u> Firm or Corporate Name	<u>Richard Reed, President</u> Contact Name and Title
<u>46 Cumberland Ave.</u> Street Address	<u>dreed@reedarchitecture.com</u> E-mail Address
<u>Portland, ME 04101</u> City/Town, State, Zip Code	<u>207 272-2075</u> Telephone Number
<u>3/8/2016</u> Date Signed	<u>NA.</u> Fax Number

Respondent is required to provide the Town with a completed and signed W-9 form. Additional insurance information will be required by the Town upon award of contract.

B Appendix – Firm References

APPENDIX B**ARCHITECT FIRM REFERENCES**

REFERENCES: Three (3) Professional References with name, address, telephone number, and e-mail address:

Reference Number One	
Name	Sarah Campbell, Executive Director
Address	Portland Public Library 5 Monument Square Portland, ME 04101
Telephone Number	207 871-1700 x 736
E-Mail Address	campbell@portland.lib.me.us
Reference Number Two	
Name	Jay Scherma, Library Director (retired) Thomas Memorial Library
Address	6 Crescent View Ave. Cape Elizabeth, ME 04107
Telephone Number	207 741-2758
E-Mail Address	jscherma@maine.rr.com
Reference Number Three	
Name	Michael McGovern, Town Manager Town of Cape Elizabeth, Maine
Address	PO Box 6260 Cape Elizabeth, ME 04107
Telephone Number	207 619-6716
E-Mail Address	michael.mcgovern@capeelizabeth.org

C Appendix – Conflict of Interest Form

APPENDIX C**CONFLICT OF INTEREST FORM**

Pursuant to conforming with the intent of Charter Town of Rockport Article VIII § 4; *Conflict of Interest* and for the purposes of determining any possible conflict of interest in that regard, all bidders/vendors/agencies must disclose if any elected officials, appointed officials, or employees of the Town of Rockport are owners, corporate officers, majority stockholders, or employees of the bidding business or corporation.

Please indicate either "Yes" if any of the above statement pertains to you or "No" if it does not.

YES
NO X

If "Yes", please fill in the information below stating the name of the individual and position held with the Town:

NAME(S)	POSITION(S)

Authorized Signature: Richard K. Reed

Printed Name: Richard K. Reed

Position: President, Reed & Co. Architecture

Date: 2/8/2016