

TOWN OF WILBRAHAM  
COMMUNITY PRESERVATION COMMITTEE  
240 SPRINGFIELD STREET,  
WILBRAHAM, MASSACHUSETTS 01095

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**PROJECT PROPOSAL FORM**

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PROJECT TITLE: Design Study For Accessibility Code Renovations to the Children's Museum.

CPA Funding Requested: \$ 5,900 Total Project Cost: \$ 5,900

Name of Applicant: Wilbraham Commission on Disability

Sponsoring Organization (if applicable): \_\_\_\_\_

Mailing Address: Town Hall, 240 Springfield Street

Daytime Phone: 413-596-2800 x 204 Email: ltrevallion@wilbraham-ma.gov

Are supporting documents attached to this form? Yes  Number of Pages: 6

Please indicate to which of the Community Preservation categories this project applies :

Open Space Preservation

Affordable Housing

Historic Preservation

Public Recreation

PLEASE ATTACH THE FOLLOWING INFORMATION. Please respond to each question separately, indicating the question number. Please type all responses.

1. General project description and goals with projected schedule for project completion, including target dates for interim tasks and goals.
2. Community Need: Why is this project needed?
3. Community Support: What is the nature of support for this project?
4. Budget: What is the total budget for the project and how will CPA funds be spent? All items of expenditure for CPA funds must be clearly identified. What other funding sources have been committed for this project? (use Budget Form provided)
5. Maintenance: If ongoing maintenance is required for this project, how will it be funded and who will be responsible?
6. Project location: Please include a map showing property location and any schematic drawings of the proposed project as appropriate.

Additional information, if applicable:

- 7. Documentation that the applicant has control over the site.
- 8. Evidence that the project conforms to the conservation, zoning, building and other regulations of the Town of Wilbraham.

Applicant's Signature: Edward White Date: 1/26/15  
Printed Name: Edward White

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For Community Preservation Committee Use

Received on \_\_\_\_\_ Reviewed on \_\_\_\_\_  
Recommendation: \_\_\_\_\_ Amount \_\_\_\_\_ Funding Cycle FY \_\_\_\_\_

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Wilbraham Commission on Disability.

Design Study for Accessibility Code Renovations to the Wilbraham Children's Museum.

1. General project description and goals:

To gain consensus from multiple parties under the guidance of a professional architect leading to the full accessibility of the Wilbraham Children's Museum. Building and accessibility codes, museum programs, and historic preservation will participate in identifying a final design for building access and bathroom issues in the current structure. Other code issues in this historic 1880 school house will also be identified. The resulting decisions will allow the creation of finalized construction drawings and bid specifications. CPA funds are needed for professional fees and lot surveying in support of this decision making process.

2. Community Need: The basic principle of "inclusion" makes this an important part of the early childhood education conducted at the museum. The building has been part of the Town's educational facilities since 1880 and the current programs have been run by the Wilbraham children's Museum organization since 1981. Code improvements to provide access would benefit the children attending programs, both those with disabilities and those learning about others, as well as parents, caregivers, and program attendees with disabilities.

3. Community Support: The Commission on Disability and the Children's Museum would like to add this element of inclusivity to the educational resources of the town. Technical expertise has been offered by Preservation Massachusetts.

4. Budget: \$5,900.

5. Maintenance: Ongoing maintenance is the responsibility of the building's occupants, presently the Wilbraham Children's Museum.

6. Project location: Wilbraham Children's Museum at 678 Main Street.

7. Documentation that the applicant has control over the site: Owned by the Town of Wilbraham (2949/131).

8. Evidence that the project conforms to the conservation, zoning, building and other regulations of the Town of Wilbraham: Primary objective of the project is to bring this facility up to current code requirements.

Mr. Lance Trevallion  
Wilbraham ADA Coordinator, Building Inspector  
Mr. Steven Fratoni  
Secretary, ADA Commission

January 19, 2015

240 Springfield Street,  
Wilbraham, MA 01095

Re: Wilbraham Children's Museum

Gentlemen and Committee Members,

Thank you for the invitation to submit a proposal for professional Architectural Services/Accessibility Improvements for the Wilbraham Children's Museum. As a longtime resident, and neighbor my interest is both professional and personal. I have served the Town on the Historic District Study Committee, and the Library Designer Selection Committee. My firm has experience which specifically blends accessibility with historic buildings. Recently we worked with a client on the Blackington Building in Sturbridge, assisting with AAB code compliance and variances. For the Town of Hatfield we recently completed office renovations and long-term ADA/AAB compliance planning. I recently assisted the new owner of the Wilbraham Grange in redesign/occupancy of the long vacant historic building. I live only a few houses away in a home which dates to 1810, my experience and appreciation for historic buildings is first hand. We are well versed in the needs of ADA compliance, AAB/MA 527 CMR compliance, and the requirements Massachusetts public bidding.

I suggest a feasibility study which will include:

- Field Measurement of the building & input to CADD (plan layout only).
- Preliminary Code review
- Schematic Design Solutions
- Preliminary Budgets
- Committee/Review Meeting.

This study phase is based upon a maximum fixed fee of \$2,400.00. Typically, we offer competitive rates to limit expenses on projects early in the feasibility stage, but I will also track my time, and invoice hourly for actual time expended (maintaining the not to exceed cap noted here).

Once our study is complete, and the scope is clearly defined, we can offer an outline of future design fees, which will include required consulting engineering, and bid/contracting path.

Future development will also require a detailed site survey (budget \$3,500.00), including Metes and Bounds, topography, structures, (including playground), fencing, paving, and utilities. The initial goal of providing an accessible route will likely require parking, walks, and possibly ramps and/or access to an internal lift. We'll also need to better understand program needs for of the Museum, to ensure we meet the needs of the ends user-clearly we have significant space, structural, and historic limitations.

We should also research the certificates for lead compliance; outside consulting may be required to ensure compliance is maintained. Asbestos testing/inspection is typically required before any demolition is undertaken.

Reimbursable expenses typically include:

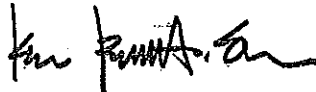
- Site/Land Surveys
- Planning and Zoning permitting, municipal meetings, hearings, applications etc.
- Environmental/Abatement consultants (testing, reporting, & Abatement Specifications).
- Printing and Reproduction.
- Additional Design Services, Changes in scope, Change Order Processing.
- Material testing, samples, and borings.
- Printing and Reproduction.

Hourly Rates:

- Architect: \$140.00/hr.
- Assoc. Architect 1 \$125.00/hr.
- Assoc. Architect 2: \$110.00/hr.
- CADD/Drafting: \$95.00/hr.
- Administrative Assistant: \$65.00/hr

I am attaching some firm/resume exhibits for quick reference. I am available to start work as soon as you are ready. If you have any questions regarding this proposal, please do not hesitate to contact me.

Sincerely,



Kevin Rothschild-Shea, AIA

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**COMMUNITY PRESERVATION COMMITTEE**  
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 WILBRAHAM, MASSACHUSETTS 01095

**BUDGET FORM**

*Design Study*  
 Project Name: Accessibility Code Renovations to the Children's Museum  
 Applicant: Commission on Disability

SOURCES OF FUNDING		
Source	Amount	
Community Preservation Act Fund	\$ 5900	
<b>Total Project Funding</b>	<b>\$ 5900</b>	

PROJECT EXPENSES		
Expense	Amount	Please indicate which expenses will be funded by CPA Funds:
Architect	2,400	CPA
Site Survey	3,500	CPA
<b>Total Project Expenses</b>	<b>\$ 5,900</b>	

Please feel free to photocopy or recreate this form if more room is needed.