

BOARD OF SELECTMEN
Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Gregory S. Enos
TOWN ADMINISTRATOR

Town of Avon Massachusetts

Town Offices
Buckley Center 02322
(508) 588-0414
FAX (508) 559-0209



TOWN OF AVON
2021 JUN -4 A 8:52
TOWN CLERK

BOARD OF SELECTMEN WORKSHOP MEETING MAY 20, 2021, at 6:30 p.m.

Members Present: Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Others Present: Gregory S. Enos, Town Administrator
Shanna M. Faro, Executive Assistant
Joseph S. Lalli, Esq., Town Counsel
Maureen Doherty, MCPPO
Michael Viveiros, DBVW Architects (via videoconference)
Edward Cifune, DBVW Architects (via videoconference)
Michael Kaufman, DHK Architects (via videoconference)
Bree Sullivan, Gale Associates for DHK Architects (via videoconference)
Arnold "Mickey" Krockmalnic, DHK Architects (via videoconference)

Chairman Rose called the meeting to order at 6:30 p.m. with all members present. The purpose of this Workshop Meeting was to interview the architectural firms who bid on the Town Hall Feasibility Study. Ms. Doherty introduced herself as the consultant hired by the Town to assist with the procurement and assessment study for the Town Offices. Ms. Doherty stated that tonight's format will consist of an introduction of the firm, a brief presentation, which will be followed by a standard set of formal questions by the Board, answers from the architects, follow-up questions for clarification if necessary, and finally five minutes to summarize a closure statement by the firms. Ms. Doherty stated that each firm is allotted 40 minutes for their presentation. Ms. Doherty stated that the firms would be interviewed in alphabetical order.

DBVW Architects

Mr. Viveiros presented for DBVW Architects and introduced himself as the Principal Partner who would be in charge if awarded the project. Mr. Viveiros welcomed Associate Principal Edward Cifune to the virtual conference and informed the Board that Mr. Cifune would also assist him on this project. Mr. Viveiros stated that DBVW Architects has approximately 30 employees at the firm. Their consultants consist of MEP/FP Engineers, Civil & Traffic Engineers, Structural Engineers, and Cost Estimators. Mr. Viveiros stated that the firm's Town Hall relevant experience include Norton Town Hall, Norton Senior & Community Center, Plymouth Town Hall, Taunton City Hall, North Kingstown Town Hall, Barrington Town Hall, and Newport City Hall. Mr. Viveiros informed the Board that DBVW Architects has experience not only in the construction and renovation of Town Halls, but also with site selection studies, existing conditions assessment studies, and programming experience in many of these municipalities. Mr. Viveiros stated that the most recent project his firm has worked on most similar to the Avon Town

Hall Feasibility Study is the site selection study of the Norton Town Hall and Norton Senior & Community Center which was completed in 2020 in which his firm prepared the site plans and consulted GIS mapping for how these proposed building would fit onto a site. All aspects of the project and construction were included in the study including a review of utilities and parking needed for the buildings. Mr. Viveiros stated that if his firm is selected the step-by-step process would include a kick-off meeting with the town's stakeholders, compilation of documents and verification for the current Town Hall building and site, a space need assessment in which the firm would meet with stakeholders to determine their needs and aspirations for a new building, a building survey and assessment in which an analysis is performed of the existing building and site, developing diagrammatic construction phasing for temporary locations, identifying and evaluating potential new sites, and finally development of design concepts and cost estimates for renovation of town offices and a new building. After a brief round of questions from the Board, Mr. Viveiros thanked the Board for considering DBVW Architects for this project and departed from the meeting.

DHK Architects

Mr. Kaufman introduced himself as the presenter for DHK Architects and stated that if his firm is selected, he would be the Project Manager for the Town Hall Feasibility Study. Mr. Kaufman also introduced Arnold "Mickey" Krockmalnic as the Principal-in-Charge, and Bree Sullivan, Senior Project Manager for Gale Associates which would be the Civil Engineer consulting firm on this project. Mr. Kaufman stated that DHK consulting team consists of Civil Engineers, Traffic & Environmental Engineers, MEP-FP Engineers, Landscape Architects, and Construction Cost Estimators. Mr. Kaufman informed the Board that DHK Architects was founded in 1979. Mr. Kaufman stated that the firm's relevant experience includes buildings such as Boston Water and Sewer Commission Headquarters, New Art Center in Newton, Whittier Community Health Center, Veterans Housing at Brighton Marine, and West Newton Armory. Mr. Kaufman began his presentation by stating that his firm focuses on four aspects of architecture which is facilities, housing, historical buildings, and transportation. Mr. Kaufman stated that should DHK be awarded the bid for, the project approach would be to first perform a space needs assessment by examining available documentation, conducting working sessions with key staff and others, identify space deficiencies, and identify "wish list" items. Mr. Kaufman stated that the next step in the project would be to develop a preliminary space program by conducting working sessions with key staff members to identify space deficiencies to be addressed. The third step would be to perform a building survey and assessment by interviewing personnel to identify known problems, assess the building exterior, interior spaces, and building systems, and to perform a preliminary building code and zoning code review including accessibility and parking requirements. Mr. Kaufman stated that the fourth step would be to evaluate potential sites including site suitability, and a review of the existing infrastructure to determine if redevelopment is feasible or if new development will be needed due to constraints. Mr. Kaufman stated that location options would be considered for new development including preparing preliminary site plans for viable options and performing preliminary zoning code review to include accessibility and parking requirements. Mr. Kaufman stated that the final report for the project would include cost estimates for building schemes, total development budgets, and presenting the project to interested parties. Mr. Kaufman stated that the project DHK performed most similar to the Avon Town Hall Feasibility Study is the space needs assessment study at the Boston Water and Sewer Commission in 2000. After a brief round of questions from the Board, Mr. Kaufman thanked the Board for considering DHK Architects for this project and departed from the meeting.

After both architectural firms presented before the Board, Ms. Doherty informed the Board that she will prepare a report for the Board summarizing the interviews and presentations of both firms for their review and consideration to assist in determining which firm should be awarded the bid for the Town Hall Feasibility Study.

Adjournment

Mr. Beckerman made a motion to adjourn the Workshop Meeting at 7:41 p.m. Mr. Suzor seconded the motion. The motion carried. A roll call vote was held. Mr. Suzor voted aye. Mr. Beckerman voted aye. Chairman Rose voted aye.

Respectfully submitted,



Shanna M. Faro
Executive Assistant

List of Documents

1. DBVW Architects PowerPoint Presentation
2. DHK Architects PowerPoint Presentation