



CITY OF WALTHAM

MASSACHUSETTS

RALPH E. GAUDET

OFFICE OF BUILDING COMMISSIONER
SUPERINTENDENT OF PUBLIC BUILDINGS

BUILDING DEPARTMENT

September 15, 2009

Mr. William W. Durkee Jr.
CPA Program Manager
11 Carter Street
Waltham, Ma. 02453

RE: Request for funds for Roof Restoration and Historic Preservation of City Hall

Please be advised that 610 Main Street, **City Hall** building is on the State and Federal register of historic places. This funding request is for historic preservation of that building to restore the roof and other ornamental historic features. We are requesting that your Committee approve funding in the amount of \$27,000 (4.50 sq. ft. x approx. 6,000 sq. ft. roof area). I will be available to review this application with your Committee.

This request has been approved by the Mayor. City Attorney Patricia Azadi has reviewed this request and stated that as long as this work is for historic preservation on a historic building it is eligible for CPA funds.

Please advise if there are any further documents to prepare in anticipation of your review.

Sincerely,

Ralph E. Gaudet
Building Commissioner/Supt. of Public Buildings

CC: Mayor Jeannette A. McCarthy
Ms. Patricia Azadi, Asst. City Solicitor
Mr. Tom Curtin, City Council President

City of Waltham
Community Preservation Committee
Waltham Community Preservation Funding Application Form CPA -1

Name of Applicant⁽¹⁾ City of Waltham Building Department

Name of Co-Applicant, if applicable⁽¹⁾ _____

Contact Name Ralph E. Gaudet - Bldg. Commissioner/Supt. of Public Buildings

Mailing Address 119 School Street, Waltham, MA 02451

Daytime Phone (i.e. of Proposal Applicant) 610 Main Street - City Hall

Address of Proposal (or Assessor's Parcel ID) _____

CPA Category (circle all that apply): Open space Historic preservation
Community Housing Open Space Recreation

CPA Funding Requested \$27,000.

Total Cost of Proposed Project \$27,000.

PROJECT DESCRIPTION: Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

Goals: What are the goals of the proposed project? Historic Preveration of City Hall

Community Need: Why is this project needed? Does it address needs identified in existing City plans?

Protect historic structure from failing leaking roof

Community Support: What is the nature and level of support for this project? Strong - saving public funds

Include letters of support and any petitions.

See letter dated Sept. 15, 2009 from Ralph Gaudet

Timeline: What is the schedule for project implantation? Include a timeline for all critical items for their completion.

Bid winter - complete Spring 2010

Credentials: How will the experiences of the Applicant(s) contribute to the success of this project?

Construction management of municipal projects has exceeded \$100M.

Success Factors: How will the success of this project be measured? Be specific.

Stop leaks & protect structure

Budget: What is the total budget for this project? How will the CPA funds portion be spent? All items of expenditure must be clearly identified and justified. Detail the hard and soft costs. Identify contingencies.

\$27,000. Roof Replacement (Construction costs)

Other Funding: What additional funding sources are available, committed, or under consideration? Include commitment letters if available. Identify all sources of other funding which have been sought for this project and the status of the requests. Building Dept. will provide specification for bid.

Maintenance: If ongoing maintenance is required for your project, how will it be funded?

Operational account - ongoing

(Note that CPA Funds may not be used for maintenance, but maintenance is an important consideration for all projects.)

ADDITIONAL INFORMATION: Provide the following additional information, as applicable.

Documentation: Provide written documentation that you have control over the site, such as Purchase and Sale Agreement, option, or deed. **City owned building**

Construction or Rehabilitation: ⁽²⁾ For projects with construction or rehabilitation, provide floor plans, elevations including the existing and proposed site plan(s), and any additional drawings or photographs which visually describe the project. **See photo**

Zoning: Provide evidence that the project is in compliance with the current City Zoning Ordinance as Amended, as well as all other laws and regulations . If zoning relief is required, note the parts of the proposal not in compliance with the Zoning Ordinance , and when an application will be made to the Zoning Board of Appeals. **As Zoning Enforcement Officer for the City of Waltham I declare the building to be in compliance with zoning.**

City Approvals: Provide evidence that the appropriate City Boards and Commissions approve of the project. As an example, a project in a City park would require that the Recreation Board accept the project. **Mayor is fully in favor of this project.**

Hazardous Materials: Provide evidence that the proposed site is free of hazardous materials or that there is a plan for remediation in place.

No hazardous materials present

Professional Standards: Provide evidence that appropriate professional standards will be followed if construction, restoration, or rehabilitation is proposed.

Professional standards will be applied to the work

Leveraged Additional Benefits: Provide information indicating how this project can be used to achieve additional community benefits. **Public meetings will be held without danger from falling plaster**

Superscripted Notes:

- (1) **City Property:** If the proposal is located on City-owned land, either the Applicant or Co-Applicant must be the City Board, Commission or Department that has custody of the land.
- (2) **Appraisals:** If the requested funds are for a real estate acquisition, an independent appraisal will be required which the Applicant will be required to fund. No funding decisions will be made without an independent appraisal. Additional appraisals may be required for final approval.

City of Waltham
Community Preservation Committee
Waltham Community Preservation Funding Application Form CPA -1

BY: WWD

Name of Applicant ⁽¹⁾ City of Waltham
Name of Co-Applicant, if applicable ⁽¹⁾ Building Dept.
Contact Name Ralph Gaudet / Don Cusano
Mailing Address 119 School St. Waltham 02451
Daytime Phone (i.e. of Proposal Applicant) 781-314-3276
Address of Proposal (or Assessor's Parcel ID) 610 Main St. City Hall
CPA Category (circle all that apply): Open space ☐ Historic preservation
Community Housing ☐ Open Space Recreation ☐
CPA Funding Requested \$50,000
Total Cost of Proposed Project \$75,000

PROJECT DESCRIPTION: Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

Goals: What are the goals of the proposed project? Historic Preservation of City Hall & to replace & protect historic structure by replacing and installing new roof
Community Need: Why is this project needed? Does it address needs identified in existing City plans? See Approved Application on file
Community Support: What is the nature and level of support for this project? See Approved Application on file
Include letters of support and any petitions. see already approved application on file and approved for funding
Timeline: What is the schedule for project implantation? Include a timeline for all critical items for their completion. see Approved application on file
Credentials: How will the experiences of the Applicant(s) contribute to the success of this project? see Approved application on file
Success Factors: How will the success of this project be measured? Be specific. see Approved application on file
Budget: What is the total budget for this project? How will the CPA funds portion be spent? All items of expenditure must be clearly identified and justified. Detail the hard and soft costs. Identify contingencies. TOTAL Budget \$75,000 CPA approval of 27,000 are insufficient funds
Other Funding: What additional funding sources are available, committed, or under consideration? Include commitment letters if available. Identify all sources of other funding which have been sought for this project and the status of the requests. no other funding sources at this time
Maintenance: If ongoing maintenance is required for your project, how will it be funded? operations & repair budget

(Note that CPA Funds may not be used for maintenance, but maintenance is an important consideration for all projects.)

ADDITIONAL INFORMATION: Provide the following additional information, as applicable.

Documentation: Provide written documentation that you have control over the site, such as Purchase and Sale Agreement, option, or deed.

Construction or Rehabilitation: ⁽²⁾ For projects with construction or rehabilitation, provide floor plans, elevations including the existing and proposed site plan(s), and any additional drawings or photographs which visually describe the project.

Zoning: Provide evidence that the project is in compliance with the current City Zoning Ordinance as Amended, as well as all other laws and regulations . If zoning relief is required, note the parts of the proposal not in compliance with the Zoning Ordinance , and when an application will be made to the Zoning Board of Appeals.

City Approvals: Provide evidence that the appropriate City Boards and Commissions approve of the project. As an example, a project in a City park would require that the Recreation Board accept the project.

Hazardous Materials: Provide evidence that the proposed site is free of hazardous materials or that there is a plan for remediation in place.

Professional Standards: Provide evidence that appropriate professional standards will be followed if construction, restoration, or rehabilitation is proposed.

Leveraged Additional Benefits: Provide information indicating how this project can be used to achieve additional community benefits.

Superscripted Notes:

(1) **City Property:** If the proposal is located on City-owned land, either the Applicant or Co-Applicant must be the City Board, Commission or Department that has custody of the land.

(2) **Appraisals:** If the requested funds are for a real estate acquisition, an independent appraisal will be required which the Applicant will be required to fund. No funding decisions will be made without an independent appraisal. Additional appraisals may be required for final approval.

Application on file for Roof work has been approved by CPA and City Council. Additional funds are needed to Bid and complete the work. We are requesting a budget and appropriation increase of \$50,000.

RC [Signature]
11/22/10

November 5, 2010

City of Waltham
Building Maintenance
22 Church St.
Waltham, Ma.

Re; Waltham City Hall Roof

Attn: Don Cusano

Specs for the roof.

1. All roofing, insulation, and all metal and rubber flashing must be removed from the roof and disposed of legally off site. The mechanically fastened roof is failing because the screws are not secured in the concrete roof.
2. Two layers of 2" Atlas ACFOAM@-II Polysocanurate roof insulation using a tapered top layer per plans submitted to be approved by the manufacture.
3. The insulation board should be secured to the concrete roof deck using Tru-Spike, Tap-Grip, or equal roof fastening system to be approved by the roofing Manufacturer.
4. The membrane will be a PVC roof system by Sonafil, Carlisle, or equal. The system should be fully adhered .060 system .
5. The roof warranty to be a Full Service 15 year labor and material provided by the approved manufacturer.
6. The building will be in full use during the duration of the job. All egress points and adjacent areas to the work site shall be fully protected for the entire course of the job.
7. No more roofing should be removed than that can be re-roofed by the end of the work day.
8. All areas of the roof will be weather tight at the end of each work day.
9. The roof installer must be registered as a certified roof contractor by the roofing manufacturer selected.
10. The roof installer shall include the price of the Full service warranty in the base bid.
11. All drains shall be removed and a new drain installed in its place with all costs paid by the roof contractor.
12. All roof flashing details shall be approved by the selected manufacturer prior to the start of the job.
13. A Job Start Notification and approval shall be submitted to the approved manufacturer prior to the start of the job with a copy given to The City of Waltham prior to the start of the job.
14. If required a core test can be arranged thru The City of Waltham Building Maintenance Office with a 24 hour advance notice on week days. The roof will be made weather tight after the core test is completed.
15. Hazerdous material if found ???????
16. All debris should be cleaned up daily and disposed of in a site dumpster provided by the contractor.
17. Insurance Specifications are in the material I delivered to you last week.

Estimated job cost between \$65,000.00 and \$75,000.00