



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

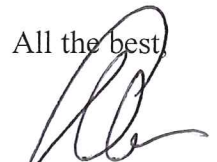
January 18, 2011

Dear Community Preservation Committee,

I would like to respectfully request that the Committee consider the Historic Assessment of Municipal Buildings project out of cycle. This project will supplement the work of the Municipal Buildings Assessment project to allow for a concurrent comprehensive historic assessment of the City of Newton municipal buildings. The results of this assessment will support the development of a long range capital plan for the City of Newton that appropriately addresses the City's historic structures.

Thank you for your consideration.

All the best,



Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

Date: **January 7, 2011**
From: **Stephanie Gilman, City of Newton Public Buildings Commissioner**
To: **Newton Community Preservation Committee**
Proposed Project: **Historic Assessment of Municipal Facilities**

Pre-Proposal Project Summary:

The proposed project will supplement the work of the Municipal Buildings Assessment project to allow for a concurrent comprehensive historic assessment of the City of Newton municipal buildings (identified in the 44-page Request for Qualifications, online at www.newtonma.gov/purchasing/bids/fy11/11-42-RFQ-Assessment.pdf).

This work will support the development of a long range capital plan for the City of Newton that appropriately addresses the City's historic structures and protects significant features.

The work will involve collaboration with the overall Building Assessment team to identify and document historic building features, recommend approaches to the preservation and reuse of facilities, and provide cost estimates for the recommended approaches. The goal of this work is to optimize the sustainability, accessibility, and utility of these important historic physical assets while preserving and maintaining their unique historic character and extending their useful life.

The scope of work includes a review of original building drawings as well as a review of any previous historic studies that have been conducted on these buildings to ascertain what data already exists and where the City is missing significant data. The final detailed survey data for each building and any other work product will be incorporated into the final report and database for the overall Municipal Buildings Assessment. The Consultant will also create a multi-year plan for all identified historic preservation work as a separate sub-set of the overall long-range plan to assist the City in planning and funding this work.

The proposed schedule for this project is February 2011 through July 2011.

The ideal candidate for the completion of this work will be an architect with expertise in preservation, rehabilitation, and/or adaptive reuse of historic buildings or a preservation planner with extensive experience and technical skills in these areas.

The proposed budget includes the following:

Salary for two people for half year	\$70,000
Testing Allowance	\$12,000
Document Preservation	<u>\$12,000</u>
Total Budget	\$94,000

Respectfully submitted by:

Stephanie Kane Gilman, Commissioner, City of Newton Public Buildings Department