



Setti D. Warren  
Mayor

## PUBLIC BUILDINGS DEPARTMENT

Joshua R. Morse, Commissioner

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NEWTON HIGHLANDS, MA 02461-1605

January 16, 2014 – Department of Planning and Development

City of Newton – Director of the Department of Planning and Development

Re: Archive Project, Construction Extension Request

Dear Ms Havens,

This letter will confirm the Public Buildings Department's request that an extension be allowed to the Construction Start-up Date scheduled for the referenced project. As you are aware, we have been directed to expand the sprinkler system that previously had only been designated for the facility's Archives area. A new design is to be developed for the installation of the sprinkler system throughout the total facility. In addition to the expansion of the scope of work, there has been a considerable time lapse in the designer's active involvement with the project. In view of these factors the Public Building Department has requested that the designer, Durkee Brown Viveiros Werenfels (*DBVW*), submit an updated proposal to complete the work as revised. Their proposal, submitted on November 11, 2013, with its revised scope to include the design for the installation of a complete sprinkler system throughout the Museum and Archives areas has been tentatively approved by the Department of Public Buildings. Further, it identifies revised key scheduling dates as follows:

- a. Completion of Survey of Building and Schematic Layout of Proposed Sprinklers by February 28, 2014
- b. Completion of Construction Documents by April 30, 2014
- c. Commencement of Construction by July 21, 2014

In closing we ask that in considering the Public Building Department's request, please remember the important fact that the work to complete the installation of the expanded sprinkler system is a complicated process. It will require thoroughly coordinated investigated efforts by all of the architectural and the engineering disciplines involved. The system's design criteria shall address complex issues such as its installation that has to be minimally intrusive while ensuring that it shall be totally reliable in protecting both public safety and the irreplaceable artifacts and documents stored throughout the facility. It must also be recognized that to install this type of protection in buildings that are over two hundred years old presents challenges to the allowance of the value time not often seen in the construction industry today. We feel that our request will meet expectations of how much time would be necessary to do the job right. Your support in granting the extension shall ensure that the Massachusetts Historical Commission and the City of Newton Fire Department shall be able to approve the design as the best solution available in modern engineering technology that will solidify this project's ultimate success.

If you have any questions or comments concerning the foregoing please advise.

Sincerely,

A handwritten signature in cursive script that reads "Theodore J. Callahan". The signature is written in black ink and is positioned above the printed name.

Theodore J. Callahan R.A.

Cc : Ms. Cindy Stone Director – Jackson Homestead

Adam Gilmore, Director of Project Management



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Candace Havens  
Director

February 20, 2014

Re: Archive Project, Construction Extension Request

Dear Mr. Ted Callahan:

I have received the request submitted by the Public Building Department and consulted with our in-house staff familiar with the project details. Based upon the information provided and noted below, I agree that extending the construction start date to July 21, 2014 is the most appropriate, judicious and cost affective option for the City. I look forward to the advancement of this project and appreciate the significance in staying with Durkee, Brown, Viveriros & Werenfels Architects (DBVW) makes for the team composition to ensure the City of Newton attains well designed and handicap-accessible Museum.

Points that you mentioned that necessitated the extension include:

- a. Obtaining approvals from various regulatory agencies has resulted in modifications to the project. These modifications must now be incorporated into our bidding documents.
- b. Because a significant amount of time has elapsed since DBVW worked on the project, DBVW needed additional time to reprioritize and complete a variety of projects before they could place renewed emphasis on the project, it is now advisable to obtain a new estimate.
- c. Additional scope of work (*sprinkler system throughout the Museum and archives areas*) requires additional approvals from various regulatory agencies to install a specialized and appropriate sprinkler systems throughout the Museum and Archive areas.
- d. Completion of survey of building and schematic layout of proposed sprinklers by February 28, 2014.
- e. Completion of Construction Documents by April 30, 2014 a scheduling verified by *DBVW* confirming that actual scheduled dates have been identified and agreed upon by the overall team.

I suspect that the extension may have some impact on CBDG funding for the ramp portion of the project and I suggest that we meet to discuss what needs to be done to adjust the schedule in this regard. Otherwise, I can see no impediment to your proceeding with your proposed revised schedule.

Sincerely,

Candace Havens, Director

Cc: Adam Gilmore, Director of Project Management