



**RESPONSE TO
CITY OF STAMFORD
RFP NO. 885**

**ARCHITECTURAL/ENGINEERING
DESIGN SERVICES FOR
NEW ANIMAL CONTROL CENTER**

13 OCTOBER 2022

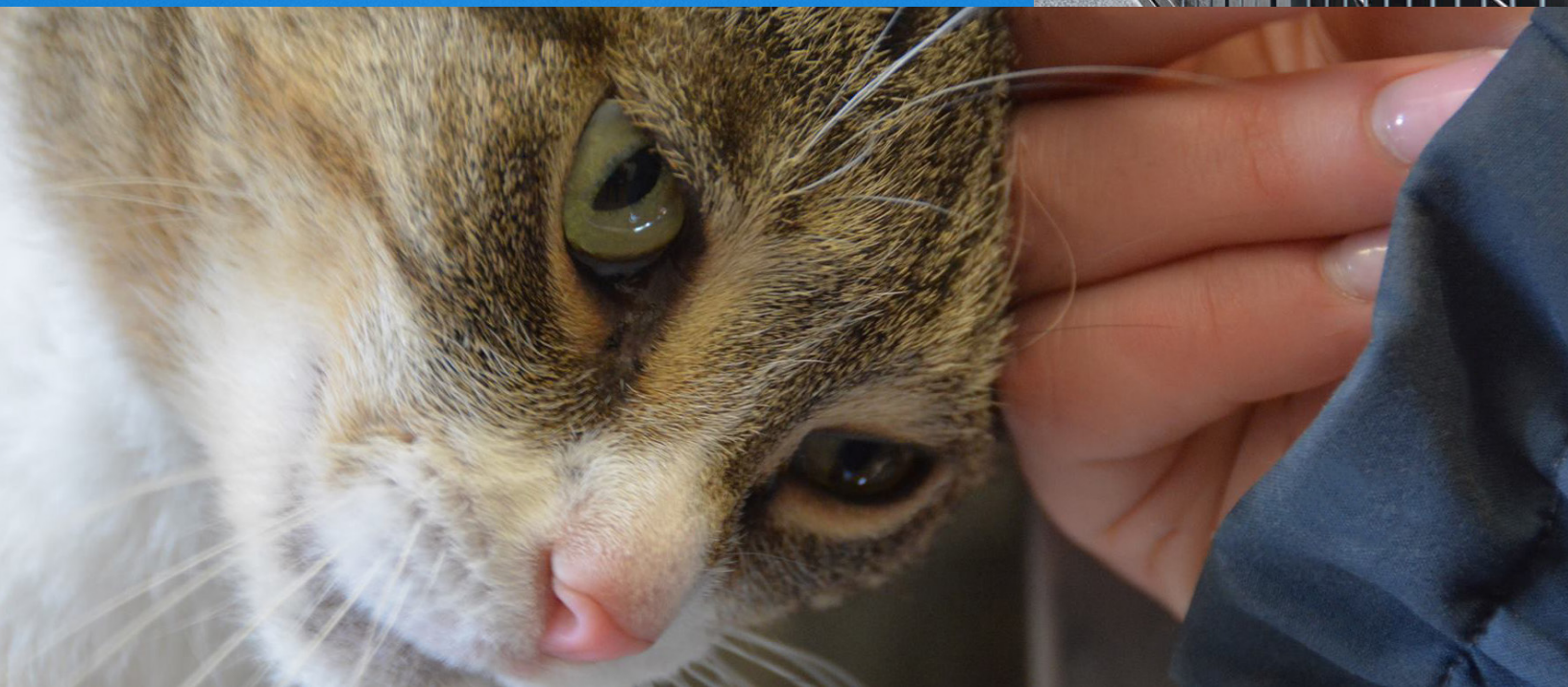




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LETTER OF TRANSMITTAL





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rauhaus freedenfeld & associates

October 13, 2022

City of Stamford
Engineering Department
Stamford Government Center
888 Washington Boulevard, 7th Floor
Stamford, CT 06901

Re: City of Stamford RFP No. 885 "Architectural/Engineering Design Services for New Animal Control Center"

Dear Ms. Lyudmila Fuks, Mr. Erik J. Larson, and the City of Stamford "New Animal Control Center" Selection Committee,

It is with great enthusiasm and interest that Rauhaus Freedenfeld & Associates, LLP (**rfa**) presents a response to the City of Stamford RFP No. 885 for the Architectural/Engineering Design Services for a new Animal Control Center at 111 Harbor View Avenue in Stamford, CT. **rfa** views this RFP as an exciting opportunity to continue its partnership with the City of Stamford and the Stamford Animal Shelter Alliance (SASA) while supporting Stamford Animal Control and Care's mission to **protect the health, safety, and welfare of people and animals**. In addition to successfully completing design services for SASA's proposed facility, two animal control/shelter facility projects that were completed by **rfa** within the last ten years include: 1) St. Mary's County Animal Shelter, a 12,800 SF facility design that initially derived from a regional feasibility study and celebrated its ribbon-cutting in August and 2) Bristol Animal Shelter, a joint effort between the Town of Bristol, RI and a local animal welfare organization that was built at 8,100 SF in 2014. Both of these projects included MEP engineering design performed by Comfort Design, Inc., the MEP/FP consultant proposed herein. Moreover, each member of the proposed consulting and subconsulting team has been selected for ongoing service to the City of Stamford and/or experience in successfully developing municipal animal control/shelter facilities. Altogether, this proposed project team is committed to collaboratively delivering this project for the City of Stamford on time and within budget.

This letter moreover confirms that Principal Warren Freedenfeld, AIA, NCARB has been a licensed Architect in the State of Connecticut since 1995 (ARI.0006497), and, from its Boston office, **rfa** assigns the professionals highlighted in this proposal to be available to the New Animal Control Center project on a full-time basis. Consulting engineers for this project include:

- **Geotechnical:** Atlantic Consulting & Engineering, LLC (525 John Street #2, Bridgeport CT 06604)
- **Civil:** McChord Engineering Associates, Inc. (1 Grumman Hill Road #200, Wilton CT 06897)
- **Structural:** DeStefano & Chamberlain, Inc. (50 Thorpe Street, Fairfield CT 06824)
- **MEP/FP:** Comfort Design, Inc. (620 Pennsylvania Avenue, Winchester VA 22601)

By submitting this response to RFP No. 885, this team indicates that it will comply with all terms and conditions. This presented proposal and its enclosed offer will remain valid for one hundred twenty (120) days from its due date to the City of Stamford (October 13, 2022). Should the Office of Operations have any questions about the proposal, Mr. Freedenfeld -- who is both the individual authorized to commit a contract as well as the point of contact for any needed clarifications -- can be reached at the telephone number in the below signature.

With unwavering dedication to exceed not only the standards of modern animal care but also the expectations of the City of Stamford, both Principals of **rfa** as undersigned dedicate themselves to ensuring the successful completion of this exciting project.

Sincerely,

Warren Freedenfeld, AIA, NCARB
Principal

Richard Rauh, AIA, NCARB
Principal

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**PROPOSAL
RESPONSE**



Quincy Animal Shelter
Quincy, MA



SUMMARY

PROJECT SCOPE

PROJECT MANAGEMENT PLAN

PROJECT STAFF

EXPERIENCE AND CAPABILITIES

CORPORATE FINANCIAL CAPABILITIES

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APPENDICES



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The proposed new Stamford Animal Control Center (SACC) is a complex municipal facility combining housing, medical, law enforcement, public assembly, administration, and support functions to serve multiple species of animals, the public, and caregivers. Bringing together all of the highly-specialized equipment, systems, and finishes that are required to create success in this type of facility demands an experienced and likewise specialized design team and leadership.

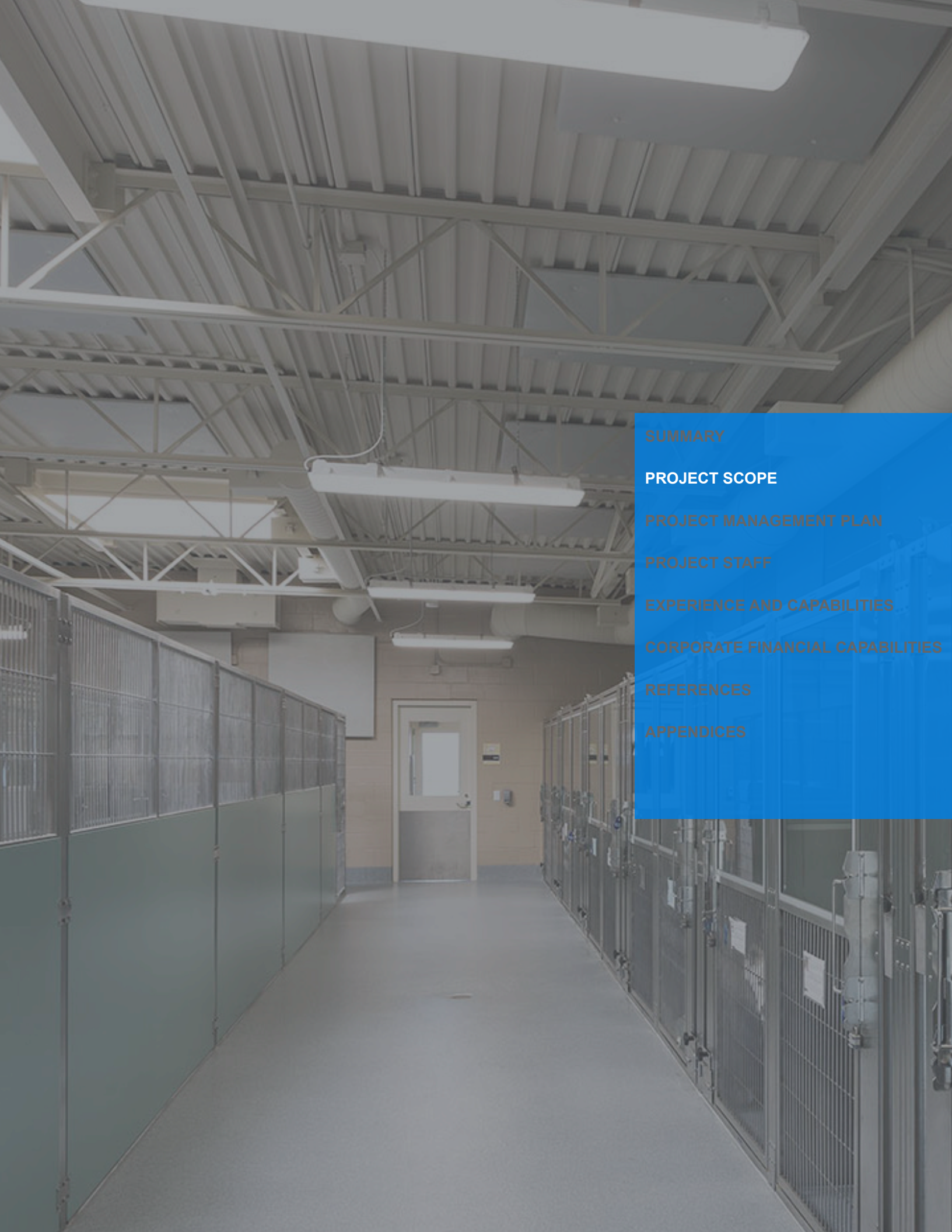
As team leader, **rfa** is a planning, architecture, and interior design firm specializing in animal shelters and other similar animal care facilities. Principals Warren Freedenfeld, AIA and Richard Rauh, AIA have 40+ years of experience in the programming, planning, design, and construction of 600+ of these facilities, including over a dozen municipal animal shelters. Under their leadership, **rfa**'s experienced staff has become renowned across the United States as well as internationally for award-winning, published innovation and leadership in this unique design discipline. Each consultant of the proposed project team for the new SACC has been selected on the basis of expertise in animal care facility design -- especially Comfort Design, Inc. as MEP/FP engineers -- and solid experience working with the City of Stamford and within the local marketplace as follows: Atlantic Consulting & Engineering, LLC (geotechnical engineering), McChord Engineering Associates, Inc. (civil engineering), and DeStefano & Chamberlain, Inc. (structural engineering). Indeed, both Atlantic Consulting & Engineering, LLC and McChord Engineering Associates, Inc. have previously worked on coastal sites in Stamford. Furthermore, in 2017, **rfa** was contracted to provide programming and design services to the Stamford Animal Shelter Alliance (then known as Stamford Helping Paws) for the Animal Control facility included in RFP No. 885 and, in 2020, also completed a regional animal care study for the Western Connecticut Council of Governments (WestCOG), which includes the City of Stamford.

Given the direct experience of already having worked with the City of Stamford and the Stamford Animal Shelter Alliance, the **rfa** team has valuable prior knowledge and an informed background in what is required to bring success to this project. This response to RFP No. 885 and this team's overall approach to the project has accordingly been designed to leverage this knowledge. Core elements of the approach noted throughout this proposal response include:

- Addressing site challenges early
 - Identifying cost- and time-savings that do not compromise safety, functionality, or durability
 - Managing Planning and Code Reviews to limit delays
 - Ensuring compliance with Stamford Dog Pound Regulations and other relevant animal care facility guidelines
- To read more about the value added in this proposal through the implementation of low-stress animal welfare design, please see Appendix B.***
- Utilizing current SACC design (and 3-D BIM model) to minimize required design services

Animal shelters are costly facilities, but implementing these core elements will provide a path to meet the challenging budget. The presented project schedule outlines the time and resources needed to complete each phase, identifies management overview at critical milestones, and identifies two means of reducing the overall schedule.

In summation, this team has the experience, creativity, and resources to complete the project on time and within the proposed budget. Each member of the **rfa** team is committed to working collaboratively with the City of Stamford to create a new Animal Control Center that meets and exceeds the needs of the community and provides a safe, healthy, and supportive environment for the animals served.



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SITE INVESTIGATION

Site Survey

rfa proposes to expand the requested soil investigation scope to include a review of all site conditions (including the survey as performed by Edward J. Frattaroli, Inc.) and a kick-off meeting with the City to fully understand all project directives. Required survey work will also begin during this phase.

Site Conceptual Design Evaluation

Once project directives are understood, alternate site layout options will be considered, including:

1. simplifying building footprint and/or prefabrication
2. coordinating with adjacent uses and code setbacks
3. maintaining existing drive access

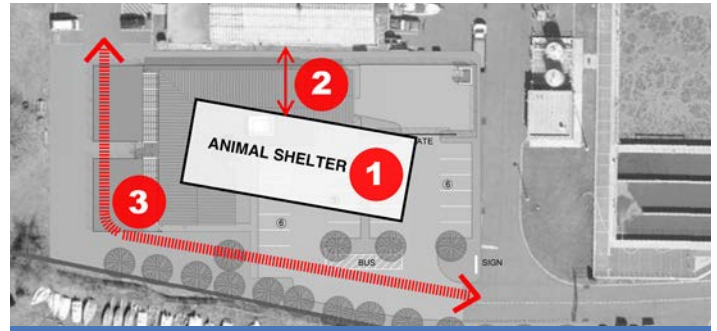
Soil Investigation

A geotechnical soil investigation will begin in this phase to identify and document soil composition, the presence of hazardous materials, and, once the building location and footprint has been approved, determine structural capacities.

Planning & Code Analysis

Requirements from Stamford Planning Regulations and any other authority shall be investigated during this phase.

Value Engineering will begin during this phase with the review of the Schematic Design for the Stamford Animal Shelter Alliance project as included in RFP No. 885's documentation. Site investigation will also consider locating the building to minimize the area of work and utility connections.



STAMFORD ANIMAL CONTROL CENTER SITE CONCEPTUAL DESIGN EVALUATION



CITY OF BOSTON ANIMAL SHELTER: SOIL INVESTIGATION

ZONING ^(1,2) DISTRICTS	MINIMUM SIZE OF PLOT	RESIDENTIAL DENSITY	NON-RESIDENTIAL		BUILDING HEIGHT	BUILDING AREA	ACCESSORY BUILDINGS	MINIMUM YARD DIMENSIONS (ft)					
			FLOOR AREA RATIO	STORIES				FRONT STREET LINE	FRONT STREET CENTER	SIDE ONE SIDE	REAR BOTH SIDES		
M-G	4000	40	-	1.0	4	50	90	80	40	10	35	(note 21)	15



CITY OF STAMFORD ZONING CODE EVALUATION

MEETINGS: 1

DELIVERABLE: Geotechnical Report

OWNER REVIEW TIME: 1 week

COMPLETION TIME: 2 to 3 weeks



SCHEMATIC DESIGN

Having already completed Programming and Schematic Design for the Stamford Animal Shelter Alliance project, **rfa** will leverage its significant background knowledge and understanding of that project to reduce 1) the new Animal Control Center project delivery schedule and 2) its proposed professional design fees.

Based on project directives from the kick-off meeting, site investigation, and a careful review of the current Schematic Design information, **rfa** will identify all required changes and develop consensus with stakeholders to implement such changes in an efficient manner utilizing the 3D BIM information on hand. ***(To read more on the value added in this proposal through this team's approach to consensus building, please see Appendix A).*** All Schematic Design documents will be presented to the City of Stamford for review, revised as needed, and reissued for approval.

Value Engineering will be most effective during this phase of the project. With stakeholder input, rfa will develop a list and evaluate potential cost reductions based on the Preliminary (Probable) Project Cost Estimate delivered at this time. One significant cost-saving measure that could be considered is the prefabrication of the building structure and envelope. Two other municipal animal care projects under contract at rfa are currently considering this approach not only to save cost but also to shorten the project schedule and lock in costs early to avoid market fluctuations.



STAMFORD ANIMAL SHELTER ALLIANCE: EXTERIOR RENDERING



QUINCY ANIMAL SHELTER: AXONOMETRIC RENDERING



OC ANIMAL CARE: VALUE-ENGINEERED PLAN REDUCTION



SANTEE ANIMAL SHELTER: PRE-FABRICATED BUILDING ENVELOPE

MEETINGS: 3

DELIVERABLES: Site Layout Options, Site Plan(s), Floor Plan(s), Interior/Exterior Elevations, Probable Cost Estimate, 30% Drawing Set

OWNER REVIEW TIME: 1 week

COMPLETION TIME: 4 to 6 weeks

For proposed schedule reductions, please review PROJECT TEAM: RESOURCE SCHEDULE.



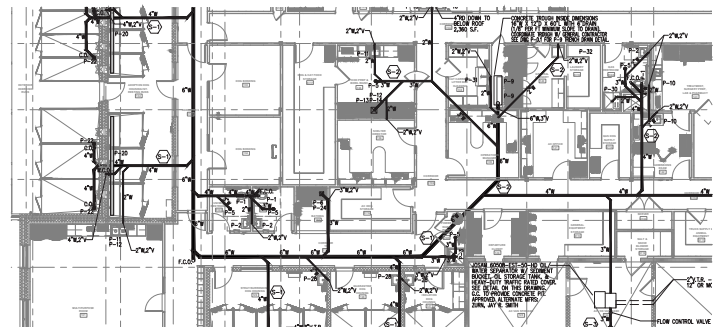
DESIGN DEVELOPMENT

In this phase, the design begins to be fully developed, including incorporation of equipment, structural, mechanical, electrical, and plumbing systems. as well as communication systems will be integrated into the project. Civil engineering and landscaping design will also be developed during this phase. Interior and exterior finishes options are presented and selected. Specifications begin to be developed and designs are reviewed for conformance to all federal, State, and local codes as well as the requirements of the Connecticut Department of Agriculture’s Animal Control Unit.

Because rfa develops animal care facility projects at many price points, the firm houses a significant database of materials. Within this database, the evaluation of life-cycle costs is a critical resource that allows for the effective balance of durability, maintenance, and cost. Animal control/shelter environments are hard on materials; robust construction in heavy-impact, high-traffic, and animal housing areas is a must. Over the years, rfa has determined that utilizing simple, durable materials featuring natural weathering properties to minimize maintenance and upkeep offers the best value.

FINISHES

- 4. FLOOR TILE
SOURCE: AYERS ROCK
COLOR: BRIGHT PERMANENT
SIZE: 13X13
- 5. TEMPERED GLASS COUNTER
COLOR: FROSTED
- 6. SOLID SURFACE COUNTER
SOURCE: STARBUCK
COLOR: WHIPPED CREAM
- 7. MILLWORK
FORMICA
COLOR: NORTHERN OAK
EDGE: MATTE
- 8. BENCH FABRIC
SOURCE: KNOX
COLOR: CASCADE AC-61842/SAND #3
- 9. WOOD DOOR FINISH
FORMICA
COLOR: NORTHERN OAK
EDGE: MATTE



QUINCY ANIMAL SHELTER: PARTIAL PLUMBING PLAN

CONSIDERATIONS	TILE	EPOXY	RUBBER	VINYL	SEALER	CARPET
INITIAL COST	\$\$\$	\$\$\$\$	\$\$\$	\$\$	\$	\$\$
MAINTENANCE COST	\$	\$	\$\$	\$\$\$	\$\$\$	\$\$
LIFESPAN (years)	25 to 30	40 to 50	10 to 15	5 to 8	1	5 to 8
RESILIENCE	A	B	D	C	B	D
APPLICATIONS						
CLINICAL	C	D	A	B	B	A
ANIMAL HOUSING	C	D	A	B	B	A
PUBLIC	D	A	A	B	C	A
SUPPORT	C	B	A	D	C	A
ADMINISTRATIVE	A	A	A	C	B	D

INTERIOR MATERIAL FINISHES COMPARISON

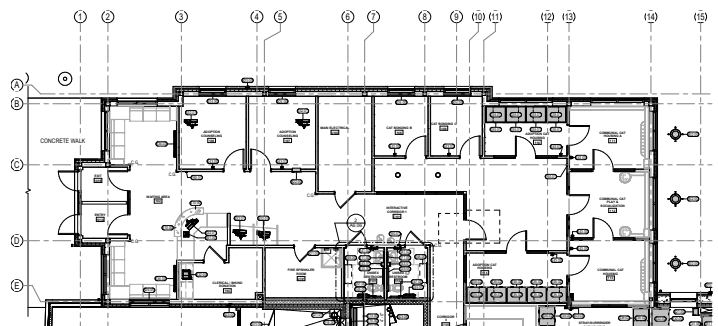
MEETINGS: 3

DELIVERABLES: 60% Drawing Set, Specifications

OWNER REVIEW TIME: 1 week

COMPLETION TIME: 6 to 8 weeks

For proposed schedule reductions, please review
PROJECT TEAM: RESOURCE SCHEDULE.



QUINCY ANIMAL SHELTER: PARTIAL EQUIPMENT PLAN

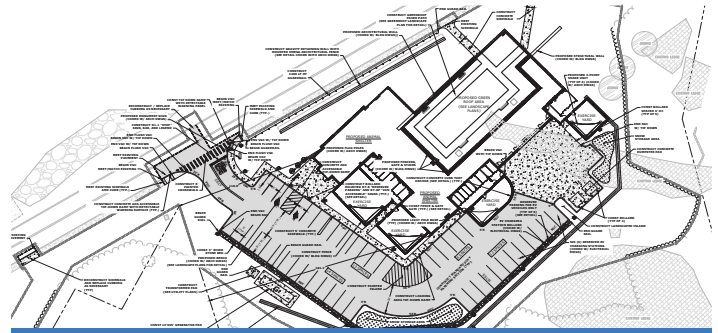


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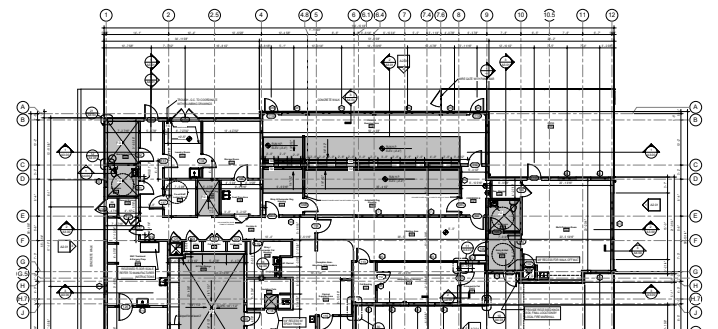
CONSTRUCTION DOCUMENTS

Complete Construction Documents will integrate all final materials, systems, details, and dimensions for the project. Each of these requires detailed specifications from the manufacturers, which must then be reflected in the construction drawings and specifications. Any one modification inevitably leads to the modification of other details, each of which must be noted, coordinated, and integrated. As the Construction Documents become more detailed and specific, additional design issues inevitably emerge and the process of making the detail decisions continues. 90% bid documentation will be submitted for City review and approval. Any comments from the Engineering Bureau, the Building Department, the Environmental Protection Board, the Fire Marshal, the WPCA, and the Health Department will be addressed prior to the issuance of a 100% BID set.

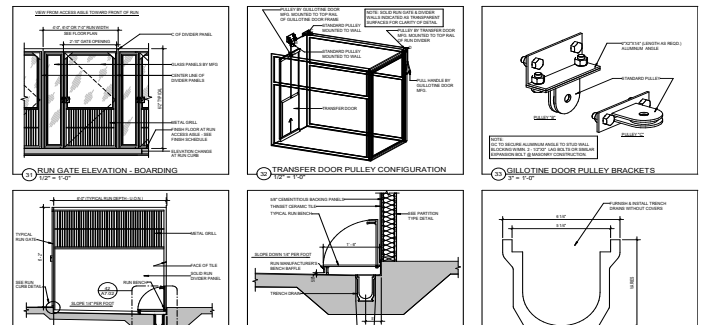
A final construction cost estimate will also be provided at this stage, and, if needed, additional Value Engineering will be explored. Sophisticated BIM software utilized by **rfa** (Autodesk Revit) enables all project team members to visualize the project three-dimensionally. This allows for the ability to efficiently and impactfully explore any cost-savings alternatives, which ultimately enables more informed and more cost-effective decisions. **To read more about the value added in this proposal through the use of modeling with BIM software, please see Appendix C.**



QUINCY ANIMAL SHELTER: CIVIL SITE PLAN



MILTON ANIMAL SHELTER: CONSTRUCTION DOCUMENTATION FLOOR PLAN



CONSTRUCTION DETAILS

MEETINGS: 3

DELIVERABLES: Specifications, 90% Construction BID Documents, 100% Construction BID Documents, Final Cost Estimate

OWNER REVIEW TIME: 2 weeks

COMPLETION TIME: 6 to 8 weeks

For proposed schedule reductions, please review PROJECT TEAM: RESOURCE SCHEDULE.

12 Jan 22

CSI ESTIMATION		Boston Animal Shelter Study Boston, MA Concept Estimate - Option 1		OPTION 1 (BASE BID) ESTIMATE DETAILS ANIMAL SHELTER BUILDING + ASSOC SITEWORK	
COST ESTIMATE CONSTRUCTION TAKEOFF				BUILDING AREA (GSF): 24,332	
Description	Quantity	Unit	\$/Unit	Total \$	Notes
B3020 Roof openings					
Roof hatch	1	ea	6,250.00	6,250	
B30 Roofing					
			End of Trade	1,279,465	Subtotal
C10 Interior Construction					
Masonry partitions	12,024	sf	27.00	324,648	
8" CMU wall around dog run wards					
Gypsum board partitions					
Chase wall: 3 1/2" metal stud, 1/2" GWB, insulation	288	sf	9.50	2,736	
Plumbing chase wall: 2 rows 3 1/2" metal stud, 1/2" GWB both sides, 2 row insulation	179	sf	19.00	3,392	
Regular partition 3 1/2" metal stud, 2x 1/2" GWB, insulation	12,508	sf	12.30	153,848	
Regular partition w/out insulation: 3 1/2" metal stud, 2x 1/2" GWB, insulation	5,628	sf	11.00	61,908	
Rough carpentry internal partitions	19,863	sf	2.50	49,658	
100% ready for interior occupancy (diets, restraint)	12,024	sf	3.50	42,084	

CITY OF BOSTON ANIMAL SHELTER STUDY: COST ESTIMATE



BIDDING

During this phase, the project is advertised for competitive Bidding per the City of Stamford's procurement requirements. **rfa** will attend a pre-bid walkthrough and further assist in answering individual questions and distributing responses and any addenda via sketches, drawings, specifications, or other means as they pertain to contractors' RFIs. The Bidding process often includes additionally-proposed material substitutions or systems modifications to achieve cost-savings or to simplify and expedite the construction process. These substitutions or modifications are thoroughly evaluated, and if any are to be accepted, must be integrated into the project as well. Once bids are received, **rfa** will assist the City of Stamford through a pre-award meeting with the lowest qualified bidder in the selection of one contractor and negotiation of the construction contract.



PRE-BID WALKTHROUGH

	L2M Construction	Kline Construction
Demolition, (Structures)	\$26,500	Included
Site Work	\$499,200	\$431,537
Landscaping	\$30,500	\$33,207
Concrete Work	\$182,200	\$361,074
Structure Steel & Metal Decking Work	\$188,100	\$131,125

BID MATRIX

Wet Treatment Tables

This table features a standard 36" height that easily integrates with Midmark cabinetry giving your treatment area a uniform and aesthetically pleasing look. The wet tub is excellent for all treatment and dental procedures and is available in standard 6" or custom-order 3 1/4" depths. The removable hair trap and easy-clean drain make maintenance a breeze.

- Wall mount capability
- 18-gauge steel, more durable than wood laminates, withstands the most rigorous clinical work
- Load capacity of 300 lb
- Internal modular design allows you to customize door and drawer configurations to suit your needs



REVIEWED, NO COMMENTS
 REVIEWED, SEE COMMENTS
 MAKE CORRECTIONS NOTED
 REVISE AND RESUBMIT
REVIEW IS FOR GENERAL COMPLIANCE WITH THE PROJECT DESIGN CONCEPT AND INFORMATION GIVEN IN THE CONTRACT DOCUMENTS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR AND THIS REVIEW DOES NOT INCLUDE CONTRACTING AND CONSULTING SERVICES. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE WORK AREA. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE WORK AREA. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE WORK AREA. THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE WORK AREA.

Tables With Faucet And Sprayer Included

V712.R000A	48" Right, 4 Drawer Renew	\$3,538.00
V722.R000A	48" Left, 4 Drawer Renew	\$3,538.00

ACCESSORIES

9A583000	Stainless Steel Grate Cover
9A593000	Stainless Steel Grate Cover

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 REVIEWED
 REVIEWED AS NOTED
 REJECTED
 REVISE AND RESUBMIT
This Review is only for general compliance with the design concept of the Project and for general compliance with the information given in the Contract Documents. Corrections or comments made on this review are for informational purposes only and do not release the Contractor from compliance with requirements of the Design and Specifications or their responsibility for any error in detail, dimensions or otherwise that may exist. Contractor is solely responsible for coordinating field dimensions, obtaining work techniques, processes, sequence, conditions and other factors and for performing all work in a safe and

NEXUS VETERINARY SPECIALISTS: SUBMITTAL

MEETINGS: 1

DELIVERABLES: RFI Responses, Bid Matrix, Pre-Award Meeting Minutes

OWNER REVIEW TIME: 1 week

COMPLETION TIME: 3 to 4 weeks

For proposed schedule reductions, please review PROJECT TEAM: RESOURCE SCHEDULE.



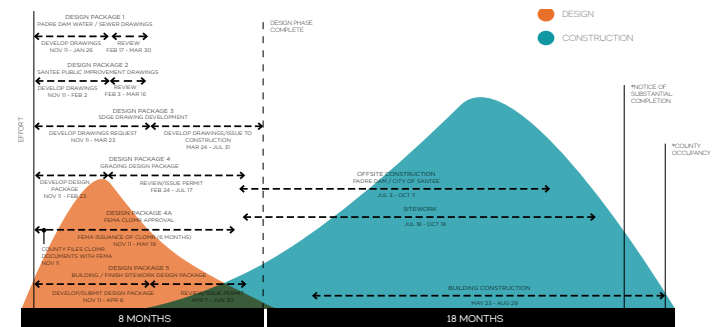
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CONSTRUCTION ADMINISTRATION

The **rfa** team will monitor the work of the contractor through bi-weekly meetings, including monthly site visits to prepare observation reports that include construction progress photography. A Schedule of Values and submittals will be reviewed, RFIs will be answered, and monthly requisitions for payment will be processed. The **rfa** team will also work collaboratively with the engineering teams to assure quality assurance commissioning is provided at the highest standard. Any change orders are processed, and, ultimately, at the semi-completion of the project, a Punch List is prepared. At closeout, the final requisition for payment is issued, and the Certificate of Occupancy is secured. The **rfa** team will review the contractor's As-Built Drawings, Operation and Maintenance Manuals, and warranties and subsequently provide as-built drawings to the City of Stamford.



OC ANIMAL CARE: ON-SITE MEETING



SANTEE ANIMAL SHELTER: CONSTRUCTION SCHEDULE



List
Punch List

Sheet
PUNCH A1.09

Location
Isolation Hold Dog Parvo Rm#
94.2

Status
Open

Created
Dec 19, 2017 at 5:54pm
jweaver@snyderlangston.com

Last Updated
Dec 21, 2017 at 5:02pm

Photos



#1285 Millwork

Description
Install missing Under sink cabinet.

OC ANIMAL CARE: PUNCH LIST REPORT

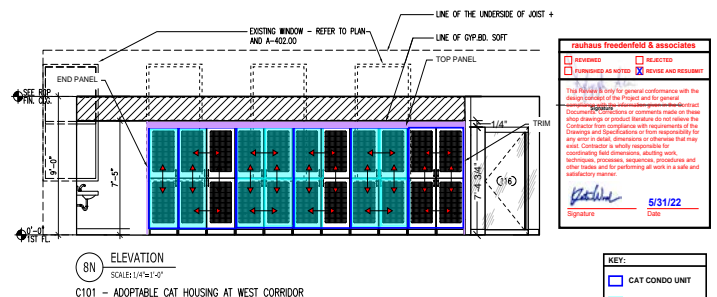
MEETINGS: bi-weekly (one per month on-site)

DELIVERABLES: Construction Meeting Minutes, Construction Progress Reports, RFI Responses, Certificate of Occupancy, As-Built Drawings

OWNER REVIEW TIME: N/A

COMPLETION TIME: 12 to 16 weeks

For proposed schedule reductions, please review PROJECT TEAM: RESOURCE SCHEDULE.



BIDEAWEE MANHATTAN OPERATIONS CENTER: SHOP DRAWING



SUMMARY

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PROJECT MANAGEMENT PLAN

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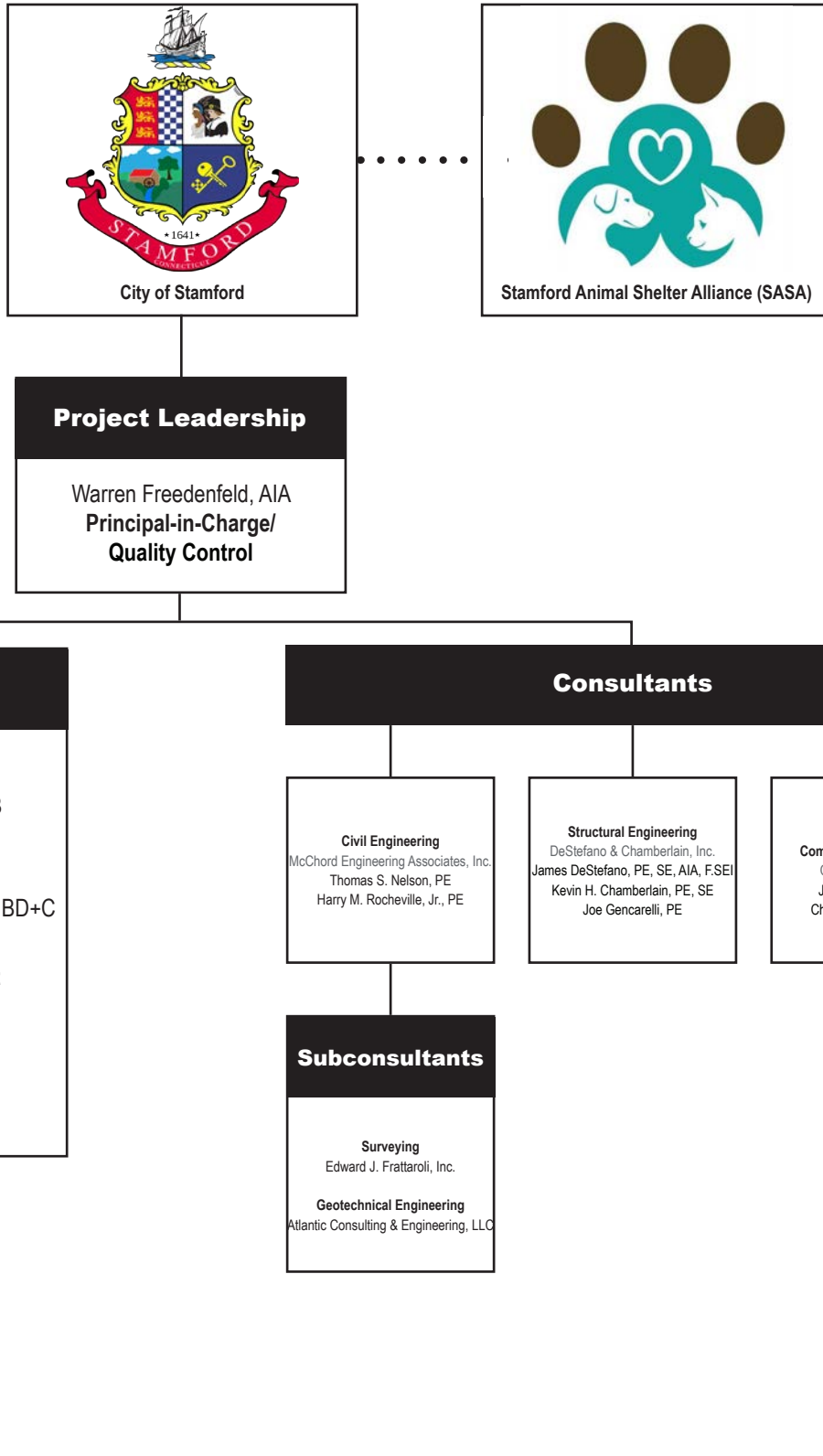
REFERENCES

APPENDICES



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PROJECT TEAM ORGANIZATION





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PROJECT TEAM INTRODUCTION

The team that rfa has assembled to design the SACC possesses the experience, creativity, and resources to complete the facility on time and within budget. The strategy for meeting the unique requirements for this important municipal project blends the specialized design skills and local experience from each team member as follows:



McChord Engineering Associates, Inc., based in Wilton, will be responsible for site design and Civil Engineering. This firm brings a 35-year wealth of local experience and, having previously worked on the adjacent WPCA facility, familiarity with the Site. Indeed, these engineers are intimately familiar with the City of Stamford Planning Regulations and the coastal site approval process.



DeStefano & Chamberlain, Inc., based in Fairfield, will design the structure. This firm showcases a 40-year reputation of engineering excellence and creative problem-solving and brings significant experience working with local builders, trades, and material suppliers.



Comfort Design, Inc., the assigned Mechanical, Electrical, Plumbing, and Fire Protection (MEP/FP) engineers have a 40-year track record of working with **rfa** and, ergo, specifically focusing on animal care facility designs.

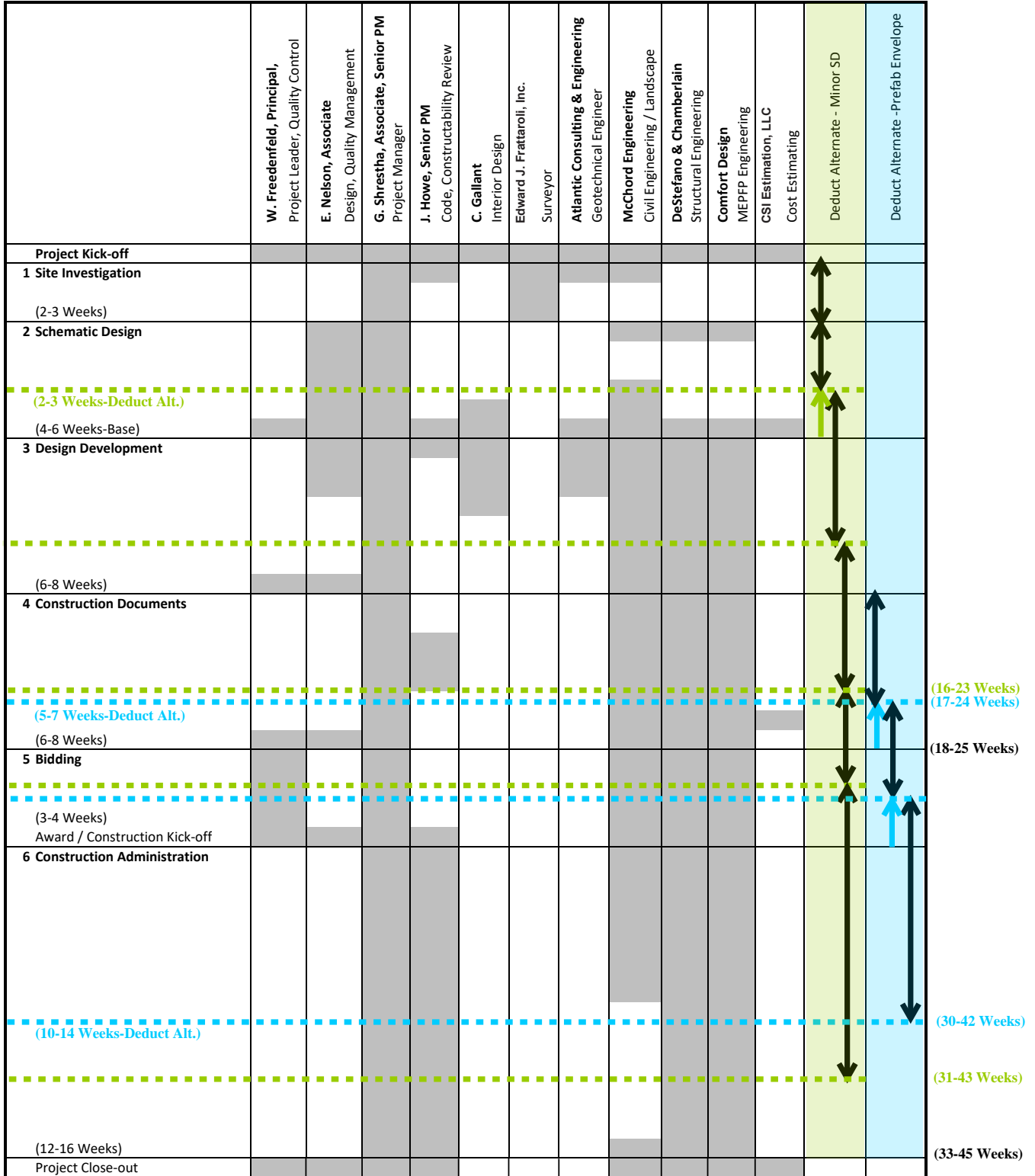
Services for site surveying (as provided by Edward J. Frattaroli, Inc. of Stamford), and geotechnical engineering/soil analysis (as provided by Atlantic Consulting & Engineering, LLC of Bridgeport) will be performed under the civil engineering consultant. Cost estimation services as performed by CSI Estimation, LLC of New York, NY will be provided by **rfa**.

It is important to note that, as animal care design specialists, **rfa** regularly works with clients across the nation and has developed a successful approach that leverages sophisticated web-based project management and communications tools to provide effective service that is not compromised by distance. On the following pages, the firm's Quality Assurance process details this. In this way, while **rfa** is not located in Stamford, the firm's nearby office in Boston enables regular travel to other projects in Connecticut, New York, and New Jersey. Therefore, **rfa** will certainly be present on-site when needed. Furthermore, because three sub-consulting firms are located in neighboring communities, this team also has access to convenient local office space, if needed.



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PROJECT TEAM RESOURCE SCHEDULE





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PROJECT MANAGEMENT PLAN/CONTROL ELEMENTS

Management of the SACC project will be streamlined and straightforward. Geeta Shrestha, a Senior Project Manager and Associate with **rfa**, will be the daily point of contact and responsible for all project management and communications. She is a seasoned architectural professional with nine years of experience with **rfa**, having managed 80+ animal care projects, including several projects in Connecticut and municipal shelter facilities in Massachusetts, New York, Rhode Island, and California. Mrs. Shrestha will be supported by Boston-based Principal, Warren Freeddenfeld, and Supervising Architect, Eric Nelson, who will also lead the design team. James Howe is responsible for technical detailing and Code and constructability reviews. Finally, Interior Designer Christine Gallant will handle material selections, lighting, and finishes documentation. **To review rfa's current staffing resources as they pertain to other corporate commitments, please see Appendix D.**

Quality Assurance

rfa performs a rigorous assurance process for achieving defined quality levels during the planning and implementation stages of each project undertaken, the protocols for which are subdivided into three areas as follows:

Quality Planning — planning to complete the work correctly the first time.

Quality Management — implementing what has been planned.

Quality Control — verifying that what was planned was achieved.

This process as it applies to the new SACC project is as follows:

Quality Planning:

- Host a kick-off design team and client stakeholder meeting to review the project parameters and define a complete scope of work. Review the current design to identify what works and what may need to be adjusted or reconsidered. **To read more on the value added in this proposal through this team's approach to consensus building, please see Appendix A.**
- Review site conditions and constraints and gain a thorough understanding of the City of Stamford Planning Regulations, coastal regulatory requirements, and schedule impacts.
- Review City of Stamford Bidding/Procurement protocols.
- Evaluate the proposed \$4.5-million budget to establish value engineering requirements and identify potential savings. Consider program reductions, phasing, building envelope simplification, and material selections that consider cost, maintenance, and durability.
- Evaluate the proposed six-month schedule to issue 100% Construction BID Documents and identify constraints and opportunities to minimize delays.
- Consider prefabrication of the building envelope and structure to: (1) reduce project costs, (2) reduce design and construction time, and (3) lock in pricing and delivery early to avoid the potential impact of current market fluctuations. **To review how prefabrication would impact this project, please note "Deduct Alternate: Prefabricated Envelope" in PROJECT TEAM: RESOURCE SCHEDULE and FEE PROPOSAL FORM.**



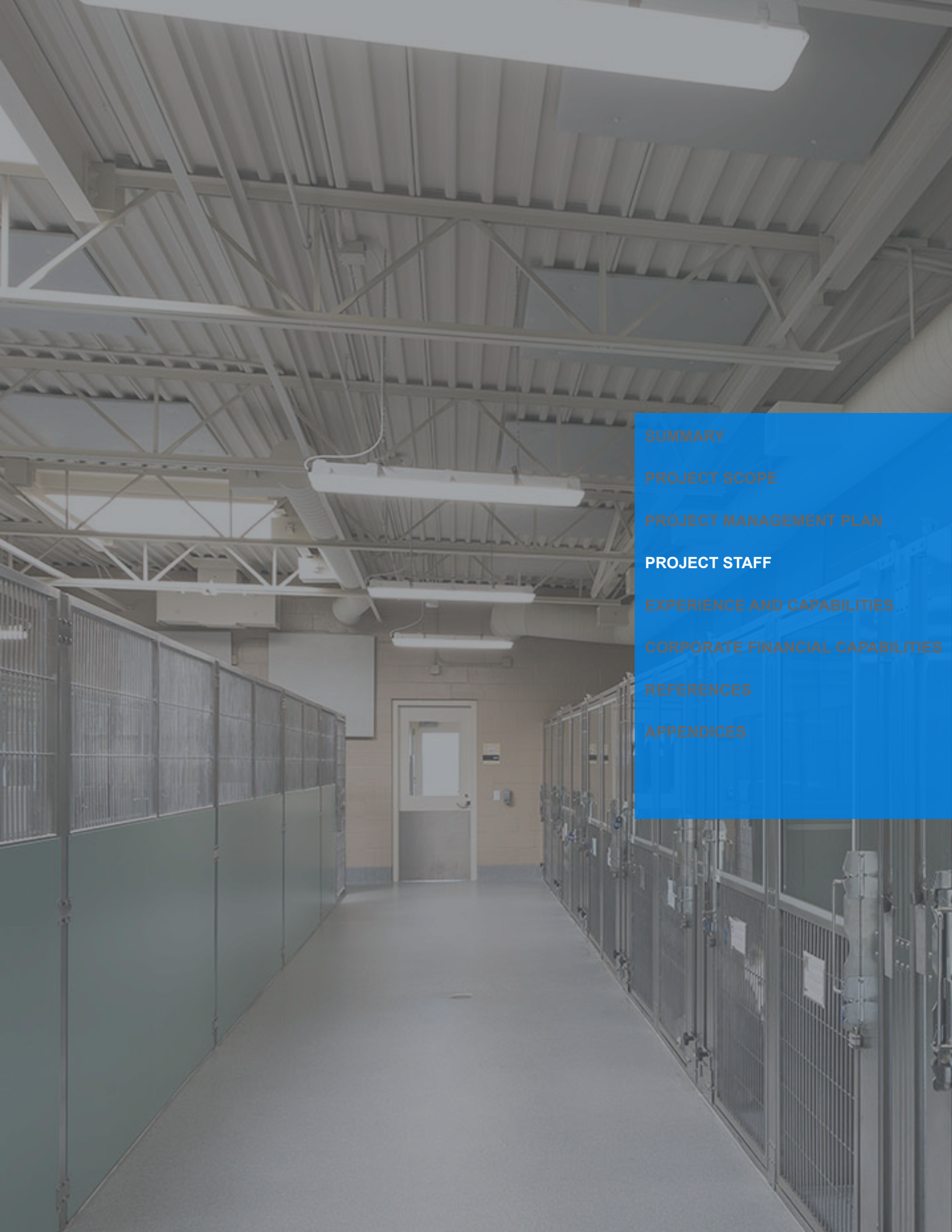
- Consider minimizing design changes to significantly reduce design costs and production schedule. Because **rfa** developed a design for this facility for SASA, considerable savings and delivery efficiencies are inherently included in this proposal. **To review how prefabrication would impact this project, please note “Deduct Alternate: Minor Schematic Design” in PROJECT TEAM RESOURCE SCHEDULE and FEE PROPOSAL FORM.**
- Develop a Project Management Plan with scheduling milestones, team responsibilities, owner review requirements, and Planning/Permitting timeframes.

Quality Management:

- Distribute and review the Project Management Plan for team buy-in.
- Establish the project schedule and hold regular project team meetings. Distribute agendas, meeting minutes, and track project progress and any issues that may arise throughout development.
- Leverage efficiency of **rfa** document management systems to store, organize, and quickly access critical project information, client directives, meeting minutes, etc.
- Leverage **rfa**'s utilization of sophisticated 3D-modeling and BIM documentation for animal care facilities to reduce production time and clearly communicate with client stakeholders and team members, achieving a streamlined project delivery. **To read more about the value added in this proposal through the use of modeling with BIM software, please see Appendix C.**
- Conduct periodic internal multi-disciplinary reviews to identify any issues and control the schedule. Provide additional resources if schedule adjustments are required.
- Develop clear, concise 100% Construction BID Documents that are in full conformance with the Stamford Purchasing Department requirements. Collect, track, and respond to RFIs in a timely manner, issue Addenda as needed, and provide assistance with the evaluation of Bids.
- Provide effective Construction Administration services for the duration of the project. Construction of animal control/shelter facilities is unique and requires special attention to certain details, including: 1) coordination of depressions in slabs for proper drainage, 2) dimensional control of partitions to accommodate modular equipment, 3) proper integration of complex mechanical, electrical, plumbing, and medical gas systems, and 4) adherence to detailed and specific finishing requirements. The proposed team uses tablets with web-based document management systems to efficiently note construction progress and any issues in the field, distribute notes, and track corrections.

Quality Control:

rfa actively controls quality throughout the project as above indicated. In addition, at the end of each development phase, internal reviews are conducted by partners Warren Freedenfeld and Richard Rauh to ensure overall project quality. Finally, **rfa** leverages its leadership position in the animal care industry as an opportunity to remain informed with constantly-evolving animal shelter and veterinary practice facility standards, many of which have been developed by the firm itself. Because **rfa** is a specialized design firm, its teams continually evaluate internal protocols, client satisfaction, equipment and material performance, and many other factors to keep abreast of industry changes and facilitate improvements on every project undertaken.



SUMMARY

PROJECT SCOPE

PROJECT MANAGEMENT PLAN

PROJECT STAFF

EXPERIENCE AND CAPABILITIES

CORPORATE FINANCIAL CAPABILITIES

REFERENCES

APPENDICES



Principal-in-Charge/Quality Control

Years of Experience

With **rfa**: 17 years
 Industry: 53 years

Education

Bachelor of Architecture
*Syracuse University,
 Graduate School of Architecture*

Bachelor of Arts, Architecture
*Syracuse University
 School of Liberal Arts*

Affiliations

American Institute of Architects
 National Council of Architectural
 Registration Boards, No. 15026
 Boston Society of Architects (BSA)

Warren Freedenfeld, AIA, NCARB
FULL-TIME

Principal
Boston, MA

Warren has designed 450+ animal care facilities throughout North America, Europe, Asia, and Australia and brings his architectural expertise to a wide range of projects, including animal control facilities, animal shelters, veterinary hospitals, specialty clinics, emergency centers, wildlife rehabilitation centers, pet hotels and resorts, grooming facilities, and pet retail stores. Applying in-depth knowledge of the project development process, animal welfare expertise, and creative vision has enabled him to design facilities that set new standards in the animal care industry for visual appeal and functionality.

With decades of experience and a long track record of national design awards, Warren is an authority in animal care facility design and is licensed to practice in over 30 states and other U.S. territories and Canadian provinces. He has lectured nationally and internationally on subjects ranging from efficient floor plans to materials and systems best suited for animal care facilities and has written numerous articles for respected trade publications.

Project Experience

Bristol Animal Shelter

Bristol, RI

The citizens of this seaside community voted for the building of a new animal shelter that embodied progressive healthy animal living, and pertinent to such housing are canine cottages, first developed in the U.S. by **rfa**, that have become models for many of **rfa**'s animal shelter designs. These cottages are configured to replicate the scale, form, textures, materials, and natural light indicative of a comforting, home-like environment. Other salient features include a client reception and waiting area, interactive corridor, adoption/stray/quarantine dog housing with indoor and outdoor runs, isolation dog housing with a treatment area, a communal kitten play room, an animal control office, a stray cat ward, an isolation cat ward, and a humane education and multipurpose room.

HumaneCNY

Liverpool, NY

Originally built in the 1960s, The Humane Association of Central New York's (HumaneCNY) animal shelter facility had become a beloved part of the Liverpool community. However, the 3,500 SF building required extensive renovation at its front and a replacement of the entire animal housing portion at the rear with a new building in order to meet modern animal care needs. Even so, the goal was to maintain the established character of the building while adding warmth and excitement to public visits. Consisting of over 7,000 SF, the project scope included a variety of housing areas for adoptable dogs and cats and a pet bonding room. A highly organized set of support functions, including food preparation, bathing, laundry, and storage, are strategically located for efficient and effective animal care.

Arizona	No. 33183	Massachusetts	No. 3538	Oregon	ARI-11328
California	No. C-24580	Michigan	No. 13010-38998	Ontario	No. 7335
Colorado	No. C-4749	Mississippi	No. 3221	Pennsylvania	No. B-8976
Connecticut	ARI.0006497	Missouri	No. 2000160073	Puerto Rico	No. 6725
Florida	No. AR0011410	Montana	No. 2722	Rhode Island	No. 1567
Georgia	No. 8233	Nevada	No. 3524	South Carolina	No. 4998
Illinois	No. 001-101867	New Hampshire	No. 1068	Tennessee	No. 100876
Indiana	No. AR19600133	New Jersey	No. AI-07422	Texas	No. 14095
Kansas	No. 4546	New York	No. 14160-1	Utah	No. 380348-0301
Kentucky	No. 4355	North Carolina	No. 6863	Vermont	No. 003-0000966
Louisiana	No. 5366	North Carolina (C)	No. 50710	Virginia	No. 9406
Maryland	No. 9888	Oklahoma	No. 4146	Washington	No. 6218



Design Lead / Quality Management

Years of Experience

With **rfa**: 11 years
Industry: 34 years

Education

SMArchS, Building Technology
MIT

Bachelor of Architecture
Pratt Institute

Affiliations

- American Institute of Architects
- National Council of Architectural Registration Boards
- Boston Society of Architects (BSA)
- U.S. Green Building Council

Eric Nelson, AIA, NCARB
FULL TIME

Associate, Supervising Architect
Boston, MA

Eric Nelson, a published, award-winning veteran architect of thirty years, is an Associate of **rfa** and our Supervising Architect. With a rich, diverse history of private practice and international project leadership, he brings a broad range of design, technical, and management skills to our firm.

In Eric's tenure at **rfa**, which began in 2011, he has led our project teams in the development of over 100 animal care facilities across the United States and abroad. Eric's experience and expertise in the animal care industry includes the design and project management of municipal and private animal shelters, pet resorts and daycare facilities, multi-species general veterinary practices, and animal specialty and emergency centers. He displays a wealth of knowledge in all aspects of animal shelter facility design, from space allocation and master planning to noise and odor control, fear-free design, material selection, and contagion control. Eric oversees the daily operations of **rfa**'s East Coast office, coordinating the efforts of our project managers and maintaining quality control.

Project Experience

St. Mary's County Animal Shelter

California, MD

In 2017, **rfa** was retained to conduct a feasibility study for St. Mary's County in Maryland with respect to animal welfare and sheltering, beginning with an analysis of the neighboring Tri-County Animal Shelter in Hughesville. From this study came the decision to build a new 12,800 SF animal shelter dedicated to St. Mary's County with an additional K-9 unit and an equine/stable area. Delivered within a design-build model, the County celebrated the ribbon-cutting of this new facility in August of 2022.

Quincy Animal Shelter

Quincy, MA

rfa is currently working with the City of Quincy on the development of the new Quincy Animal Shelter. The 14,900 square-foot shelter design not only includes housing and adoption facilities for lost and/or abandoned dogs and cats as well as exercise yards but also will include public spaces for humane education, training and obedience classes, public meetings, and K-9 Unit demonstrations. Indeed, there are designated areas for the Quincy Animal Control Unit and the Quincy K-9 Police Unit. Veterinary medical spaces include a treatment area, a surgery prep room, and a spay/neuter clinic. The building itself is nestled into a hillside in order to save on site costs, and construction is expected to begin in the autumn of 2022. Adjacent to the future shelter's location is a recently completed dog park that incorporates an active dog area as well as areas for senior and small dogs.

OC Animal Care

Tustin, CA

OC Animal Care serves fourteen surrounding cities and communities. **rfa**'s design sited seven buildings, ample parking, service areas, and a variety of exercise yards into a park-like setting. The spine of the seven-acre campus -- a curved, tree-lined promenade -- encourages public exploration and secure, nurturing interaction between visitors, staff, and animals. The two-story main building houses a state-of-the-art clinic, public meeting spaces, field services, and a variety of administrative departments. **rfa** worked extensively with staff, animal welfare specialists, and members of the renowned University of California, Davis School of Veterinary Medicine to meticulously craft every aspect of this facility. The resulting design seeks to establish a forward-thinking standard in municipal animal care and an inspirational community resource. **rfa** facilitated frequent client design reviews and design-build team communication. Efficient planning, durable concrete tilt-up panel construction, and a number of innovative building techniques also helped to complete this sophisticated, fast-track project within budget and the client's aggressive eighteen-month schedule.



Project Manager

Years of Experience

With **rfa**: 9 years
Industry: 19 years

Education

Bachelor of Architecture
*Institute of Engineering,
Tibhuvan Unviersity, Nepal*

History Preservation (Intern)
Getty Conservation Institute

Sustainable Development (Intern)
United Nations

Affiliations

LEED AP BD+C

Geeta Shrestha, Assoc. AIA, LEED AP BD+C Associate, Sr. Project Manager
FULL TIME **Boston, MA**

Geeta Shrestha has been a practicing architecture professional since 2003. She received her formal training in her home city of Katmandu, Nepal. After working there for several years, she continued her training in Bonn, Germany and then at the Getty Conservation Institute in Los Angeles. Having lived and practiced in the United States since 2007, she has developed into a talented, mature professional and expert BIM modeler. Since joining **rfa** in 2013, she has completed construction documents for numerous animal shelters, pet boarding facilities, and veterinary hospitals, affording her intimate familiarity with the operations and technical requirements of these such specialized and complex facilities. Her attentive dedication to clients, consulting engineers, and contractors in the field across each and every project as well as her hands-on approach to mentorship of **rfa**'s junior staff has led to her appointment in 2021 as an Associate of the firm.

Project Experience

Pleasant Paws Pet Center

Newtown, CT

The 18,700 SF Pleasant Paws Pet Center provides all pet solutions under one roof for dogs, cats, birds, reptiles, and pocket pets. This two-storied facility incorporates veterinary and rehabilitative care, boarding and training areas, grooming services, and a pet retail component. Veterinary areas specifically serve treatments for post-operative orthopedic care, traumatic injuries, arthritis, and canine obesity. Indoor canine suites offer three different layouts complemented by outdoor yards.

Rockland County Capital Project #1483

Pomona, NY

Rockland County is in the process of replacing its current 4,000 SF outdated and inadequate animal shelter with a new state-of-the-art 14,000 SF facility. The new shelter is designed to not only provide a healthy home for animals but also promote and facilitate pet adoptions in a warm, welcoming, and enjoyable environment. Accessibility is balanced efficiently with security throughout this new facility's design; while pet adoption and animal housing areas create an inviting introduction to the shelter's services, stray/surrender areas and quarantine/isolation wards are safely located beyond public access. Shelter staff support functions are predominantly situated centrally within the facility as well to allow for efficient operations. Overall, the new animal shelter will be a tremendous asset to the community.

The Seeing Eye

Morristown, NJ

The Seeing Eye in Morristown, New Jersey is the oldest guide dog school in the world. **rfa** was hired to consolidate, upgrade, and expand kenneling facilities on this renowned organization's 60-acre campus. The 10,000 SF Harris Canine Pavilion houses 48 dogs in four separate suites with comfortable indoor resting runs and outdoor exercise runs. The design of the Pavilion not only meets the organization's goals but also creates a prominent architectural feature celebrating The Seeing Eye's commitment to loving care and instruction for all participants in the program. Every inch of the kennel spaces was designed to facilitate state-of-the-art animal care, incorporating aseptic, easily-maintained finishes and sophisticated waste removal as well as noise and odor control measures. Because group exercise and play are key elements of the program, generous outdoor covered exercise yards conveniently shelter dogs from hot sun and inclement weather.



James Howe, CBO
FULL TIME

Project Manager
Fort Pierce, FL

With a Master’s in Architecture from Boston Architectural College, Project Manager James Howe brings to **rfa** diversified design experience from the healthcare, laboratory/office, retail, and childcare sectors. As a former Plans Examiner for the City of Boston, James also acts as **rfa**’s lead Quality Assurance/Quality Control reviewer, a true expert in technical document coordination who ensures Building Code compliance while maintaining project expectations. From assisting clients in the realization of their design needs and goals, to creating safe and welcoming opportunities for interaction between people and animals, and to determining resolutions to unforeseen construction conditions, James enjoys the creativity that accompanies true problem-solving throughout all phases of a project.

Years of Experience

With **rfa**: 2 years
Industry: 23 years

Education

Master of Architecture
Boston Architectural College

Bachelor of Architecture

Boston Architectural College

Project Experience

St. Mary’s County Animal Shelter

California, MD

In 2017, **rfa** was retained to conduct a feasibility study for St. Mary’s County in Maryland with respect to its animal welfare and sheltering, beginning with an analysis of the neighboring Tri-County Animal Shelter in Hughesville. From this study came the decision to build a new 12,800 SF animal shelter dedicated to St. Mary’s County with an additional K-9 unit and an equine/stable area, all designed by **rfa**. Delivered within a design-build model, the County celebrated the ribbon-cutting of this new facility in August of 2022.

Quincy Animal Shelter

Quincy, MA

rfa is currently working with the City of Quincy in Massachusetts on the development of the new Quincy Animal Shelter. The 14,900 square-foot shelter design not only includes housing and adoption facilities for lost and/or abandoned dogs and cats as well as exercise yards but also will include public spaces for humane education, training and obedience classes, public meetings, and K-9 Unit demonstrations. Indeed, there are designated areas for the Quincy Animal Control Unit and the Quincy K-9 Police Unit. Veterinary medical spaces include a treatment area, a surgery prep room, and a spay/neuter clinic. The building itself is nestled into a hillside in order to save on site costs, and construction is expected to begin in the autumn of 2022. Adjacent to the future shelter’s location is the recently completed dog park and its access road. This park incorporates an active dog area as well as areas for senior and small dogs.

Milton Animal Shelter

Milton, MA

Just nine miles south of Boston, the Town of Milton in Massachusetts will be constructing a new animal shelter nestled into the wooded hills that surround Granite Links Golf Club. This 5,100 SF gem will incorporate adoption and surrender services, a spay/neuter clinic, humane education programs, and an animal control department, all to serve the community’s 27,000 people. The building is sited to face the access road and insulate adjacent residents from the majority of shelter operations. Generous fenced exercise yards and access to walking trails complement the full range of services provided within the shelter facility. Standing seam metal roofing, expressed timber framing, painted clapboard siding, and stone banding create an exterior palate that is clean, contemporary, and harmonious with the Town’s historic colonial character. Clerestory windows above a “catio” bring sunlight and warmth into the southeast-facing entry, waiting area, and communal cat play room.



Interior Designer

Years of Experience

With **rfa**: 1 year
Industry: 2 years

Education

Bachelor of Interior Architecture
Boston Architectural College

Christine Gallant
FULL TIME

Interior Designer
Boston, MA

Christine Gallant received her Bachelor of Interior Architecture from the Boston Architectural College in 2020 and has recently joined the **rfa** design team. Upon her onboarding, she led the meticulous development of an internal material resource library and maintains active correspondence with materials manufacturers in the development of all animal care and veterinary facility projects. With a keen sense of color and style, she interprets clients' aesthetic preferences to compile material boards for presentation, enthusiastically engaging in the discussion of the best-suited durable and easily-maintained materials for each use in these demanding environments. With creative flair, she brings to **rfa** a complementary work ethic that supports the efforts of the firm's full architectural services.

Project Experience

Quincy Animal Shelter

Quincy, MA

rfa is currently working with the City of Quincy in Massachusetts on the development of the new Quincy Animal Shelter. The 14,900 square-foot shelter design not only includes housing and adoption facilities for lost and/or abandoned dogs and cats as well as exercise yards but also will include public spaces for humane education, training and obedience classes, public meetings, and K-9 Unit demonstrations. Indeed, there are designated areas for the Quincy Animal Control Unit and the Quincy K-9 Police Unit. Veterinary medical spaces include a treatment area, a surgery prep room, and a spay/neuter clinic. The building itself is nestled into a hillside in order to save on site costs, and construction is expected to begin in the autumn of 2022. Adjacent to the future shelter's location is the recently completed dog park and its access road. This park incorporates an active dog area as well as areas for senior and small dogs.

Bideawee Manhattan Operations Center

New York, NY

7,700 SF of renovations are underway at a four-story former sushi restaurant in the heart of the Chelsea neighborhood in New York City for the new headquarters of Bideawee, one of the oldest humane organizations in the United States. Bideawee serves Greater New York with multiple locations, including a Westhampton animal shelter facility for which **rfa** designed a veterinary clinic in 2007. In addition to dog and cat adoption services, the scope of work for this new facility will provide services for veterinary treatment and surgery areas as well. The renovation work is expected to be completed by the end of 2022.



Geotechnical Principal-in-Charge

Years of Experience

With **ACE**: 34 years
Industry: 41 years

Education

Master of Science,
Civil Engineering
Northeastern University

Bachelor of Science,
Civil Engineering
University of Lowell

State of Connecticut Licensure

No. 14358

Affiliations

American Society of Civil Engineers
Connecticut Society of Civil Engineers
American Arbitration Association
Construction Specifications Institute
Connecticut Construction Inspectors
Association

James E. Quill, PE
FULL TIME

Principal
Bridgeport, CT

As Principal of the multi-disciplined Atlantic Consulting & Engineering, LLC, James Quill is engaged in geotechnical, civil, structural, mechanical, electrical, plumbing, and fire protection projects undertaken by the firm. His overall responsibility entails all inspections, designs, and construction documents produced for residential, commercial, educational, and industrial projects. James began his engineering career providing geotechnical services through extensive supervision over major earthwork and foundation contractors, a background that showcases experience in designing for dewatering systems, retaining structures, sheet piles, blasting rock excavation, and excavate/replace cut and cover operations. Since 1988, he has also served as Principal of Fairfield Testing Laboratory, LLC in Bridgeport, CT, where he is chiefly responsible for all testing and inspection of soils, bituminous concrete, subsurface investigations, concrete/masonry, structural steel, bridges, and bulk heads.

Atlantic Consulting & Engineering, LLC have provided numerous geotechnical engineering services to the City of Stamford.



**Civil Principal-in-Charge/
Managing Engineer**

Years of Experience
With **MEA**: 18 years
Industry: 20 years

Education
Bachelor of Science,
Civil Engineering
State University of New York at Buffalo

State of Connecticut Licensure
No. 26595

Thomas S. Nelson, PE
FULL TIME

President
Wilton, CT

Thomas Nelson is responsible for the management of a wide variety of site development projects from their inception to final occupancy. He closely coordinates engineering designs with the client, design team, and regulators to provide a finished product that meets both the client's objectives and municipal regulations in a timely and cost-effective manner. His experience base includes performing for site planning, subdivision of land to meet planning and zoning requirements, stormwater management design, site grading, preparation of erosion control plans, hydraulic design of sanitary and storm sewer systems, septic system design, coastal site development, and low impact development (LID) design techniques. Thomas is also well-versed in the timing and sequence of application procedures for a wide array of permits to local and State reviewing agencies and provides timely responses to RFIs and processing of submittals.

Project Experience

170 Seleck Street **Stamford, CT**

To this construction of a new commercial building on a previously-developed parcel that consisted of a parking lot and an adjoining commercial building, MEA provided all site engineering services, including driveway and parking layouts, stormwater management design, sanitary sewer connection, site utilities, site grading, erosion controls, permitting assistance, inspections, and final certifications.

Weston Dog Park **Weston, CT**

The design of this dog park for the Town of Weston is sited on an undeveloped parcel also incorporates a new driveway, a parking lot, public pathways, and secure fenced areas. For this project, McChord Engineering Associates, Inc. provided all site engineering services, including coordination with Town officials, the layout and profile of the new driveway, the parking layout, stormwater management design, site grading, considerations for erosion control, permitting assistance, the creation of presentations to local commissions, and construction estimation.

Brim & Crown **Norwalk, CT**

This project entailed the renovation of an existing industrial building and the construction of an entirely new building to create a multi-use development that consists of 189 residential apartments and 46,500 SF of commercial space. The site design also incorporated an associated parking lot and integration with the adjoining East Norwalk Train Station. MEA provided all site engineering services, including feasibility assessment, driveway and parking layout, stormwater management design, sanitary sewer design, site utilities, site grading, erosion controls, permitting assistance, construction administration, inspections, and final certifications.

HTMX Industries **Norwalk, CT**

The construction of the 22,780 SF Innovation Center to serve as the world headquarters for HTMX Industries, a global luxury vinyl tile manufacturer, required the extension of a city road and multiple parking lots, with special attention given to green building practices and Low Impact Development (LID) directives. The development is the first certified Living Building Challenge project in the State of Connecticut. MEA provided all site engineering services, including the design of the road extension, driveway and parking lot layout, stormwater management design, sanitary sewer design, storm sewer design, site utilities, site grading, erosion controls, permitting assistance, construction administration, inspections, and final certifications.



Years of Experience

With **MEA**: 4 years
Industry: 10 years

Education

Bachelor of Science,
Civil Engineering
University of New Haven

State of Connecticut Licensure

No. 32002

Harry M. Rocheville, Jr., PE
FULL TIME

Project Manager
Wilton, CT

Harry Rocheville provides design services and manages of a wide variety of site development projects, including those pertaining to site planning, parking facilities, sanitary and storm drainage facilities, site grading, erosion and sedimentation controls, and the coordination of underground utilities.

Project Experience

170 Seleck Street

Stamford, CT

To this construction of a new commercial building on a previously-developed parcel that consisted of a parking lot and an adjoining commercial building, MEA provided all site engineering services, including driveway and parking layouts, stormwater management design, sanitary sewer connection, site utilities, site grading, erosion controls, permitting assistance, inspections, and final certifications.

Weston Dog Park

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Norwalk, CT

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HTMX Industries

Norwalk, CT

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Structural Principal-in-Charge

Years of Experience
With **DS&C**: 41 years
Industry: 45 years

Education
Master of Science,
Structural Engineering
and Structural Mechanics
University of California, Berkeley

Bachelor of Science
Civil Engineering
University of Pennsylvania

Affiliations

- Council of American Structural Engineers (CASE)
- Structural Engineering Institute (SEI)
- Timber Frame Business Council (TFBC)
- American Wood Council (AWC)
- American Plywood Association (APA)

James B. DeStefano, PE, SE, AIA, F.SEI
FULL TIME

President
Fairfield, CT

Jim DeStefano first founded DeStefano & Chamberlain, Inc. as DeStefano Associates in 1981. He then went on to serve as the President of the Connecticut Structural Engineers Coalition from 1994 to 1997. He has also served as a director of the National Council of Structural Engineers Associations (NCSEA) and of the Structural Insulated Panel Association (SIPA) and is past chairman of the *Structure* editorial board. In 1996 and again in 2008, Jim was awarded the Engineering Excellence Award from the American Council of Engineering Companies of Connecticut (ACEC/CT). He was also awarded the Connecticut AIA Chapter's Volunteer of the Year Award in 2014. Living in Westport, he has previously served in on the Town's land use boards, including the Planning and Zoning Commission and the Flood and Erosion Control Board.

Project Experience

Scofield Yard

Stamford, CT

As part of a landfill-capping project, the City of Stamford was looking to replace its 30-year-old dilapidated salt dome. After initially pursuing a prefabricated structure, DeStefano & Chamberlain, Inc. proposed an attractive interconnected farm building design to be more compatible with the nearby residential architecture. The salt shed was made narrower and longer to accept an arched roof and emulate the look of a dairy barn with adjacent gabled roofed spaces for the field office and equipment bays. The barn was given diamond-shaped shingles and horizontal siding, contrasting with the architectural shingles and vertical siding on the rest of the building. Space was also allocated for a plow driver break area.

Department of Public Works Administration Building

Trumbull, CT

The Town of Trumbull needed a new building erected at the Highway site on Church Hill Road to consolidate several departments, including Public Works/Highway, Parks and Recreation, Arts Commission, and the Credit Union. The Town opted for a design-build approach due to a tight budget and schedule. Bismark Construction and DeStefano & Chamberlain, Inc. thus teamed to design and build the facility. DeStefano & Chamberlain presented a design meant to emulate the look and feel of a farm building but one that would not exceed the construction budget. An exposed timber frame was engineered to support the roof and define a centralized open office area. Construction was indeed completed without delays or cost overruns.

The Hotchkiss School: Biomass Boiler Plant

Lakeville, CT

When the Hotchkiss School needed a new central boiler plant to replace their aging facility, Centerbrook Architects and DeStefano & Chamberlain teamed to design a new structure. A low profile, undulating roof is a showcase of wood technology at the interior, and the vegetated roof on the exterior blends seamlessly into the landscape of the adjacent golf course. The new facility contains two Messersmith biomass boiler units which will burn locally- and sustainably-harvested wood chips, and the project achieved LEED Certification. Additionally, the project received a Green Building with Wood Award from WoodWorks, a Design Award from AIA Connecticut, an Honor Award for Design Excellence from AIA New England, and a Build Connecticut Award for Mid-Size New Constructions from the Associated General Contractors (AGC). The project was also ranked at #10 on *The Huffington Post's* "20 of The Most Ingenious Works of Architecture in 2014".



Years of Experience
With **DS&C**: 26 years
Industry: 26 years

Education
Bachelor of Architectural Engineering,
Structural Option
Pennsylvania State University

Affiliations
American Council of Engineering
Companies of Connecticut (ACEC/CT)
Council of American Structural Engineers
(CASE)

Kevin Chamberlain, PE, SE

FULL TIME

CEO
Fairfield, CT

Kevin Chamberlain has been active in the structural engineering profession for many years. He served two terms on the Board of the Structural Engineers Coalition of the American Council of Engineering Companies of Connecticut (ACEC/CT), including two years as President, and currently serves on the Coalition's Code Advisory Committee. Kevin is Chairman of the Council of American Structural Engineers (CASE), the leading organization speaking for the business and professional practice interests of firms practicing structural engineering. He has also chaired CASE's Guidelines Committee, and recently co-authored "Structural Engineer's Guide to Working with a Geotechnical Engineer". In 2008, Kevin was awarded the Engineering Excellence Award from ACEC/CT for St. Patrick Church in Redding, a spectacular reproduction timber-framed structure. As a resident of Trumbull, Kevin has previously served on the Inland Wetlands and Watercourses Commission the Building Code Board of Appeals.

Project Experience

Scofield Yard **Stamford, CT**
As part of a landfill-capping project, the City of Stamford was looking to replace its 30-year-old dilapidated salt dome. After initially pursuing a prefabricated structure, DeStefano & Chamberlain, Inc. proposed an attractive interconnected farm building design to be more compatible with the nearby residential architecture. The salt shed was made narrower and longer to accept an arched roof and emulate the look of a dairy barn with adjacent gabled roofed spaces for the field office and equipment bays. The barn was given diamond-shaped shingles and horizontal siding, contrasting with the architectural shingles and vertical siding on the rest of the building. Space was also allocated for a plow driver break area.

Department of Public Works Administration Building **Trumbull, CT**
The Town of Trumbull needed a new building erected at the Highway site on Church Hill Road to consolidate several departments, including Public Works/Highway, Parks and Recreation, Arts Commission, and the Credit Union. The Town opted for a design-build approach due to a tight budget and schedule. Bismark Construction and DeStefano & Chamberlain, Inc. thus teamed to design and build the facility. DeStefano & Chamberlain presented a design meant to emulate the look and feel of a farm building but one that would not exceed the construction budget. An exposed timber frame was engineered to support the roof and define a centralized open office area. Construction was indeed completed without delays or cost overruns.

Thompson Exhibition Building **Mystic, CT**
The Thompson Exhibition Building evokes the "geometry of the sea," drawing design cues from the interior of a wooden ship, the undulating sea, and a spiraling nautilus shell. Named for the late Wade Thompson, the 14,000 SF building houses the Collins Gallery, a 5,000 SF hall featuring soaring ceilings and a flexible layout to accommodate objects of varying size and installations of all types. A riverfront meeting space, the Masin Room, graces the west side of the building and can be reconfigured for conferences or lectures, additional gallery space, or educational programs, adding to the versatile environment. The building incorporates a wraparound deck that allows visitors to enjoy the riverside setting and serves as a covered overlook to the quadrangle's common area. Other design elements include a prominent Museum entrance, a sweeping reception lobby, a ticketing center, a retail shop, and visitor amenities.



rauhaus freedenfeld & associates



Years of Experience
With **DS&C**: 22 years
Industry: 22 years

Education
Bachelor of Science,
Civil Engineering Technology
Central Connecticut State University

Affiliations
American Council of Engineering
Companies of Connecticut (ACEC/CT)
American Society of Civil Engineers
(ASCE)

Joe Gencarelli, PE FULL TIME

CFO
Fairfield, CT

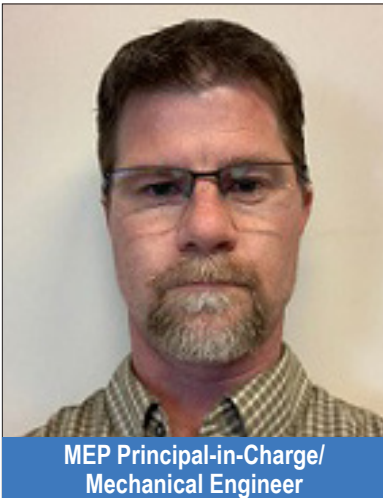
As CFO of DeStefano & Chamberlain, Inc. Joe Gencarelli is accountable for the administrative and financial management of the company. His other duties to the firm include engineering, project management, and team-building on various types of projects and complex facilities. In addition to structural design, Joe manages the firm's special inspection program, possessing the following inspection certifications: AWS Certified Welding Inspector, ICC Reinforced Concrete Special Inspector, ICC Structural Masonry Special Inspector, ICC Structural Steel and Bolting Special Inspector, ICC Structural Steel and Welding Special Inspector, ICC Spray Fireproofing Special Inspector, and ACI Concrete Field Testing Technician, Grade 1. Joe's work on numerous projects has been featured in magazines such as *Connecticut Cottages & Gardens*, *Architecture*, and *Luxe Interiors + Design*. In 2016, one of his projects received the Built Honor Award by AIA Connecticut. Joe is the current President of the Board of Directors of the Structural Engineers Coalition of the American Council of Engineering Companies of Connecticut (ACEC/CT) and also serves on the ASCE 7 Standard Committee for the upcoming code cycle of the ASCE 7-22 Design Standard.

Project Experience

Scofield Yard **Stamford, CT**
As part of a landfill-capping project, the City of Stamford was looking to replace its 30-year-old dilapidated salt dome. After initially pursuing a prefabricated structure, DeStefano & Chamberlain, Inc. proposed an attractive interconnected farm building design to be more compatible with the nearby residential architecture. The salt shed was made narrower and longer to accept an arched roof and emulate the look of a dairy barn with adjacent gabled roofed spaces for the field office and equipment bays. The barn was given diamond-shaped shingles and horizontal siding, contrasting with the architectural shingles and vertical siding on the rest of the building. Space was also allocated for a plow driver break area.

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Choate Rosemary Hall: Lanphier Center **Wallingford, CT**
Choate's Cameron and Edward Lanphier Center for Mathematics and Computer Science blends traditional STEM subjects — science, technology, engineering, and mathematics — with arts. Home to teaching spaces for subjects ranging from robotics to sculpture, the building acknowledges the increasing importance of design-related disciplines. In addition to classrooms and labs, the Lanphier Center includes informal gathering spaces where students can meet and study. The building follows a U-shaped arrangement of classrooms with glass walls that look out on an ancient beech tree at the center of the courtyard. The structure also connects to the nearby Icahn Center by means of a footbridge that traverses a wetlands system. The center completed construction and opened to students in 2015 and was designed to meet or exceed qualifications for a LEED Gold certification. The project received a 2017 Honor Award for Design Excellence from AIA Connecticut.



Joshua L. Catlett, PE
FULL TIME

Vice President, Senior Mechanical Engineer
Winchester, VA

For over two decades, Joshua Catlett has provided heating, air conditioning, plumbing, industrial and commercial ventilation, high-velocity heat pump systems, water source heat pump systems, geothermal heat pump systems, radiant flooring, and many other systems designs to architects, owners, manufacturing companies, mechanical contractors, and builders. Having teamed with **rfa** for many years, he has been chiefly responsible for the mechanical and plumbing designs of numerous animal care facilities and veterinary hospitals.

MEP Principal-in-Charge/
Mechanical Engineer

Years of Experience

With **CDi**: 25 years
Industry: 29 years

Education

Bachelor of Science,
Mechanical Engineering
West Virginia University

Affiliations

- American Society of Heating, Refrigerating, & Air Conditioning Engineers (ASHRAE)
- American Society of Plumbing Engineers (ASPE)
- American Society of Mechanical Engineers (ASME)
- National Society of Professional Engineers (NSPE)
- National Fire Protection Agency (NFPA)
- International Code Council (ICC)
- National Council of Examiners for Engineering and Surveying (NCEES)

Project Experience

St. Mary's County Animal Shelter

California, MD

In 2017, **rfa** was retained to conduct a feasibility study for St. Mary's County in Maryland with respect to animal welfare and sheltering, beginning with an analysis of the neighboring Tri-County Animal Shelter in Hughesville. From this study came the decision to build a new 12,800 SF animal shelter dedicated to St. Mary's County with an additional K-9 unit and an equine/stable area. Delivered within a design-build model, the County celebrated the ribbon-cutting of this new facility in August of 2022.

Pleasant Paws Pet Center

Newtown, CT

The 18,700 SF Pleasant Paws Pet Center provides all pet solutions under one roof for dogs, cats, birds, reptiles, and pocket pets. This two-storied facility incorporates veterinary and rehabilitative care, boarding and training areas, grooming services, and a pet retail component. Veterinary areas specifically serve treatments for post-operative orthopedic care, traumatic injuries, arthritis, and canine obesity. Indoor canine suites offer three different layouts complemented by outdoor yards.

The Metro Pooch

Guilford, CT

Two devoted, animal-loving visionaries joined forces to create The Metro Pooch. This 9,700 SF dog hotel located near New Haven in Guilford, Connecticut and within eyesight of the Atlantic Ocean includes standard, luxury, and deluxe suites, indoor dog playrooms, an exercise yard, and training and grooming services. The facility features cooler colors and attractive finishes, lighting design, separate air handlers, and sound-absorbing panels that calm the dogs while providing opportunities for healthy socialization, ensuring that dogs are pampered with care in a place that feels like home.

Bristol Animal Shelter

Bristol, RI

The citizens of this seaside community voted for the building of a new animal shelter that embodied progressive healthy animal living, and pertinent to such housing are canine cottages, first developed in the U.S. by **rfa**, that have become models for many of **rfa**'s animal shelter designs. These cottages are configured to replicate the scale, form, textures, materials, and natural light indicative of a comforting, home-like environment. Other salient features include a client reception and waiting area, interactive corridor, adoption/stray/quarantine dog housing with indoor and outdoor runs, isolation dog housing with a treatment area, a communal kitten play room, an animal control office, a stray cat ward, an isolation cat ward, and a humane education and multipurpose room.



Years of Experience

With **CDi**: 19 years
Industry: 24 years

Education

Bachelor of Science,
Mechanical Engineering
West Virginia University

Affiliations

American Society of Heating,
Refrigerating, & Air Conditioning
Engineers (ASHRAE)

American Society of Plumbing Engineers
(ASPE)

American Society of Mechanical
Engineers (ASME)

International Code Council (ICC)

National Council of Examiners for
Engineering and Surveying (NCEES)

Christopher R. Sprankle
FULL TIME

Mechanical Engineer
Winchester, VA

Beginning his tenure at Comfort Design, Inc. in 2003 as an Engineering Technician, Christopher Sprankle has performed numerous HVAC designs, drawings, and specifications for industrial, commercial, and residential facilities. Over the last fifteen years, he has further been responsible for the mechanical and plumbing designs for numerous animal shelters, veterinary hospitals, human medical care facilities, government buildings, and many other building types. With a deep understanding in navigating international, federal, and local mechanical and plumbing codes, he is an integral asset in CDi's longstanding relationship with **rfa**'s development of numerous animal care facilities.

Project Experience

St. Mary's County Animal Shelter

California, MD

In 2017, **rfa** was retained to conduct a feasibility study for St. Mary's County in Maryland with respect to animal welfare and sheltering, beginning with an analysis of the neighboring Tri-County Animal Shelter in Hughesville. From this study came the decision to build a new 12,800 SF animal shelter dedicated to St. Mary's County with an additional K-9 unit and an equine/stable area. Delivered within a design-build model, the County celebrated the ribbon-cutting of this new facility in August of 2022.

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Firefly Veterinary Hospital

New York, NY

A certified Fear Free and Cat-Friendly companion animal practice, Firefly Veterinary Hospital boasts design and staff training that reduces or even eliminates anxiety in canine patients and feline patients; for example, separate seating spaces in the waiting area and separate exam rooms minimize stressful interspecies interactions. Despite a limited floor plan of only 1,300 SF, **rfa**'s veterinary interior renovation services created a welcoming, sleek environment that additionally provides for veterinary emergency treatment, veterinary surgical procedures, and an on-site veterinary pharmacy.

Bristol Animal Shelter

Bristol, RI

The citizens of this seaside community voted for the building of a new animal shelter that embodied progressive healthy animal living, and pertinent to such housing are canine cottages, first developed in the U.S. by **rfa**, that have become models for many of **rfa**'s animal shelter designs. These cottages are configured to replicate the scale, form, textures, materials, and natural light indicative of a comforting, home-like environment. Other salient features include a client reception and waiting area, interactive corridor, adoption/stray/quarantine dog housing with indoor and outdoor runs, isolation dog housing with a treatment area, a communal kitten play room, an animal control office, a stray cat ward, an isolation cat ward, and a humane education and multipurpose room.



Electrical Engineer

Years of Experience

With **CDi**: 4 years
Industry: 4 years

Education

Bachelor of Science,
Electrical Engineering
Arizona State University

Affiliations

National Fire Protection Agency (NFPA)

National Electrical Code (NEC)

Heather M. Bowers
FULL TIME

Electrical Engineer
Winchester, VA

As the resident electrical engineer at Comfort Design, Inc., Heather prepares designs, drawings, and specifications for electrical power and interior/exterior/site lighting primarily for animal shelters, veterinary hospitals, and other animal care facilities. Furthermore, she has experience performing such designs for government agencies, schools, offices, and commercial retail buildings.

Project Experience

St. Mary's County Animal Shelter

California, MD

In 2017, **rfa** was retained to conduct a feasibility study for St. Mary's County in Maryland with respect to animal welfare and sheltering, beginning with an analysis of the neighboring Tri-County Animal Shelter in Hughesville. From this study came the decision to build a new 12,800 SF animal shelter dedicated to St. Mary's County with an additional K-9 unit and an equine/stable area. Delivered within a design-build model, the County celebrated the ribbon-cutting of this new facility in August of 2022.

Pleasant Paws Pet Center

Newtown, CT

The 18,700 SF Pleasant Paws Pet Center provides all pet solutions under one roof for dogs, cats, birds, reptiles, and pocket pets. This two-storied facility incorporates veterinary and rehabilitative care, boarding and training areas, grooming services, and a pet retail component. Veterinary areas specifically serve treatments for post-operative orthopedic care, traumatic injuries, arthritis, and canine obesity. Indoor canine suites offer three different layouts complemented by outdoor yards.

Wrentham Animal Hospital

Wrentham, MA

Wrentham Animal Hospital occupies a freestanding leasehold shell in a shopping complex. With **rfa**'s guidance, the shell was custom-modified to accommodate the new interior animal care functions. This 4,864 SF start-up hospital contains six exam rooms, a pharmacy, and a diagnostic lab area that serves both the exam rooms and the central treatment area. The treatment area contains four treatment tables, one of which is a surgery prep table that serves a two-table surgery room. The hospital also contains medical offices and a staff lounge. The project was designed to be built in phases as the initial budget permitted, with Phase 2 items (primarily millwork) to be added later once the new hospital began to generate revenue.

Bristol Animal Shelter

Bristol, RI

The citizens of this seaside community voted for the building of a new animal shelter that embodied progressive healthy animal living, and pertinent to such housing are canine cottages, first developed in the U.S. by **rfa**, that have become models for many of **rfa**'s animal shelter designs. These cottages are configured to replicate the scale, form, textures, materials, and natural light indicative of a comforting, home-like environment. Other salient features include a client reception and waiting area, interactive corridor, adoption/stray/quarantine dog housing with indoor and outdoor runs, isolation dog housing with a treatment area, a communal kitten play room, an animal control office, a stray cat ward, an isolation cat ward, and a humane education and multipurpose room.



SUMMARY

PROJECT SCOPE

PROJECT MANAGEMENT PLAN

PROJECT STAFF

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CORPORATE FINANCIAL CAPABILITIES

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St. Mary's County Animal Shelter | California, MD

In 2017, **rfa** was retained to conduct a feasibility study for St. Mary's County with respect to animal welfare and sheltering, beginning with an analysis of the neighboring Tri-County Animal Shelter in Hughesville. From this study came the decision to build a new 12,800 SF animal shelter dedicated to St. Mary's County with an additional K-9 unit and an equine/stable area. Delivered as a design-build, the ribbon-cutting of this new facility was celebrated in August of 2022.



SERVICES PROVIDED: Feasibility Study, Programming, Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration

PROJECTED COMPLETION DATE: March 2022

ACTUAL COMPLETION DATE: August 2022

PROJECTED CONSTRUCTION COST: \$6.64 million

ACTUAL CONSTRUCTION COST: \$7.78 million

(CHANGE ORDERS = 3%)



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Bristol Animal Shelter | Bristol, RI

The citizens of the seaside community of Bristol, RI voted that their tax dollars should be spent on the building of a new animal shelter that embodied progressive healthy animal living. Pertinent to such housing are canine cottages, first developed in the U.S. by **rfa**, which have become models for many of **rfa**'s animal shelter designs. This concept entails housing dogs in home-like cottages rather than traditional linear models commonly found in most animal shelters. These cottages are configured to replicate the scale, form, textures, materials, and natural light indicative of being at home.

Other salient features include a client reception and waiting area, interactive corridor, adoption/stray/quarantine dog housing with indoor and outdoor runs, isolation dog housing with a treatment area, a communal kitten play room, an animal control office, a stray cat ward, an isolation cat ward, and a humane education and multipurpose room.

SERVICES PROVIDED: Programming, Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration

PROJECTED COMPLETION DATE: January 2014

ACTUAL COMPLETION DATE: October 2014

PROJECTED CONSTRUCTION COST: \$2.15 million

ACTUAL CONSTRUCTION COST: \$2.15 million

(CHANGE ORDERS = 0%)



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Pleasant Paws Pet Center | Newtown, CT

The 18,700 SF Pleasant Paws Pet Center provides all pet solutions under one roof for dogs, cats, birds, reptiles, and pocket pets. This two-storied facility incorporates veterinary and rehabilitative care, boarding and training areas, grooming services, and a pet retail component. Veterinary areas serve treatments for post-operative orthopedic care, traumatic injuries, arthritis, and canine obesity. Indoor canine suites offer three different layouts complemented by outdoor yards.



SERVICES PROVIDED: Programming, Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration

PROJECTED COMPLETION DATE: June 2020

ACTUAL COMPLETION DATE: November 2020

PROJECTED CONSTRUCTION COST: \$4.98 million

ACTUAL CONSTRUCTION COST: \$5.01 million

(CHANGE ORDERS = 0.6%)





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Owner: Town of Weston

Civil Engineer: McChord Engineering Associates, Inc.

Weston Dog Park | Weston, CT

The design of this dog park for the Town of Weston is sited on an undeveloped parcel also incorporates a new driveway, a parking lot, public pathways, and secure fenced areas. For this project, McChord Engineering Associates, Inc. provided all site engineering services, including coordination with Town officials, the layout and profile of the new driveway, the parking layout, stormwater management design, site grading, considerations for erosion control, permitting assistance, the creation of presentations to local commissions, and construction estimation.



Owner/Client: City of Stamford

Structural Engineer: DeStefano & Chamberlain, Inc.

Scofield Yard | Stamford, CT

As part of a landfill-capping project, the City of Stamford aimed to replace its 30-year-old salt dome. After first pursuing a prefabricated structure, DeStefano & Chamberlain, Inc. proposed an attractive interconnected farm building design compatible with nearby residential architecture. The salt shed was made narrower and longer to accept an arched roof and emulates a dairy barn with adjacent gabled roof spaces for the field office and equipment bays. The barn was given diamond-shaped shingles and horizontal siding, contrasting with the building's architectural shingles and vertical siding. Space was also allocated for a plow driver break area.



Owner: Rakesh "Rock" Vali, DVM

MEP Engineer: Comfort, Design, Inc.

Pleasant Paws Pet Center | Newtown, CT

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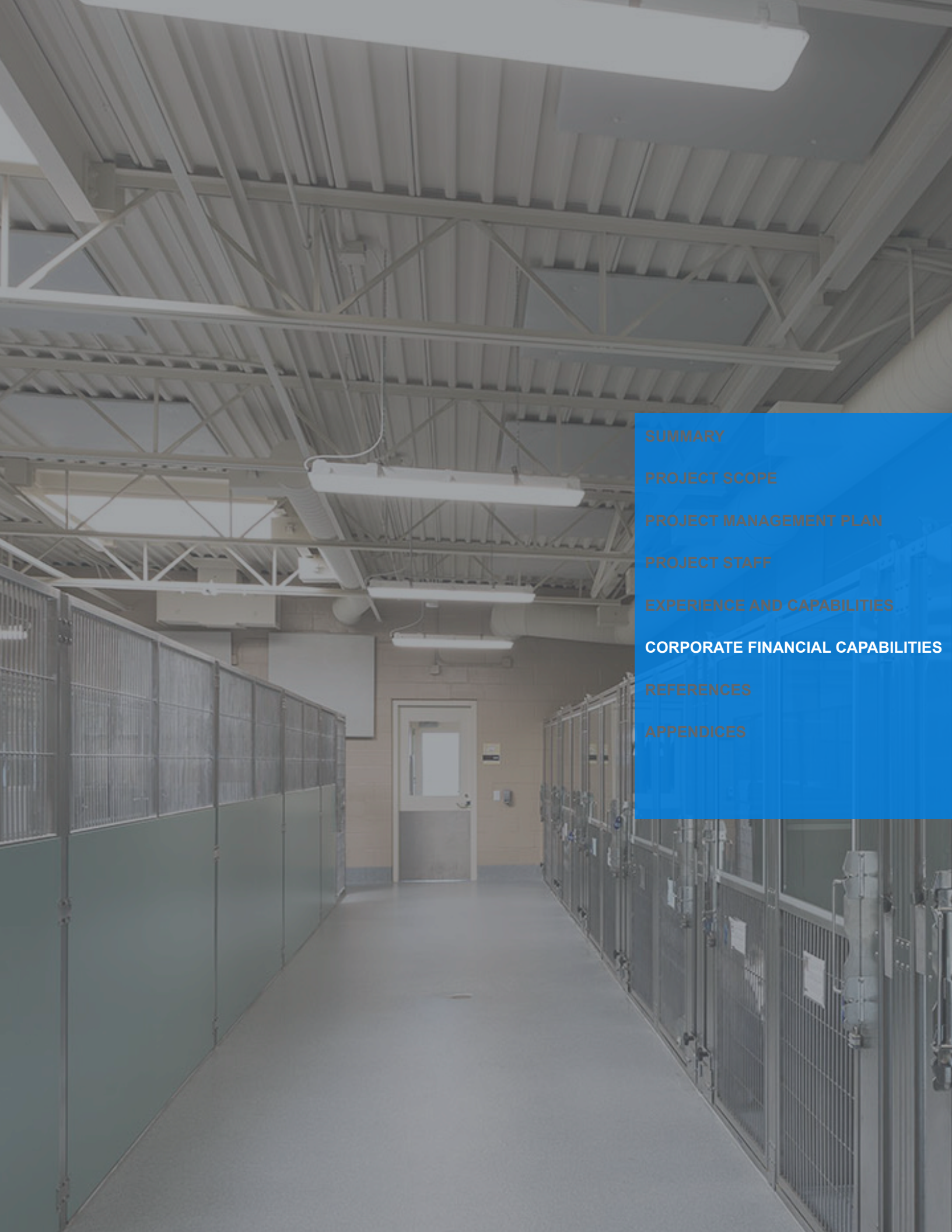


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As exemplified by the preceding display of relevant project experience, **rfa** ensures that only the most appropriately-qualified and experienced personnel has been assigned to this project for the City of Stamford. Furthermore, with a robust staff consisting of 15 professional/full-time employees across both East and West Coast offices, the firm retains sufficient resources to provide the necessary support to and maintain continuity for this project and its designated schedule. Staffing numbers as they relate to each consultant's company workforce is as follows:

- McChord Engineering Associates, Inc.: four (4) professional/full-time employees
- DeStefano & Chamberlain, Inc.: seven (7) professional/full-time employees
- Comfort Design, Inc.: six (6) professional/full-time employees

Indeed, through the submission of this proposal, this team confirms that it possesses the capability and availability to deliver upon the SACC project.



SUMMARY

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2021 FINANCIAL REPORT

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10/04/22

Accrual Basis

Rauhaus Freedenfeld & Associates LLP

Balance Sheet

As of December 31, 2021

	<u>Dec 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1003 · Checking - Wells Fargo - West	1,025.14
1004 · Checking - Citizens Bank New	219,212.23
1006 · Reserved Funds	15,234.03
1007 · Petty Cash - MA	100.00
Total Checking/Savings	<u>235,571.40</u>
Accounts Receivable	
1040 · Accounts Receivable	1,975,371.13
Total Accounts Receivable	<u>1,975,371.13</u>
Other Current Assets	
1090 · Prepaid Expenses	31,522.74
Total Other Current Assets	<u>31,522.74</u>
Total Current Assets	<u>2,242,465.27</u>
Fixed Assets	
1200 · Furniture & Fixtures	
1205 · Furniture and Fixtures	151,661.63
1210 · Accum Depr - F & F	-132,403.77
Total 1200 · Furniture & Fixtures	<u>19,257.86</u>
1220 · Equipment Assets	
1221 · Equipment	141,514.70
1222 · Accum Depr - Equipment	-97,573.79
Total 1220 · Equipment Assets	<u>43,940.91</u>
1239 · Leasehold Improvements	
1240 · Leasehold Improvements - Office	191,247.38
1241 · LH Improv -97 Broadway Basement	32,684.00
1242 · Acc Depr - LH Improvements	-83,626.99
Total 1239 · Leasehold Improvements	<u>140,304.39</u>



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10/04/22
Accrual Basis

Rauhaus Freedenfeld & Associates LLP
Balance Sheet
As of December 31, 2021

	<u>Dec 31, 21</u>
1230 · Website	
1231 · Website / Software	68,448.10
1232 · AccDepr Software / Website	-47,710.64
Total 1230 · Website	<u>20,737.46</u>
Total Fixed Assets	<u>224,240.62</u>
TOTAL ASSETS	<u>2,466,705.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>199,268.80</u>
Total Accounts Payable	199,268.80
Credit Cards	
Wells Fargo - #6801 RM	79.57
2020 · Wells Fargo - #0157	3,242.78
2010 · AMEX	<u>565.59</u>
Total Credit Cards	3,887.94
Other Current Liabilities	
2091 · Citizen's PPP Forgivable Loan 2	199,017.18
2090 · Citizen's PPP Forgivable Loan 1	178,000.00
AOUnearedRetAccount	4,000.00
2150 · Unearned Customer Retainer	<u>143,500.00</u>
Total Other Current Liabilities	<u>524,517.18</u>
Total Current Liabilities	<u>727,673.92</u>
Total Liabilities	727,673.92
Equity	
3900 · Retained Earnings	2,324,853.84
7010 · Distribution - RR	-830,839.39
7020 · Distribution - WF	-121,162.87
Net Income	<u>366,180.39</u>
Total Equity	<u>1,739,031.97</u>
TOTAL LIABILITIES & EQUITY	<u>2,466,705.89</u>



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10/04/22
Cash Basis

Rauhaus Freeddenfeld & Associates LLP
Profit & Loss
January through December 2021

	<u>Jan - Dec 21</u>
Ordinary Income/Expense	
Income	
3010 · Fees	2,306,770.75
3011 Other Income	-152,161.39
3015 · Additional Services	81,325.12
3105 · Fees Refunded	-5,810.00
3110 · Consultant Fees	-68,096.77
3220 · Reimbursed Travel	2,896.30
3221 · Reimbursed Travel Meals	-46.68
3255 · Reimbursed Plotting	28,378.72
3265 · Reimbursed Courier	210.77
3280 · Finance Charges	50,330.60
Total Income	<u>2,243,797.42</u>
Cost of Goods Sold	
4000 · Direct Project Costs	
4010 · Sub-Contractors	301,928.78
4020 · Unreimbursed Delivery / Freight	1,127.63
4030 · Unreimbursed Plotting/ Printing	8,497.25
4040 · Unreimbursed Travel	7,296.84
4042 · Unreimbursed Meals	692.77
4050 · Other Direct Costs	192.00
Total 4000 · Direct Project Costs	<u>319,735.27</u>
Total COGS	<u>319,735.27</u>
Gross Profit	<u>1,924,062.15</u>
Expense	
5050 · Auto Expense	
5056 · Parking Expense	16,397.50
Total 5050 · Auto Expense	<u>16,397.50</u>
5100 · Banking Expenses	
5103 · Bank Charges	231.80
5104 · Late Fees	39.00
5108 · Wire Transfer Fees	251.00
5100 · Banking Expenses - Other	120.00
Total 5100 · Banking Expenses	<u>641.80</u>
5150 · Computer Expense	
5151 · Computer Consultant	12,156.25
5155 · Hardware	1,282.84
5156 · Office Equipment	5,338.77
5157 · Software	1,124.62
5158 · Subscription Dues	15,167.52
Total 5150 · Computer Expense	<u>35,070.00</u>
5190 · Dues & Licenses	
5194 · Professional License & Fees	9,708.80
5197 · Dues	4,289.99
Total 5190 · Dues & Licenses	<u>13,998.79</u>



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10/04/22
Cash Basis

Rauhaus Freeddenfeld & Associates LLP
Profit & Loss
January through December 2021

	<u>Jan - Dec 21</u>
5200 · Insurance	
5220 · Insurance - Workers Comp	2,302.75
5230 · Insurance - Prof Liability	28,074.54
5233 · Insurance - BOP	8,482.14
Total 5200 · Insurance	<u>38,859.43</u>
5400 · Office Expenses	
5135 · Subscription & Books	471.41
5375 · Recycling	535.00
5390 · Rent	
5411 · CAM	8,311.83
5390 · Rent - Other	89,641.00
Total 5390 · Rent	<u>97,952.83</u>
5404 · Internet	5,804.13
5405 · Delivery & Courier	64.69
5408 · Postage	799.00
5412 · Repairs & Maintenance	6,949.42
5414 · Storage	1,440.00
5416 · Supplies	18,012.90
5418 · Telephone	16,651.04
5420 · Utilities	8,392.04
5422 · Copier Lease - Toshiba	
5428 · Copier Overage-Toshiba & Canon	979.94
Total 5422 · Copier Lease - Toshiba	<u>979.94</u>
5424 · Construction Debris Removal	305.00
5425 · Canon Lease Oce, Copier, Scan	
5426 · Canon - maintenance & toner	402.54
5425 · Canon Lease Oce, Copier, Scan - Other	12,048.84
Total 5425 · Canon Lease Oce, Copier, Scan	<u>12,451.38</u>
5488 · Employment Ads	3,651.88
Total 5400 · Office Expenses	<u>174,460.66</u>
5500 · Payroll Expense	
5502 · Payroll Wages	
5505 · Salary - Architects	389,362.88
5510 · Salary - Draftsperson	312,761.21
5520 · Salary - Marketing	82,076.61
5515 · Salary - Administration	179,470.60
Total 5502 · Payroll Wages	<u>963,671.30</u>
5535 · Payroll Taxes	
5539.5 · Federal Tax Credit- FICA ER	0.00
5536 · FICA/Med	72,669.78
5537 · FUTA	719.98
5538 · CA	
5538.1 · CA - SUTA	483.00
5538.2 · CA - EmpTraining	0.00
Total 5538 · CA	<u>483.00</u>



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10/04/22
Cash Basis

Rauhaus Freeddenfeld & Associates LLP
Profit & Loss
January through December 2021

	<u>Jan - Dec 21</u>
5539 · MA	
5539.1 · MA - HIns	-96.63
5539.2 · MA - SUTA	2,937.89
5539.3 · MA - Wkfc Tr	0.00
5539.7 · .NY - SUTA	742.31
Total 5539 · MA	<u>3,583.57</u>
5535 · Payroll Taxes - Other	185.11
Total 5535 · Payroll Taxes	<u>77,641.44</u>
Total 5500 · Payroll Expense	1,041,312.74
5540 · Employee Benefits	
5541.1 · ROTH 401K - ER	36.00
5541 · 401K - ER	17,453.08
5543 · Insurance - Employee Health	60,587.28
5545 · Insurance - Group Disability	8,328.43
5547 · Insurance - Group Life	2,550.43
5548 · Professional Development	3,256.74
5549 · MBTA Corp Passes - EE Parking	5,876.29
Total 5540 · Employee Benefits	<u>98,088.25</u>
5550 · Professional Services	
5552 · Accounting & Taxes	11,696.00
5553 · Bookkeeping	15,316.18
5556 · Legal	-16,456.37
5555 · Payroll & HR Admin	8,134.51
Total 5550 · Professional Services	<u>18,690.32</u>
5600 · Sales & Marketing	
5602 · Advertising & Marketing	3,410.00
5605 · Photography	8,017.70
5607 · Printed Materials	2,666.81
5608 · Travel Expenses - Meals	338.59
5609 · Travel Expenses	501.88
Total 5600 · Sales & Marketing	<u>14,934.98</u>
5700 · Taxes	
5704 · Personal Property Tax	1,124.78
5706 · State Income Taxes	830.00
5136 · Annual Report Fee	610.00
5702 · Fines - Parking Tickets	210.00
Total 5700 · Taxes	<u>2,774.78</u>
5800 · Tradeshows & Conferences	
5850 · Conferences-Material& Equipment	24,828.37
5852 · Attendance Fees	200.00
5853 · Booth Expense	14,995.68
5854 · Lodging	7,871.54
5855 · Meals & Entertainment	2,370.06
5856 · Misc Expenses	1,146.00
5860 · Freight for Conferences`	8,422.36



rauhaus freeddenfeld & associates

3:46 PM	Rauhaus Freeddenfeld & Associates LLP	
10/04/22	Profit & Loss	
Cash Basis	January through December 2021	Jan - Dec 21
	5890 · Travel for Conferences	<u>6,400.80</u>
	Total 5800 · Tradeshows & Conferences	<u>66,234.81</u>
	5900 · Travel & Entertainment Expenses	
	5909 · Meals & Entertainment	<u>1,740.52</u>
	Total 5900 · Travel & Entertainment Expenses	<u>1,740.52</u>
	Total Expense	<u>1,523,204.58</u>
	Net Ordinary Income	<u>400,857.57</u>
	Other Income/Expense	
	Other Income	
	6510 · Misc Income	<u>845.53</u>
	Total Other Income	<u>845.53</u>
	Other Expense	
	5340 · Interest Expense	50.00
	7030 · WF - Guaranteed Payments	236,000.00
	7040 · RR - Guaranteed Payments	236,000.00
	Total Other Expense	<u>472,050.00</u>
	Net Other Income	<u>-471,204.47</u>
	Net Income	<u><u>-70,346.90</u></u>

Banking References



LIVE OAK BANK

Brei Silvia
Vice President,
Business Lending
(910) 839-8825 x1087
Brei.Silvia@liveoak.bank



CITIZENS

Michael J. Parenti
Branch Manager
(617) 247-0782



CITIZENS

Stephen C. Olsen
Loan Officer
(617) 725-5657



SUMMARY

PROJECT SCOPE

PROJECT MANAGEMENT PLAN

PROJECT STAFF

EXPERIENCE AND CAPABILITIES

CORPORATE FINANCIAL CAPABILITIES

REFERENCES

APPENDICES



rauhaus freedenfeld & associates



QUINCY ANIMAL SHELTER

Lisa Aimola
Director of Communications
City of Quincy
(617) 376-1000



PLEASANT PAWS PET CENTER

Rakesh "Rock" Vali, DVM
Owner
(203) 426-8585



BRISTOL ANIMAL SHELTER

Diane Williamson
Director of Community Development
Town of Bristol
(401) 253-7000 x126



SUMMARY

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rauhaus freedenfeld & associates

APPENDIX A: CONSENSUS BUILDING

Every organization has a unique set of stakeholders and decision-makers with varying interests and agendas. Keeping stakeholders informed, providing means for involvement, and managing expectations are three factors critical to positive group participation. Having worked with many animal care organizations during the last three decades, **rfa** has developed a few simple recommendations to streamline the process: (1) identify a leader/ultimate decision maker, (2) organize a small number of individual representatives from key stakeholder groups [Department Heads, Management, Municipal Oversight, Advocacy Group(s), Volunteers, etc.] to engage in the process, and (3) formulate a plan of when/how each group will be engaged and share responsibility for decisions.

Consensus building starts at the inception of every project with the Programming Workshop. In this face-to-face meeting (or series of meetings), all key stakeholders are encouraged to share their input in developing project objectives. The project begins to take shape through discussion, notation, sketching, and review of many relevant examples. Every goal and objective is discussed, ideas are tested, alternatives are explored, and outcomes are meticulously noted in the ensuing Project Program. Once issued, the Project Program is reviewed by relevant stakeholders, adjusted as needed, and, ultimately approved as the basis for moving forward in the development of the project.

A collaborative design is subsequently developed and presented in formats (Plans, Renderings, material samples, budgets, etc.) that can be easily understood by all, so that prudent, informed, and thoughtful decisions can be made within an appropriate time frame. Feedback from the stakeholders is meticulously recorded and documented, and adjustments to the design are made as needed until consensus is reached and a final design is approved.

Later project phases, including development of technical detailing and specifications, scheduling, bidding, and contractor selection, follow similar patterns of collaboration but generally involve smaller, more focused groups. Ultimately, every phase of the project will be developed, reviewed, and approved in a process that is carefully designed to involve the collaboration of all key stakeholders and build consensus.



rauhaus freedenfeld & associates

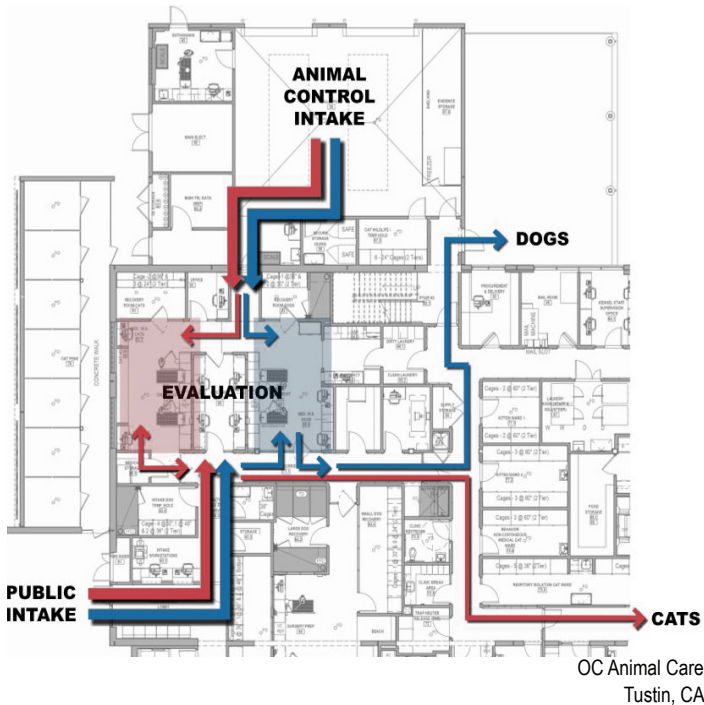
APPENDIX B: LOW-STRESS ANIMAL WELFARE DESIGN

Minimizing stress and anxiety levels in animal shelter facilities benefits the animals, staff, volunteers, and the public. **rfa** has found that two design measures significantly contribute to stress reduction: (1) separating animal species without sacrificing openness and efficiency and (2) tailoring environments to support the disposition and behavior of specific species. Shelter size, species served, and services offered by the shelter will affect which strategies are utilized.

A few of the many examples of this type of design include the following:

- separate dog and cat waiting areas, and, if possible, entry/exit flow
- provision of an exterior dog yard/canine relief area
- small, isolated seating niches for less social animals
- eye-level cat carrier shelves behind cat waiting area seating
- provision of visual stimuli for cats, such as an aquarium
- separate dog and cat exam/intake rooms
- separate dog and cat treatment areas
- separate dog and cat housing wards

In addition, adequate noise control and zoning of ventilation systems is a critical element of low-stress animal welfare design that **rfa** provides.





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APPENDIX C: BIM PROJECT DEVELOPMENT (PROPOSED VALUE ADDED)

Every **rfa** project for nearly a decade has been developed using Autodesk Revit, a sophisticated Building Information Modeling (BIM) software. The firm continually evaluates and leverages the benefits of this powerful tool to improve project delivery and save clients time and money. All design team members are highly experienced in its use, which provides clients with 3-D visualizations to effectively evaluate potential concepts during design and the integration of structure, equipment, and mechanical systems during the development of the Construction Documents. During construction, BIM models foster:

- better scheduling of trades and materials with fewer changes during construction
- informed decision-making based on high quality 3- and 4-D information
- improved communication between all team members
- streamlined LEED accreditation and future facility management

During the recent development of a large animal care facility project in New Jersey, **rfa** worked with structural engineers to shape the exposed structural steel tube frame in a dramatic, double-height waiting area. After identifying the specific relationships of the frame components, it was determined that some of the bracing elements were not desirable to express in the space, and **rfa** worked with the engineers to offset them into the wall construction. After further evaluation, **rfa** determined that there would be a significant cost savings if the framing was changed to standard steel sections with bolted connections above a certain height.



Pacific Animal Hospital
Oceanside, CA



rauhaus freedenfeld & associates

APPENDIX D: CURRENT rfa STAFFING COMMITMENTS

Below is a list of in-process rfa projects, indicating total current workload for the firm at the time of proposal submission.

PROJECT	LOCATION	SCOPE	SIZE (SF)	PHASE (% COMPLETION)	STAFFING
NextVet Wellness & Urgent Care	Cambridge, MA	Renovation	4,000	Schematic Design (25%)	WF = 8% N.A. = 92%
Pet Alliance of Greater Orlando	Orlando, FL	New Construction	26,600	Schematic Design (25%)	EN = 5% N.A. = 95%
Westside Veterinary Center	New York, NY	Renovation	8,200	Programming (50%)	WF = 5% N.A. = 95%
Apex Veterinary Emergency & Specialty	Bethesda, MD	Renovation	20,100	Bidding (75%)	WF = 5% GS = 8% N.A. = 87%
Silverthorne Veterinary Hospital	Silverthorne, CO	New Construction	12,200	Construction Documents (95%)	EN = 3% CG = 2% N.A. = 95%
Veterinary Sepcialists of South Florida	Davie, FL	Renovation	6,400	Construction Documents (50%)	WF = 2% EN = 5% N.A. = 93%
Red Barn Animal Hospital	Westwood, MA	Renovation	5,900	Schematic Design (100%)	N.A. = 100%
Yarmouth Veterinary Center	Yarmouth, ME	New Construction	14,700	Construction Documents (50%)	EN = 2% JH = 5% N.A. = 93%
Nexus Veterinary Specialists	Baltimore, MD	Renovation	22,800	Construction Documents (85%)	EN = 5% N.A. = 95%
Lange Veterinary Hospital	Sherman, TX	New Construction	11,000	Contract Negotiations (95%)	WF = 3% GS = 5% N.A. = 92%
Bideawee Manhattan Operations Center	New York, NY	Renovation	7,700	Construction Administration (80%)	EN = 5% N.A. = 95%
Quincy Animal Shelter	Quincy, MA	New Construction	13,800	Bidding (90%)	WF = 3% EN = 5% JH = 5% GS = 10% N.A. = 77%



FINANCIAL SUPPLEMENT



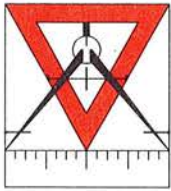
Pleasant Paws Pet Center
Newtown, CT

APPENDIX "A"
FEE PROPOSAL FORM
FOR
ANIMAL CONTROL CENTER, RFP #885

Hourly rates for project representation and Additional Services beyond those listed on the previous page shall be computed as follows per employee classification.

Principal Time	@	\$230.00 per Hour
Associate Time	@	\$220.00 per Hour
Project Manager Time	@	\$190.00 per Hour
Technical Drafter Time	@	\$160.00 per Hour
Administrative Time	@	\$110.00 per Hour
Engineering or Consultant Time	@	1.2 x Direct Expense
Principal Consultation Time	@	\$300.00 per Hour (for consultation not related to this project)
Color Perspective Renderings	@	\$1,800 per Rendering

The proposed estimated costs and fees included in this price proposal will remain firm throughout the development of the new Animal Control Center project for the City of Stamford.



McChord Engineering Associates, Inc.

Civil Engineers and Land Planners

1 Grumman Hill Road

Wilton, CT 06897

(203) 834-0569

October 4, 2022

Eric Nelson, AIA
Rauhaus Freedenfeld & Associates
97 Broadway
Boston, MA 02116

Re: **Professional Services Proposal
Stamford Animal Control Center
Stamford RFP #885**

Dear Mr. Nelson:

Based on our knowledge of the scope of the project, McChord Engineering Associates, Inc. is pleased to submit the following proposal for civil engineering services for the proposed Stamford Animal Control Center.

The project includes the construction of a new Animal Control Center and associated parking lot and utilities on the property known as Stamford WPCA Magee Avenue in Stamford. We have reviewed RFP #885 furnished by the City of Stamford.

Our office has extensive experience throughout Fairfield County Connecticut, including the City of Stamford. We have also worked for numerous municipalities on projects of similar scope. We feel that our past experience and proximity to the project put us in a position to provide timely and informed assistance with the new Animal Control Center.

The general scope of our work is to provide civil engineering and site planning services for the design and preparation of submission documents for approval by the local reviewing agencies. Upon receipt of the necessary approvals, construction documents will be coordinated and prepared. Administrative services will be provided during construction. A detailed description of our scope of services is outlined below.

SCOPE OF SERVICES:

Phase I – Schematic Design Phase:

This phase will include site investigation, compilation of survey and as-built data and preparations of a schematic plan set. The following tasks are included within this phase:

1. Attend meetings with the design team as required during this phase of the project.
2. Attend one (1) meeting onsite or offsite to review the scope of the design with the City.

3. Conduct a site field review to identify the existing conditions and site limitations.
4. Review available survey information and record as-built data to determine the existing utility infrastructure.
5. Prepare 30% Site Development Drawings that are suitable for coordination with the project team and the preparation of a probable construction estimate. This set of drawings shall include the following plans:
 - a. Site Layout and Utility Plan to include schematic layout for all hardscapes, schematic design of drainage components and schematic layout of all other site utilities.
 - b. Site Grading and Erosion Control Plan to include proposed elevations, grading, schematic erosion controls and construction access.
 - c. Construction Notes and Details.

Phase II – Design Development Phase:

This phase will include design calculations and the preparation of a plan set for preliminary review by the City of Stamford. The following tasks are included within this phase:

1. Attend meetings with the design team as required during this phase of the project.
2. Attend one (1) meeting onsite or offsite to review the scope of the design with the City.
3. Perform stormwater runoff calculations per City of Stamford standards and develop a comprehensive stormwater management plan for the new impervious surfaces.
4. Perform sanitary sewer flow analysis for the proposed facility.
5. Coordinate necessary utilities with the design team.
6. Prepare the 60% Site Development Drawings that are suitable for submission to the City of Stamford for preliminary review. This set of drawings shall include the following plans:
 - a. Site Layout and Utility Plan to include include dimensional requirements for all hardscapes, size and description of all drainage components, layout of all other necessary utilities.
 - b. Site Grading and Erosion Control Plan to include proposed elevations, grading, erosion controls, construction access and construction staging.
 - c. Construction Notes and Details.

Phase III - Construction Document Phase

This phase includes the completion of necessary reports, preparation of a plan set for final review by the City of Stamford, final coordination with the City and design team and preparation of construction documents related to our scope of work for the site development. The following tasks shall be included within this phase:

1. Attend meetings with the design team as required during this phase of the project.
2. Attend two (2) meetings onsite or offsite to review the scope of the design with the City.
3. Coordinate utility requirements with MEP consultant and indicate necessary connections to service providers and municipal systems.
4. Establish phasing and staging requirements for the project, if necessary.
5. Prepare Sanitary Sewer Capacity Analysis for submission.
6. Prepare a Stormwater Management Report for submission.
7. Prepare 90% Construction Documents, including drawing set and specifications, for submission to the City of Stamford for final review.
8. Review comments from the Engineering Bureau, Building Department, EPB, Fire Marshal, WPCA, and Health Department and revise Construction Documents accordingly.
9. Prepare 100% Construction Documents and furnish final signed and sealed documents for the purpose of obtaining a Building Permit.

Phase IV - Bidding Phase

This phase includes coordination and feedback necessary during the bid process. The following tasks shall be included within this phase:

1. Attend a pre-bid walk through.
2. Respond to contractors' RFI's related to the proposed site work. Prepare sketches, drawings and specification as necessary to answer the RFI's and to assist the City in preparing an addendum.
3. Review the site work portion of the contractor's bid's and provide feedback to the design team.

Phase V - Construction Administration & Closeout Phase

This phase includes engineering services performed during construction. The following tasks shall be included within this phase:

1. Attend meetings with the City, design team and contractor as required during this phase of the project.
2. Review contractor's schedule and comment.
3. Review shop drawings and submittals for compliance with the contract documents and industry standards.

4. Respond to contractors' RFI's related to the proposed site work. Prepare sketches, drawings and specification as necessary to answer the RFI's.
5. Review contractor's request for proposed change orders and make recommendations as to its validity and value.
6. Conduct periodic site inspections during the installation of the erosion controls, stormwater management system and other critical site components.
7. Prepare final punch list related to civil engineering near the completion of the project.
8. Prepare final certifications as required by the City.

EXCLUSIONS:

The scope of services as proposed herein specifically excludes the following:

1. Design and review of any offsite improvements.
2. Alternate development designs.
3. Cost estimates.
4. Surveying services shall be performed by the project surveyor.
5. Structural design and soil evaluation shall be provided by the structural/geotechnical engineer.
6. Soil testing for stormwater management shall be conducted by the geotechnical engineer.

COMPENSATION:

The services described herein shall be performed for the lump sum fees outlined below.

Phase I	Schematic Design	\$ 9,000.00
Phase II	Design Development	\$ 14,000.00
Phase III	Construction Document	\$ 18,000.00
Phase IV	Bidding	\$ 4,000.00
Phase V	Construction Administration & Closeout	\$ 14,500.00
Total Design Fees		\$ 59,500.00

We shall invoice monthly based on progress to date. Final payment is due upon completion of the services described above. A copy of our General Terms and Conditions is considered a part of this proposal and is enclosed for your review.

A copy of our Schedule of Fees is also considered part of this proposal, but it only applicable to work outside of the scope identified above. No additional services shall be performed without prior written approval.

We will make every effort to coordinate our work with the various design team members as well as the City of Stamford in order to meet all scheduling requirements.

Eric Nelson, AIA
October 4, 2022
Page 5 of 5

If this proposal is acceptable, kindly sign and return a copy of this proposal to our office along with a retainer in the amount of \$2,000.00. We appreciate the opportunity of submitting this proposal and look forward to providing you with the most helpful and efficient service possible.

Sincerely,

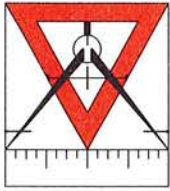


Thomas Nelson, P.E.
President

Enclosures

AGREED TO AND ACCEPTED BY:

Name: _____ Date: _____



McChord Engineering Associates, Inc.

Civil Engineers and Land Planners

1 Grumman Hill Road

Wilton, CT 06897

(203) 834-0569

SCHEDULE OF FEES:

EMPLOYEE CLASSIFICATION

Principal

Project Manager

Senior Engineer

Project Engineer

Engineer

CAD Draftsperson

Office General & Administration

BILLING RATES

\$ 225.00 per hour

\$ 180.00 per hour

\$ 160.00 per hour

\$ 140.00 per hour

\$ 125.00 per hour

\$ 115.00 per hour

\$ 75.00 per hour

REIMBURSABLE EXPENSES:

Reproductions - In House: Printing \$0.80 per sq. ft.
Mylar \$6.00 per sq. ft.
Outside: Our Cost plus fifteen percent (15%)

Application Fees - All fees to towns and/or agencies are the responsibility of the client and shall be paid directly or reimbursed.

Sub Contracts - Our cost plus fifteen percent (15%)

Travel & Postage - Reimbursed as accrued. Private automobile mileage will be charged at \$0.50 per mile.

EFFECTIVE DATE: January 1, 2020

TERMS AND CONDITIONS:

McChord Engineering Associates, Inc. (MEA) shall perform the services outlined in this agreement for the stated fee arrangement.

Access To Site:

Unless otherwise stated, (MEA) will have access to the site for activities necessary for the performance of the services. (MEA) will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Dispute Resolution:

Any claims or disputes made during design, construction or post-construction between the Client and (MEA) shall be submitted to non-binding mediation. Client and (MEA) agree to include a similar mediation agreement with all contractors, subcontractors, sub consultants, supplies and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

Billings/Payments:

Invoices for (MEA) services shall be submitted, at (MEA)'s option, either upon completion of such services or on a monthly basis. Invoices shall be payable within 30 days after the invoice date. If the invoice is not paid within 30 days, (MEA) may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payment:

Accounts unpaid for 60 days after the invoice date may be subject to a monthly service charge of 1.5% (or the legal rate) on the then unpaid balance. In the event any portion or all of an account remains unpaid for 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Indemnification:

The Client shall, to the fullest extent permitted by law, indemnify and hold harmless (MEA), his or hers officers, directors, employees, agents and sub consultants from and against all damages, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance by any of the parties above named of the services under this agreement, excepting only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of (MEA).

Certification:

Guarantees and Warranties: (MEA) shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence (MEA) cannot ascertain.

Limitation of Liability:

In recognition of the relative risks, rewards and benefits of the project to both the Client and (MEA), the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, (MEA)'s total liability to the Client for any and all injuries, claims, losses, expenses, damage or claim expenses arising out of this agreement from any cause or causes, shall not exceed the Design Professional's total fee for services rendered on the project. Such claims include, but are not limited to, (MEA)'s negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

Termination of Services:

This agreement may be terminated by the Client of (MEA) should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay (MEA) for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

Ownership of Documents:

All documents produced by (MEA) under this agreement shall remain the property of (MEA) and may not be used by the Client for any other endeavor without the written consent of (MEA).



DeStefano & Chamberlain

Incorporated

October 4, 2022

Eric Nelson, AIA, Associate
Rauhaus Freedenfeld & Associates
97 Broadway
Boston, MA 02116

Re: City of Stamford Animal Control Center - 201 Magee Avenue, Stamford, CT

Dear Eric,

I am pleased to furnish Rauhaus Freedenfeld & Associates (client) with a fee proposal for structural engineering services in connection with the City of Stamford Animal Control Center (project). The project consists of a new 1 story building as shown on your plan, elevation, and renderings dated 4 Dec 2020. The building will not be located in a flood zone.

SCOPE OF SERVICES

Schematic Design Phase

- Establish structural design criteria.
- Selection of structural system including the evaluation of alternative systems.
- Preparation of Schematic structural drawings.
- Preparation of a soil boring location drawing.
- Attend virtual meetings with the client.

Design Development Phase

- Geotechnical evaluation of soil boring results and selection of foundation system.
- Preparation of Design Development structural drawings. Drawings will be prepared using Revit.
- Attend virtual meetings with the client.

Construction Document Phase

- Perform structural analysis and design calculations of the structural framing and foundation.
- Preparation of structural working drawings. Drawings will be prepared using Revit.
- Preparation of structural specifications.
- Preparation of the *Statement of Special Inspection* form.
- Attend virtual meetings with the client.

Structural and Architectural Engineering

Construction Phase

- Prepare structural Addenda and clarifications if required.
- Review of structural shop drawings and other structural submittals. Review shall be for general compliance with the structural contract documents.
- Review any Change Orders relating to the structural work.
- Up to 5 site visits are included in the base fee. Additional site visits will be billed as an additional service. Site visits shall be made at intervals appropriate to the stage of construction to observe and become generally familiar with the quality and the progress of the construction of the foundation and structural frame. Site visits are not to be construed as exhaustive or continuous inspection of the work.

Special Inspection Services (optional)

- Perform inspection of structural elements.
- Prepare inspection reports and interim reports.
- Review of reports from testing agencies.
- Preparation of Final Report of Special Inspections.

FEES and PAYMENTS

The fee for these services shall be a lump sum of \$35,000.00 (Thirty-Five Thousand dollars).

Progress payments for basic services in each phase shall total the following percentages of the total fee:

Schematic Design	15%
Design Development	25%
Construction Documents	45%
Construction Phase	15%

Special Inspection services and any additional services shall be charged based on actual accrued time in accordance with our standard hourly rate schedule. Our current standard hourly rate schedule is as follows:

James B. DeStefano, P.E., AIA	\$210.00 / hour
Kevin H. Chamberlain, P.E.	\$210.00 / hour
Joe Gencarelli, P.E.	\$190.00 / hour
Associate	\$150.00 / hour
Engineer	\$130.00 / hour
Technician	\$100.00 / hour

The above hourly rates are subject to change at the beginning of each calendar year.

Reimbursable expenses such as overnight deliveries, cost of reproductions, travel expenses, mileage, and any other reasonable disbursements in connection with the project shall be billed at a multiple of 1.0 times the expense incurred.

Invoices for engineering services shall be submitted either upon completion of each phase of services or on a monthly basis. Invoices shall be payable when rendered and shall be considered PAST DUE if not paid within 30 days after the invoice date.

In the event that any portion of an account remains unpaid 30 days after billing, DeStefano & Chamberlain may, without waiving any claim or rights, and without liability, suspend or terminate the performance of all services.

In the event that any portion of an account remains unpaid 90 days after billing, the client shall pay all costs of collection, including reasonable attorney's fees.

Payment of fees is expressly not conditioned upon the Client receiving any payment from third parties who are not a party to this agreement.

TERMS and CONDITIONS

This Agreement shall be governed by the laws of the State of Connecticut.

The Architect shall be responsible for determining and interpreting the needs of the Owner, and for coordinating the work of the design team.

DeStefano & Chamberlain Inc. will maintain professional liability insurance, general liability insurance, and worker's compensation insurance. The client agrees to also maintain such insurance coverage.

In recognition of the relative risks, rewards and benefits of the project to both the client and to DeStefano & Chamberlain Inc., the risks have been allocated such that the client agrees that to the fullest extent permitted by law, DeStefano & Chamberlain's total liability for any and all injuries, claims, losses, expenses, damages or claims expenses arising out of this Agreement, from any cause or causes, shall not exceed the total amount of \$1,000,000.00.

In the performance of the services delineated in this agreement, DeStefano & Chamberlain Inc. will rely upon the accuracy and completeness of information furnished by the Owner, Architect, and by other consultants such as surveys, weights and locations of non-structural components and equipment, mechanical openings, building dimensions, and soil boring logs.

DeStefano & Chamberlain Inc. has no control over and assumes no responsibility for construction site safety nor the Contractor's means and methods of construction.

The client acknowledges that change orders are an ordinary and expected occurrence on construction projects. Change orders may be due to design changes, unforeseen field conditions or inconsistencies and oversights in the drawings and specifications. DeStefano & Chamberlain Inc. will endeavor to minimize the potential for change orders, but it is anticipated that some change orders are inevitable. The owner should budget a contingency to cover the cost of change orders for the project. DeStefano & Chamberlain Inc. will not be responsible for the cost of any change orders.

All documents produced under this agreement, such as drawings, specifications, or computer files, shall remain the property of DeStefano & Chamberlain Inc. and may not be altered or used for any other project without written consent.

This Agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, DeStefano & Chamberlain Inc. shall be paid for all services rendered to the date of termination.

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof will be presented to non-binding mediation, subject to the parties agreeing to a mediator.

The services performed by DeStefano & Chamberlain Inc. pursuant to this Agreement are solely for the benefit of the client and are not intended to benefit any other person or entity. To the extent that any other person or entity is benefited by the services performed, such benefit is purely incidental and such other person or entity shall not be deemed a third party beneficiary to this agreement. DeStefano & Chamberlain, Inc. shall not owe any fiduciary responsibility to the client, owner or any other party.

DeStefano & Chamberlain Inc. shall have no responsibility for the discovery, handling, removal, or disposal of hazardous materials, including but not limited to, asbestos, lead paint, mold, or contaminated soil.

This proposal shall be void if not accepted within 90 days.

If this Agreement is acceptable to you, please sign a copy and return it to us. Retain a copy for your records. We will begin services upon receipt of a signed Agreement.

We look forward to the opportunity to be of service to you on this project.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Kevin H. Chamberlain", is written on a light yellow rectangular background.

Kevin H. Chamberlain, P.E.
CEO

Accepted by: _____ Date: _____



**AGREEMENT BETWEEN CLIENT AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT made October 03, 2022 and effective within 90 days of date signed between

Rauhaus Freedenfeld & Associates (Client)
Warren Freedenfeld
97 Broadway
Boston, MA 02116

And

Comfort Design, Inc. (Engineer)
Joshua L. Catlett, P.E.
620 Pennsylvania Ave.
Winchester, VA 22601

Client's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Stamford Animal Shelter
111 Harbor View Avenue
Stamford, MA

Engineer's Services under this Agreement are identified as follows:

MEP/FP Construction Permit Documents:

Mechanical HVAC Construction Permit Documents	= \$ 8,000.00
Electrical Construction Permit Documents	= \$ 7,500.00
Plumbing Systems Construction Permit Documents	= \$ 7,000.00
Fire Protection Bid/Permit Documents	= \$ 6,000.00
MEP Written Specifications, clerical support, and misc. expenses	= \$ 3,000.00
Mechanical, Electrical, Plumbing, & Fire Protection Fee for Documents	= \$ 31,500.00
MEP Onsite Meetings (\$ 1,500.00 per meeting / 9 total)	= \$ 13,500.00

MEP/FP Engineering Construction Support:

Mechanical HVAC Construction Support	= \$ 1,500.00
Electrical Construction Support	= \$ 1,500.00
Plumbing Constuction Support	= \$ 1,500.00
Fire Protection Construction Support	= \$ 1,000.00
Clerical support, shipping expenses for documents	= \$ 500.00
Mechanical, Electrical, Plumbing, & Fire Protection Engineers Support	= \$ 6,000.00

Total MEP/FP Fee for Stamford Animal Shelter = \$ 51,000.00



Client and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Client, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above. Client shall pay Engineer for its services as set forth in Paragraph 7.01.
- B. Engineer shall complete its services within a reasonable time, or within the following specific time period: N/A

2.01 *MEP Agreement Conditions*

- A. Client shall provide an “**approved**” floor, reflected ceiling plan, equipment list & plan, and site plan (CAD format) for use. Any major floor plan revisions, modifications, and/or changes shall be subject Paragraph 7.01 – Additional Services.
- B. MEP/FP documents are limited to the footprint of the building and do not include site utility (water, sewer, gas, electric, telephone, cable) design. Agreement is based upon the Civil Engineer identifying location of existing utilities, coordinating with utility companies for location and routing of new utilities, and identifying the point of connection of site utilities to the footprint of the building. MEP documents will identify the capacity and ratings of services required by the building.
- C. Mechanical documents shall provide the following: HVAC systems design with conventional split system equipment, building exhaust & ventilation.
- D. Electrical documents shall provide the following: building power plan with emergency generator back-up power, building lighting (reflected ceiling plan by architect) plan, building low voltage plan, & fire alarm plan.
- E. Plumbing documents shall provide the following: building sanitary, building domestic water, building gas piping, medical gas piping, sanitary riser, & gas riser.
- F. Fire Protection documents shall provide the following: sprinkler piping plan, riser diagrams, sprinkler site plan, and hydraulic calculations.
- G. The construction documents for low voltage will show industry standard outlet locations, dedicated outlet locations to the extent they are identified by others, and description of raceway requirements.
- H. Fire alarm requirements need to be defined in conjunction with the anticipated sprinkler system requirements.
- I. Fire Protection drawings are for permit/bid only. Not for construction, fire protection plans will need to be designed, coordinated, and permitted by installing contractor.



-
- J. This agreement is based upon receipt of utility requirements for any specialized equipment, such as IT server room loads, source capture exhaust system, and/or any specialized appliance requirements.
 - K. The construction support consists of the following: response to bidder questions, request for information (RFI) responses, & submittal reviews. Site visits & inspections, customer requested drawing changes beyond permit, design revisions from unforeseen site conditions are not included and will be subject to Paragraph 8.01.

3.01 *Payment Procedures*

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt.
- B. *Means of Payment:* Payment methods are described in paragraph 7.01 below. At the client's option, a purchase order may be established and requests for payment made against the client's purchase order.
- C. *Non-Payment:* If Client fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, the Engineer may suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Client waives any and all claims against Engineer for any such suspension. After 90 days of receipt of invoices the amounts due Engineer will be increased at the rate of 1.5% per month (or the maximum rate of interest permitted by law, if less). Payments will be credited first to interest and then to principal. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination. The Engineer shall be entitled to additional payment of 25% of unpaid balances as reimbursement of collection fees or reasonable attorney's fees.

4.01 *Termination*

- A. For convenience, by Client effective up to Engineer's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 4.01A, Engineer will be entitled to invoice Client and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.
- C. This agreement will be terminated if the Engineer's services do not begin within the 90 day period from signed and dated agreement.
- D. This agreement offer, if unsigned, is only valid for 6 months from date agreement is made.



5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, beyond the standard of care defined above in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

- B. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to the following limitations: (1) Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Client shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Client shall not create any rights in third parties.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Payments*

- A. Using the procedures set forth in Paragraph 3.01A, Client shall pay Engineer as follows:
 - 1. Total principle amount to be paid: \$ 51,000.00
 - 2. All payments shall be sent to the following address:
Comfort Design Inc.



P.O. Box 3273
Winchester, VA 22604

- B. The portion of the compensation amount billed monthly for Engineer's services will be based upon Engineer's estimate of the percentage of the total services actually completed during the billing period.

8.01 *Additional Services*

When authorized by the Client, additional services of the Engineer's employees engaged directly on the Project shall be reimbursed by the Client. The amount of reimbursement shall be equal to the cumulative hours charged to the Project by each class of Engineer's employee's times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultant charges.

The hourly engineering rates:

Professional Mechanical/Plumbing/Electrical Engineer	= \$ 150.00 per hour
Design Mechanical/Plumbing/Electrical Engineer	= \$ 120.00 per hour
Mechanical/Plumbing/Electrical Technician	= \$ 75.00 per hour
Clerical Support	= \$ 50.00 per hour

Additional Services may also be provided via a new or updated Agreement between Client and Engineer for Professional Services.

IN WITNESS WHEREOF, the parties here to have executed this Agreement, the Effective Date of which is indicated on page 2.

CLIENT:
By: _____
Title: _____
Date Signed: _____

ENGINEER:
By: Joshua E. Catlett
Title: President/Prof. Mech. Engr.
Date Signed: 3 October 2022



REQUIRED DOCUMENTATION



Contractor's Statement

Pursuant to Section 103.1 of the Stamford Code of Ordinances, I hereby provide the following:

If a joint venture, trustee, partnership, limited liability company or partnership, the names and addresses of all joint ventures, beneficiaries, partners or members:

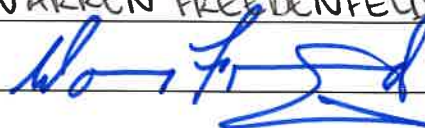
WARREN FREEDENFELD, AIA, NCARB
97 BROADWAY, BOSTON MA 02116
RICHARD RAUH, AIA, NCARB
23101 MOULTON PARKWAY #106, LAGUNA HILLS CA 92653

If a corporation, the names and addresses of all officers, and the names and addresses of all parties owning over 10% of its common stock or over 10% of its preferred stocks. If any of said stockholders is a holding corporation, the names and addresses of all persons owning a beneficial interest in over 10% if the common or preferred stock of said holding company.

N/A

The names and positions of all persons listed hereinabove who are elected or appointed officers or employees of the City of Stamford.

N/A

Name of Bidder/Proposer: WARREN FREEDENFELD, AIA, NCARB
Signature of Bidder/Proposer: 
Title: PRINCIPAL
Company Name: RAUHAUS FREEDENFELD & ASSOCIATES, LLP
Address: 97 BROADWAY, BOSTON MA 02116

Indicate if company submitting this proposal is: _____ MBE _____ WBE _____ DBE

Non-Collusion Affidavit

The undersigned, having been duly sworn, affirms and says that to the best of his/her knowledge and belief:

1. The prices in this Proposal have been arrived at independently without collusion, consultation, communication, or agreement with any other Proposer or with any competitor for the purpose of restricting competition.
2. Unless otherwise required by law, the prices, which have been quoted in this Proposal, have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to opening, directly or indirectly, to any other Proposer or to any competitor.
3. No attempt has been made or will be made by the Proposer to induce any other person, partnership or corporation to submit or not to submit a Proposal for the purpose of restricting competition.

Name of Proposer: RAUHAUS FREEDENFELD & ASSOCIATES, LLP

By: *Warren Freed*

Print Name: WARREN FREEDENFELD, AIA, NCARB

Title: PRINCIPAL

ACKNOWLEDGMENT

STATE OF MA

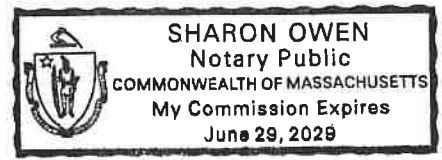
COUNTY OF Suffolk ss. _____

Date: 10/4/22

Personally appeared Warren Freed, as _____ of the above named firm, and attested that the foregoing statements are true and accurate to the best of his/her knowledge and belief.

Sharon Owen
Signature of Notary Public
My Commission Expires: 6/29/29

EFFECTIVE: 2/24/09



CERTIFICATION AS TO CONTRACT SIGNATORY
For Limited Liability Companies (LLCs)
(Effective 9/1/2011)

I, WARREN FREEDENFELD a PARTNER of RAUHAUS FREEDENFELD & ASSOC., LP,
(name of member or manager) (Member or Manager) (name of LLC)

LLC, a limited liability company organized and existing under the laws of the State of Connecticut (hereinafter the "Company"), hereby certify that:

- WARREN FREEDENFELD, AIA, NCARB
1. that RAUHAUS FREEDENFELD & ASSOC., LP is run by RICHARD RAUH, AIA, NCARB
(name of LLC) (Members or Managers)
 2. that WARREN FREEDENFELD is a PARTNER of RAUHAUS FREEDENFELD & ASSOC., LP
(name of contact signatory) (Member/Manager) (name of LLC)
- and
3. that as such WARREN FREEDENFELD is not prohibited from or
(name of Member/Manager who is contract signatory)
limited by the articles of organization from binding the LLC.

IN WITNESS HEREOF, the undersigned has affixed his/her signature this 13 day of
OCTOBER, 20 22.

(LLC Seal)
(Circle this L.S. if there is no seal)


Secretary (name of Secretary)

WARREN FREEDENFELD, AIA
PRINCIPAL

PROPOSER'S INFORMATION AND ACKNOWLEDGEMENT FORM

RFP No: 885

Date: OCTOBER 6, 2022

Proposer's Name: RAUHAUS FREEDENFELD & ASSOCIATES, LLP

Street Address: 97 BROADWAY

BOSTON MA 02116
City State Zip


Business Telephone: (617) 338-0050

Email: WARREN@RFARCHITECTS.COM

Unique Entity ID: _____ Tax Id. No.: 20-3331101

Indicate (Yes/No) if company submitting this proposal is:

_____ MBE _____ WBE _____ DBE
(If yes, attach relevant certification)

Signature:  Date: 4 OCT 2022

Printed Name: WARREN FREEDENFELD, AIA, NCARB

Title: PRINCIPAL

Addenda Acknowledgement – check and note date of addendum

<input checked="" type="checkbox"/> Addenda No. 1 <u>9/27/22</u>	<input checked="" type="checkbox"/> Addenda No. 2 <u>10/4/22</u>
<input type="checkbox"/> Addenda No. 3	<input type="checkbox"/> Addenda No. 4
<input type="checkbox"/> Addenda No. 5	<input type="checkbox"/> Addenda No. 6
<input type="checkbox"/> Addenda No. 7	<input type="checkbox"/> Addenda No. 8
<input type="checkbox"/> Addenda No. 9	<input type="checkbox"/> Addenda No. 10
<input type="checkbox"/> Addenda No. 11	<input type="checkbox"/> Addenda No. 12

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Rauhaus Freedenfeld & Associates LLP

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
97 Broadway

6 City, state, and ZIP code
Boston, MA 02116

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type. See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-					
--	--	--	--	---	--	--	--	--	--

or

Employer identification number

2	0	-	3	3	3	1	1	0	1
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Part II Certification

- Under penalties of perjury, I certify that:
- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
 - I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
 - I am a U.S. citizen or other U.S. person (defined below); and
 - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  Date ▶ **4 OCT 2022**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information) (Page 3)

<p><u>White</u> (not of Hispanic Origin)-All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><u>Black</u> (not of Hispanic Origin)-All persons having origins in any of the Black racial groups of Africa.</p> <p><u>Hispanic</u>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><u>Asian or Pacific Islander</u>- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.</p> <p><u>American Indian or Alaskan Native</u>- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</p>
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BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART 1 – Bidder Information

<p>Company Name: <u>RAUHAUS FREEDENFELD & ASSOC., LLC</u> Street Address: <u>97 BROADWAY</u> City & State: <u>BOSTON, MA 02116</u> Chief Executive: <u>WARREN FREEDENFELD, RICHARD RAUH</u></p>	<p>Bidder Federal Employer Identification Number: <u>20-3331101</u> Or Social Security Number:</p>
<p>Major Business Activity: (brief description)</p> <p style="text-align: center; font-size: 1.2em;"><u>ARCHITECTURAL SERVICES</u></p>	<p>Bidder Identification (response optional/definitions on page 1)</p> <p>-Bidder is a small contractor? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> -Bidder is a minority business enterprise? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (If yes, check ownership category) Black <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian American <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Iberian Peninsula <input type="checkbox"/> Individual(s) with a Physical Disability <input type="checkbox"/> Female <input type="checkbox"/> -Bidder is certified as above by State of CT? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Bidder Parent Company: (If any) <u>N/A</u></p>	
<p>Other Locations in CT: (If any) <u>N/A</u></p>	

PART II - Bidder Nondiscrimination Policies and Procedures

<p>1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>9. Does your company have a mandatory retirement age for all employees? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>
<p>4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>	<p>11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p>6. Does your company have a collective bargaining agreement with workers? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> 6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes <input type="checkbox"/> No <input type="checkbox"/> 6b. Have you notified each union in writing of your commitments under the nondiscrimination requirements of contracts with the state of CT? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p>12. Does your company have a written affirmative action Plan? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If no, please explain.</p>
	<p>13. Is there a person in your company who is responsible for equal employment opportunity? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> If yes, give name and phone number: <u>MARIA DOLAN (617) 338-0050 x105</u></p>

1. Will the work of this contract include subcontractors or suppliers? Yes No

1a. If yes, please list all subcontractors and suppliers and report if they are a small contractor and/or a minority business enterprise. (defined on page 1 / use additional sheet if necessary)

ATLANTIC CONSULTING & ENGINEERING, LLC
 MCHORD ENGINEERING ASSOCIATES, INC.
 DESTEFANO & CHAMBERLAIN, INC.
 COMFORT DESIGN, INC.

1b. Will the work of this contract require additional subcontractors or suppliers other than those identified in 1a. above? Yes No

PART IV - Bidder Employment Information

Date: 10/13/22

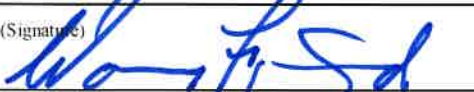
JOB CATEGORY*	OVERALL TOTALS	WHITE (not of Hispanic origin)		BLACK (not of Hispanic origin)		HISPANIC		ASIAN or PACIFIC ISLANDER		AMERICAN INDIAN or ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Management	2	2									
Business & Financial Ops	1		1								
Marketing & Sales	2		2								
Legal Occupations											
Computer Specialists											
Architecture/Engineering	11	4	4					1	1	1	
Office & Admin Support	1		1								
Bldg/ Grounds Cleaning/Maintenance											
Construction & Extraction											
Installation, Maintenance & Repair											
Material Moving Workers											
Production Occupations											
TOTALS ABOVE	17										
Total One Year Ago	15	5	9						1		
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

*NOTE: JOB CATEGORIES CAN BE CHANGED OR ADDED TO (EX. SALES CAN BE ADDED OR REPLACE A CATEGORY NOT USED IN YOUR COMPANY)

PART V - Bidder Hiring and Recruitment Practices

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination
SOURCE	YES	NO	% of applicants provided by source			
State Employment Service	<input type="checkbox"/>	<input checked="" type="checkbox"/>		X	Work Experience	
Private Employment Agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5	X	Ability to Speak or Write English	
Schools and Colleges	<input checked="" type="checkbox"/>	<input type="checkbox"/>	35		Written Tests	
Newspaper Advertisement	<input type="checkbox"/>	<input checked="" type="checkbox"/>			High School Diploma	
Walk Ins	<input type="checkbox"/>	<input checked="" type="checkbox"/>		X	College Degree	
Present Employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10		Union Membership	
Labor Organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>		X	Personal Recommendation	
Minority/Community Organizations	<input type="checkbox"/>	<input checked="" type="checkbox"/>			Height or Weight	
Others (please identify)	<input checked="" type="checkbox"/>	<input type="checkbox"/>			Car Ownership	
AIA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	25		Arrest Record	
BOSTON SOCIETY of ARCHITECTS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	25		Wage Garnishments	

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature) 	(Title) PRINCIPAL	(Date Signed) 10/13/22	(Telephone) (617) 285-8088
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