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To: Beth Rudolph, Town Manager

From: Peter Lawson, Facilities Manager

Regarding: ARPA Funding Request for Town Hall and Public Library Window  
Schematic Design and Cost Estimate

As you are aware a funding request for design and cost estimation of window repairs and replacement at Winchester Public Library and Town Hall was submitted for consideration to the CPC but did not rank high enough amongst all the funding needs to put forward in the capital plan.

The Public Library has two types of windows, the iron frame single pain units set into masonry and are original to the building built in the 1930 and the aluminum frame double pane units in the addition of 1996. These original windows have many issues with weather penetration being the top of the list.

The Town Hall Windows are wood frame double pain installed in the renovation circa 1987, they are made by a manufacturer with a very proprietary nature and parts are no longer available. There is the same issue with weather intrusion and discontinuation of the standard repair parts such as springs and locks.

These will be considerable projects and it is necessary to have a better understanding of the scope and costs scope. I am asking that we move ahead on a preliminary engineering and architectural survey. This will not give us renderings or design documents; the deliverable will be a written condition report with associated construction numbers and opinion on phasing. This will be solid information to get to the next phase of funding development of design documents.

These two buildings along with the Lincoln and McCall Schools I consider centerpieces of the Town and reflect its character. Maintaining building envelope is critical to the

extension of any building's life. Over the years working with the energy committee, we have looked at grant or incentives for window replacement, but we have never been successful, the projected payback period usually far exceeds the price of the windows but with better information we would be able to investigate this again.

Library study- \$19,500 Hazmat survey \$6,500 – Total amount \$26,000

Town Hall study - \$21,000 Hazmat survey \$6,500 - Total amount \$27,500

I am requesting \$53,500 for this beginning phase of the two buildings.

Thank you for your consideration of this request.

Peter Lawson