

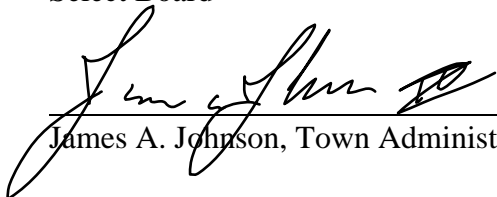


Town of Walpole
Commonwealth of Massachusetts

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To: Select Board

From:



James A. Johnson, Town Administrator

Date: November 2, 2023

Re: Award of Contract # 2024-01: Blackburn Hall Architectural Services

Last year, engineering firm *Weston & Sampson* completed the *Recreation Programming and Facilities Study*, which assessed and recommended improvement strategies for several of the recreation facilities in town, including Blackburn Hall. With the support of the Select Board, Capital Budget Committee, and Finance Committee, Fall Annual Town Meeting 2022 appropriated \$420,000 for Blackburn Hall Improvements, with the intention of addressing the priority improvements recommended in the *Weston & Sampson* report.

Although some of these improvements have already been addressed, such as the replacement of the Blackburn Hall roof this past summer, earlier this year the Town issued a Request for Qualifications from design firms with specialized disciplines in recreation planning to address needed and identified improvements at Blackburn Hall. The scope of the project would be for the designer to work with the Town to prepare bid and construction documents to address the priority recommendations in the report while also incorporating programming recommendations and recreational elements with the Recreation Department.

Attached to this memorandum is a copy of the initial design proposal from *RMD Collaborative, LLC*, which involves initial feasibility and schematic work before proceeding with the remainder of the design and bidding phases. RMD Collaborative has extensive building experience working on public and community projects, including previous projects here in Walpole.

I recommend that the Select Board vote to award **Contract # 2024-01: Blackburn Hall Architectural Services** to *RMD Collaborative, LLC* for professional engineering services for the Blackburn Hall Renovation project and to authorize the Town Administrator to sign all contract documents.

As always, please let me know if you have any questions.

CC: Director of Public Works Rick Mattson
Building Maintenance Superintendent Don Anderson
Recreation Director Brendan Croak