



*Town of North Stonington
North Stonington, Connecticut*

In accordance with the Governor's Executive Order 7JJ, a regular meeting of the Board of Selectmen shall be held at the following location on the date and time indicated for the purposes of transacting the business set forth below:

Location: Virtual Meeting through Zoom
Date: November 10, 2020
Time: 6:00PM
Access: Phone # 646-558-8656; Meeting ID 896 6890 6782

1. Shall the Town of North Stonington as approved by the Board of Finance approve an additional appropriation in the amount of \$20,000 for a conditions assessment and feasibility study of the John Dean Gallup House through grant funding?

This will take place at a regularly scheduled Board of Selectmen and other agenda items will be discussed.

BOARD OF SELECTMEN

Robert A. Carlson

Michael A. Urgo

Nita B. Kincaid

Board/Commission ___ Selectmen ___
 Chairperson ___ Michael Urgo ___
 Date Prepared ___ 10/8/2020 ___

**NORTH STONINGTON BOARD OF FINANCE
 APPROPRIATION/TRANSFER REQUEST
 NEW/ADDITIONAL**

BOF Number 2021-002
 Date Received _____
 Preliminary Decision Date _____

Complete only ONE (1) Column (A) (B) or (C)				
Number	(A) New Request Non Line Item ONLY	(B) Additional Request Enter if Existing Budget Line Item (LI) From LI	(C) Transfer Request Enter if Existing Budget Line Item (LI) Numbers To LI	Appropriation Request Amount
	1		B34.09	
2		C3.35		\$20,000 to use Grant funds for Conditions Assessment and Feasibility Study for John Dean Gallup House
3				
4				
5				
6				
7				
8				
9				
10				
			Approved <input checked="" type="checkbox"/>	
			Rejected <input type="checkbox"/>	
			Date <u>10-21-20</u>	
			BOF Signature <u>[Signature]</u>	

BOF, chair 6-0-0



Lothrop



Request for Qualification
Conditions Assessment and Feasibility Study
John Dean Gallup House, Hewitt Farm
October 2, 2020



Lothrop Associates LLP Architects

100 Pearl Street

14th Floor

Hartford, Connecticut 06103

860-249-7251

September 30, 2020

Nita Kincaid
Selectwoman
North Stonington
Selectmen's Office
40 Main Street
North Stonington, CT 06359

RE: John Dean Gallup House, Hewitt Farm - Conditions Assessment and Feasibility Study

Dear Selectwoman Kincaid,

Lothrop Associates ^{LLP} is pleased to submit our proposal for Historical Architectural and Historic Preservation Consulting services for the preparation of a condition's assessment and feasibility study for the potential reuse of the John Dean Gallup House located at Hewitt Farm. This is a very exciting project as our firm has a passion for preserving the work of American Architectural Legacies.

We have more than five decades of experience with historic buildings as we have provided preservation, restoration, rehabilitation, reconstruction and repair design services for many historic structures. Our firm gets excited about preserving our heritage and adapting our buildings to serve our client's ever-changing needs, and we have the knowledge, skills and management capabilities necessary for a successful project. In addition, I am a Registered Historical Architect with CT SHPO.

M. Gaertner, Historic Building Consultant and I have a long-standing collaborative track record. As a team, we have collaborated for nearly twenty years on numerous historic buildings – several of which are included in the Relevant Experience Section of our proposal.

Our commitment includes involvement by principal and key staff from Lothrop Associates ^{LLP} and all consultants included in this proposal. This high-level involvement throughout all aspects and phases of the project will serve to guide and direct the project to a successful outcome. The entire team will collaborate with you to provide a comprehensive condition assessment and feasibility study report in a well-organized and clear format.

We believe that our credentials and in-depth experience in providing historical architectural and historic preservation consulting services for the John Dean Gallup House position us well for further consideration in your selection process and we are poised to provide the services outlined herein to meet your schedule. Thank you for the opportunity to submit our proposal. We look forward to meeting with you to discuss our proposal and furthering the opportunity to collaborate with you on this exciting project.

Sincerely,

Bob Gabalski, AIA, Registered Historical Architect (CT)Partner

Lothrop

TABLE OF CONTENTS

TAB 1	FIRM BACKGROUND Executive Summary
TAB 2	EXPERIENCE, QUALIFICATIONS, AND CAPACITY A. Representative Historic Preservation Experience B. References
TAB 3	PROJECT TEAM Resumes of Key Personnel Architectural Licensure
TAB 4	SAMPLE INSURANCE CERTIFICATE
TAB 5	PROJECT UNDERSTANDING SCOPE FEES SCHEDULE

Lothrop

EXECUTIVE SUMMARY

Lothrop Associates ^{LLP}, a full service architectural and interior design firm established in 1967 has the proven experience, capability and resources to serve The Town of North Stonington and Hewitt Farm Committee as the lead consultant for this project.

- 53 Years, 2,300 commissions, mostly for Municipal, Government and Agency clients.
- Robert Gabalski, AIA, Partner, has over 30 years of professional experience as a practicing **Restoration Architect following the Secretary of the Interior Standards for the Treatment of Historic Properties.**
- Partners Robert Gabalski, AIA and John Cutsumpas, AIA are both recognized as **Historical Architects and are qualified under 36 CFR Part 61 standards.**
- Rich History of Historic **Projects (Numerous Listed on National & State Historic Preservation Registers.**

<i>Cropsey Farm Barn, Pomona, NY</i>	<i>Harness Racing Museum & Hall of Fame, Goshen, NY</i>
<i>Stepping Stones, Katonah, NY</i>	<i>New York Hospital Westchester Division, White Plains, NY</i>
<i>Knickerbocker Press Building, New Rochelle, NY</i>	<i>Newburgh United State Post Office, Newburgh, NY</i>
<i>Mount Kisco Municipal Complex, Mount Kisco, NY</i>	<i>White Plains Armory Building, White Plains, NY</i>
<i>New Milford Public Library, New Milford, CT</i>	<i>Vista Vocational & Life Skills Center, West Brook, CT</i>
<i>Compo Beach, Westport, CT</i>	
- **Extensive Success of Unique Design Solutions** as exemplified in all of our projects, large and small, through major planning or minor details.
- Extensive **LEED/Sustainable Design** Experience including several LEED Gold, LEED Silver, sustainable design and energy efficiency projects.
- Extensive knowledge of federal, state and local regulations and building codes.
- We are **Readily Available and Committed** to dedicating the required management, staff and resources including:
 - 3 Managing Partners (with an average experience of 38 years)*
 - 1 Senior Associate (with 35 years of experience)*
 - 15 Registered Architects (with an average experience of 30 years)*
 - 3 LEED Accredited Professionals, 3 Interior Designers*
- **Satisfied clients** is proven by our firm's reputation and significant number of repeat commissions.
- Our **Project Approach** centers around the following principles:
 - Personal hands-on Partner / Director Management and Involvement** throughout all phases.
 - We believe **listening to our clients** is an indispensable way to make sure the project's goals are understood and then achieved.*
 - For any project consisting of additions, alterations or renovations, we provide **due diligence** to understand the physical potentials and limitations inherent in the existing conditions a project must be designed within.*
 - We prefer to **work collaboratively** with clients and consultants within an integrated design team to ensure that all stakeholder requirements are considered before design solutions are investigated. This comprehensive approach usually eliminates the need to make any unforeseen changes later on.*
 - We maintain direct, clear lines of **communication** to make sure the integrated design team is continually informed about the project's status.*
- Work Plan-Ability To **Provide Services Effectively And Efficiently**
 - We ensure that our overall project programming adheres to strict cost control measures, quality control compliance, and efficiency in project operating schedules. This allows for a streamlined organizational approach.*



FIRM BACKGROUND

Established in 1967, Lothrop Associates LLP is a full-service architectural and interior design firm. With our long history, we offer our clients highly personalized service backed by comprehensive technical resources and experience.

We pride ourselves on being considerate, flexible, “hands on” and listening to our clients, understanding their design goals, planning objectives, budget and time constraints. This is best illustrated through the number of repeat commissions we receive as we strive to find the correct balance of appropriate design with affordable solutions. Our long term client relationships demonstrate a history of successful projects.



Lothrop Associates LLP has extensive experience completing over 2,300 commissions, investigations/assessments, feasibility studies, master plans, space planning, interior design, traditional architectural services, program management and construction administration.

STRUCTURE | MANAGEMENT | STAFFING

Lothrop Associates LLP is a Limited Liability Partnership built on a solid foundation. Each assignment is undertaken and managed from inception through completion by one of the firm’s partners. Our firm offers:

- Availability Staff and Resources include forty-eight (48) professionals
- Three (3) Managing Partners
- One (1) Senior Associate
- Fifteen (15) Registered Architects
- Three (3) LEED Accredited Professionals
- Four (4) Interior Designers (3 are Certified and 2 Fellows of American Society of Interior Designers)



IN-HOUSE DISCIPLINES | SERVICES

ARCHITECTURE BASIC SERVICES

- Schematic Design
- Design Development
- Construction Documents
- Bidding and Negotiation
- Construction Administration

APPROVALS PROCESS

- Assistance with State and Local Approvals
- Building Code Review

SUSTAINABLE DESIGN

- LEED Certification

PLANNING

- Master Planning
- Programming
- Building Design
- Renovations
- Feasibility Studies
- Site Selection Studies
- Urban Planning and Design
- ADA and Life Safety Assessments
- Code Compliance Studies
- Equipment Planning

INTERIORS

- Interior Design
- Space Planning
- Programming
- Furniture, Fixtures & Equipment (selection, specifications, bidding or negotiation)
- Custom Furniture Design

EXTENDED SERVICES

- Construction Administration
- Program Management
- Computer Aided Renderings





DESIGN AWARDS

ACCOMPSETT JUNIOR HIGH SCHOOL SMITHTOWN, NY

Honor Award by the American Institute of Architects, Long Island Chapter
Long Island Association of Commerce and Industry

AMERICAN FITNESS INSTITUTE GREENWICH, CT

Commercial Structure Annual Award by the Town of Greenwich



BLYTHEDALE CHILDREN'S HOSPITAL WHITE PLAINS, NY

Exhibition of School Architecture Award by the American Association of Schools

COLUMBIA COUNTY COURTHOUSE HUDSON, NY

Citation Award by the American Institute of Architects,
Westchester/Mid-Hudson Chapter

CROPSEY BARN RESTORATION NEW CITY, NY

Citation Award by the American Institute of Architects, Westchester/Hudson
Valley Chapter



DELOITTE, WELLNESS/FITNESS CENTER NEW YORK, NY

First Place Award by the American Society of Interior Designers &
New York Metro Chapter

GREENVILLE FIRE DISTRICT, FIREHOUSE ADDITION SCARSDALE, NY

Excellence in Design Award by the Builders Institute of Westchester



HENDRICK HUDSON FREE LIBRARY MONTROSE, NY

Honor Award for Recognition of Excellence in Design by the American
Institute of Architects Westchester/Mid-Hudson Chapter

HUDSON SPINE AND PAIN MANAGEMENT NEW YORK, NY

American Institute of Architects, Westchester/Mid-Hudson Chapter

LARSEN MOTOR SERVICES, INC. WHITE PLAINS, NY

Award for Architectural Distinction by the City of White Plains Civic Arts
Commission



MOUNT PLEASANT TOWN POOL AND COMMUNITY CENTER MOUNT PLEASANT, NY

Citation for Recognition of Architectural Excellence by the American
Institute of Architects, Westchester/Mid-Hudson Chapter



DESIGN AWARDS

NATIONAL MICRO-FINANCE BANK GENERATOR BUILDING TANZANIA, AFRICA

Citation Award by the American Institute of Architects,
Westchester/Mid-Hudson Chapter

NAYLOR DANA INSTITUTE FOR DISEASE PREVENTION VALHALLA, NY

Honor Award for Excellence in Design by the American Institute of Architects,
Westchester/Mid-Hudson Chapter



THE NEW YORK EYE & EAR INFIRMARY, RETINA CENTER NEW YORK, NY

Honorable Mention from the American Society of Interior Designers,
New York Metro Chapter

NORTH BERGEN HOUSING AUTHORITY FACADE RESTORATION NORTH BERGEN, NJ

Honor Award for Recognition of Architectural Excellence American Institute
of Architects, Westchester/Mid-Hudson Chapter



VILLAGE OF OSSINING

JOSEPH G. CAPUTO COMMUNITY CENTER, OSSINING, NY

American Institute of Architects, Westchester/Mid-Hudson Chapter

PUBLISHED AWARD WINNING ARCHITECTURE/USA

First Edition, Artists/USA, Inc., Philadelphia, Pennsylvania

RAMSEY PUBLIC LIBRARY

RAMSEY, NJ

Citation Award by the American Institute of Architects
Westchester/Mid-Hudson Chapter



SMITHTOWN HIGH SCHOOL

SMITHTOWN, NY

Gold Award by the American Institute of Architects, Long Island Chapter
Long Island Association of Commerce and Industry

SMITHTOWN HIGH SCHOOL WEST

SMITHTOWN, NY

Honor Award for Excellence in Design by the American Institute of Architects
Westchester/Mid-Hudson Chapter



STRAWTOWN ELEMENTARY SCHOOL

NEW CITY, NY

Honorable Mention for the Outstanding School Library Media Center of the
Year by The School Library Media Section of the New York Library Association

WESTCHESTER COMMUNITY COLLEGE

HAROLD L. DRIMMER LIBRARY LEARNING RESOURCE CENTER, VALHALLA, NY

Design Award by the American Institute of Architects
Westchester/Mid-Hudson Chapter



DESIGN AWARDS

WESTCHESTER COUNTY AIRPORT WHITE PLAINS, NY

Citation for Recognition of Architectural Excellence by the American Institute of Architects Westchester/Mid-Hudson Chapter

WESTCHESTER COUNTY AIRPORT PARKING STRUCTURE WHITE PLAINS, NY

Special Recognition for the Creative Design Utilizing Precast and Prestressed Concrete by the Precast/Prestressed Concrete Institute

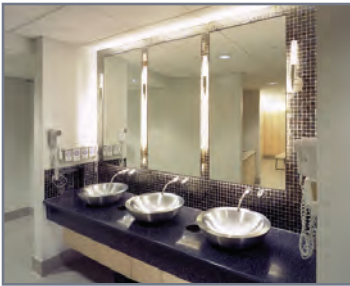


WESTCHESTER COUNTY AIRPORT TERMINAL WHITE PLAINS, NY

Project of the Year by the New York Society of Professional Engineers, Westchester County Chapter

WESTCHESTER COUNTY DISTRICT HEALTH & SOCIAL SERVICES CENTER WHITE PLAINS, NY

Award for Architectural Distinction by the City of White Plains Civic Arts Commission



WESTCHESTER COUNTY DISTRICT HEALTH & SOCIAL SERVICES CENTER WHITE PLAINS, NY

Certificate of Recognition and Achievement by the Builders Institute of Westchester and Putnam Counties

WESTCHESTER MUNICIPAL PLANNING FEDERATION WHITE PLAINS, NY

Commendation for Outstanding Planning Achievement Presented to the City of White Plains for White Plains Hospital's Flanzer Pavilion



WHITE PLAINS HOSPITAL CENTER, FLANZER PAVILION WHITE PLAINS, NY

Honor Award for Excellence in Design by the American Institute of Architects, Westchester/Mid-Hudson Chapter

YORKTOWN JUSTICE COURT TOWN OF YORKTOWN, NY

Citation for Recognition of Architectural Excellence by the American Institute of Architects, Westchester/Mid Hudson Chapter

Y.W.C.A. RESIDENCE FACILITY WHITE PLAINS, NY

First Honor Award by the American Institute of Architects Westchester/Mid-Hudson Chapter



Y.W.C.A. RESIDENCE FACILITY WHITE PLAINS, NY

Honorable Mention by the New York State American Institute of Architects

REPRESENTATIVE HISTORIC PRESERVATION EXPERIENCE

Lothrop Associates LLP has extensive experience involving studies, restorations, renovations and additions to historic structures and old buildings. **Many of the projects listed below are on the National and State Registers of Historic Places.**



VISTA VOCATIONAL & LIFE SKILLS CENTER, INC.
1356 Old Clinton Road, West Brook, CT

COMPO BEACH
60 Compo Beach Road, Westport, CT
Contributing Asset to the National Register of Historic Places in the Historic District of Compo/Owenoke.

KNICKERBOCKER PRESS BUILDING
50-52 Webster Avenue, New Rochelle, NY

MOUNT KISCO MUNICIPAL COMPLEX
100-120 Main Street, Mount Kisco, NY
The new 18,000 square foot Mount Kisco Public Library is a part of the village hall and post office historic district.

STEPPING STONES
62 Oak Road, Katonah, NY

WHITE PLAINS ARMORY BUILDING
35 South Broadway, White Plains, NY

NEW YORK HOSPITAL WESTCHESTER DIVISION
21 Bloomingdale Road, White Plains, NY - (Listed Only on New York State's Register)

NEWBURGH UNITED STATE POST OFFICE
215-217 Liberty Street, Newburgh, NY
* The design concept received a letter of compliment from the New York State historic preservation office.

GREENWICH Y.M.C.A.
50 East Putnam Avenue, Greenwich, CT

ADDITIONAL EXPERIENCE WITH HISTORIC/OLD BUILDINGS

ABRAHAM HASBROUCK HOUSE

Exterior condition assessment and field survey to determine water penetration.

APAWAMIS CLUB

Additions and renovations to the dining room, kitchen and administrative offices.

BEVIER-ELTING HOUSE

Conditions assessment report and improvements.

BURKE REHABILITATION CENTER

Our firm designed significant building additions to this landmark building.

CHRIST AND HOLY TRINITY CHURCH

renovations of the historic church including the installation of a new elevator.

COVELEIGH CLUB

Restoration of a historic building to its original condition.

CROPSEY FARM BARN

Restoration and rehabilitation of the 1796 barn complex and separate bunkhouse.

DANBURY RAILWAY MUSEUM

Relocation of Mill Plain Station.

ELTING-LEFEVRE HOUSE

Localized repair and shoring

FREER HOUSE

Conditions assessment report and improvements.

G.A. FLEET, INC.

Terracotta tile roof restoration.

JAY MANSION AND CARRIAGE HOUSE

Historic building renovation and conversion feasibility study.

JEAN HASBROUCK HOUSE

Repair of existing roof assembly.

MOUNT VERNON LIBRARY

Designs for restoring the entrance lobby and exhibit hall as well as interior finishes of a historic Carnegie building.

NEW MILFORD PUBLIC LIBRARY

Library expansion that includes renovation of the two historic structures and a second story addition to a connecting building.

OLD OAKS COUNTRY CLUB

Reconstruction of "modern" building additions to blend architecturally with historic building.

OSSINING HIGH SCHOOL

Reconstruction of "modern" building additions to blend architecturally with historic building.

SAINT JAMES EPISCOPAL CHURCH

Master plan for the reuse of space for a historic urban church.

SCARSDALE GOLF CLUB

Reconstruction of "modern" building additions to blend architecturally with historic building.

TOWN OF SOMERS

Renovation to the existing barn with storage and maintenance facilities.

SUNNINGDALE COUNTRY CLUB

\$6 million building addition and interior renovation of the entire clubhouse including new slate roofing.

WARNER PUBLIC LIBRARY

Historical structure building analysis and renovation.

WESTCHESTER COUNTY AIRPORT

Restoration and mounting of the gateway plane.

WESTCHESTER COUNTY COURTHOUSE

\$17 million facade investigations and renovations.

WINDMILLS AT WINDMILLS FARMS

Exterior restoration of siding, woodwork and structural repairs to two landmark structures.

WESTCHESTER COUNTRY CLUB

Building inspections and several interior and exterior building restorations.

WINGED FOOT GOLF CLUB

Building renovations.



HIGHLIGHTS

- Historic Preservation
- Master Plan
- Barn Restoration
- Carriage House Restoration

HISTORICAL SOCIETY OF ROCKLAND COUNTY JACOB BLAUVELT FARMSTEAD New City, New York

Fulfilling its mission to serve Rockland County and “record the rapidly vanishing agrarian lifestyle of the County”, the Society is working to guide restoration of the Blauvelt farmstead buildings that form the core of their New City historic site. A master plan was prepared to protect and enhance the National Register agricultural landscape, part of property purchased by the Blauvelt family in 1741 and continuously family occupied until 1970. For the portion of the property beyond the National Register boundaries, the master plan proposes site improvements to support contemporary uses for this active community resource.

Restoration of the 19th Century transitional Dutch/English Barn and attached Carriage House has been completed. The project was funded under the New York State Barn Preservation Grant Program administered by the New York State Office of Parks Recreation and Historic Preservation. Future phases include restoration of the Jacob Blauvelt House and barnyard.

HISTORICAL SOCIETY OF ROCKLAND COUNTY
JACOB BLAUVELT FARMSTEAD





HIGHLIGHTS

- Historic Preservation

SHINGLE HOUSE Warwick, New York

The 1764 Shingle House sits on a major colonial route between Pennsylvania and New England. The saltbox massing, timberframe construction and massive central chimney derive from the Connecticut origins of the first owners, the Burt family who lived in the house until it was acquired by the Historical Society of the Town of Warwick (HSTOW) in 1916.

Robert Gabalski, AIA, Partner worked with the HSTOW to assess existing conditions of the building, to probe the soundness of the structure, to sleuth out the sequence of historic construction over time, and to identify the age of components, even commissioning dendrochronology to determine if original shingles survive in the house.

The work was supported by an Environmental Protection Fund grant and monitored by the New York State Office of Parks, Recreation and Historic Preservation.



HIGHLIGHTS

- Award Winning
- Historic
- Rehabilitation
- Recycling of Existing Structure
- Low Carbon Footprint
- FSC Certified Wood Products

ROCKLAND COUNTY CROSEY BARN REHABILITATION New City, New York

Lothrop Associates LLP was commissioned to design the restoration and rehabilitation of the 1796 Barn complex and separate Bunkhouse which includes complete restoration of the entire heavy timber frame, siding, wood trim, roof, barn doors, and barn sash windows. A new foundation and a drainage system will preserve the restored Barn complex for the next 100 years. The Bunkhouse is being renovated to provide a handicapped accessible restroom, kitchenette, and office space for the Farm Alliance. Work also includes four new self-contained produce refrigerators located near existing hoop houses and adjacent to crop fields. This will provide faster, more efficient processing of crops.

Once completed, the Farm Alliance will be able to process, store and distribute crop shares to a minimum of 280 shareholders - nearly doubling their current 150 shareholder distribution. The Barn Complex and Bunk House are situated on a 24 acre parcel of land that also includes the 1796 Dutch Colonial Farmhouse, still occupied by Jim Cropsey heir to the original owner. The Barn complex, Bunkhouse and farmlands are operated by the Rockland Farm Alliance under Ownership of Rockland County. Active farming and produce shares make the property a viable operation for the County and the Farm Alliance.

CROPSEY FARM BARN
HISTORIC REHABILITATION



CROPSEY FARM BARN
HISTORIC REHABILITATION





HIGHLIGHTS

- Historic Restoration
- Condition Assessment
- Surface Penetrating Radar
- 3D Modeling
- Site Investigation

HUGUENOT HISTORIC SOCIETY ABRAHAM HASBROUCK HOUSE New Paltz, New York

Analysis of the Abraham Hasbrouck House involved intensive field surveying and a very detailed understanding of the dwelling's siting. Lothrop Associates worked on developing a few re-landscaping proposals that could address water infiltration problems. Three dimensional digital modeling technologies were utilized to visualize surface run-off and possible re-landscaping options. Additionally, Lothrop led a team of structural engineers and diagnostic testing engineers to perform minimally intrusive investigation concerning the condition of existing mortar and stone - Surface Penetrating Radar (SPR) scanning was performed along with wall videoscropy



HIGHLIGHTS

- Historic Restoration
- Roof Replacement

HUGUENOT HISTORIC SOCIETY JEAN HASBROUCK HOUSE New Paltz, New York

Lothrop Associates worked to develop appropriate historical detailing that is cognizant of the historic character of the 18th century building. The project primarily involved re-designing the existing roofing assembly in order to allow further ventilation of the roofing material, i.e. the roof's wood shakes. A specialty designed screwing pattern was provided in order to that circumvent issues with splintering of existing wood joists. The design was thoughtful in its efforts in to upgrade the existing assembly in a manner that did not overwhelm the historic authenticity of the home.



HIGHLIGHTS

- Historic Restoration
- Repair & Shoring

HUGUENOT HISTORIC SOCIETY ELTING-LEFEVRE HOUSE New Paltz, New York

Lothrop Associates design team, involving Silman Engineering, developed drawings for a localized repair and shoring of a wood girder that salvaged the dwelling from potential collapse. Through observation and assessment we were able to locate the area of the dwelling that needed repair. A design involving minimal intervention within the cellar was developed and is currently being executed.



HIGHLIGHTS

- Historic Restoration
- Condition Assessment

HUGUENOT HISTORIC SOCIETY BEVIER-ELTING HOUSE New Paltz, New York

Following success with previous projects completed for the Huguenot Historic Society, and client satisfaction, Lothrop Associates was selected to work on preparing a conditions assessment report for the Bevier-Elting House. We worked on creating a systemic and intelligent presentation of the existing conditions of the 18th century home. The intent of the report was not only to provide an assessment overview, but also to provide the Huguenot Historic Society with a hierarchy of priorities; ultimately, fostering discussion about character defining features, and allowing them to approach the repair work in a more critical manner.



HIGHLIGHTS

- Historic Restoration
- Condition Assessment

HUGUENOT HISTORIC SOCIETY FREER HOUSE New Paltz, New York

Freer House is a historic dwelling that is part of the historic village maintained by the Huguenot Historic Society in New Paltz, NY. The house consists of original colonial stone walls at the perimeter of the with a wood framed lean-on extension at the east end.

Lothrop Associates were given the task to assesses the dwelling's architectural conditions. The intent of the assessment was two-fold; first, to identify code-compliance issues, and second, to recommend improvements in regards to the general well-being of the house. Our firm was careful in regards to the suggested modifications, ultimately, keeping in mind the historic character of the house that each of these modifications should not negate or diminishing the historical authenticity of the Freer House



HIGHLIGHTS

- Historic Restoration
- Building Stabilization
- Archaeological Investigation
- SHPO

WEST POINT FOUNDRY PRESERVE Cold Spring, New York

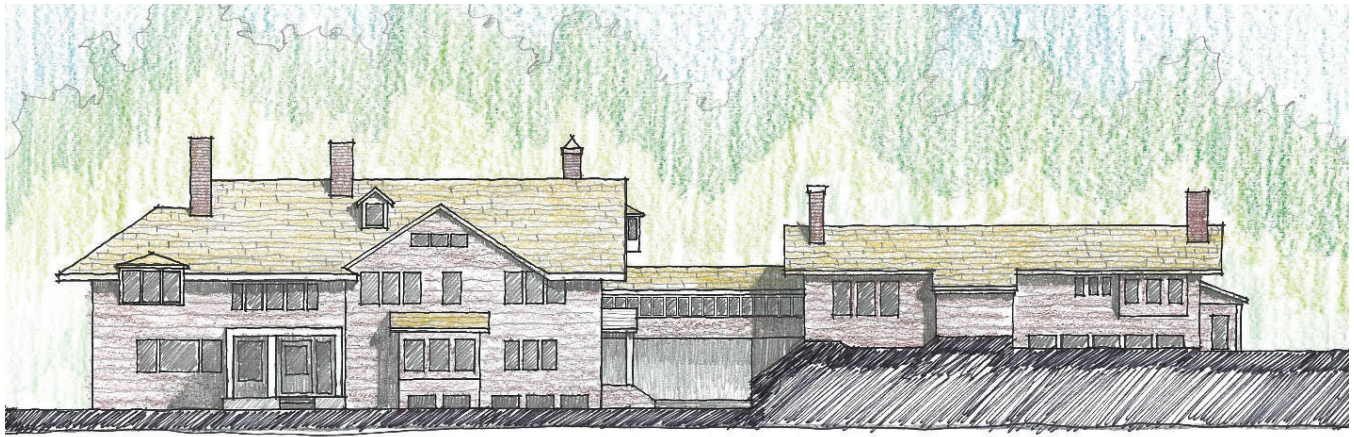
In its heyday, from 1818 into the 1870's, the West Point Foundry in Cold Spring, New York, helped propel our nation toward industrial independence. Vertically integrated operations from smelting to molding to fine machining produced Croton water system pipes, record-breaking locomotives and machinery for the sugar and cotton industries, among many Foundry products. The Parrott gun, developed by Foundry Superintendent Robert Parrott, contributed to Union victory in the Civil War.

Deeply shaded by a second growth forest, the steep-sided valley of Foundry (Margaret) Brook cradles a sleeping giant—the collapsed walls of the industrial complex. Still partially upstanding is the Office Building, built in 1865 at the height of Foundry production.

While an industrial archaeology study team from the University of Michigan Institute of Technology painstakingly investigated the entire site and mapped the tailraces that served the foundry and threatened the Office Building, the Building itself was studied to determine requirements for stabilization and viability for restoration and adaptive reuse. Combining resources to draw environmental and heritage tourists with opportunities for passive recreation, the site is also an incomparable subject for ongoing archaeological research and training. The range of needs of its various constituencies has shaped the recommendations on the reuse of the building and/or construction of other support structures.

WEST POINT FOUNDRY PRESERVE





WHITE PINES - ARTIST'S RESIDENCE
BYRDCLIFFE WOODSTOCK, NY



HIGHLIGHTS

- Historic Restoration
- Conditions Assessment
- SHPO

BYRDCLIFFE ARTS COLONY Woodstock, New York

In 1902 Englishman Ralph Radcliffe Whitehead and his wife Jane Byrd McCall acquired 5,000 acres just outside the Hamlet of Woodstock and began construction on the Byrdcliffe Arts Colony. By 1903, thirty buildings had been constructed, comprising what is known as a Utopian Arts and Crafts Community. "White Pines" was part of the initial construction campaign and was originally used as Whitehead's own house. In later years, it was used as an Artist's Residence where artists shared a rural, utopian ideal that fostered brotherhood and collaboration. In typical low rambling Swiss Chalet Style Architecture, "White Pines" nestles well into the Catskill Mountains. In 1976, Radcliffe's heirs willed the Colony to the Woodstock Guild of Craftsmen, which today operates as the Woodstock Byrdcliffe Guild.

In 2013, a conditions assessment of conducted on "White Pines". This assessment provided the Guild with a framework that outlined the existing conditions throughout the structure along with recommendations for a Scope of Work that was in compliance with the US Secretary of the Interior Standards for the Treatment of Historic Properties – a depository of guidelines that provide a framework for appropriate preservation, restoration, rehabilitation and construction techniques aimed at preserving American Architectural Heritage. The Report was then used as the basis for fund raising, restoration grant applications and initial phases of necessary maintenance and restoration Work.



HIGHLIGHTS

- Master Plan
- Historic Restoration
- Drainage & Sills
- North Wall
- Green Room
- Composting Toilets

MAVERICK CONCERT HALL Woodstock, New York

In 1916, Hervey White (poet, financier, renaissance entrepreneur) launched his hand-built “music chapel” for chamber music in a wooded valley on his Woodstock farm. Each summer, to this day, Maverick Concerts has been presenting exceptional, intimate performances in this acoustically splendid wooden barn. The Concerts organization has preserved White’s antic vision.

Robert Gabalski, Partner, as Project Architect with his previous firm, has performed a range of services at the Maverick Concert Hall. These projects included a master plan addressing access, parking, drainage, water supply and sanitation as well as stabilization, sensitive repair and restoration of the concert hall. The plan also proposed modification of recent architectural additions, site features and paths to better honor the historic character of the property and improve audience comfort.

Bob has prepared drawings for and overseen reconstruction of the historic porch flanking the hall as well as installation of a Phoenix Systems Self Misting Composting Toilet System. With Robert Silman Associates, he completed documents for and oversaw rehabilitation of the failing north, glazed wall. With Cabezas-DeAngelis, he has completed Phase One of drainage improvements at the site to protect the hall from groundwater damage while simultaneously preserving root systems of vintage oaks essential to the comfort and character of the site.

MAVERICK CONCERT HALL
HISTORIC RESTORATION





HIGHLIGHTS

- SHPO Guidelines
- Condition Assessment
- Historic Restoration
- ADA Accessibility

KEEPER'S HOUSE AT THE OLD CROTON AQUEDUCT Dobbs Ferry, New York

Designed in the Italianate style, the two-story Keeper's House was originally built in 1857, with a rear addition added in the 1890s. The structure is listed as a contributing building to the Old Croton Aqueduct, a New York State Historic Park and a National Historic Landmark.

Restoration work included the replacement of deteriorated structural elements, roofing, masonry, doors, windows, plaster, wood flooring and interior and exterior wood trim. To facilitate adaptive re-use as a State Park Office and Visitor's Center, an accessible entry ramp and ADA restroom were included in the project.

The project was made possible through a NYS Department of Transportation TEA-21 Grant, an Environmental Protection Fund Grant administered by the New York State Office of Parks, Recreation and Historic Preservation, and funds raised by the Friends.



HIGHLIGHTS

- Condition Assessment
- Master Plan
- Restoration

HISTORIC CHERRY HILL Albany, New York

A historic property, occupied by the Van Rensselaers from 1787 through 1963, and since operated by Historic Cherry Hill, whose mission is to educate visitors about one of Albany's prominent families, the museum underwent an initial conditions assessment followed by a multi-phased restoration process that continues today.

Restoration work to date includes structural heavy timber framing, stone masonry foundation walls, double-stud exterior wood framed walls with brick nogging, doors, windows, storm windows, shutters and slate roofing. A new, museum quality HVAC system has recently been installed and is performing to specification. Investigative chroma chronology determined the original exterior paint scheme. Remaining restoration work includes exterior siding, trim and paint, and interior finishes (wood flooring, plaster and wallpaper).

The project was made possible through grants from the National Endowment for the Humanities, the New York State Council on the Arts and an Environmental Protection Fund Grant administered by the New York State Office of Parks, Recreation and Historic Preservation.



HIGHLIGHTS

- Historic Building
- Window Restoration
- Masonry Restoration

REED MEMORIAL LIBRARY Carmel, New York

Lothrop Associates LLP has recently been awarded to provide architectural services for the Restoration of Existing Historic Windows at Reed Memorial Library. The existing historic windows are a combination of fixed and operable window units with single pane historic glass lites in a lead came frame, mortise and tenon wood frame rail and stile type sash with interior narrow roman ogee profile, and a wood head, jamb, sill frame set into stone masonry openings. The project consists of the following:

Restoration of all Existing Historic Windows and Hardware

New Storm Windows

Limited Masonry Restoration at Window Openings related to Window Restoration



HIGHLIGHTS

- SHPO Guidelines
- Adaptive Reuse
- Condition Assessment
- Master Plan
- Restoration
- Rehabilitation
- Sustainable Design
- Solar Panels
- Cellulose Insulation

BURNHAM BUILDING & IRVINGTON LIBRARY Irvington, New York

The Burnham Building project is an award-winning renovation of a landmark mill along the Hudson River. The upper floors were converted into 22 units of affordable housing while the ground floor houses the 10,000 square foot Irvington Public Library. The existing building is an assemblage of five different structures built over time starting with the Queen Anne style main building and carriage house built in 1881.

The design included comfortable, handicap-accessible apartments and common spaces, including a rooftop planted terrace and a greenhouse with solar powered shading. The entrance into the apartments is fabricated of a new glazed circulation core. Located at the rear of the building, separate from the library, it is directly adjacent to a newly landscaped parking lot for residents.

For the village, we provided a new home for the library, which previously shared inadequate space with the village offices. The new facility includes stacks for 40,000 volumes, a browsing area, a large children's library with preschool and storytelling rooms, an archive for local historical documents, a multipurpose room, and cabling for 24 computer workstations.

The renovation meets very high standards for energy conservation. All of the existing masonry walls were furred-in, and four inches of blown-in cellulose insulation were added in order to bring the exterior building envelope up to R-19. In a more innovative move, a rooftop photovoltaic system was added. It powers a sun-shading system and ventilation fans for the historic greenhouse.

**BURNHAM BUILDING & IRVINGTON LIBRARY
HISTORIC RENOVATION**



Project completed by Robert A. Gabalski, AIA, Partner



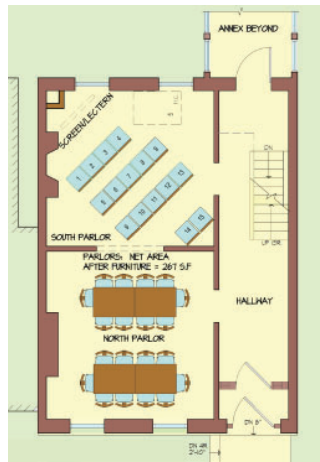
HIGHLIGHTS

- Historic Restoration
- Roof Replacement
- Building Stabilization
- Condition Assessment
- SHPO Guidelines

THE GROVE Cold Spring, New York

Richard Upjohn designed The Grove (later known as Loretto Rest) in 1853 for Dr. Frederick D. Lente, who was one of the founders of the American Medical Association and the physician for the West Point Foundry in Cold Spring, New York. As part of a Preserve New York Grant awarded to the Village of Cold Spring, a Historic Building Assessment Survey and Conditions Report were commissioned for the complete rehabilitation of the structure.

As a result of this report it was determined that the original roof shape was obscured by a failing mansard roof. After placing the structure on the National Register of Historic Places, Robert Gabalski, AIA was the project architect in charge of the building stabilization, hazardous materials mitigation and rebuilding of the original Upjohn Italianate hipped roof.



HIGHLIGHTS

- Condition Assessment
- Historic Structure Report
- Historic Restoration

MYERS RESIDENCE Albany, New York

From 1850 through 1855, Stephen and Harriet Myers, an African-American couple, rented a townhouse in Albany's Arbor Hill. Myers was a principal agent of the Underground Railroad, and together, the couple published newspapers dealing with slavery, education, agriculture, temperance and suffrage.

The building was barely standing when Stephen Tilly, Architect was retained to help with its revival. An Existing Conditions Report followed by a Historic Structure Report prepared STA to develop, with Robert Silman, Structural Engineers, documentation for and oversight of to complete emergency shoring and stabilization measures.

The engine driving this remarkable rebirth of a National Register building is the Underground Railroad History Project of the Capital Region (URHPCR). When rehabilitated, the Myers residence will "become a dynamic, interactive historic site where visitors can experience Underground Railroad history." To that end, STA completed a master plan in 2011 outlining options for uses and interpretations of the building and landscape and associated building and zoning code requirements for access and parking. A visitor center addition to improve ADA access was proposed.

Energetic fundraising by the Underground Railroad History Project has yielded grants from: the Preservation League of New York, Environmental Protection Fund of New York State, Heritage New York, the 1772 Foundation, and the Community Capital Assistance Program.



HIGHLIGHTS

- 12,000 S.F. Addition
- 24,000 S.F. Renovation
- Historic Restoration
- ADA Improvements
- Façade Restoration
- Window Replacement

COLUMBIA COUNTY COURTHOUSE Hudson, New York

12,000 square foot addition designed to maintain the historic integrity of the building that was constructed in the early 1900's, and alterations to the existing 24,000 square foot building.

Lothrop Associates LLP was challenged with the design of a new addition that would be sensitive to the early 1900's architecture of the existing courthouse. Additional significant alterations and renovations to the existing building required careful detailing so that the new mechanical system and infrastructure upgrades could be done with retaining the interior finishes and detail of the building.

The program, mission and schedule were maintained with careful planning. The client agreed to vacate the building during construction to facilitate the construction and therefore kept the project on time and under budget.

COLUMBIA COUNTY COURTHOUSE ADDITION | RENOVATION





HIGHLIGHTS

- 8,000 SF Roof Replacement
- Clay Tile
- Historic

CITY OF WHITE PLAINS FIRE HEADQUARTERS White Plains, New York

Removal and replacement of an existing 8,000 square foot clay tile Spanish style roof, on the Landmark fire headquarters, with a new Ludowici clay tile roof. The replacement design was developed with careful attention to incorporate the detailing, color and style of the existing roof, and included:

Asbestos investigations

Asbestos abatement

Investigation and resolution of the dormer window leaks

Residing the dormer walls

Coping repairs

Re-pointing brickwork

Waterproof coating

Re-roof low slope roof areas

Correct the inadequacy of the existing roof drainage system

CITY OF WHITE PLAINS FIRE HEADQUARTERS
ROOF REPLACEMENT





HIGHLIGHTS

- SHPO Guidelines
- Historic Building
- Condition Assessment
- Master Plan
- Facade Restoration

PORT CHESTER - RYE BROOK PUBLIC LIBRARY

Port Chester, New York

Restoration of the marble, cornice, frieze, and balustrade on a 1926 Stanford and White Historic Library including: brick restoration, masonry restoration, parapet and roofing

This work is done in strict compliance with The Secretary of the Interior's Standards for the Treatment of Historic Properties by our firm's Partner, Robert Gabalski, AIA who is a Historic Architect.

The impetus for this project comes from a holistic approach to stewardship at this important Library by the Board of Trustees and Directors. When the Gibbon Heitman Salvador addition was constructed in 1967 the Trustees overseeing that project were compelled to respect the original Stanford and White Library. Thus, they had the architect design a sympathetic addition in keeping with today's preservation standards.

Lothrop Associates' role in this small but important project focuses primarily on preserving and restoring the marble, cornice and balustrade for the next 100 years. Attention to detail to arrest "sugaring" of the Georgia Cherokee Marble and critical coordination of adjoining roofing and copper flashing are paramount.

This work is part of a 5 Year Strategic Plan developed by Lothrop Associates in 2017. Future work includes the restoration and preservation of the remaining marble elements including ornamental stringcourse and carved front door surround.

PORT CHESTER - RYE BROOK PUBLIC LIBRARY
EXTERIOR RESTORATION





HIGHLIGHTS

- 8,000 SF Addition
- 3,000 SF Renovation
- Historic Building
- Space Study Analysis

BRIARCLIFF MANOR PUBLIC LIBRARY

Briarcliff Manor, New York

8,000 SF addition and renovation to an existing 3,000 SF historic building, which is almost four times its original building size. The addition was designed to maintain the character of the original historic building and the surrounding community while incorporating modern, efficient building systems.

A Space Study Analysis was initially developed to determine the space needs of the library as compared to local, state and national library standards. This analysis formed the basis for a program outlining the current and projected space requirements for each area of the library. A modular building addition was temporarily added to relieve space constraints while a more permanent facility solution could be provided.

Three alternatives for a permanent facility meeting the community's needs were investigated including:

Purchasing a building that could serve as Town Hall and Public Library

Building a new library as part of a private residential community development

Adding to and renovating the existing library

The addition/renovation option proved the most viable for the Village. Schematic designs were developed comparing appropriate alternatives and Briarcliff Manor selected the preferred approach.



HIGHLIGHTS

- Addition
- Renovation
- Historic
- Interior Design

NEW MILFORD PUBLIC LIBRARY New Milford, Connecticut

The New Milford Public Library is a complex of three unique buildings from three different eras. The original portion of the library occupies an 8,500 square foot Richardsonian style structure (c.1897) of brick, sandstone and slate roofing with magnificent leaded glass windows and a commanding presence. Growth in the Town and a corresponding increasing demand for library services was followed by an expansion that incorporated a 2,900 square foot adjoining historic Goodman House (c. 1840) – and a 6,000 square foot interconnecting 70's modern one-story addition (c.1977). Totaling nearly 18,000 square feet, the library has again outgrown its premises and has commissioned Lothrop Associates to design a 21st century expansion that includes renovation of the two historic structures and a 10,000 square foot second story addition to the 1977 connecting building.

Critical improvements in public accessibility to the main entrance and throughout all floors of all three structures, much needed improvement to the adult and children's libraries and an expansion of the young adult area are central to the scope of work for the project. Sensitivity toward drawing one's attention to the main entrance in the center of the 1977 addition and paying homage to the aesthetic of the both the original library and the Goodman House while meeting the requirements of the local Historic Preservation Commission are the driving force behind Lothrop's design for the project.



HIGHLIGHTS

- Historic Building
- Master Plan
- Interior Renovation

WARNER PUBLIC LIBRARY Tarrytown, New York

Lothrop Associates was commissioned to prepare a master plan for the entire library. The first phase of implementation of the master plan included the renovation of two, third floor program rooms, board room and an adult tutoring office.

The scope of work entailed the removal and replacement of all flooring, carpeting, suspended ceilings and outdated audio visual equipment. All three program rooms also received new state-of-the-art audio-visual upgrades geared toward serving large and small groups of various ages, and the lighting was also replaced with new energy efficient LED lighting. Additionally, existing storage areas were renovated and converted to provide the Library with a meeting/conference.



HIGHLIGHTS

- Historic Restoration

WINDMILL FARMS WINDMILL RESTORATION Armonk, New York

Historic restoration of windmills *located on the 238 acre "Windmill Farms"* including:

Project 1:

Exterior Restoration of 2 Windmills (Maple Way and Windmill Road) which included structural repairs, siding, trim and painting. T

Project 2:

Preliminary Investigation Study and Historic Exterior/Interior Restoration of the Spruce Hill Windmill. The project included structural repairs, siding, trim and painting as well as interior repairs to the support structure of the Windmill.



HIGHLIGHTS

- Dairy Barn
- Historic Preservation
- Phased Restoration
- Site Improvements

CAUMSETT STATE HISTORIC PARK FARM COMPLEX RESTORATION Huntington, New York

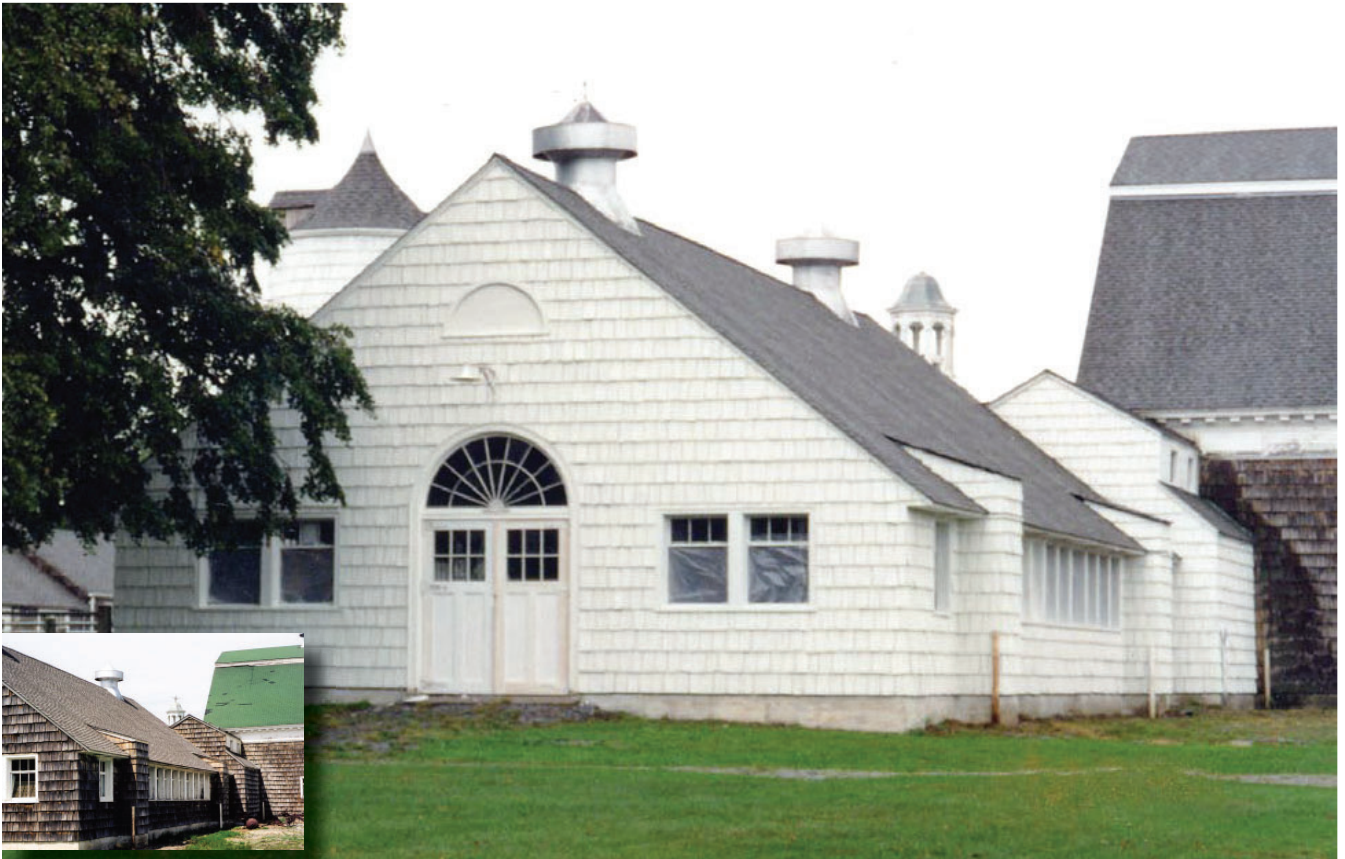
The Farm Group complex at Caumsett is an extraordinary achievement, blending the atmosphere and ambiance of a rural English estate with the advanced technical understandings of early 20th century American agricultural design.

An important character-changing result for the site is the return of the pristine all-white appearance of the group. The original old-growth Cypress shingles were stained white, consistent with the sanitary nature of the Dairy barns and also consistent with the numerous Neo-Colonial elements on the buildings, such as fan lights, paneled doors, cupolas and divided light windows.

Many of the original shingles had decayed and were replaced with shingles that matched the original texture and dimensions. Consistent with the preservation ethic and State and Federal guidelines, original materials have been consolidated, repaired and retained whenever possible. The design team created thresholds, described in the drawings and specifications, for levels of deterioration where contractors were permitted to replace rather than repair such elements as windows and doors. Additionally, the team conducted extensive research to locate suppliers for hardware, fittings and other salient finishing elements. Some of these items were available from suppliers of vintage recycled objects, and others are newly manufactured.

The preservation staff worked with the selected contractors to train their staff in the special care required for the preservation of historic properties, including the protection of the portions of the building, complex and landscape adjoining the work area. In addition, special coordination and protection was required since the work was undertaken in a state park open to the public.

CAUMSETT STATE HISTORIC PARK
FARM COMPLEX RESTORATION



CAUMSETT STATE HISTORIC PARK
FARM COMPLEX RESTORATION





HIGHLIGHTS

- Award Winning
- Historic Preservation
- Condition Assessment
- Slate Roof Replacement

MUSCOOT FARM RENOVATION OF HISTORIC STRUCTURES Somers, New York

Muscoot Farm, Westchester County's most popular park, contains 13 structures including the main house, barns and accessory buildings of vintage construction and a reception building and visitor's center, both housed in historic buildings. The planning study and recommendations, and the subsequent restoration of the Horse Barn, Ice House and Milk House, received a 1995 Historical Services Award for Excellence from the Lower Hudson Conference of Historical Agencies & Museums.

Additionally, a Conditions Assessment Program Report for the park was completed, as well as the restoration of the slate roof on the Dairy Barn, which spells out the "Muscoot" name in dark slates, and an existing conditions study of the Main House to guide subsequent restoration.



HIGHLIGHTS

- \$15 Million
- Master Plan
- Historic Structure

SAINT JAMES CHURCH New York, New York

Lothrop Associates prepared a master plan for Saint James Church to assist in improving efficiency and functionality of the building since its construction more than 200 years ago. An important element of this study was also to preserve the exterior envelope of the historic building.



HIGHLIGHTS

- Renovations
- Historic Building

CHRIST & HOLY TRINITY CHURCH Westport, Connecticut

Renovations and alterations of this historic church including:

Preschool to accommodate 80 children

Sunday school rooms

Renovation of the parish hall

ADA men's and women's toilet facilities

New elevator

Chancel redesign

Reconstruction of pews

New lighting, sound system, flooring and air conditioning



HIGHLIGHTS

- Historic Restoration

WESTCHESTER COUNTY AIRPORT GATEWAY PLANE RESTORATION White Plains, New York

Restoration and mounting of a 1955 Lockheed T-33 jet trainer to commemorate the Westchester County Airport's military origin. The airport was opened in 1943 as a military base to protect New York City from Axis bombing raids. The T-33's flew out of Westchester in the 1950's when the airport was home to the 105th Air National Guard Squadron. The jet was disassembled, restored and painted in the original Air National Guard colors, then covered in a protective clear coat and modified for mounting. The Korean War era fighter currently sits atop a pylon to welcome travelers who use the airport's main entrance.

Representative Relevant Experience **Robert Gabalski, AIA, Project Director** **Lothrop Associates LLP**



Mr. Gabalski has over 22 years of professional architectural preservation experience directing and managing historic preservation projects requiring compliance with the Secretary of the Interior Standards for the Treatment of Historic Properties.

In particular, Robert has substantial experience working on grant funded projects: Grant program experience includes: Connecticut State Library Grant Fund, NYS OPRHP Environmental Protection Fund, Environmental Quality Bond Act (EQBA), Save America's Treasures, (SAT), NYS Council on the Arts (NYSCA), National Endowment for the Humanities (NEH), NY Preservation League, NY Landmarks Conservancy, and other cultural and preservation-based grant programs.

See specific project sheets documenting Robert's previous experience on such projects. All projects listed for Robert include routine and mandatory administrative and technical review by NYS OPRHP. Robert also has substantial experience collaborating on historic preservation projects with Silman (Structural Engineers) and Jablonski Building Conservation.

Lyndhurst, Tarrytown, New York



Lyndhurst Main House

George Merritt—and A.J. Davis—nearly doubled the size of the house Davis had designed thirty years earlier for William Paulding, the former Mayor of New York. Its rambling plan, Gothic porches, complex roofs and extensive faux finishes require a high level of expert maintenance and restoration.



Lyndhurst Bowling Alley and Recreation Pavilion

Helen Gould, Jay Gould's daughter, built this shingle style recreation building in 1894. It has two alleys lit from gabled skylights and a splendid lounge with fireplace. Work completed to date includes stabilization of the rear wall, the restoration of an historic wood roof and associated flashing.

Robert Gabalski, AIA with Stephen Tilly, Architect

This country house, designed by Alexander Jackson Davis in 1839 and enlarged by him 30 years later, is considered the premier Gothic-Revival house in the United States and is now a National Historic Landmark owned by the National Trust for Historic Preservation.

Stephen Tilly is consulting architect for ongoing projects on the site, including:

- Exterior stone conservation for a Getty Grant, including documentation using photogrammetric imaging and coordination of drawings and specifications for multiple treatments such as patching, dutchman repairs, cleaning and repointing. (2004 ongoing)
- Complete overhaul of mansion infrastructure including plumbing, electrical and climate control systems, fire suppression and security. (2000 ongoing)
- Conversion of the greenhouse service buildings into intern housing and temporary archives for collections during infrastructure improvements in the mansion.
- Stabilization of the greenhouse, an early metal conservatory structure. (1997)
- Conversion of the former garage into a visitor's center housing exhibits and gift shop. (1994-1995)
- Conversion of the Carriage House into a lunch spot and catering facility. (1993)
- Restoration of the Bowling Alley, an early 20th century shingle-style recreational pavilion.

Dates: 1993 ongoing

Project cost: \$450,000 ongoing



The Mansion



Aging infrastructure between floors



Post-construction tour of the web of fire suppression, heating, electrical and plumbing lines.



Decorative wall grille of original passive ventilators put back into use

Robert Gabalski, AIA with Stephen Tilly, Architect

Lyndhurst Mansion Infrastructure

Stephen Tilly, Architect directed a team of consultants undertaking a long overdue upgrade of the infrastructure of the premier Gothic Revival house in the U.S.

With the help of an NEH grant, the team threaded new wiring, new plumbing, new ventilation systems and a high pressure mist fire suppression system throughout this 160 year old masonry and wood frame structure.

The mist system, the first in the region or in any National Trust property, minimizes water infrastructure costs, disruption of historic fabric through the use of 1" pipes, and any subsequent damage to finishes from a discharge since mist rather than deluge controls the fire.

Air conditioning was reserved for limited collections storage space on an upper floor and in an accessory building elsewhere on the site, but passive and active ventilation was designed to control conditions in the mansion, when supplemented by management of shutters, windows and doors.

STA carefully coordinated work to conceal visible elements and minimize damage to historic fabric, which includes valuable interior faux finishes, and woodwork.

Client:

The National Trust for Historic Preservation

Lyndhurst Museum

635 South Broadway, Tarrytown, NY 10591

Krystyn Hastings-Silver, Restoration Manager
(914) 631-4481 ext. 4323

Krystyn_Silver@nthp.org

National Trust for Historic Preservation

1785 Massachusetts Ave. NW

Washington, D.C. 20036

Built circa 1783, the Salyer House is believed to have been a wedding present from Jeremias Mabie to his daughter Elizabeth upon her marriage to Michael Salyer. Listed on the National Register of Historic Places, the house features a gambrel roof, popular with Dutch settlers in the Hudson Valley during that period.

In 1992, it was donated to the Town of Orangetown and now serves as the home of the Orangetown Historical Museum and Archives.

In 2007, the Orangetown Historical Society hired Stephen Tilly Architect to provide restoration services. The asphalt roofing was replaced with Alaskan yellow cedar shingles and copper flashing, and site grading and drainage improvements were made to prevent water infiltration in the basement. The work was funded by a member item grant through Senator Tom Morahan's office as well as a preservation grant through the New York State Office of Parks, Recreation and Historic Preservation Environmental Protection Fund Program.

Dates: 2007-2008



Dormer detail



Completed roof: View from the northwest



Completed roof: View from the northeast

Client:

Julie Trumpler, Curator
Mary Cardenas, Director
Orangetown Historical Society
213 Blue Hill Road
Pearl River, New York
(845) 398-1302

Robert Gabalski, AIA with Stephen Tilly, Architect

Restoration of The Swiss Factory Lodge, Montgomery Place, Annandale-on-Hudson, NY



Restored façade of the Swiss with corrected paint colors



Historic photo of the Swiss Factory Lodge

Client:
Waddell Stillman, President
Historic Hudson Valley
150 White Plains Road
Tarrytown, New York
(914) 631-8200 wstillman@hudsonvalley.org

Robert Gabalski, AIA with Stephen Tilly, Architect

The Swiss Factory Lodge (1867) is the last surviving Swiss-style cottage designed by Alexander Jackson Davis. It is the jewel in a collection of three streamside structures on the estate known as Montgomery Place. From the 1840's through the 1860's, Davis worked with Montgomery Place owners Thomas and Cora Barton on several of their estate buildings, including the main house, a new farm house, and even post-fire reconstruction designs for

the mill factory across the stream from the Lodge. The Bartons sought advice from him as well as from his colleague, their friend Andrew Jackson Downing, in their efforts to make their property a showplace for its time.

Over time, these landmark structures fell into disrepair. Our goal was to transform the Swiss Factory Lodge and its surroundings into a memorable historic settlement on Dutchess County's scenic River Road. This small riverside collection of buildings and landscape offers a clear and evocative snapshot of 19th century worker housing as it survived into the 20th century. The project is a sustainable enterprise, allowing the owner, Historic Hudson Valley, to rent units to carefully selected tenants. All improvements complied with Department of the Interior Standards and helped advance the property toward the possibility of public visitation and interpretation in the future.

Dates: 2003 - 2007

Project cost: \$238,000



STA work on "The Swiss" involved a complete exterior restoration including paint colors determined through chromachronology and an interior rehabilitation of all systems.

Detail of sawn pendant

Lothrop

REFERENCES

MAVERICK CONCERT HALL

Sandy Siegel
Building Committee Chairperson
120 Maverick Road
Woodstock, New York 12498
Telephone: (347) 277-5111

CROPSEY BARN RESTORATION

Robert H. Gruffi
Director of Facilities Management
50 Sanatorium Road
Pomona, New York 10970
Telephone: (845) 364-2958

NEW MILFORD PUBLIC LIBRARY

Joyce Hermonat
Building Committee Co-Chair
24 Main Street
New Milford, Connecticut 06776
Telephone: (860) 354-1191

HISTORIC HUGUENOT STREET & HISTORIC CHERRY HILL

Liselle LaFrance
Former Director Historic Cherry Hill
Current Director Historic Huguenot
81 Huguenot Street
New Paltz, New York 12561
Telephone: (845) 255-1889

REED MEMORIAL LIBRARY

Jeanne Buck
Library Director
Reed Memorial Library
1733 US-6
Carmel Hamlet, New York 10512
Telephone: (845) 225-2439

STEPHEN AND HARRIET MYERS RESIDENCE

Paul Stewart
President
Underground Railroad Project of the Capital Region, Inc.
194 Livingston Avenue
Albany, New York 12210
Telephone: (518) 596-0260



Robert A. Gabalski, AIA
Historic Preservation Partner
36 CFR Part 61 Qualified Historical Architect

Robert Gabalski has over 30 years of architectural experience specializing in the field of historic preservation. He has developed a sincere appreciation and keen sensitivity to successfully assess each project and address its unique challenges to ensure the existing structure is preserved, restored, and suitable for adaptive re-use.

Robert directs and manages historic preservation projects requiring compliance with the Secretary of the Interior Standards for the Treatment of Historic Properties including the preparation of Historic Structures Reports and applications for listings on State and National Historic Registers.

Education:

Master of Architecture
Iowa State University 1989

Bachelor of Arts in
Environmental
Design and Planning
State University of New York at
Buffalo 1985

Pre-Engineering
Canisius College
Buffalo, New York

Primary Disciplines:
Architectural Production

Building Specialties:
Restoration
Adaptive Reuse
Library
Government
Residential

Years of Experience:
Since 1985

Licensed Architect:
New York

Memberships|Affiliations:
American Institute of Architects
(AIA)

Achievements:
AIA Awards:
Congregation Shearith Israel
The Lord and Burnham Building
Draper Cottage

Progressive Architecture Public
Realm Award

Teaching Excellence Award

Super-erogation Award from the
City of Ames for the Adaptive
Re-use and feasibility study of
the Historic Ames Railroad Road
Station

Project Experience Includes:

Historic | Restoration | Preservation | Adaptive Reuse | Reconstruction Projects:

- *New Milford Public Library, Addition and Renovation, New Milford, CT*
 - *Jean Hasbrouck House Roof Replacement, Historic Huguenot Street, New Paltz, NY*
 - *Danbury Railway Museum, Historic Mill Plain Station Relocation, Danbury, CT*
 - *Freer House Conditions Assessment, Historic Huguenot Street, New Paltz, NY*
 - *Bevier-Elting House Conditions Assessment, Historic Huguenot Street, New Paltz, NY*
 - *Rockland County, Cropsey Barn Restoration, New City, NY*
 - *Port Chester - Rye Brook Public Library, Exterior Restoration, Port Chester, NY*
 - *Elting-Lefevre House Repair & Shoring, Historic Huguenot Street, New Paltz, NY*
 - *Abraham Hasbrouck House Restoration, Historic Huguenot Street, New Paltz, NY*
 - *Caumsett State Historic Park, Farm Complex Restoration, Huntington, NY*
 - *The Historical Society of Rockland County, Jacob Blauvelt Farmstead, New City, NY*
 - *Award Winning, Muscoot Farm, Renovation Of Historic Structures, Somers, NY*
 - *Award Winning, Lord and Burnham Building, Irvington, NY*
 - *Award Winning, Congregation Shearith Israel, New York, NY*
 - *Award Winning, Historical Society, Draper Park, Hastings-On-Hudson, NY*
 - *Award Winning, Orange County Firefighters Museum, Montgomery NY*
 - *Award Winning, Myers Residence (Historic Underground Railroad), Albany, NY*
 - *Award Winning, Mapes House Restoration, Florida, NY*
 - *The Orangetown Historical Museum & Archives, Pearl River, NY*
 - *Scenic Hudson Land Trust, Poughkeepsie, NY*
 - *Volunteers of America, Grass Lands Campus, Valhalla, NY*
 - *Historic Hudson Valley, Montgomery Place, Annandale, NY*
 - *Shingle House Restoration, Warwick, NY*
 - *Lovat Hudson River Villa, Hastings-On-Hudson, NY*
 - *Shainheit Residence, 19th Century Home, Piermont, NY*
 - *Padegs Residence, 19th Century Home, Hastings-On-Hudson, NY*
-
- *Maple Moor Golf Course, Maintenance Building, White Plains, NY*
 - *Westchester County Public Safety Building, Interior Renovation, Hawthorne, NY*
 - *Town of Bedford Police Station, Addition and Renovations, Bedford, NY*



Department of Economic and
Community Development

Connecticut
still revolutionary

May 31, 2016

Robert A. Gabalski, AIA
Lothrop Associates LLP
333 Westchester Avenue
White Plains, New York 10604

Subject: Qualifications Standards for Historical Architect

Dear Mr. Gabalski:

The Connecticut State Historic Preservation Office of the Department of Economic and Community Development is in receipt of your request under the Secretary of the Interior's Professional Qualifications Standards for Historical Architect.

It is the opinion of this office, based on the materials submitted, that you appear to meet the requirements as stated in 36 CFR Part 61 for Historical Architect.

Thank you for your interest in the conservation of Connecticut's cultural heritage. Please do not hesitate to contact our office should you have any additional questions concerning this process.

Best Regards,

A handwritten signature in blue ink that reads "Mary B. Dunne".

Mary Dunne
Deputy State Historic Preservation Officer

State Historic Preservation Office

One Constitution Plaza | Hartford, CT 06103 | P: 860.256.2800 | Cultureandtourism.org

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Margaret Gaertner

11 Stevens Avenue
Portland, ME 04102
917-476-8156
margaret.gaertner@gmail.com

Employment

M. Gaertner, Historic Building Consultant
Portland, ME
2011 to Present

Barba + Wheelock Architecture + Preservation
Portland, ME
2006 to 2011

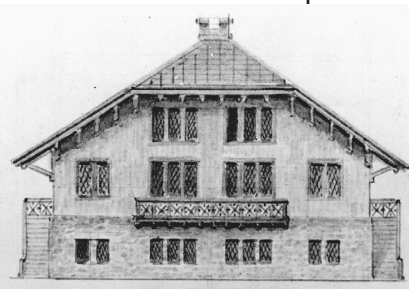
Stephen Tilly, Architect
Dobbs Ferry, NY
2001 to 2006

John G. Waite and Associates, Architects
Albany, NY
1998 to 2001

Nickles Building Construction + Historic Restoration
Philadelphia, PA
1995 to 1998

Experience

- Building condition surveys, assessments and analysis
- Research, design and consultant team coordination for all phases of museum-quality restoration projects
- Specification writing, tailoring of SpecLink software for Historic Preservation projects
- Construction observation
- Rehabilitation Tax Credit applications
- National and State Register Nominations
- Historic Structure reports
- Archival research, building histories
- Survey and documentation of historic fabric



Education

University of Pennsylvania
Philadelphia, PA
M.S. in Historic Preservation

Parsons School of Design
New York, NY
B.F.A. in Environmental Design

Qualifications

Over twenty years of full-time professional experience in all aspects of the preservation of significant historic structures.

“Architectural Historian” as per the Professional Qualifications Standards established in 36 CFR Part 61

Listed on the Architectural Historian Consultant Lists for the New Hampshire Division of Historical Resources (NHDHR) and the Maine Historic Preservation Commission (MHPC).

Historic Building Assessor with the American Institute for Conservation’s CAP Program

“Building Analyst Professional” certification from the Building Performance Institute (BPI)

OSHA HAZWOPER Certification, 24 Hour Level

Representative Projects

State-wide Gutter Study (Maine)

Worked with Historic New England to research and evaluate the potential effects of climate change on existing roof drainage systems at eight historic sites across Maine. Researched the history of gutter use and sizing. Assessed the performance and calculated the capacities of all of the existing drainage systems. Authored report of findings which was used to develop White Papers.

Observatory (NHL)

Portland, ME

Researched materials, wrote specifications for the replication of historically-appropriate window sash and limited siding repairs for a unique structure - an Observatory - that is restored and open to the public as a museum. The existing replacement windows had failed due to poor detailing and material selections; our design identified sources of deterioration in both the windows and flashing and made necessary corrections.

Marrett House

Standish, ME

Wrote specifications and served as Preservation Project Manager for repairs to a historic house museum. The timber frame, exterior and interior finishes were damaged in a car accident and required careful documentation and conservation.

Rufus Porter Museum

Bridgton, ME

Completed historic research and documented building to determine an appropriate restoration and repair strategy for a ca. 1840 residence. Wrote specifications for two phases of exterior restoration work including window replication, millwork repairs, in-kind siding repairs, painting, and installation of a historically-appropriate wood shingle roof. Work was reviewed by SHPO due to federal funding.

Norway Gingerbread House

Norway, ME

Prepared a Preservation Plan for the stabilization and rehabilitation of a beloved local landmark. Surveyed existing conditions, developed repair recommendations, created a phasing plan and prioritized work lists for all work, and coordinated cost estimates for the needed work. This study has been a critical tool for fund raising.

Washburn-Norlands Living History Center

Livermore, ME

Completed extensive research and analysis for the accurate recreation of two buildings destroyed by fire. The reconstructed buildings present a ca. 1880s appearance while meeting current life safety and accessibility requirements. The project included coordinating a consultant team and preparation of construction documents and specifications.



Eagle Island State Historic Site (NHL)

Harpswell, ME

Eagle Island was the island home of arctic explorer Admiral Peary. Located twelve miles off shore from Portland, this remote site is now open to the public as a historic site. The site was damaged during the Patriots' Day storm and necessary repair work included masonry stabilization, repointing, and reconstruction of a destroyed landing. Project included mortar analysis and structural engineering coordination and preparation of specifications. Work was funded by FEMA and required SHPO review.

Stepping Stones (NHL)

Bedford Hills, NY

Transitioned the home of Bill W. and Lois W., founders of AA and Al-Anon, into a house museum. Nominated site to the National Register of Historic Places and established its national significance. Completed conditions assessment, Zoning Analysis and schematic designs for converting a historic garage into a Visitors' Center.

Caumsett

Lloyd Neck, NY

Researched buildings' construction and technology and developed restoration plans. Wrote specifications, coordinated drawings, and oversaw restoration work on five historic dairy buildings at a New York State historic site. Restoration budget for the five buildings totalled over \$450,000.

Lyndhurst (NHL)

Tarrytown, NY

Worked with Lyndhurst on several projects including conversion of former staff housing into archival storage; environmental upgrades to the Mansion; restoration of lighting fixtures; implementation of photogrammetric survey; and drawings and specifications for exterior masonry conservation work.

Certified Rehabilitations (Tax Credit Projects)

Alexander McLellan House Gorham, ME
Successfully completed the Part 1 and Part 2 applications for the Certified Rehabilitation of a house severely damaged by fire. The exterior shell will be restored and the interior rehabilitated into rental apartments.

Le Messenger Building Lewiston, ME
Successfully completed the Part 1 and Part 2 applications for the Certified Rehabilitation of a commercial building on Lisbon Street. The interior will be rehabilitated to contain multiple residential units.

St. Patrick's Convent Lewiston, ME
Successfully completed the Part 1 application for the Certified Rehabilitation of a historic convent. Building is not in a National Register Historic District and thus unique and specific documentation was required to demonstrate eligibility.

St. Patrick's Church and Rectory Lewiston, ME
Successfully completed all applications (Parts 1, 2, 3) for the certified rehabilitation of a former Church and Rectory as an event center and bed-and-breakfast. Actively worked with owner and contractors in the field to ensure the proposed work would meet the Standards.

List continues at right...

Savings Bank Block Lewiston, ME

Part 2 application is in progress for the certified rehabilitation of a former commercial block building on Lewiston's Lisbon Street. 19th-century offices and a ballroom are being converted to loft-style apartments.

Hathorn Block Richmond, ME

Part 1 was completed and approved and Part 2 completed for the rehabilitation of a former warehouse/residential block for use as apartments in Richmond, ME.

Baxter Block Portland, ME

Parts 1, 2 and 3 were completed and approved for the certified rehabilitation of a former warehouse building in Portland's Old Port. Project was reviewed at city, state and federal level.

Music Hall Block (Renys) Farmington, ME

Successfully completed Part 1 and Part 2 applications for a Certified Rehabilitation. Reviewed proposed designs and suggested changes to ensure proposed work would comply with the Standards.

Gerald Hotel Fairfield, ME

Successfully completed a lengthy and detailed DOE application for an extremely deteriorated and altered building.

Hathaway Creative Center Waterville, ME

Prepared amendments and final Part 2 for the certified rehabilitation of a former shirt factory. Project included window replacement and masonry work and is the largest certified rehabilitation in Maine to date.



Historic Structure Reports

Mechanics' Hall Portland, ME
Completed archival research and survey of surviving historic building fabric. Developed an annotated timeline of construction and alterations. Wrote an updated Statement of Significance.

Harriet Beecher Stowe House (NHL) Brunswick, ME
Primary surveyor, researcher, analyst and author of the HSR for the Stowe House.

Winslow Homer Studio (NHL) Prout's Neck, ME
Edited and coordinated Historic Structure Report for the studio of noted 19th-century artist Winslow Homer.

Enoch Rittenhouse House Philadelphia, PA
Verplanck Tenant House Stonykill, NY
Groom's Tavern Clifton Park, NY
Susan B. Anthony's House (NHL) Rochester, NY

Historic Building Documentations

South Portland Armory (1941)

MHBR 90 South Portland, ME

Hyde Windlass Company Assembly Building (1942)

MHBR 83 Bath, ME

Edward Little High School (1877, 1929)

MHBR 74 Auburn, ME

No. 2 Gate House, Portsmouth Naval Shipyard (1937)

MHBR Kittery, ME

Surveyed and documented historic buildings as per the standards of the Maine Historic Building Record (MHBR) program. Documentation included detailed written descriptions and large format black-and-white photography as per HABS standards. Completed extensive research and wrote detailed building descriptions and histories.

Conditions Assessments for Historic Buildings

Hill-Agor Farm House
Mahopac, NY

Blauvelt House Museum
Historical Society of Rockland County
New City, NY

Brookside Museum
Saratoga County Historical Society
Ballston Spa, NY

Captain Merritt House
Bath, ME

Clinton House State Historic Site *
Glebe House Museum *
Dutchess County Historical Society
Poughkeepsie, NY

Cumberland Club
Portland, ME

Elisha Marston House Museum, Heard Barn *
Sandwich Historical Society
Sandwich, NH

Emory Gymnasium
Thornton Academy
Saco, ME

Sabbathday Lake Shaker Village (NHL)
Herb House, Boys' Shop, Ministry's Shop
New Gloucester, ME

St. Andrew's Episcopal Church
Newcastle, ME

Salome Sellers House Museum *
Deer Isle-Stonington Historical Society
Deer Isle, ME

**Skowhegan History House
Museum & Research Center ***
Skowhegan, ME

Stephen and Harriet Myers Residence
Underground Railroad History Project
Albany, NY

Stepping Stones Museum (NHL) *
Main house, Wit's End (studio), archive building, garage,
outbuildings
Bedford Hills, NY

Trinity Episcopal Church
York Harbor, ME

**Museum of the Gilded Age
(Ventfort Hall) Carriage House**
Lenox, MA



Gingerbread House
Norway, ME

The Grove
Cold Spring, NY

Henry W. Fuller, Jr. House
Kennebec Historical Society Headquarters
and Archives
Augusta, ME

Joshua L. Chamberlain Museum *
Pejepscot Historical Society
Brunswick, ME

Norway Historical Society Museum *
Norway, ME

Muscoot Farm Museum *
Main house, multiple barns, ice + milk houses
Somers, NY

Ocean Park
Multiple Buildings
Ocean Park, ME

A Conditions Assessment includes, at a minimum: survey, documentation and assessment of existing building fabric and its condition; identification of sources of deterioration; identification of areas requiring restoration and repair work; formulation and coordination of prioritized work lists.

Conditions Assessments may also include energy efficiency review; evaluation of life safety and code requirements; formulating ADA solutions; and opinions of probable repair costs.

*A * next to the building name indicates the assessment was CAP-funded.*

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LICENSURE

ARCHITECTURAL REGISTRATION:

Our firm's partners are Registered Architects in the tri-state area and listed below by state are their Architectural Registration Numbers.

John Cutsumpas, AIA

CT 07504

NJ AI 17640

NY 020283

Robert A. Gabalski, AIA

CT 14120

NJ AI 21401

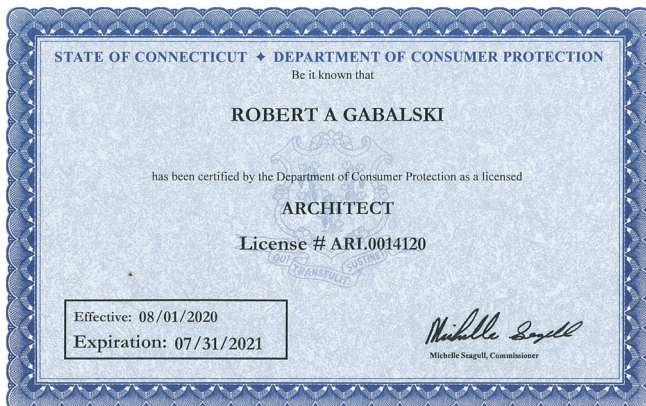
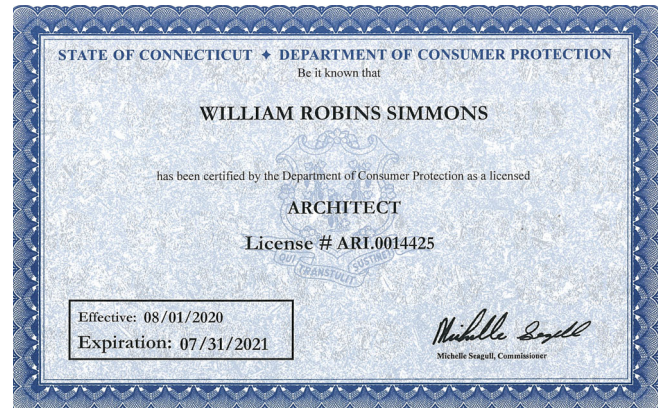
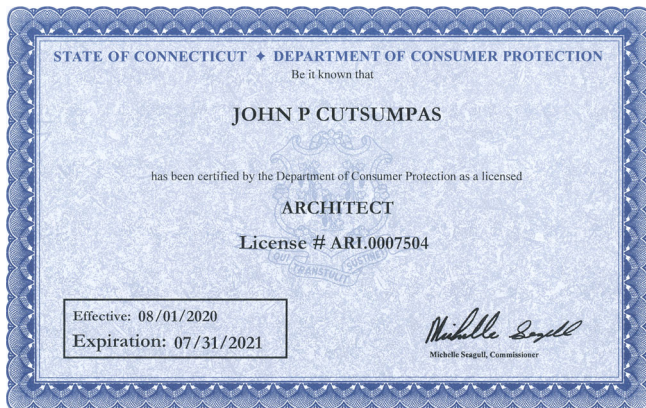
NY 024235

William Simmons, AIA

CT 14425

NJ AI 18816

NY 022790





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/26/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 1086 Teaneck Rd, Ste 5B Teaneck, NJ 07666	CONTACT NAME: PHONE (A/C. No. Ext): 201-837-1100	FAX (A/C. No.):	
	E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #	
INSURED Lothrop Associates LLP 333 Westchester Avenue White Plains NY 10604	INSURER A: Charter Oak Fire Insurance Company		25615
	INSURER B: Travelers Indemnity Company		25658
	INSURER C: Phoenix Insurance Company		25623
	INSURER D: Markel American Insurance Company		28932
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER: 57258405

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			680-3H029221	9/5/2020	9/5/2021	EACH OCCURRENCE	\$2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000
							MED EXP (Any one person)	\$10,000
							PERSONAL & ADV INJURY	\$2,000,000
							GENERAL AGGREGATE	\$4,000,000
							PRODUCTS - COMP/OP AGG	\$4,000,000
								\$
B	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA-8P456044	9/5/2020	9/5/2021	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000			CUP-8A98646A	9/5/2020	9/5/2021	EACH OCCURRENCE	\$5,000,000
							AGGREGATE	\$5,000,000
								\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	UB-3K015777	9/5/2020	9/5/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$1,000,000
							E.L. DISEASE - POLICY LIMIT	\$1,000,000
D	Professional Liability			MKLM7PL0001976	9/5/2020	9/5/2021	Per Claim	\$4,000,000
							Aggregate	\$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

SAMPLE

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Mike Christian

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ACORD 25 (2016/03)

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PROJECT UNDERSTANDING | APPROACH | SCOPE | SCHEDULE | FEE

PROJECT APPROACH

Paramount to the success of the Town of North Stonington's Conditions Assessment and Feasibility Study for the John Dean Gallup House and adjacent Carriage House, is the identification and fulfillment of the Town's mission for the Project: *"To build upon the renovations efforts, and determine the best use of the subject structure"*. This mission carries with it the obligation by the registered historical architect and preservation consultant team to provide expertise in the field of historic preservation in a manner that is consistent with and supportive of the Town's primary goal – the identification of an appropriate use of the property that preserves the historical character of the residence and is sensitive to the Hewitt Farm property. The Town's recent progress in making necessary repairs and improvements sets the stage for the consideration under this Request for Qualifications. And it is this stewardship effort by the Town that forms the basis for our approach to the Project, which centers around the following philosophy:

"collaborate all-inclusively, meet strategically, listen closely, assess thoroughly, conceptualize appropriately, budget accordingly and prioritize logistically."

This approach has served us well through the years and we have learned that constructive and meaningful involvement by all interested parties is critical to a successful project. The process begins with a collaborative project kickoff meeting during which all involved parties discuss, establish and confirm the goals and objectives for the project. We will listen closely to your understanding of the needs for the project and establish a written Program that outlines the initial information and scope of work based upon those needs and our assessment of those expressed needs.

We will spearhead and guide all aspects of the assessment, programming, design, bidding and construction phases of the Project. Throughout the process we will collaborate with you and keep you apprised of our progress throughout all phases of the Project. We will prepare preliminary statements of probable cost to correspond to each work product prepared and presented during each phase of the Project. We will modify the design of the Project until it meets with your approval and your budget.

It is assumed that a prioritized and phased implementation plan for the proposed Work will be necessary. This plan will accommodate and correspond to sequenced available funding for the project. During our regular updates to you we will present the progress of our work. Along the way, we will collaborate regularly with representatives of your team to ensure that our work product parallels your expectations for the project. This iterative and all-inclusive approach not only builds a strong Client-Architect/Preservation Consultant relationship, but lays the groundwork for a seamless transition from the Assessment and Feasibility Stage of the Project into subsequent design and construction phases for the project.

All services and work product provided will be performed in strict accordance with the requirements of CT SHPO and the Secretary of the Interior Standards for the Treatment of Historic Properties as published by the National Park Service. On the basis of the Scope of Work for the Project and as part of the performance of this conditions assessment, feasibility study and report preparation, we will methodically provide the following Scope of Services:

PROJECT UNDERSTANDING | SCOPE

Project Background

Purchased by the Town in 2008 and located on a 104-acre tract of land on Route 2, the John Dean Gallup House (c.1732) is a fine example of an early center chimney cape style house. With a low, broad stature, the one and one-half story post and beam frame building with a moderately steep pitched, gable roof, contains a large central chimney holding three stone hearths and a bake oven, that is among the several character-defining elements that contribute to the house's historic importance and listing on the Connecticut State Register of Historic Places. Additions have been constructed over the years and done in a manner where the north-facing keeping room and two south-facing best rooms were able to be kept intact. A one and one-half story farm building (perhaps a carriage house), adjoins the house and completes the arrangement of these two historic structures on the Hewitt Farm property.

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PROJECT UNDERSTANDING | APPROACH | SCOPE | SCHEDULE | FEE

Project Goal

On the basis of a CT SHPO Grant having been awarded to the Town of North Stonington, we understand the Project Goal to be as follows: The identification of an appropriate use of the property - one that preserves the historical character of the residence and is sensitive to the Hewitt Farm property as a whole - allowing Town to better target solicitation efforts to lease the property.

Scope of Services

With this goal in mind for the John Dean Gallup House and adjoining Carriage House, as is the case with all of our restoration conditions assessment and feasibility study projects, we will assess and document the existing historic architecture carefully, thoroughly and concisely. This assessment will be driven by consideration of several potential use scenarios aimed at fulfilling the goal for the project. At the heart of the process is Team collaboration, Community Engagement and Focus Group Interviews aimed at developing a clear understanding of the public perception of the property along with expressed wishes for potential reuse of the House and Carriage House.

We will develop documents that communicate the findings from our Assessment, Community Engagement and Focus Group interview process. These documents will also contain recommendations and preliminary architectural plans and specifications for recommended and proposed work. We will convey these to you, the client, in a manner that clearly provides you with an understanding of our efforts. To accomplish this goal, we will provide architectural, historic preservation and cost estimating services to properly complete your Project.

Architectural and Historic Preservation Consulting Services

As part of the Project, we will perform the following architectural and historic preservation consulting services:

- 1) Project Kickoff Meeting.
- 2) Research the House, Carriage House and surrounding property to establish a chronological and historical overview.
- 3) Assess the current physical condition of the House, Carriage House and surrounding property.
- 4) Conduct a Community Engagement and Focus Group Session with Town and community stakeholders to obtain and document input from the public and interested parties.
- 5) Analysis of the reuse potential of the subject property as required to accomplish the project goal.
- 6) Development of several scenarios for the reuse of the House, Carriage House and surrounding property.
- 7) Preparation of a draft report that includes:
 - a) An executive summary,
 - b) An introduction outlining the purpose of the study,
 - c) A summary of the chronology and historical overview of the House, Carriage House and surrounding property,
 - d) An analysis of the current physical condition of the House, Carriage House and surrounding property that includes a description of:
 - i. assumptions,
 - ii. methodologies,
 - iii. findings, and
 - iv. recommendations,
 - a) A description of considered reuse scenarios, preferred reuse scenario and associated issues,
 - b) A cost estimate that includes a financial analysis of associated costs of renovations and/or repair and reuse alternatives for the House, Carriage House and surrounding property.
- 8) Presentation of the draft report to the Town and community stakeholders for review and comment.

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PROJECT UNDERSTANDING | APPROACH | SCOPE | SCHEDULE | FEE

- 9) Recording, documentation and incorporation of written responses to review comments into the final report.
- 10) Selection of a preferred reuse scenario.
- 11) Preparation of preliminary architectural plans and specifications.
- 12) Preparation of a final report that includes the revised contents of the draft report, as well as preliminary architectural plans and specifications for the subsequent rehabilitation; a detailed cost estimate and a proposed budget for the work.
- 13) Presentation of Final Report.

Deliverable Work Products

We will provide the following work products at appropriate milestones throughout the Project:

- 1) Conditions Assessment and Feasibility Study Report in MS Word, PDF and Hard Copy Formats.
- 2) Preliminary Drawings and Specifications in AutoCAD, PDF and Hard Copy formats.
- 3) Cost estimate in MS Excel, PDF and Hard Copy Formats.
- 4) Correspondence (Email, Meeting Minutes, Memoranda, Letters, etc.) in PDF and Hard Copy formats.
- 5) Other deliverables and milestones, as needed, to achieve the project goals.

Acknowledgement of RFQ Conditions

- 1) We acknowledge and agree to all conditions contained in the Request for Qualification for the Conditions Assessment and Feasibility Study of the John Dean Gallup House located at Hewitt Farm.
- 2) Draft report must be submitted 30 days after project award.
- 3) SHPO office requires one paper copy and one digital copy as a deliverable.
- 4) Minimum insurance requirements outlined in the RFQ, which will be maintained in force at all times during which services are to be performed, are acknowledged and agreed to including:

General Liability*	Each Occurrence	\$1,000,000
	General Aggregate	\$2,000,000
	Products/Completed Operations Aggregate	\$2,000,000
Auto Liability*	Combined Single Limit	
	Each Accident	\$1,000,000
Umbrella* (Excess Liability)	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Professional Liability	Each Occurrence	\$1,000,000
	Aggregate	\$1,000,000
Workers' Compensation and Employers' Liability	WC Statutory Limits	
	EL Each Accident	\$500,000
	EL Disease Each Employ	\$500,000
	EL Disease Policy Limit	\$500,000

- 5) A certificate of insurance naming the Town of North Stonington as an additional insured will be provided prior to commencing services.

Qualifications

- 1) The House and Property are listed on the Connecticut State Register of Historic Places.
- 2) The total budget for this Conditions Assessment and Feasibility Study is \$20,000.00.

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PROJECT UNDERSTANDING | APPROACH | SCOPE | SCHEDULE | FEE

- 3) The project is funded by grant funds from the Community Investment Account of the State of Connecticut, as administered by the Department of Economic and Community Development, State Historic Preservation Office (SHPO).
- 4) Services will be provided in accordance with SHPO standards and comply with the Secretary of the Interior's Standards for the Treatment of Historic Properties.
- 5) The services outlined herein will comply with the federal qualifications standards under 36 CFR Part 61 for Historical Architect.
- 6) Specialty consultants other than historical architectural and historic preservation services outlined above are excluded.

PROJECT SCHEDULE

As a point of departure and for your consideration in the selection of an Architect to be interviewed and considered for the Project, we offer our first take on a potential schedule for the Project and anticipate the following schedule for your project:

Assessment and Feasibility Study Phase Services

1) Project Kickoff Meeting:	1 day
2) Research:	2 days
3) Field Assessment:	1 day
4) Community Engagement and Focus Group Session:	1 day
5) Analysis of the reuse potential:	3 days
6) Development of reuse scenarios:	3 days
7) Preparation of a draft report:	7 days
8) Presentation of the draft report:	1 day
9) Revise draft report:	3 days
10) Selection of a preferred reuse scenario:	1 day
11) Preparation of preliminary architectural plans and specifications:	4 days
12) Preparation of a final report:	2 days
13) <u>Presentation of Final Report:</u>	<u>1 day</u>
Total:	30 days

PROJECT FEES

We propose a Lump Sum Fee of Twenty Thousand Dollars and Zero Cents (\$ 20,000.00) for all services outlined above. Reimbursable expenses are included in this proposed Lump Sum Fee and include any costs incurred for the Project such as mileage and tolls, printing and binding, and delivery services.