

## SECTION 3: ASSURANCES AND CERTIFICATIONS

### A. QUALIFICATIONS AND DUTIES OF PROJECT PERSONNEL

1. **Project Director.** The library director may function as the project director.

Name: Jessica Magelaner

Position: Library Director, Building Committee Chair

Responsibilities:

- Complete the design, with the library building committee, library trustees, OPM, architect, and Orange voters
- Assist in fund raising
- Liaison between building committee, library trustees and town officials
- Spread awareness of vote needed April 1 2017 to approve the grant application
- Plan and implement move into temporary location for construction phase
- Be present t site as much as possible in order to ensure construction phase goes smoothly

Qualifications: Masters Degree in Library Science, 12 years public library experience, passion for libraries!

2. **Architect.** Complete this form for the firm, principal and/or project architect working on the project

**Architectural Firm:** Johnson and Roberts Associates Inc.  
**Address:** 15 Properzi Way, Somerville, MA 02143-3228  
**Phone(s):** 617-666-8585  
**Website:** www.johnson-roberts.com  
**Library project date of hire:** January 25, 2017

**Name of Principal Architect:** J. Stewart Roberts  
**Phone(s):** 617-666-8585  
**Email address:** sroberts@johnson-roberts.com  
**Mass. License #:** MA Reg No. 5076

**Name of Project Architect**  
**(if different):** Philip O'Brien  
**Phone(s):** 617-666-8585  
**Email address:** pobrien@johnson-roberts.com  
**Mass. License #:**

3. **Owner's Project Manager (OPM).** Complete this form for the firm, the OPM and the Clerk of the Works

**Project Management Firm:** P3 Project Planning Professionals

**Address:** 150 Longwater Drive Ste 102, Norwell, MA 02061-1618

**Phone(s):** 781.871.3136

**Website:** [www.p-threeinc.com](http://www.p-threeinc.com)

**Library project date of hire:** July 13, 2016

**Name of OPM:** Daniel Pallotta

**Phone(s):** 781.871.3136

**Email address:** [dpallotta@p-threeinc.com](mailto:dpallotta@p-threeinc.com)

**Name of Clerk of the Works:** Mike DelVecchio

**Phone(s):** 781.307.1696

**Email address:**

4. **Library Director.** Complete only if the library director is not the project director.

**Full name:**

**Phone(s):**

**Email address:**

**Major responsibilities related to the project:**

## B. PROJECT AWARDING AUTHORITY AND FISCAL INFORMATION

The sole awarding legal authority for this project will be:

(Mark only one)

- ☒ Board of Library Trustees  
☐ Local Building Committee  
☐ Other Municipal Official

Chairperson or Municipal Official of Above

Full name: Candace Cross  
Title: Library Trustee Chair  
Address: 49 East Main Street Orange, MA 01364  
Phone(s): 978-544-7336  
Email address: ccross@mass.rr.com

The person legally authorized to receive and safeguard Massachusetts Public Library Construction Program funds locally:

Full name: Gabriele Voelker  
Title: Town Treasurer, Orange MA  
Address: 6 Prospect Street, Orange, MA 01364  
Phone(s): 978-544-1100 X103  
Email address: gvoelker@townoforange.org

The person legally authorized to requisition and approve local expenditures of Massachusetts Public Library Construction Program funds:

Full name: Candace Cross  
Title: Library Trustee Chair  
Address: 49 East Main Street Orange, MA 01364  
Phone(s): 978-544-7336  
Email address: ccross@mass.rr.com

Name and address of bank or other institution where Massachusetts Public Library Construction Program funds will be deposited:

Bank or institution name: UniBank for Savings  
Contact name: Susan Kelley  
Title: Vice President  
Address: 39 Church Street Whitinsville, MA, 01588  
Phone(s): 508-234-8112  
Email address:

Official accounts of receipts and disbursements for the proposed construction project will be maintained by:

Office or agency name: Town of Orange, Treasurer's Office  
Full name: Gabriele Voelker  
Title: Town Treasurer, Orange MA  
Address: 6 Prospect Street, Orange, MA 01364  
Phone(s): 978-544-1100 X103  
Email address: gvoelker@townoforange.org

Official documents to verify information shown in official accounts will be on file at:

Office or agency name: Town of Orange, Treasurer's Office  
Full name: Gabriele Voelker  
Title: Town Treasurer, Orange MA  
Address: 6 Prospect Street, Orange, MA 01364  
Phone(s): 978-544-1100 X103  
Email address: gvoelker@townoforange.org

Person authorized to serve as the municipality's Massachusetts Certified Public Purchasing Official (MCPPO ) is:  
Town Administrator Diana Schindler

MCPPO-certified City/Town Hall or School District Individual:

Full name: Diana Schindler  
Title: Town Administrator Orange, MA  
Address: 6 Prospect Street, Orange, MA, 01364  
Phone(s): 978-544-1100  
Email address: dschindler@townoforange.org



### C. COMPLIANCE ASSURANCES

Applicants shall agree in writing to the 38 assurances found in 605 CMR 6.05 (2)(d) which are based on full municipal enforcement and compliance with federal, state and local laws, rules and regulations.

1. that new, remodeled or renovated library buildings will be planned for a minimum operational life of 20 years;
2. that the completed facility will continue to be used as a free public library for at least 20 years. Prior approval from the Board must be obtained if there is any change in proportional use, or if the building is sold or reused for a non-public library function. In the event that the building is not kept in continuous use as a free public library for 20 years, the city or town must return the amount of the grant award plus interest to the Board within 60 days of the date the library building falls out of compliance with 605 CMR 6.05;
3. that the Applicant will continue the library's participation and qualification in programs established by or the successors to State Aid to Public Libraries M.G.L. c. 78, §§ 19A and 19B. Should the Applicant fail to be certified by the Board to receive State Aid during the period in which the grant contract and agreement is in effect, until project completion and final payment, this will be considered a breach of the contract;
4. that when construction is complete, the Applicant will make all full and good faith efforts to ensure that sufficient funds will be available for the effective operation and maintenance of the facility, in accordance with applicable federal, state and local requirements and standards;
5. that a sign will be displayed on the construction site and a plaque will be placed in the completed building stating that State funds administered by the Massachusetts Board of Library Commissioners have been or are being used for construction and displaying the MBLC name and logo;
6. that the Applicant and contractors will not knowingly employ, compensate, or arrange to compensate any employee of the Board during the term of the project, unless such arrangement is permitted under the provisions of M.G.L. c. 268A;
7. that the Board will have the authority to review and approve plans, specifications, bid documents, contract awards, payments and all documents of obligation or expenditure for the project;
8. that if required, pre-contract and preconstruction conferences will be held with representative(s) from the Board;
9. that the Owner's Project Manager, architect and other contractors of an approved public library project will be selected using the procedures as outlined by the Designer Selection Board under the provisions of M.G.L. c. 7C, §§ 44 through 58;
10. that all design, construction, construction contracts and sub contracts will be in conformity with all applicable provisions of state and local law, rules and regulations including, but not limited to, M.G.L. c. 143, St. 1972, c. 802, St. 1984, c. 348 and 780 CMR: State Board of Building Regulations and Standards. All construction contracts must be bid under M.G.L. c. 149, § 44A or M.G.L. c. 30, § 39M;
11. that the Applicant will be in compliance with Executive Order 524: Establishing the Massachusetts Supplier Diversity Program, which includes set aside provisions for minority business enterprises and women-owned business enterprises, and in compliance with M.G.L. c. 151B. The Applicant must not discriminate in any manner because of gender, race, color, religion, national origin, ancestry, age, sex, or handicap;
12. that the Applicant will require that all construction contracts will be in conformity with applicable law and regulations related to minority hiring. Every state-assisted contract for an approved public library project, including sub contracts, will include the Commonwealth's Supplemental Equal Opportunity/Anti-Discrimination and Affirmative Action Program as part of the contract;

13. that the Applicant will comply with Executive Order 526: Regarding Non-discrimination, Diversity, Equal Opportunity, and Affirmative Action. The Applicant will safeguard nondiscrimination, diversity and equal opportunity in state funded workplaces, decisions, programs, activities, services and contracts;
14. that the Applicant will submit the project to local, regional or state boards or agencies for comment and/or approval as may be required by law or regulation;
15. that the Applicant will assist the Board in complying with the Massachusetts Environmental Policy Act, M.G.L. c. 30, §§ 61 through 62H;
16. that the building will be designed according to 521 CMR: Architectural Access Board;
17. that life cycle cost estimates of all technically feasible energy systems as defined in St. 1976, c. 433, will be considered in order to ensure that the energy system with the lowest life cycle cost estimate will be identified in accordance with the provisions of St. 1976, c. 433;
18. that the Applicant will closely monitor the cost effects of building program and design decisions and materials and systems selections so that the facility can be constructed and operated in a cost effective, sustainable and staff-efficient manner considering the type of project and structure;
19. that there will be an evaluation of flood hazard so that the facility to be constructed will be located to prevent potential flood hazards, as far as is practicable;
20. that the building will be designed to minimize the effects of vandalism, weather conditions and natural conditions and that materials and finishes will be selected to minimize operational costs and maintenance. This will include provision for a fire-rated enclosure for any automated or manually operated exterior book or nonprint materials return that penetrates a wall of the building;
21. that the Applicant will comply with M.G.L. c. 9, §§ 26 and 27C and 950 CMR 71.00: Protection of Properties Included in the State Register of Historical Places and any additional Massachusetts Historical Commission legal and regulatory requirements, including that which affords the Massachusetts Historical Commission the opportunity to review and comment as early as possible in the planning stages of the project;
22. that the Applicant will comply with Americans with Disabilities (ADA) federal standards and the regulations of the Massachusetts Architectural Access Board, including those requirements for making alterations to historical properties to ensure that property and building are readily accessible and usable by individuals with disabilities unless a variance has been obtained for all noncompliant features;
23. that prior approval from the Board will be obtained for significant budget, program or plan changes and revisions including deduct change orders, excluding change orders of an emergency nature;
24. that the Applicant will provide adequate supervision during the term of the project including architectural supervision, value engineering and the retention of a qualified clerk of the works and, when required, an Owners Project Manager that meets the qualifications required by M.G.L. c 7C, § 44 through 58;
25. that Board staff will be provided reasonable access to the project and site with consideration for site conditions and with appropriate notification;
26. that every good faith effort will be made to obtain sufficient funds beyond those granted under the Massachusetts Public Library Construction Program for the non matching and non eligible portion of project costs;
27. that the Board will not be held responsible for meeting any increased costs or increasing the amount of the grant award beyond the provisional award;
28. that the project will be completed as described in the application and approved by the Board. Any significant reductions in the project's program require prior approval;
29. that the Board, the Governor or his or her designee, the Secretary of Administration and Finance, and the State Auditor or his designee will have the right, at reasonable times and upon reasonable notice, to examine the books, records and other compilations of data of the Applicant which pertain to the



performance of the provisions and requirements of this agreement. Upon request, the Applicant will furnish to the Board copies of any such books, records and compilations. In all contracts or subcontracts entered into by the Applicant concerning the project, a provision must be included requiring similar access by the Board to the contractor's or subcontractor's books, records and other compilations of data which pertain to the project according to Executive Order 195: Vendor Contracts of April 27, 1981; 30. that the Applicant will file all required reports and the Board will be notified when the approved public library project is completed and a certified reporting of expenditures by category, financial sources and other documentation will be supplied to the Board by the Applicant within six months of project completion;

31. that all grant funds received by the Applicant from the Massachusetts Public Library Construction Program will be placed in an interest bearing account separate from other Applicant accounts. All grant funds, including interest income, will be retained in this account until they are expended for purposes specified in the construction grant application. Purposes specifically excluded include all those specified in 605 CMR 6.02: Definitions Eligible Costs;

32. that the Applicant will file a final evaluation form on the performance of contractors on the project as required by the Division of Capital Asset Management and Maintenance (DCAMM) upon completion of the project;

33. that construction will begin in the fiscal year immediately following the date of acceptance by Board staff of the final project construction documents;

34. that a copy of the as-built drawings, in paper or electronic form, will be supplied to the Board within 60 days after issuance of Certificate of Occupancy;

35. that the Applicant has clear title to the project site or a lease of at least 99 years;

36. that the project site will remain as described in the application and approved at the time of award or Waiting List placement;

37. that the construction process will comply with all current state and local building codes for libraries and all applicable standards and procedures;

38. that the completed project will meet or exceed a building efficiency rating of 65%.

#### D. APPLICATION CERTIFICATIONS

We the undersigned, having official responsibility for the project herein described, do hereby attest to the facts and figures presented as true to the best of our knowledge and belief and do hereby certify our intent to carry out all the provisions and conditions agreed/delineated in this application. At least one person officially representing the town and one library trustee representing the library must sign. Name and title may be typed or legibly handwritten. Signature must be handwritten.

Name: \_\_\_\_\_

Title and Board/Committee: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The first part of the paper is devoted to the study of the properties of the function  $f(x)$  defined by the equation  $f(x) = \int_0^x f(t) dt$ . It is shown that  $f(x)$  is a constant function. The second part of the paper is devoted to the study of the properties of the function  $g(x)$  defined by the equation  $g(x) = \int_0^x g(t) dt$ . It is shown that  $g(x)$  is a constant function.

The third part of the paper is devoted to the study of the properties of the function  $h(x)$  defined by the equation  $h(x) = \int_0^x h(t) dt$ . It is shown that  $h(x)$  is a constant function. The fourth part of the paper is devoted to the study of the properties of the function  $k(x)$  defined by the equation  $k(x) = \int_0^x k(t) dt$ . It is shown that  $k(x)$  is a constant function.

The fifth part of the paper is devoted to the study of the properties of the function  $l(x)$  defined by the equation  $l(x) = \int_0^x l(t) dt$ . It is shown that  $l(x)$  is a constant function. The sixth part of the paper is devoted to the study of the properties of the function  $m(x)$  defined by the equation  $m(x) = \int_0^x m(t) dt$ . It is shown that  $m(x)$  is a constant function.

The seventh part of the paper is devoted to the study of the properties of the function  $n(x)$  defined by the equation  $n(x) = \int_0^x n(t) dt$ . It is shown that  $n(x)$  is a constant function. The eighth part of the paper is devoted to the study of the properties of the function  $o(x)$  defined by the equation  $o(x) = \int_0^x o(t) dt$ . It is shown that  $o(x)$  is a constant function.

The ninth part of the paper is devoted to the study of the properties of the function  $p(x)$  defined by the equation  $p(x) = \int_0^x p(t) dt$ . It is shown that  $p(x)$  is a constant function. The tenth part of the paper is devoted to the study of the properties of the function  $q(x)$  defined by the equation  $q(x) = \int_0^x q(t) dt$ . It is shown that  $q(x)$  is a constant function.



Name: Kathy JK KATHY J. REIMIG

Title and Board/Committee: Board of Selectmen, Chair

Signature: Kathy JK Date: 25 Jan 2017

Name: RYAN MAILLOUX

Title and Board/Committee: Board of Selectmen, Vice-chair

Signature: Ryan Mailloux Date: 25 JAN '17

Name: Candace Lee Cross Candace Lee Cross

Title and Board/Committee: Chair of Wheeler Memorial Library Board of Trustees

Signature: Candace Lee Cross Date: 1/26/2017

Name: \_\_\_\_\_

Title and Board/Committee: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title and Board/Committee: \_\_\_\_\_

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