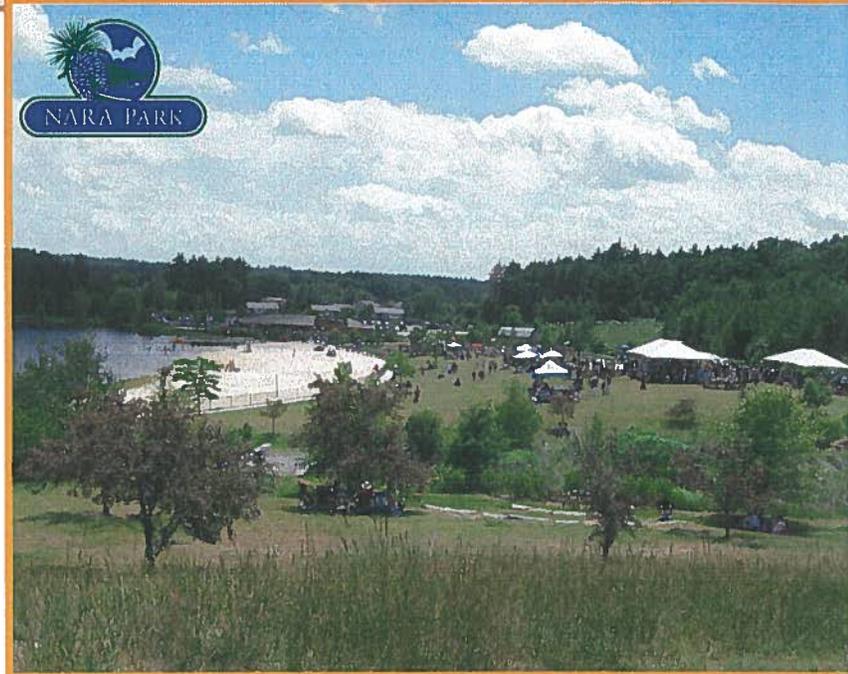




2013

NARA Park Improvements



CPA Application

Town of Acton

11/12/2013

PROJECT APPLICATION FORM – 2013

Applicant: Town of Acton

Submission Date: 11/12/13

Applicant's Address, Phone Number and Email

Purpose: (Please select all that apply)

Stephen L. Ledoux, Acton Town Manager
472 Main Street
Acton, MA 01720
sledoux@acton-ma.gov

- Open Space
- Community Housing
- Historic Preservation
- Recreation

Town Committee (if applicable): Recreation Commission

Project Name: NARA Improvements

Project Location/Address: 25 Ledge Rock Way, Acton, MA

Amount Requested: \$47,474

Project Summary:

(a) Two additional shade structures \$6,968 with \$1,700 installation: \$8,668

Two shade structures are currently located on NARA Beach. A third would be installed on the beach to augment the remaining space, and the fourth would be installed in the children's playground. Shade in the playground has been frequently requested and lack of shade in general is the number one complaint at NARA.

The Acton Recreation Department has found that the shade structures that were purchased 2 years ago have been very beneficial for both beach patrons as well as our summer camp program. We've received positive feedback about them and have space to add one more structure on the beach for this very popular addition.

The Acton Recreation Department often receives feedback about how hot the NARA Park playground is in the summer. Without any shade, the playground is virtually impossible to stand in for any amount of time during the hot summer months. Having a resting place for children and a place for guardians to sit and watch their children will greatly improve this playground, especially during the summer.

(b) Picnic Area replacement 20'x30' and 20'x40' Twin Tube canopy tents with delivery: \$17,565.75

The tents will replace two identical tents that have reached the end of their useful life. The canopies were repaired two years ago and the framework may no longer be serviceable or safe once dismantled to make room for the construction of the permanent Picnic Pavilion. They provide important shelter for NARA Camp activities and generate rental income. They will be relocated to new areas of the park.

The picnic areas at NARA Park have been a huge success, generating revenue for future programming and improvements in the park. The Recreation Department receives hundreds of requests for functions and replacing these tents will continue to grow our revenue stream. NARA Summer Camp also uses these tents for shelter from the sun as well as for their arts and crafts classes and team building activities.

(c) NARA elevated stage components: \$14,735

Six 4'x8'x2' portable elevated stage units, one ADA compliant ramp onto the 2' high stage and 128' of skirting will complete the acquisition of elevated stage components for the NARA amphitheater. These components will interlock to the eighteen portable units and stage staircase purchased last year, to provide a handicap accessible 48' x 16' elevated stage.

The Acton Recreation Department conducted research in 2013 about portable elevated stage units. We've been approached by many large scale concerts and events and having a completed elevated stage will enhance these productions at the NARA Amphitheater.

(d) Bathhouse Security Upgrade: \$6,505

Furnish and install new locking hardware on all bathhouse doors, additional electronic lock for the bathhouse office door. The bathhouse office was broken into and a safe was stolen one year ago. Subsequent attempted break-ins necessitate better security measures. Approximately 20 Natural Resources and NARA Summer staff employees will be assigned electronic access to the bathhouse.

Replacing the doors with a safer electronic lock system will be a proactive measure to protect against future break-in attempts.

Estimated Date for Commencement of Project: May 2014

Estimated Date for Completion of Project: June 2014



93 West Street
 P.O. Box 650
 Medfield, MA 02052
 SDO CERTIFIED WBE

Date: March 25, 2013
 Job: NARA Playground
 Location: Acton, MA
 Salesperson: John Taylor, ASLA/CPSI
John_Taylor@obrienandsons.com
 Attn: Maura Haberman
 Tel.: 978-929-6640 Fax: 978-929-6340
 E-mail: mhaberman@acton-ma.gov

Corporate Office: 800-835-0056 • Telephone: 508-359-4200 • Fax: 508-359-2817
 Web: www.obrienandsons.com • Email: mail@obrienandsons.com

QUOTATION

We are pleased to offer our quotation on the following for the above subject job:

<u>QTY.</u>	<u>MODEL #</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
2		Shade Systems 14' x 22' Double Post Hip Cantilever Shade System 8' High	
TOTAL FURNISHED AND DELIVERED:			\$6,968.00

Date: _____		Signature of Approval: _____	
Purchase Order #, if applicable _____		Printed Name: _____	
Ship to <u>business name</u> _____			
Ship to address _____			
Contact Name _____		Telephone _____	
Bill to <u>business name</u> _____			
Bill to address _____			
Contact Name _____		Telephone _____	
Need colors _____			

IMPORTANT NOTES:

- ◆ Pricing on this product is valid for 30 days only, due to the erratic cost of steel at the present time. Prices are subject to review thereafter; prices quoted are for 2013 projects only.
 - ◆ Prices based on quantities listed. Any change to quantities may impact prices quoted. The above prices are f.o.b. to your specified destination and are for materials only unless otherwise noted.
 - ◆ Prices do not include off-loading, taxes, resilient surfacing, lift gate, assembly or installation, unless specifically listed in item description.
 - ◆ If ordered, upon receipt of equipment, please inspect the entire delivery carefully making note on the delivery receipt of ANY damage so that a freight claim can be filed if damage is found after opening the packages.
 - ◆ Standard manufacturer's colors, design, specifications, and construction apply, unless specifically noted in description.
 - ◆ Our terms are: TBD - First order requires 50% deposit & execution of a credit application.
 - ◆ Retainage does not apply as we are a material supplier only.
 - ◆ Please allow 7 to 8 weeks for delivery after receipt of order and architectural approval should it be required.
 - ◆ No back charges will be honored unless express written approval has been issued by O'Brien & Sons and price has been agreed on before execution of remedy. Failure to do so will void any obligation of payment toward said remedy on the part of O'Brien & Sons and could result in termination / suspension of your credit / account.
 - ◆ Restocking fees will apply on returned items
- If we can be of further assistance, please feel free to contact us.



25 Bodwell Street
 Avon, MA 02322
 Tel: (508) 586-0900
 (800) 660-TENT (8368)
 Fax: (508) 586-7177
 E-Mail: info@bctent.com

PROPOSAL #: 33347-10

EVENT DAY: WEDNESDAY DATE: 05-01-2013
 EVENT TIME:
 SALES PERSON: RAC PURCHASE ORDER #:
 PROPOSAL DATE: 03-20-2013
 TEL: (978) 929-6640 FAX:
 ORDERED BY: MAURA HABERMAN TEL:
 EVENT DESC: TENT PURCHASE

BILL TO:

JOB SITE:

TOWN OF ACTON 472 MAIN STREET ACTON MA 01720	MAURA HABERMAN NARA PARK 25 LEDGE ROCK WAY ACTON MA
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WE ARE PLEASED TO QUOTE THE SALE OF THE FOLLOWING:

1 FREIGHT	250.00	250.00
BASED ON WHITE FABRIC		
0 30X40 ALL TWIN TUBE TOP , FRAME	14,600.00	0.00
1 20X30 TWIN TUBE PERIMETER (ROOF 2" PIPE)TOP , FRAME	7,573.75	7,573.75
1 20X40 TWIN TUBE PERIMETER (ROOF 2" PIPE) TOP, FRAME	8,550.00	8,550.00
1400 SQ FT INSTALL CUSTOMER OWNED EQUIPMENT	0.75	1,050.00
1 CUSTOMER WILL OBTAIN PERMIT		

SUBTOTAL: 17,423.75

IF DROP SHIP THEN DEDUCT (BC) DELIVERY BUT NOT FREIGHT
 42' X 51' MEGA SPAN SHADE SYSTEM - 10' HIGH

SALES TAX: 0.00
 LABOR: 0.00
 DEL/PU FEE: 142.00
TOTAL: \$ 17,565.75

Valid For: 21 DAYS

Payment to be as follows: 50% DOWN BALANCE ON DELIVERY

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Deposits are not refundable or transferable unless otherwise specified. Sub-rental of equipment to others without authorization is prohibited.

Please sign and return one copy of this proposal

Authorized Signature: _____ Date of Acceptance: _____ Customer Signature: _____
 RAC



**STAGING
CONCEPTS**



**SC RAILING
COMPANY**

Quotation

Quote Town of Acton Recreation Dept.
To: 472 Main Street
 Acton, MA 01720
 United States

Quote Number:	25102	Contact:	Maura Haberman
Quote Date:	09/30/13	Expires:	10/30/13
Customer:	TOWNOFACTON	Inquiry:	
Salesman:	Alexander McCallum	Terms:	Prepayment Required
Ship Via:	Best Way	Phone:	(978) 929-6640
		FAX:	
		Delivery:	TBD

The Customer has sole responsibility for off loading of their shipment (s) from the commercial carrier.
 Any and all applicable taxes are NOT included.
 Any permits or fees are the responsibility of the Customer.
 Thank you for the opportunity to submit this quote.

<u>Item</u>	<u>Part Number</u> <u>Description</u>	<u>Revision</u>	<u>Quantity</u>	<u>Price</u>
1	EZ-48FIX24-BP EZ-STAGE- 4' x 8' x 24" (FIXED) - BLACK POLY, VELCRO		6	\$1,225.00 /EA
2	SKIRT-24 SKIRT-24" height, Black, Wyndham Material, 50% Fullness, Box Pleat, Loop Velcro Skirting is typically shipped separately		128	\$14.00 /LF
3	ADA RAMP#87 See attached drawing for specifications.		1	\$4,445.00 /EA
4	FREIGHT Estimated shipping/handling ESTIMATE ONLY, actual cost billed on invoice		1	\$1,148.00 /EA
			Total:	\$14,735.00

By Alex McCallum
 Staging Concepts

Catherine Fochtman

From: Mark Hald
Sent: Monday, September 30, 2013 8:22 AM
To: Catherine Fochtman
Cc: Tom Tidman
Subject: Re: Bathhouse Security Upgrade

Sorry, yes. This is rekeying the entire facility. Electronic locks, which are already on some doors, would be considerably more. Figure about \$2,000 depending on complexity, per door.

Nara Park - Furnish and install new locking hardware on all park doors

Hardware required

Office

1	ND53LD ATH 613	Schlage office function lever
2	SB453-8 10B	Ives surface bolts
1	20W20073	Medeco cylinder
6		Medeco keys

Dutch door

1	AL53LD ORB 613	Schlage office function knob set
1	20W20053	Medeco cylinder

Adjoining door

1	AL80LD SAT 613	Schlage storeroom function lever
1	20W20073	Medeco cylinder
1	80BZ-CW	Don Jo cover plate

Electrical room

1	AL80LD SAT 613	Schlage storeroom function lever
1	20W20073	Medeco cylinder
1	80BZ-CW	Don Jo cover plate

Bathroom

1	10W0200	Medeco mortise cylinder
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Public restrooms

2	B663P-613 238	Schlage deadbolts
2	10W662S4	Medeco cylinders

Public showers

2	B664P-613 234	Schlage deadbolts
2	10W662S4	Medeco cylinders

Storage room

1	B664P-613 234	Schlage deadbolt
1	10W662S4	Medeco cylinder

Cost	3,585.00
Labor	<u>920.00</u>
Total	\$4,505.00

From: Catherine Fochtman <cfochtman@acton-ma.gov>

Date: Monday, September 30, 2013 8:18 AM

To: Mark Hald <mhald@acton-ma.gov>

Cc: Tom Tidman <ttidman@acton-ma.gov>

Subject: RE: Bathhouse Security Upgrade

Mark,

Any luck finding the bathhouse security quotation from the locksmith?
That's one of the FY15 items I was waiting on.

Cathy

Cathy Fochtman, CPRP, CPSI
Recreation Director
Town of Acton
472 Main Street
Acton, MA 01720
978-929-6640 office
978-929-6340 fax
www.acton-ma.gov/recreation

From: Mark Hald
Sent: Thursday, September 26, 2013 7:22 AM
To: Catherine Fochtman
Cc: Tom Tidman
Subject: Re: Bathhouse Security Upgrade

Hi Cathy – I just got a quote from the locksmith on one phase of this upgrade. I've been out of the office the last three days so let me locate that and forward.

Mark

From: Catherine Fochtman <cfochtman@acton-ma.gov>
Date: Thursday, September 26, 2013 7:17 AM
To: Mark Hald <mhald@acton-ma.gov>
Cc: Tom Tidman <ttidman@acton-ma.gov>, Catherine Fochtman <cfochtman@acton-ma.gov>
Subject: Bathhouse Security Upgrade

Hi Mark,

I'm touching base with you about any further exploration that you've done regarding the scope and cost of upgrading security at the bathhouse building. My primary interest is to replace the office entrance with a much more secure door that has card-key/fob admittance, which also requires assigning about 20 people of the 50 seasonal people we employ security identification. If you think this is a potential capital project, it would be good to know if this can be included in next week's On the Hill discussions.

Thanks,
Cathy

Cathy Fochtman
Recreation Director
Town of Acton
472 Main St.
Acton, MA 01720
Phone 978-929-6640 ext. 0
Fax 978-929-6340
Email cfochtman@acton-ma.gov