

**From:** [Zarrillo, Mark](#)  
**To:** [Charles Karno](#)  
**Cc:** [Hicks, Robert](#)  
**Subject:** FW: Ledyard-Facilities Study  
**Date:** Thursday, October 07, 2010 2:26:45 AM  
**Attachments:** [About BCA.pdf](#)  
[AG\\_resume.pdf](#)  
[BCA - NE Projects List 2007.pdf](#)  
[BCA - New England Project Sheet .pdf](#)

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Charles

I confirm that our expenses for the scope of the study are included in the base fee of \$60,000.

Expenses in the Terms and Conditions, defines only potential expenses that would be incurred with additional services that are authorized.

If the scope of any additional services that are required can be agreed upon in discussion with the committee, at the time they may be required, we can provide a lump sum fee that would include expenses for any additional services as well.

For the review of the CT Historic trust:

Attached is the firm description for BCA - Building Conservation Associates, their project list, project sheet and Andrea Gilmore's resume. BCA would be doing the Historic Review. These document were also included in our first submissions to the committee.

Also please refer to Andrea's email below that indicates there is no formal certification. You could put the CT Historic Trust in touch with Andrea at BCA to perhaps satisfy their requirements.

Her telephone number is 781-329-4145.

If there is anything else the committee requires or this is not satisfactory, please let me know.

Thank you  
All the best  
Mjz

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**Mark J. Zarrillo FASLA AICP**

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**From:** Andrea Gilmore [mailto:agilmore@bcausa.com]

**Sent:** Wednesday, October 06, 2010 4:37 PM

**To:** Zarrillo, Mark

**Subject:** Re: Ledyard-Facilities Study

Mark:

As I mentioned on the phone, there is no formal approval given that certifies a firm for meeting the requirements of a Historic Preservation Consultant as described in the Secretary of the Interior's Standards. BCA has worked on a number of projects where we have needed to have this approval and it has always been granted. These projects include: Green Line Aquaduct Project in Cambridge, Massachusetts; the Russia Wharf Project in Boston, Massachusetts; the Campus Center Project at the University of Massachusetts, Amherst; and the Dreamland Theater Project in Nantucket, Massachusetts.

Please let me know if you need additional information. I think you have my resume and the BCA firm information.

Best,

Andrea

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**From:** "Mark Zarrillo" <mzarrillo@smma.com>  
**To:** "Andrea Gilmore" <agilmore@bcausa.com>  
**Sent:** Wednesday, October 6, 2010 12:07:24 PM  
**Subject:** Re: Ledyard-Facilities Study

Andrea  
Can you help me to respond to these requests.  
Thanks  
Mjz

Mark Zarrillo  
mzarrillo@smma.com<mailto:mzarrillo@smma.com>

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On Oct 6, 2010 11:02 AM, Charles Karno <planner@ledyardct.org> wrote:

Hi:

We are making some progress; but a couple things are holding us up. A portion of the funding is from the CT Historic Trust and they are asking for the name of the consultant doing the historic work and requiring that the firm meet the Secretary of the Interior's Qualifications for Historic Preservation. I don't know if this is a problem, but, let me know.

At the meeting last night, the issue of expenses came up. Can you just send me a note that the \$60,000 is a lump sum including expenses and the reimbursable expenses described in the terms would only apply to additional work authorized by the Town.

Once these are resolved, I anticipate that we could move forward within 2 to 3 weeks.

Thanks,

Charlie

Charles Karno, Town Planner  
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