

REVIEW OF SMRT PROCESS AND PROPOSED PLAN

SMRT, Inc. was selected in 2005 to perform a limited scope of work that included a code summary, development of CAD floor plans, a facilities condition assessment, and a limited architectural programming for a potential renovation to the Town Office. The committee was provided copies of the original fee proposal, SMRT's Contract, and draft timeline of the SMRT process by Russ Dean.

The committee received copies of a Code Summary performed by SMRT for the Town Office dated January 13, 2005 and a Code Summary for the Town Hall dated January 13, 2006. It appears that the report date for the Town Office was incorrect and should have been January 13, 2006. The Code Summary appears complete and accurate and was based on the 2000 version of the International Building Code and the 2003 version of NFPA 101. However, the State of New Hampshire and the Town of Exeter in 2007 adopted the 2006 version of the International Building Code. It is recommended that an updated Code Summary be performed based on the current building codes.

The committee received copies of the facility condition assessment of the Town Office and Town Hall dated 11-11-05. The assessment included an analysis of the existing mechanical systems, electrical systems, plumbing systems, fire protection systems, and structural integrity of both buildings. The assessment also provided recommendations on upgrading both buildings to meet building and life safety codes. The assessment was based on the 2000 version of the International Building Code and the 2003 version of NFPA 101. It appears that the facility condition assessment is complete except for using the 2000 version of the International Building Code (As noted above, the current version is 2006, which changed after this report was issued). However, the committee has concerns with the SMRT's recommendations that include the following: The assessment may have inaccurately emphasized the historical significance of the interior of the Town Office. The committee's research into the history of the building shows that the original purpose of the building was a County Records Building and not a Town Office. The historical value of the building's interior will need to be further determined. SMRT also assumed that the local authority having jurisdiction will work with the Town of Exeter and grant variances to building codes. This may be accurate but will need to be verified.

In 2005, it appears that SMRT was tasked with developing a draft Architectural program for the renovation and expansion of the Town Office. The committee received a "draft Architectural Program" dated December 19, 2005 that summarized the space requirements for each department. The draft program includes future expansion of several areas. Feedback from the staff during the committee's staff survey was that very few of the staff were aware of the document. However, it was clear that the staff was involved in the development of proposed floor plans and was aware of the final proposed layout. The committee was not provided any

documentation of how SMRT developed the Architectural Program, such as staff questions or basis of the program.

From January 2006 through July 2006, SMRT developed options for the Town Office renovations including conceptual floor plans and project cost estimates. SMRT proposed a final option to the Board of Selectman on July 31, 2006 to renovate and expand the current Town Office building and renovate the Town Hall.

Documentation shows that the Board of Selectman had requested revisions to the proposed floor plans. Comments from the Board of Selectman meeting were incorporated into a revised set of drawings that are included in this report. These drawings along with the project cost estimates were presented to the Planning Board in September 2006 and the Budget Committee in November 2006. The Budget Committee voted to not support the project.

On November 27, 2006 the Board of Selectman voted to "postpone the project, form a committee to evaluate options, and get updates on where things stand. All members of the Board were in agreement." (Quote from Board of Selectman meeting minutes).

The committee does not have any documentation from the SMRT process after November 2006 and believes the scope of work with SMRT ended after the Board of Selectman's voted to postpone the project.