



# City of Westfield



**BRIAN P. SULLIVAN  
MAYOR**

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Westfield MA 01085**

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Sean R. Cronin  
Senior Deputy Commissioner of Local Services  
Division of Local Services  
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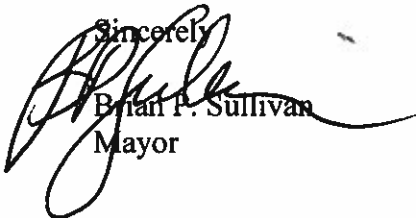
Mr. Sean R. Cronin:

The City of Westfield had the opportunity to be awarded the Green Communities Designation Grant in the amount of \$266,565.00 from the Department of Energy Resources (DOER) Green Communities Division. Attached is the summary report for each project that was able to be completed through this grant.

Most recently the City of Westfield was awarded the Green Communities Competitive Grant in the amount of \$202,525.00 from the Department of Energy Resources Green Communities Division. This funding will be used for LED lighting replacement for three locations in our City's facilities. In conjunction with this, the City also did control work at our Westfield-Barnes Regional Airport and Intermediate School which was for the replacement of BMS Building Management Software, the cost of the two totaling \$136,040.00. Lastly, the interior lighting retrofit of Western Avenue Fire/Garage in the City totaling \$7,121.80 was included in the work that the City completed.

Any questions or concerns, please feel free to contact me at 413-572-6201

Sincerely,



Brian P. Sullivan  
Mayor

## DETAILS OF EACH PROJECT

### *North Middle School Interior Lighting Retrofit (Gym Only)*

**Explanation of work done:** Removal of 36 existing 400w metal halide fixtures and replaced with 36 LED fixtures

**Cost, funding source, and incentives:** The cost to retrofit the gymnasium lights was \$43,915.63 which included \$37,995.66 in funding by the Green Communities Grant and a \$5,919.97 incentive from the Westfield Gas and Electric Company.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with vendors, procurement of supplies, and construction oversight. Director of Purchasing, Tammy Tefft, was in charge of processing addendum to City's current performance contract to add the Green Communities lighting retrofits and cooler/freezer controls projects.

**Timeline:** Met with Grainger and GE Lighting representatives in July of 2017 to review gymnasium lighting and photometric. Final quote for the high bay lights was received in September of 2017 and PO for lights generated in November of 2017 and lights arrived in November of 2017. Met with Siemens Industry Representative to go over scope and walk through project and in January of 2018 received signed contract addendum. PO for Siemens generated in January of 2018, work started and finished in February of 2018.

**Procurement:** State Contract FAC94 for lighting materials & Energy Performance Contract with Siemens Industry Inc. for installation.

### *High School Interior Lighting Retrofit (Gym, Pool, and Locker Rooms Only)*

**Explanation of work done:** Removal of 36 existing 400w metal halide fixtures, 16 – 4' fixtures and replaced with 44 LED fixtures in the gymnasium. Removal of 10 existing 400w metal halide fixtures and replaced with 10 LED fixtures. Re-lamp and re-ballast 160 – 4' T8 fixture with LED lamps and ballasts. Removal and replacement of failing sub panel that contained gymnasium lighting circuits.

**Cost, funding source, and incentives:** The cost to retrofit the above mentioned area lights was \$70,779.38 which included \$61,238.08 in funding by the Green Communities Grant and a \$9,541.30 incentive from the Westfield Gas and Electric Company.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with vendors, procurement of supplies, and construction oversight. Director of Purchasing, Tammy Tefft, was in charge of processing addendum to City's current performance contract to add the Green Communities lighting retrofits and cooler/freezer controls projects.

**Timeline:** Met with Grainger and GE Lighting representatives in July of 2017 to review gymnasium, pool, and locker rooms lighting and photometric. Final quote for high bay lights was received in September of 2017 and PO for lights generated in November of 2017 and lights arrived in November of 2017. Quote for pool lights was received in November of 2017 and quote for the locker room lamps was received in November of 2017. PO for the pool lights and locker room lamps was generated in November of 2017. Locker room lamps arrived in December of 2017 and pool lights arrived in January of 2018. Picked up ballasts from Grainger Store in February of 2018. Met with Siemens Industry Representative to go over scope and walk through project and in January of 2018 received signed contract addendum. PO for Siemens generated in January of 2018, work started in February of 2018 and finished on March of 2018.

**Procurement:** State Contract FAC94 for lighting materials & Energy Performance Contract with Siemens Industry Inc. for installation.

### *Twiss Street Garage Lighting Retrofit*

**Explanation of work done:** Removal of 14 existing T-8 fixtures from the office area and 12 existing T-12 from the garage area as well as the 8 existing exterior fixtures and replace with LED fixtures

**Cost, funding source, and incentives:** The cost to retrofit the above mentioned area lights was \$28,788.11 which included \$24,907.38 in funding by the Green Communities Grant and a \$3,880.73 incentive from the Westfield Gas and Electric Company.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with vendors, procurement of supplies, and construction oversight. Director of Purchasing, Tammy Tefft, was in charge of processing addendum to City's current performance contract to add the Green Communities lighting retrofits and cooler/freezer controls projects.

**Timeline:** Met with Grainger and GE Lighting representatives in July of 2017 to review lighting and photometric. Final quote for high bay lights was received in September of 2017 and PO for lights generated in November of 2017 and lights arrived in December of 2017 and January of 2018. Met with Siemens Industry Representative to go over scope and walk through project and in January of 2018 received signed contract addendum. PO for Siemens generated in January of 2018, work started and finished in March of 2018.

**Procurement:** State Contract FAC94 for lighting materials & Energy Performance Contract with Siemens Industry Inc. for installation.

### *Fire Station Headquarters Weatherization*

**Explanation of work done:** Remove and replace 3 uninsulated doors with new insulated doors and weather stripping. Replace weather stripping on additional door. Seal air gap between soffit and structural steel with mineral wool and spray foam insulation from bottom of roof deck to top of drop ceiling.

**Cost, funding source, and incentives:** The cost to weatherize the Fire Headquarters was \$24,595.00 and was funded by the Green Communities Grant.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with vendors, procurement of supplies, and construction oversight.

**Timeline:** Met with Colony Insulation, Building Specialties, and West Side Carpenters representatives in January of 2018 to review doors to be replaced and insulation scopes. Quote was received and PO generated for insulation scope in January of 2018 and work was started in April of 2018 and finished in May of 2018. Quote was received and PO generated for door and frame materials in March of 2018 and arrived in May of 2018. Quote was received in April of 2018 and PO generated in May of 2018 for removal of existing and installation of new doors, frames and weather stripping. Work started and finished in May of 2018.

**Procurement:** Door and frame supplies were procured through M.G.L. c.30, Section 39M. Installation of doors and frames and insulation were procured through M.G.L. c.149.

*Westfield Vocational High School – Middle Campus Steam Trap Installation*

**Explanation of work done:** Removal and replacement of 13 failing steam traps throughout the Middle Campus.

**Cost, funding source, and incentives:** The cost to replace the steam traps was \$6,281.40 and was funded by the Green Communities Grant.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with the vendor, procurement, and construction oversight.

**Timeline:** Met with Tradesmen of New England representative in November of 2017 to review locations of steam traps to be replaced. Quote was received and PO generated in November of 2017. Work started and finished in December of 2017.

**Procurement:** Removal and replacement of steam traps was procured through M.G.L c.149.

*Walk-in Cooler/Freezer Controls*

*Head Start Building/Munger Hill Elementary School/North Middle School/ Paper Mill Elementary School/ South Middle School/ Westfield High School/Westfield Vocational High School*

**Explanation of work done:** Installation of 16 cooler/freezer controllers, 12 door heaters, and replacement of 28 existing shaded pole evaporator fan motors with high efficiency electronically commutated motors.

**Cost, funding source, and incentives:** The cost to install the controllers, door heaters, and replace the motors was \$74,095.62 which included \$62,528.62 in funding by the Green Communities Grant and an \$11,567.00 incentive from the Westfield Gas and Electric Company.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with vendors and construction oversight. Director of Purchasing, Tammy Tefft, was in charge of processing addendum to City's current performance contract to add the Green Communities lighting retrofits and cooler/freezer controls projects.

**Timeline:** Met with Siemens Industry Representative to go over scope and walk through project and in January of 2018 received signed contract addendum. PO for Siemens generated in January of 2018, work started and finished in February of 2018.

**Procurement:** Energy Performance Contract with Siemens Industry Inc. for installation.

*Westfield City Hall - Building Department Replacement Vehicle*

**Explanation of work done:** Replacement of a 2005 Ford Taurus (20 MPG) with a 2017 Ford Fusion Energi SE (69 MPG).

**Cost, funding source, and incentives:** The cost of the replacement vehicle was \$29,135.00 and was funded by the Green Communities Grant.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with the vendor and procurement.

**Timeline:** Obtained quotes from qualified car dealerships in January of 2018. PO was generated for the lowest quote in January of 2018. Vehicle was delivered in March of 2018.

**Procurement:** Replacement of vehicle was procured through M.G.L c.30B.

*Westfield City Hall – Level 2 Dual-Port Charging Station*

**Explanation of work done:** Installation of a Level 2 Dual-Port Charging Station

**Cost, funding source, and incentives:** The cost to install the charger was \$17,934.35 and was funded by the Green Communities Grant.

**Team managing and responsibilities:** Director of Facilities, Bryan Forrette, was in charge of managing this project and handled meeting with the vendors, procurement, and construction oversight.

**Timeline:** Met with Grainger, ELM Electrical, and Waldo Construction representatives in May of 2018 to review location and scope. Quotes were received, POs generated, and work started and finished in May of 2018.

**Procurement:** State Contract FAC94 for charging station. Installation of charging station was procured through M.G.L c.149.

**PUBLIC INVOLVEMENT AND SUPPORT**

Nothing to report.

**LESSONS LEARNED**

Nothing to report.

**PHOTOS**

**North Middle School Gymnasium**



**Before**



**During**



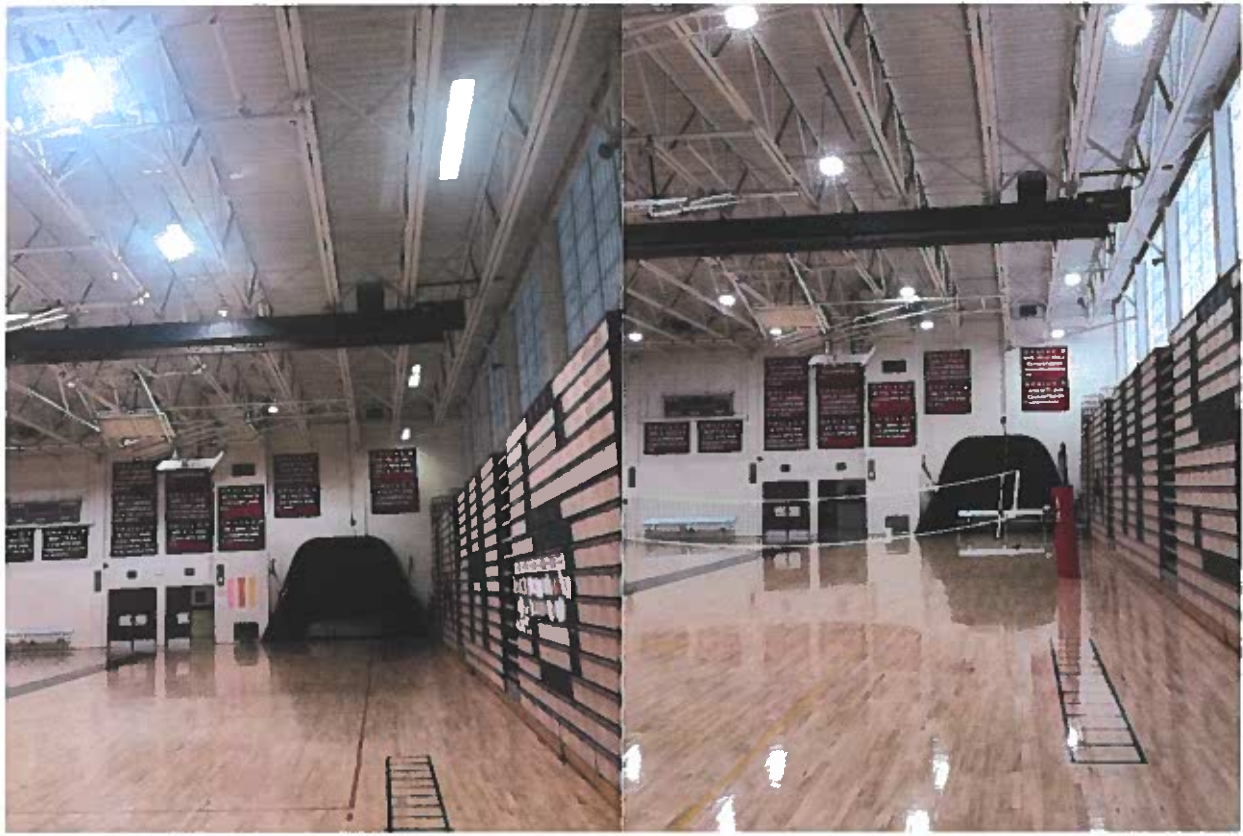
**After**



Westfield High School Gymnasium  
Before and After of Locker Room Re-Lamp and Re-Ballast



Westfield High School Gymnasium  
Before and After Retrofit



Westfield High School Pool  
Before and After of Locker Room Re-Lamp and Re-Ballast



Westfield High School Pool  
Before and After Retrofit



# Cooler/Freezer Controller



Building Department Replacement Vehicle



### **OTHER ENERGY-RELATED ACTIVITIES**

- The Westfield Gas and Electric Company has been replacing the City's street lights with more efficient LED fixtures and will continue to do so until they have all been swapped over.
- In Westfield Schools, where it is possible, night time, weekend, and school vacation temperature setbacks have been implemented. Implementation of night and weekend setbacks have also been put in place at the Westfield City Hall, Senior Center, and Airport terminal Building.

## PUBLICITY

<https://thewestfieldnews.com/green-communities-efforts-underway-city/>

# Green Communities efforts underway in city

By [Dan Desrochers](#)

Posted on January 25, 2018

**WESTFIELD**—Officials are getting ready to finalize their efforts toward finishing their energy efficiency efforts in several different aspects throughout the city.

Efforts to utilize grant funding from the Green Communities program through the Massachusetts Department of Energy Resources (DOER) are nearing conclusion, with an expectation to be done by mid-Spring the latest, according to Westfield Director of Facilities Bryan Forrette. The funding is being used for a number of energy efficiency projects in several schools and other city buildings, as well as for a hybrid vehicle.



The Green Communities grant money was first presented to Westfield officials by state officials in March, which is when this photograph is from. From left to right: Energy and Environmental Affairs Secretary Matthew Beaton, Westfield Mayor Brian Sullivan, Westfield director of facilities Bryan Forrette, Westfield city advancement officer Joe Mitchell, Department of Energy Resources Commissioner Judith Judson (from March 2017).

“We are starting to move forward with everything, finalizing the contracts,” Forrette said.

“Everything will be done before May 31 the latest, maybe sooner,” he added.

Forrette said the efforts to spend the grant money have already started, with more energy efficient steam traps being installed at the Westfield Technical Academy’s middle campus, which utilizes steam power.

However, the bulk of the funds will be used on a number of projects. Among the projects are the following, according to Forrette:

- North Middle School gymnasium lighting is being replaced with LED fixtures
- Westfield High School gymnasium, pool and locker room are being fitted for new ballasts and LED lighting
- Head Start on Southampton Road, as well as Munger Hill, North Middle, Paper Mill, South Middle, Westfield High School and Westfield Technical Academy are receiving new cooler and freezer controls that will monitor temperatures for efficiency
- The Department of Public Works' Twiss Street maintenance garage is having LED lighting installed for the entire building
- The Westfield Fire Department headquarters will be receiving modernized roofing insulation and weatherproofing, as well as replacing exit and entry doors
- Purchasing a hybrid Ford Fusion Energy for a yet-to-be-specified replacement of a city vehicle

The city received \$266,565 from the DOER for the projects, which first came during a ceremony in Chicopee last March. The city was one of 30 communities that received the funding last year, including the nearby communities of Blandford and Granville.

The state can provide up to \$20 million combined annually to communities through the program.

In addition to the funding, the city also received two rebates that totaled just over \$30,000 from Westfield G&E due to the energy efficiency efforts, according to Forrette.



**FUTURE REPORTING OF ACTUAL ENERGY SAVINGS CONTACT PERSON**

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