

Date: August 19, 2014

*H. Smith Richardson Clubhouse Renovation Sub Committee
Recommendation for Clubhouse and Site Improvements*

*Mr. Mike Tetreau
First Selectman
Town of Fairfield
725 Old Post Rd.
Fairfield, CT 06824*

Dear Mike,

As you are aware the H. Smith Richardson Clubhouse Renovation Sub Committee was formulated under the recommendation of the Town Facilities Commission. Our charge was to review the condition of the existing H. Smith Richardson Clubhouse and grounds and to provide recommendations for improvements to the facility.

We performed a site review of the existing H. Smith Richardson Clubhouse and grounds as well as an analysis of the 2008 Clubhouse Feasibility Study prepared by Lathrop Associates. We have used this information in conjunction with recommendations from the golf commission, G. Lombardo from the Parks and Rec. Dept. and Peter Grace (golf course superintendent) to prepare our recommendations for the facility improvements.

We have found that the clubhouse and grounds are in desperate need of major repair and replacement. The mechanical, electrical and plumbing infrastructure has reached the end of its useful life, the interior of the building is degraded and the site is in need of major improvements. The existing configuration of the clubhouse facility and the dining area creates an inefficient use of the space. Additionally, the energy efficiency of the existing building envelope is very low and in need of an upgrade. Detailed recommendations are listed below in the proposed scope for schematic design.

The subcommittee strongly recommends that a building committee made up of members of the Town Facilities Commission, the Golf Commission and other interested citizens be established for the H. Smith Richardson Renovation and Site Improvements.

The schematic design should include the following list of recommendations compiled by the subcommittee, golf commission and the parks and recreation department.

H. Smith Richardson Schematic Design Proposal

Provide a schematic design for the H. Smith Richardson Clubhouse Renovation and Site Improvements.

Schematic design to include:

Architectural

- Retain the existing structure as much as possible to keep renovation/addition costs within budget. Rearrangement of the facility is required to accommodate recommendations noted below
- Rearrangement of the existing floor plan to segregate the public dining from the golfing bar/dining area.
- It is highly recommended that the pro shop be relocated to allow viewing capability of both the 1st and 10th tee. Size of pro shop needs to be reviewed for adequate size.
- Enclosure of the existing overhang at the patio area is recommended to provide more dining/ bar area.
- A new bar/dining area for the golfing public is recommended overlooking the 18th green
- Adding a 2nd and/or 3rd story to the existing facility for the bar/dining areas is recommended for review. This would also allow the public dining area capacity to be expanded into existing space.
- Provide space for a private meeting room
- Access to the existing cart barn would be maintained beneath the second story balcony.
- The expansion of the kitchen is recommended in accordance with the Lathrop report. (additional 500 SF +/-) . This would include permanent enclosure of the coolers to facilitate walk in coolers.
- The existing shower facility is deteriorated and in desperate need of replacement.
- The men's locker room should be reduced as noted in the Lothrop Assoc. report dated 8/11/08. This will allow additional space for dining, lounge, storage and other needs. Size of women's locker room needs to be reviewed for appropriate size as bag storage is relocated.
- Public toilet rooms are located in the existing locker rooms. They need to be relocated to be directly accessible to non- golfing patrons.
- Toilet fixture capacity needs to be reviewed in accordance with any expansion to the facility.
- Bag storage is recommended to be moved out to the cart barn
- Additional storage is recommended for the grill room and housekeeping
- Existing single pane windows and exterior wall insulation need to be upgraded for energy efficiency

Site and Grounds Improvement

- The putting green directly adjacent to the north dining area entrance can be removed to allow for expansion of the parking lot.
- The putting green adjacent to the 3rd green on the south end of the facility should be expanded to provide a larger putting surface.
- Existing cart barn roof repair required.
- Existing cart barn expansion to the south with second entrance/exit added on south end.

- It is recommended that versatility of the facility be investigated to provide additional draw to the facility in the winter months. Temporary skating rink staged in the parking area during winter months was discussed as an option.
- Repave parking lot and improve drainage as required
- Exist pump house should be enclosed or protected from the elements

Mechanical, Electrical, Plumbing and Fire Protection

- Electrical power distribution should be upgraded to meet power requirements for facility upgrade
- Provide design for new air handling unit replacement
- Review existing boiler and water treatment system for replacement
- Lighting, fire alarm and fire protection design and analysis required
- Repair of the sanitary sewer system

Cost Estimate

- Provide construction cost estimate for items included in the schematic design
- Include cost estimate for option to replace existing facility with new facility.

Sincerely,

H. Smith Richardson Clubhouse Renovation Subcommittee

08/19/14 rev.2

Chairman- Donald C. DiMartino
Members- Kim Marshall
Rodney Van Deusen