



Business, Finance and Planning

TO: School Committee

FROM: Liam Hurley, Assistant Superintendent/Chief Financial & Administrative Officer
Julie Kirrane, Director of Business and Planning
David Stickney, Director of Facilities

DATE: May 14, 2018

RE: Update and Discussion on Long and Short Term Space Plans:
Recommendation on Relocation of Horace Mann
Summer Facility Projects
Supplemental FY19 CIP (2019-2023)

The district has been conducting a final review of plans to relocate Horace Mann to the Carr building following the completion of the Cabot School building project. More than one year is required to plan and conduct a school move; a recommendation has been prepared, as well as a summary of some facility, programmatic, and traffic impacts. Because this move is connected to the district's long range plan, the impacts associated with the future re-use of the Horace Mann building are also outlined.

There also will be an update in advance of the summer months (when the district begins school facilities projects) of the types of projects to be completed this summer. Information is also provided on the supplemental City of Newton FY19 CIP (2019-2023) released recently in conjunction with the annual budget process.

I. Recommendation on Relocation of Horace Mann

As the relocation of a school community takes more than one year to plan and carry out, it is important that the School Committee confirm now the district's recommendation to move Horace Mann to the Carr building during the summer of 2019. Horace Mann Elementary School would then open in September 2019 at 225 Nevada Street, its new permanent home, and continue to operate under its current name.

The Carr building was fully renovated in 2014 and, for a five year period through 2019, will have served as swing space during the construction of Angier, Zervas and Cabot schools in Newton. The Carr building is a fully equipped, modern elementary school with 20 core academic classrooms (2 classrooms are smaller size), 2 student services classrooms, cafeteria, kitchen, art room, music room, media center/library, gymnasium and extended day space.

The district has worked with our city partners over the past two months in the Executive Office, Public Buildings, Department of Public Works, Planning and Police to identify the various facility, programmatic, and traffic/circulation impacts of the future use of the Carr building as a permanent elementary school. Additional collaboration will be required over the next year(s).

Facility Impact

There are facility adjustments and costs associated with preparing the Carr building to become a permanent school, and other costs associated with moving the school. The district has begun to make rough cost estimates and to delineate the type of work that will be required. The following activities and projects at the Carr building will be needed in the upcoming fifteen months to ensure a smooth transition for the Horace Mann community, including:

1. Adding a separate bus lane
2. Possible modification to two adjoining smaller size classrooms to create more flexible space
3. Addition of a storage area because only crawl space storage is available in the building
4. HVAC work to add cooling to the Carr building as a permanent school building (CIP funds)
5. A furniture and equipment inventory (to facilitate move, reuse or surplus existing furniture and needs assessment for new student furniture; Carr was furnished with a mix of good quality used furniture and new items five years ago)
6. Limited replacement of student furniture
7. Teacher stipends; packing support
8. Professional movers to transfer curriculum materials and limited furniture and equipment

Traffic and Circulation Impact

The planning and design process for Angier, Zervas and Cabot, as well as the district's subsequent experience, have proven that circulation of bus/van, automobile and walkers/riders should be separate for the safest operation of a school. The district recommendation includes the installation of a bus lane off of Nevada Street utilizing some of the land in front of the building while still maintaining a green and welcoming front school plaza area. City Engineers have been requested to begin evaluating options for a bus lane and to develop schematics, which would be available later for review. As a temporary swing space, it has been necessary to close Nevada Street during school opening and closing hours to accommodate six to seven buses. As a permanent school with one or two buses, a separate bus lane would better serve the school and neighborhood.

The installation of a bus lane significantly mitigates the traffic impact related to the use of Carr as a permanent site for Horace Mann and will facilitate safer parent drop-off, walking and riding to school by separating buses from other traffic. The re-opening of Nevada Street also eliminates the issues caused by the street closing for traffic enforcement and the neighborhood.

Programmatic Impact

The Carr building is the district's current location for the Title I Summer Program which serves 300+ students during the month of July. Many students use Space Camp for afternoon activities and the proximity of Carr and Day makes this location ideal. The preferred location has previously been Lincoln-Eliot, but this building will have active summer projects in the building for the foreseeable future.

The NECP summer program and Albemarle Acres summer program (currently sited at Horace Mann in July/August) are expected to have a conflict beginning in the summer of 2020, and the well-attended Parks and Recreation program may be displaced. This will need to be reviewed by Parks and Recreation who has been informed about this impact.

Connection to the Long-range Plan

Because each school move is connected to the district's long range plan, it was also necessary to review the future use of the Horace Mann building. Although this has not been confirmed, the upcoming feasibility study for the Lincoln-Eliot/NECP school building project may identify the building as a preferred swing space for NECP during a two year construction period at 150 Jackson Road, currently

planned to begin in 2020. Thus, the district likely will need to plan for an NECP move to swing space in the summer of 2020.

The Lincoln-Eliot/NECP working group (and subsequent school building committee to be established soon) will be examining issues of swing space and timing of possible early construction packages early in its process, so more information is expected soon. The notion of an earlier move for the preschool (in January 2020) has been raised but, understanding that this may be difficult timing for preschool age children, such a move would only be considered if there were significant favorable cost and schedule impacts for the project. The first installment of CIP funding to for the Lincoln-Eliot/NECP feasibility study received city council Public Facilities committee approval on May 9, 2018; Finance Committee and full Council approval to follow.

Future Use of the Horace Mann Building

The review of the Horace Mann building, which included student services and NECP, as a future location for NECP temporary swing space confirmed that some changes are necessary. Costs would be incurred to prepare the building for use as a preschool, but at no higher a level than at any other site. The review confirmed that the building would work programmatically and has the advantage of some extra space should that be needed for one or two additional classrooms for enrollment. For its future use as an inclusive preschool program, the planned access upgrades are the most significant (including installation of elevator and bathroom modifications, as well as related changes to entrances and foyers). The first installment of CIP funding to design access improvements/elevator received city council Public Facilities committee approval on May 9, 2018; Finance Committee and full Council approval to follow.

The review did highlight a significant traffic and circulation impact associated with the use of Horace Mann as a swing space for NECP. The special education van circulation (6-12 van drop-offs and pick-ups at multiple different times between 8:30 a.m. and 2:30 p.m.) is anticipated to require an off street circulation lane. This becomes a critical safety concern due to the age and special needs of many of the preschool children attending the program. Options on school property on the Watertown Street and Albemarle Road sides of the building are going to be reviewed by city Engineering. Devising an appropriate plan for van circulation will be an important joint effort in the upcoming months.

Request for School Committee Approval

In sum, this comprehensive review of Horace Mann relocation as well as the future use of the Horace Mann building, in the context of understanding the full range of implications for Newton's long range facilities plan, has been necessary in advance of presenting the current recommendation to School Committee: The planned relocation of Horace Mann to the Carr building for 2019-20 school year is recommended to be confirmed by School Committee vote as soon as possible.

II. Summer Facility Projects

Facilities began the process of collecting summer project requests in early December 2017. This involved visiting each facility and walking with the school principal and senior custodian to identify areas in need of service that generally cannot be addressed when school is in session. After compiling the complete list of proposed projects, our Project and Financial Manager created an initial database where we input estimated costs, prioritized based on gross value, project scope, vendor availability, and potential scheduling conflicts. Lists were then presented to each principal for review and comment. We then teamed with Public Buildings to engage vendors, architects, and engineers to firm up costs.

Generally, we allocate 30 – 35% of the total maintenance budget for summer projects. With approved projects to-date, we are nearing those percentages now, but have a few larger projects where costs are not yet available that may impact the total work load.

Projects of note:

- Complete flooring replacement in the main office suite at Bigelow
- Complete flooring replacement in the main office suite at Bowen
- Auditorium ceiling installation at Bowen – Pending final pricing
- Office conversion for CTE at North – Pending final pricing
- Main stair renovation (doors, flooring, stairs) at Brown
- Library ceiling replacement at Day

Projects pending program determination:

- STRIDE additional space at Zervas
- Student Services additional program at Peirce

Cooperative projects with Public Buildings:

- Lincoln Eliot heating unit upgrades

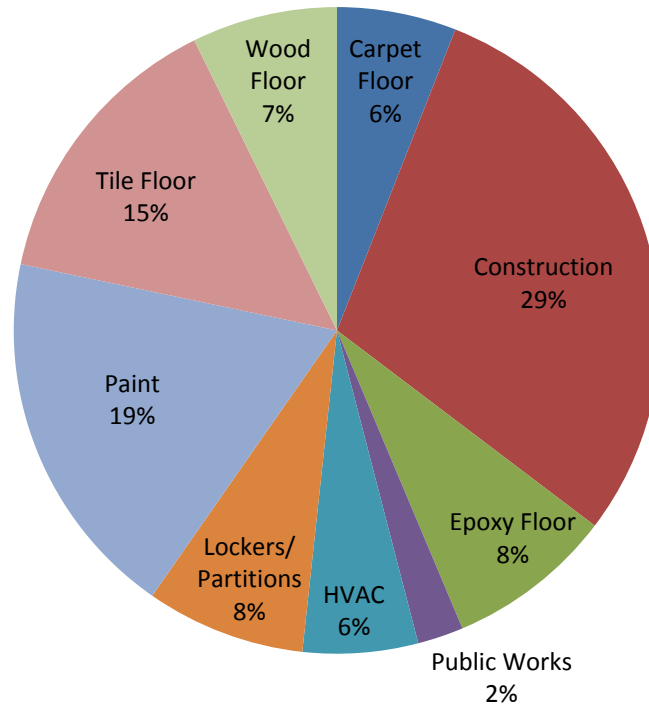
It is important to note that the collaboration of school and Public Buildings administrators and staff has made the prospect of the successful completion of 300 or so work projects attainable this year.

<u>Public Schools</u>	<u>Public Buildings</u>
Joe Crossen	Josh Morse
Emily Higgins	Art Cabral
June McCarthy	Steve Regan
Beverly Hall	Jay Bradley
Paul Anastasi	Stephanie Tocci
Cindy Brown	

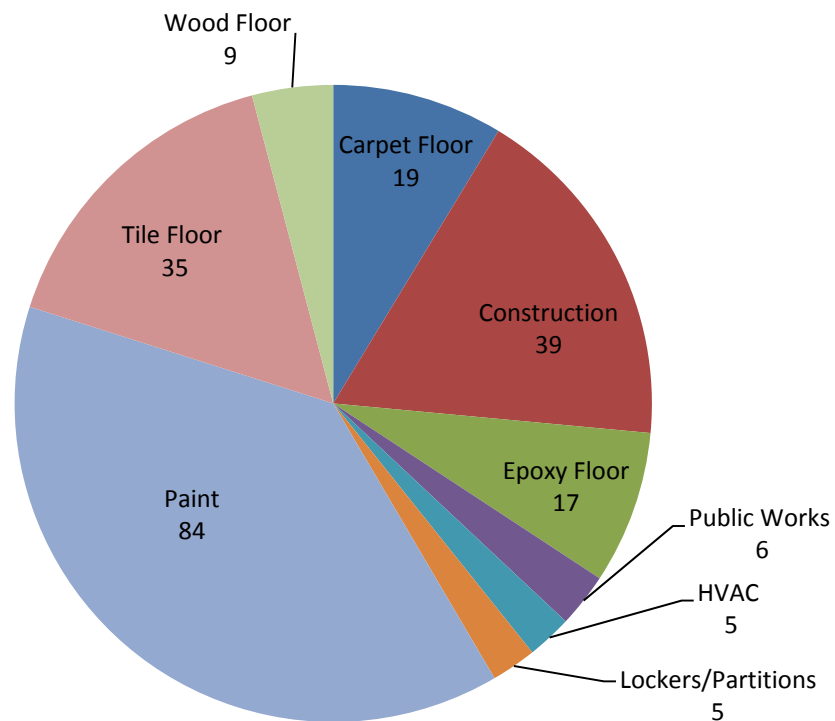
Please see statistics that follow on the Facility Department’s level and type of investment in ongoing maintenance and repair of Newton Public Schools buildings planned for summer 2018.

FACILITIES DEPARTMENT SUMMER 2018 (FY19)

Percentage of Financial Outlay based on \$850,000



Number of Summer 2018 Work Orders Based on Trade



III. Supplemental City of Newton FY19 CIP (2019-2023)

The supplemental City of Newton FY19 (2019-2023) CIP is attached. There are some minor timing changes to the funding schedule in the final years of the plan, and some improved timing for several school projects, including:

- Lincoln-Eliot HVAC system upgrades - \$650,000 in FY18
- Day and Bigelow boilers - \$500,000 (each) moved up to FY19 due to Newton's application to the MSBA for matching funds through the Accelerated Repair Program.
- Newton North Pool Air Handling Unit (AHU) – \$350,000 added to the CIP in FY22

Supplemental CIP by Priority FY 2019-2023

Priority	Dept	Asset Category	Project Title	Project Description / Justification	Est Cost in FY2018	Risk Factor	Funding Source	Approved Funding	FY18 To be Docketed	FY2019	FY2020	FY2021	FY2022	FY2023
3	Schools	Building	Cabot School Renovation	Replace 92 yr old school due to poor condition, aging building systems and inadequate space per State Education standards. Local Share not to exceed \$35M.	\$ 49,000,000	70.2	Bonding/MSBA	\$ 49,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Schools	Building	Newton South Indoor Mondo Track	Indoor track surface in disrepair and is a tripping hazard. The track is busy and hosts track meets.	\$ 350,000	65.3	Bonding	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Schools	Building	150 Jackson Road - Move Pre-School Program and Lincoln Eliot	Purchase 150 Jackson Road/Renovate for Pre-K and Lincoln-Eliot students.	\$ 51,650,000	64.4	Bonding/MSBA Eligible	\$ 17,650,000	\$ -	\$ 465,000	\$ 1,500,000	\$ 11,500,000	\$ 10,000,000	\$ 10,000,000
19	Schools	Building	Lincoln-Eliot School - Upgrade HVAC	Upgrades to the HVAC system	\$ 650,000	57.7	Capital Stabilization Fund	\$ -	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -
43	Schools	Building	Horace Mann School - Accessibility Upgrades	Installation of new elevator	\$ 500,000	49.0	Bonding	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
44	Schools	Building	Bigelow School - Mechanical Upgrades	Two boilers are 54 years old and beyond their useful life. Replace boilers, storage and enhance circulation system.	\$ 500,000	48.8	MSBA/Bonding	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
48	Schools	Building	Carr School - Air Conditioning	Install Air Conditioning System into the School.	\$ 500,000	47.5	Bonding	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -
49	Schools	Building	Lincol Eliot School - Building upgrades	Upgrades to the Lincol-Eliot School	\$ 4,350,000	46.7	Bonding	\$ -	\$ -	\$ 150,000	\$ 1,350,000	\$ 350,000	\$ 3,150,000	\$ -
53	Schools	Building	Ed Center Staircase	Upgrade staircase on the Craft St. entrance	\$ 175,000	46.0	Bonding	\$ -	\$ -	\$ -	\$ 175,000	\$ -	\$ -	\$ -
60	Schools	Building	FA Day School - Replace Boilers	Replace two 60 year old boilers and variable air volume (VAV) coil work.	\$ 900,000	45.0	Bonding	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ 400,000
72	Schools	Building	Countryside School and Franklin - Mid-Range Renovation/Addition	Feasibility Study/Design and Construction	\$ 30,000,000	39.6	Alternate Funding	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 12,000,000	\$ -
75	Schools	Building	Newton South High School - Mechanical Upgrades - Library	Replace air handlers, roof top equipment, and hydronic/ACCU system due to burner failures and outdated controls.	\$ 300,000	38.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -
76	Schools	Building	Ward School - Renovation/Replacement	Renovation of the Ward School	\$ 50,000,000	38.2	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 1,000,000
86	Schools	Building	Williams School - Mechanical Upgrades	Replace air handlers. Direct Digital Controls conversion for HVAC system.	\$ 200,000	34.9	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -
87	Schools	Building	Newton North Pool Air Handling Unit (AHU)	The unit is deteriorating and needs replacing and heating capability.	\$ 350,000	34.9	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -
91	Schools	Building	Memorial Spaulding School - Mechanical Upgrades	Replace controls, air handlers. Replace 2nd boiler, hot water conversion, and Direct Digital Controls conversion.	\$ 750,000	34.5	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
95	Schools	Building	Ed Center Elevator & Accessibility Upgrades	Upgrade elevator, restrooms, door hardware, and signage for accessibility.	\$ 850,000	34.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
97	Schools	Building	Mason Rice School - Mechanical Upgrades	Direct Digital Controls conversion and upgrade heating distribution system.	\$ 450,000	34.3	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
101	Schools	Building	Bowen School - Electrical Upgrades	Replace electrical panels and sub-panels in original buildings.	\$ 75,000	34.2	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
105	Schools	Building	Bowen School - Mechanical Upgrades	Replace interior air handlers in first year. Direct Digital Controls conversion.	\$ 325,000	34.0	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
108	Schools	Roads / Paving	Burr School - Site work Sidewalk Ramp Repairs	Front stair railing collapsing; catch basin at entrance plaza, parking area, make accessible route	\$ 280,000	33.9	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
121	Schools	Building	Memorial Spaulding School - Replace Roof	Replace 1980's Built up roof area. It has reached its life expectancy.	\$ 350,000	33.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
125	Schools	Building	Bigelow School - Accessibility Upgrades	Upgrade toilet rooms, elevator, door hardware and signage for accessibility	\$ 400,000	33.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
134	Schools	Building	Bigelow School - Roof Replacement	Replace entire building roof system. Roof is beyond its useful life.	\$ 750,000	32.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
135	Schools	Building	Mason Rice School - Replace Roof	Replace the 1990's Sarnifil roofing system on the main portion of the building. Existing roof has reached its life expectancy.	\$ 580,000	32.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Priority	Dept	Asset Category	Project Title	Project Description / Justification	Est Cost in FY2018	Risk Factor	Funding Source	Approved Funding	FY18 To be Docketed	FY2019	FY2020	FY2021	FY2022	FY2023
136	Schools	Building	Burr School - Replace Roof	Replace the total building roofing system installed in the 1980's.	\$ 450,000	32.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
138	Schools	Building	Pierce School - Plumbing Upgrades	Sanitary piping is deteriorating. Upgrades to toilet rooms and water fountains	\$ 225,000	32.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
145	Schools	Building	FA Day School - Accessibility Upgrades / Replace Elevator	Upgrades for ADA Compliant elevator, toilet rooms, door hardware, and signage	\$ 350,000	32.0	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
147	Schools	Building	Ed Center - Electrical Upgrades	Upgrade electric service, panels and sub-panels to support IT server room and other building functions.	\$ 249,000	31.7	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
148	Schools	Building	Franklin School - Building Envelope	Replace windows and doors and repair/restore masonry.	\$ 700,000	31.7	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
153	Schools	Building	Peirce/Williams Feasibility/Addition	Feasibility Study/Design and Construction to add Capacity	\$ 30,000,000	31.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
158	Schools	Building	Underwood School - Replace Roof	Replace whole building roof.	\$ 450,000	30.2	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
159	Schools	Building	Memorial Spaulding School - Accessibility Upgrades	Upgrade toilet rooms, door hardware, water fountains, and signage for accessibility.	\$ 300,000	30.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
160	Schools	Building	Bowen School - Accessibility Upgrades	Upgrades to toilet rooms, signage, hardware, railings and assembly spaces for accessibility.	\$ 200,000	30.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
161	Schools	Building	Mason Rice School - Accessibility Upgrades	Upgrade hardware, toilet rooms, and water fountains for accessibility.	\$ 250,000	30.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
166	Schools	Building	Underwood School - Electrical Upgrades	Upgrades to electrical panels and sub-panels and emergency generator	\$ 100,000	29.6	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
167	Schools	Building	Williams School - Accessibility Upgrades	Upgrade door hardware, openings, toilet rooms, railings, and signage for accessibility.	\$ 250,000	29.6	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
168	Schools	Building	Ed Center - Mechanical Upgrades	Replace boiler, second boiler and hot water conversion in out years. Boilers are over 35 years old.	\$ 450,000	29.6	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
175	Schools	Building	Peirce School - Accessibility Upgrades	Upgrades to door hardware, toilet rooms, railings, and signage for accessibility.	\$ 300,000	28.4	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
184	Schools	Building	Franklin School - Accessibility and Plumbing Upgrades	Upgrade toilet rooms, water fountains, door hardware and signage for accessibility.	\$ 365,000	26.6	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
188	Schools	Building	Burr School - Electrical Upgrades	Replace electric panels and sub-panels	\$ 100,000	26.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
189	Schools	Building	Peirce School - Electrical Upgrades	Replace electric panels and sub-panels.	\$ 75,000	26.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
190	Schools	Building	Countryside School - Plumbing Upgrades	Upgrade toilet rooms and water fountains and add fixtures per code requirements.	\$ 125,000	26.0	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
193	Schools	Building	Countryside School - Replace Windows and Doors	Replace single pane storefront system in connector and annex windows and exterior doors.	\$ 500,000	25.3	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
195	Schools	Building	Brown School - Accessibility Upgrades	Upgrade existing elevator for code compliance, signage, hardware, and reconfigure locker rooms for accessibility.	\$ 600,000	24.8	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
196	Schools	Building	Countryside School - Accessibility Upgrades	Upgrade toilets, signage, door hardware, and accessible entrance.	\$ 150,000	24.8	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
202	Schools	Building	Mason-Rice School - Mid-Range Renovation/Addition	Feasibility Study/Design and Construction	\$ 15,000,000	23.7	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
203	Schools	Roads / Paving	Schools - Repave Parking Areas	Repave parking areas and sidewalks in poor condition at Ward, Brown, Underwood, Mason Rice, Oak Hill, Williams, Zervas and Peirce.	\$ 400,000	23.7	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
205	Schools	Building	Bowen School - Roof Replacement	Replace 1950's portion of the building's roofing system as it has reached its life expectancy.	\$ 180,000	23.5	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
210	Schools	Building	Mason Rice School - Electrical Upgrades	Replace emergency generator, electrical panels and sub-panels.	\$ 325,000	22.5	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
216	Schools	Building	Franklin School - Mechanical Upgrades	Replace boilers, hot water conversion, and Direct Digital Control conversion.	\$ 225,000	19.1	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
222	Schools	Building	Bigelow School - Replace Windows and Doors	Replace aging windows and exterior doors to improve comfort, operation, and energy efficiency.	\$ 400,000	10.8	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
223	Schools	Building	Oak Hill School - Mechanical Upgrades - Roof Top Units and Distribution System	Replace Roof top air handling units and distribution system	\$ 250,000	10.7	Bonding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -