

NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

AREA CODE (617) 559-9025

Memorandum

TO: David Fleishman, Superintendent
School Committee

FROM: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

DATE: January 14, 2013

RE: Facilities Update: Angier Elementary School Project
Carr School Swing Space
Day Middle School Construction Project
Elementary Modular Project
MSBA 2013 SOI Process

This update addresses information on the Angier Elementary School project, the status of the Carr School as swing space, the Day Middle School construction project update, the elementary modular project and the MSBA 2013 SOI process.

I. Angier Elementary School Project:

Throughout the month of December DiNisco Design Partnership (DDP) and Joslin, Lesser and Associates (JLA) conducted meetings with school district staff and administrators to develop educational programming. On November 19, 2012 the project team presented an overview of the educational program and design concepts at a joint meeting of the School Committee, Board of Aldermen, ASBC and DRC. The Angier Working Group met on December 13, 2012 to continue discussion of design concepts. On December 20, 2012 the ASBC/DRC voted to approve the Preliminary Design Program (PDP) to construct a new school on the existing site. The PDP was submitted to the Massachusetts School Building Authority (MSBA) on January 2, 2013. On January 10, 2013 Mayor Warren received the MSBA's review comments on the PDP which will be reviewed with JLA, the owner's project manager.

The Board of Aldermen, School Committee, ASBC and DRC held a project update meeting on January 10, 2013 at which the architectural team presented further design concepts and answered questions from the public after the presentation. The ASBC/DRC will meet on January 31, 2013. A public forum will be held at the Angier School on February 13, 2013 at which the architectural team will present the preferred design option. The Preferred Schematic Design Option will be submitted to the MSBA on February 14, 2013.

II. Carr School Swing Space:

On October 30, 2012 the project team presented a revised plan to the Board of Aldermen's Public Facilities Committee that provided options for a separate bus lane, additional site parking and improved access to the rear of the site. This revised plan was in response to concerns raised at the October 17, 2012 Public Facilities Committee meeting. The Public Facilities Committee agreed to the proposed revised plan and the Board of Aldermen approved the remainder of the design funding on November 5, 2012.

The design team of Turowski² completed the Design Development drawings and presented them to the Design Review Committee (DRC) on December 20, 2012. In order to provide flexibility for both programming and enrollment fluctuations, the design was revised to include twenty classrooms. The team also discussed Carr's existing monument-style windows and their proposed replacement, as well as various energy efficiency designs and systems.

A meeting to review project status with the DRC is tentatively scheduled for January 24, 2013. In addition, the City will hold a neighborhood information session at Carr School. This meeting is tentatively scheduled for February 27, 2013. The project's construction drawings are at 25% completion and 60% completion is anticipated by the end of January 2013. The project will be advertised for construction bids and filed sub-bids in April 2012.

III. Day Middle School Construction Project:

During the months of November and December, the contractor proceeded with coordination of orders for new steel, ductwork, sprinklers, plumbing, lighting and other systems for the renovation of the first and second floors. The new dumpster pad area has been completed and dumpsters will be relocated to that space which will provide additional parking at the former dumpster area. Erection of steel for the new front addition has begun and the mason is preparing a mock-up panel of the exterior façade. Weekly coordination meetings are ongoing.

IV. Elementary Modular Project:

HMFH Architects, the City's on-call architects, will provide design services for the modular project. During the week of January 7, 2013, HMFH conducted building walkthroughs and met with the Public Buildings Department to develop the schedule for the installation of seven new modular classrooms and the relocation of one modular classroom: Bowen (4), Burr (1), Horace Mann (1 relocated from Bowen), and Mason-Rice (2). The City's on-call engineers, RDK Engineers, will be designing the required new sprinkler system for Mason-Rice, which will be bid separately. The addition of modular classrooms triggers the requirement for the projects to undergo the City's site plan review and approval process, which includes review by the Design Review Committee and a public hearing before the Board of Aldermen Public Facilities and Programs and Services committees. The preliminary project schedule anticipates bidding and awarding the project in the spring of 2013 for summer 2013 construction. The budget transfer of \$350,000 in design funds has been completed in order to establish a capital project funding account. The full cost of the seven modular classrooms is still being refined and all costs plus associated sprinkler installation and contingencies are included in the City's Capital Improvement Plan.

V. MSBA 2013 SOI Process:

In the attached letter dated January 3, 2013, the Executive Director of the MSBA informed the Superintendent that the FY 2013 Statement of Interest (SOI) Process opens on Wednesday, January 9, 2013 and extends through Wednesday, April 10, 2013. The Statement of Interest is the first step in the school building construction process. The SOI allows districts to inform the MSBA about deficiencies that may exist in a local school facility and how these deficiencies inhibit the delivery of the district's educational program. Work has begun to comply with the submission requirements, including the local vote requirements of both the School Committee and the Board of Aldermen in advance of the April 10, 2013 submission deadline. The MSBA requires that districts take new local votes authorizing the submission of an FY2013 SOI even if an SOI for the same school facility was submitted in a previous year. The MSBA letter states that an SOI should only be filed for a facility where a district has the ability to fund a project in the next two years.

January 3, 2013

The MSBA is Accepting Fiscal Year 2013 Statements of Interest

Dear Superintendent:

The Massachusetts School Building Authority (“MSBA”) is pleased to announce that we will begin accepting Statements of Interest (“SOIs”) for consideration in Fiscal Year 2013 on Wednesday, January 9, 2013. The submission process will extend through Wednesday, April 10, 2013.

Submitting an SOI is the critical first step in the MSBA’s program for school building construction, addition/renovation, and repair grants. It allows districts to inform us about deficiencies that may exist in a local school facility and how those deficiencies inhibit the delivery of the district’s educational program.

Submitting an SOI should not be difficult and districts **do not** need to seek professional assistance to complete an SOI. **The process of completing and submitting an SOI will, however, require dedicated time from the district to comply with the submission requirements, especially the local vote requirements.** We recommend that districts plan ahead and allocate sufficient time to answer the questions posed in the SOI, compile the requested material and information, secure the appropriate signatures, and take the required local votes.

SUBMITTING AN SOI

To submit an SOI, the district should complete the attached MSBA System Access Request Form to receive a username and password to log into our SOI system and submit the SOI and any applicable closed schools data electronically. **Please note, if you received a username and password from us for previous SOI filing periods, they are no longer active.**

To assist districts with filing a previously submitted SOI, we can recall data that was provided in a previous SOI submission for a school facility and populate a new SOI with that data. The district can then edit the information and update the SOI prior to submitting it for consideration in FY 2013. To request that we pre-populate an FY 2013 SOI template with data that was previously provided, please complete the necessary information on the attached MSBA System Access Request Form. **Please note, we require that districts take new local votes authorizing**

the district to submit an FY 2013 SOI even if an SOI for the same school facility was submitted in a previous year.

For **all** SOI submissions, the district will need to provide:

- (1) a hard copy of the SOI with the required signatures;
- (2) hard copies of the required local vote documentation that is detailed in the SOI; and
- (3) any supporting materials that are required to be submitted with the SOI.

We strongly urge districts to review the dates of the SOI submission period and schedule the necessary votes as soon as possible in order to meet the April 10, 2013 filing deadline.

PRIORITIZING SOIs

Districts should submit one SOI per school for each school they believe requires a project. However, an SOI should only be filed for a facility where a district has the ability to fund a project in the next two years. Any district that submits multiple SOIs will be required to select one SOI as its “district priority SOI” for consideration and due diligence efforts by the MSBA. If the district already has an SOI in our capital pipeline, that SOI is the district’s priority for FY 2013 and will continue to be considered the district’s priority SOI until the time of project completion. With each FY 2013 SOI that is submitted online, the district will need to designate its “district priority SOI” among the schools in its district. Please note that a district may apply simultaneously for multiple facilities that it feels may be candidates for the Accelerated Repair Program (generally projects for the repair and/or replacement of windows, roofs, and/or boilers), but the district should still designate one SOI as its district priority.

We encourage districts to assess current, near-term, and long-term facility needs and plan SOI submissions accordingly. If a district has an upcoming need that it does not wish to address for several years, the district should consider waiting to submit an SOI for that facility until such time as the district is ready to move forward to address the issue.

SOI DEADLINE AND MSBA REVIEW

A properly completed SOI and all the required documentation, including the required votes of the municipal governing body and school committee, a signed copy of the SOI, and all applicable closed schools data, must be postmarked no later than April 10, 2013. **The MSBA will not consider any potential projects for funding without a properly completed and submitted SOI.**

Once the completed SOI is submitted, we will work with districts to verify the problem identified in the district priority SOI and determine the appropriate level of due diligence that may be

required. When reviewing potential repair projects, we may designate some SOIs for consideration in the Accelerated Repair Program, which is primarily for the repair and/or replacement of windows, roofs, and/or boilers. SOIs that are being considered under the Accelerated Repair Program may be required to use pre-qualified OPMs and designers and adhere to other requirements that are unique to this program, such as implementing an accelerated project schedule.

If you are considering submitting an SOI and have any questions about the FY 2013 SOI process, please see the SOI Frequently Asked Questions on the MSBA's website (www.massschoolbuildings.org/2013_SOI_FAQs) or contact Brian McLaughlin, Capital Program Manager, by e-mail at Brian.McLaughlin@MassSchoolBuildings.org or by phone at 617-720-4466.

Sincerely,

A handwritten signature in black ink that reads "John K. McCarthy". The signature is written in a cursive, flowing style.

John K. McCarthy
Executive Director