

NEWTON PUBLIC SCHOOLS

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Memorandum

TO: David Fleishman, Superintendent
School Committee

FROM: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

DATE: September 23, 2013

RE: Angier Elementary School Project
Carr School Swing Space Project
Day Middle School Construction Project
Elementary School Modular Project
Zervas Elementary School Project
Cabot Elementary School MSBA Site Study
Security System Project

This update addresses information on the Angier Elementary School project, the Carr School swing space project, the Day Middle School construction project, the elementary school modular project, the Zervas Elementary School project, the Cabot Elementary School MSBA Site Study and the status of the security system project.

I. Angier Elementary School Project

The Massachusetts Environmental Policy Act (MEPA) Office has notified the City that no further action is necessary by their agency in terms of historic or archeological resources associated with the site or asbestos removal during construction. The City is developing a memorandum of agreement with the Massachusetts Historic Commission to incorporate architectural elements from the existing building into the new building and to create an interior exhibit about the building's history.

On September 11, 2013 the City's 5-58 site plan approval public hearing was held by the Public Facilities Committee of the Board of Aldermen and was approved on September 18, 2013 in a joint meeting with the Programs and Services Committee. Both committees approved the "as revised by MSBA" budget and cost estimate and expressed very positive feedback about the project and overall process since inception.

The project is expected to be on the October 2, 2013 agenda of the MSBA Board of Directors. The following are key tentative dates regarding the next steps in the Angier approval process:

September 23, 2013	Finance Committee: Discussion and vote on "as revised by MSBA" budget and cost estimate
October 2, 2013	MSBA Board of Directors meeting
October 7, 2013	Board of Aldermen: Vote on 5-58 site plan and project funding
October 15 or 28, 2013	School Committee meeting with Facilities Update

II. Carr School Swing Space Project

The demolition and abatement of the interior of the building has been completed, and the exterior masonry cleaning and repair is proceeding. The demolition work has been completed on the roof and protection is in place while the roof is rebuilt in sections and the windows have been ordered. The exterior excavation and foundation retaining work for the new elevator is in process. Interior work is progressing well with the installation of wall studs, mechanical duct work and rough electrical wiring all underway.

III. Day Middle School Construction Project

The opening of the school went very smoothly and a ribbon cutting ceremony and school tour was held on September 16, 2013. Final punch list items are being addressed and are expected to be complete by the end of September.

IV. Elementary School Modular Project

The contractor and architect are addressing punch list items for the modulars at Bowen and Horace Mann. The foundation work at Burr began last week; completion and occupancy is expected by the end of September. The modulars at Mason-Rice will be ready for occupancy by September 23, 2013. Exterior site work will continue into the fall with replacement trees planted in October.

V. Zervas Elementary School Project

Request for Services (RFS) proposals for an owner's project manager (OPM) were submitted by thirteen firms on September 4, 2013. Members of the City's Designer Selection Committee (DSC) met on September 11, 2013 to review evaluation criteria. The DSC developed a short list of five firms to be interviewed and submitted those names to the Mayor. The OPM selection timeline is as follows:

October 1-2, 2013	Interview OPM finalists
October 3-8, 2013	Negotiate terms with selected OPM respondent
October 8-11, 2013	Execute contract with OPM

The Zervas Working Group met on September 11, 2013 to discuss the schedule and the draft RFS for designer services. Once an OPM has been hired, the selection process for a designer will proceed. The timeline for selection of a Designer is as follows:

September 24, 2013	Submit final Designer RFS to Purchasing Department
October 3, 2013	Advertise Designer RFS
November 2013	Designer Selection Process
November 2013- March 2014	Feasibility Study

VI. Cabot Elementary School MSBA Senior Study

On September 24, 2013, the MSBA will conduct a Senior Study site visit to the Cabot School. Senior Studies examine both facility condition and programmatic issues that have been relayed through the SOI that was submitted to the MSBA on March 21, 2013. Senior Study visits are conducted by MSBA staff members and senior architects with extensive knowledge of building systems and educational programs. A Senior Study is not an invitation to work with the MSBA, but it is part of the due diligence review phase of the MSBA SOI process. These visits are working meetings between MSBA staff and district staff.

VII. Security Project

Over 3,000 staff ID access cards have been issued since June and there have been only six access issues, all of which have been resolved. There are a few buildings where additional card readers will be installed. Permanent signs to explain visitor entry procedures will be ordered.

Attachment

Zervas Working Group Update
September 20, 2013

Submitted by Ald. Ruthanne Fuller, Ald. John Rice and Ald. Deb Crossley

The Request for Services (RFS) for an Owner's Project Manager (OPM) pre-proposal meeting and walk through took place on August 28, 2013 with over ten OPM firms in attendance. Thirteen firms provided written responses by the September 4th deadline. The Designer Selection Committee met on September 17th and narrowed the group to the following five firms:

Compass Project Management
Dore & Whittier Management Partners
Joslin Lesser & Associates
KV Associates
Skanska USA Building

These firms will be interviewed by the Designer Selection Committee on October 1st and 2nd. After the interviews, a recommendation will go from the DSC to the Mayor with the three top firms in rank order. We expect the selected firm to be announced shortly thereafter.

In the meantime, we are moving ahead with drafting the RFS for architectural design and establishing the formal Zervas School Building Committee which includes community representatives.

Once we have both the OPM and the architect on board, we will mimic the MSBA process. The two first steps are setting the student enrollment goal and undertaking a comprehensive feasibility study (e.g., existing conditions, space needs, educational program, site selection (current site, alternative sites), renovation/addition vs. new, design parameters, recommendation on the most cost effective and educationally appropriate preferred solution, options for swing space if needed).

There have been two noteworthy personnel changes. Alderman Deb Crossley has joined the working group. Miriam Tuchman, the project manager for Zervas from Public Buildings, has taken another job and Adam Gilmore is now the project manager.