

NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

AREA CODE (617) 559-9025

Memorandum

TO: David Fleishman, Superintendent

FROM: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer
Michael Cronin, Chief of Operations

DATE: September 12, 2011

RE: Facilities Update

This facilities update will provide information on the status of the elementary modular classroom project as well as the Day Middle School project. In addition, a summary of summer maintenance projects is included and the new Building Systems Coordinator, David Stickney, is introduced.

Elementary School Modular Classrooms

The modular classroom bids were opened on September 1, 2011 after the unsuccessful bid process in July. Two qualified bidders responded in this round and after a full review by an evaluation committee (Stephanie Gilman, Mike Cronin, Art Cabral, Josh Morse and Gary Brock of HMFH Architects), it was determined that Triumph was the most advantageous bidder. The price proposals were then opened and the price is \$922,880 for Alternate #1, four new modular classrooms. These new modulares are at the specified standard that was used for Oak Hill last year, and have many energy efficient characteristics and meet the "stretch" energy code, although they do not include the additional "green" features of Alternate #2 (bid cost at \$1,152,860) which were installed at Oak Hill. The committee has recommended the acceptance of the new modulares and the contract is being executed with Triumph. It is expected that Triumph will meet the timelines with the classrooms being in place and ready for occupancy before the December break and with all final furnishings in place by January 2012.

Design fees for the modular project were approved earlier this year at \$75,000. Thus the total cost for the modular installation including design is \$997,880. The furniture costs have been included in the school operating budget and those purchases are in process.

Sprinkler system costs are not included in the construction and design total. The current estimate is \$1,174,277 for the sprinkler systems for the three schools including design, construction and contingency. The waiver/extension for installing sprinklers has been granted through the Sprinkler Board and the Newton Fire Department, for one year, with the sprinklers to be installed by the opening of school in September 2012. Discussions regarding funding for the sprinkler work are underway. Specification and design of these systems will proceed so that a comprehensive bid process can be in place well before the end of the extension and so that work can be done in the schools during Summer 2012.

Day Middle School Project

Day Middle School design work has proceeded throughout the summer with HMFH continuing design and specifications for the renovation and addition to Day. The design will include six additional classrooms, provision for temporary classroom space during construction, an enlarged cafeteria through internal expansion, and redesigned administration and guidance spaces as well as two improved entries to add to safety and security for the school community and better access and egress from both the current entrance and the Minot Place entrance. In addition, HMFH is working on a second option for comparison purposes to include six classrooms and the cafeteria renovation. Costs are being compiled both for construction of the options as well as sprinkler system costs and any other code requirements.

More definitive information about the options for Day will be presented at the September 26, 2011 School Committee meeting. In the meantime, Day Principal Brian Turner is working closely with the school community on all plans and is also working closely with HMFH and the facilities committee which includes: Sandra Guryan, Michael Cronin, Stephanie Gilman, Art Cabral, Jonathan Yeo, Kurt Kusiak, Susan Rosenbaum, Cindy Bergan and Joseph Russo.

It should be noted that while enrollment counts are not yet final or official, Day Middle School begins the year with 849 students, or 18 above the projection for this year. There are currently 302 students in the 6th grade, 10 students more than projected. Grade 7 currently has 281 students, 2 students over projection. Grade 8 at 266 students is also currently higher than projection by 6 students. Brian Turner will be available to report on adjustments made at Day to accommodate the larger than expected number of students.

Summer 2011 Work

During the summer, the school Operations Department and the City Public Buildings Department collaborated to complete numerous projects at nearly all schools and the Education Center. Of note is the fact that 106 new plumbing fixtures were installed in 23 bathrooms as compared to 93 fixtures in 33 bathrooms last summer. Carpet was replaced by vinyl tile in 51 rooms as compared to 31 rooms last year. There were 96 painting projects this summer as compared to 38 projects last summer. By using in-house staff for these projects including summer painters, the schools and city saved a considerable amount. The district expresses appreciation to the full team of craftsmen and all staff who worked so many hours to complete the large number of projects in the schools over the summer. Please refer to the attached list of Approved Summer Projects for Summer 2011 for details.

Building Systems Coordinator

David Stickney has been hired as Building Systems Coordinator. His responsibilities include managing the energy management systems at both high schools, the four middle schools and the Education Center; programming and managing the lighting controls at Newton North; scheduling preventative maintenance for building systems including HVAC and acid waste neutralization systems; and managing building access control systems. David is already at work solving many challenging building control issues and results will be noted throughout the year.

No	Status	Descriptions	Location
1	Complete	Clean, paint, and refurbish the stairs in the front two main hallways	Angier Elementary
2	Complete	Scrap and paint the ceilings in the main hallways	Angier Elementary
3	Complete	Paint the Speech & Language room (it's a tiny room off to the side of the stage in the library)	Angier Elementary
4	Complete	Approximately 13 classroom ceilings on 2nd floor need areas of peeling paint scraped off & re-painted	Bigelow Middle
6	Complete	Sand and refinish stage floor	Bigelow Middle
7	Complete	Paint administration area	Bigelow Middle
8	Complete	Remove fixtures in 1st and 2nd floor bathrooms	Bowen Elementary
9	Work In Progress	Install fans in library	Bowen Elementary
10	Complete	Paint the entrances	Bowen Elementary
11	Work In Progress	Boys & Girls 1st and 2nd floor bathrooms - Install epoxy floor	Bowen Elementary
12	Complete	Install digital temperature tracking device in room #212	Bowen Elementary
13	Complete	Remove carpet and install tile in room #212	Bowen Elementary
14	Work In Progress	Boys bathroom 2nd floor: install 3 sinks	Bowen Elementary
15	Work In Progress	Boys bathroom second floor: install 5 toilets	Bowen Elementary
16	Work In Progress	Boys bathroom second floor: install 3 urinals	Bowen Elementary
17	Work In Progress	Girls bathroom second floor: install 5 sinks	Bowen Elementary
18	Complete	Girls bathroom second floor: install 6 toilets	Bowen Elementary
19	Work In Progress	Construction: Install pendant "UP Lighting" in teachers room and other electrical updates - (See sketch)	Brown Middle
20	Work In Progress	Construction: Install new sink in counter - (See Sketch)	Brown Middle
21	Work In Progress	Construction: Install new cabinets and kitchen counter - (See Sketch)	Brown Middle
22	Complete	Construction: Paint Teachers room - (See Sketch)	Brown Middle
23	Complete	Remove carpet and install tile in 12 classrooms: 202 ,213, 217, 219 225, 215, 218, 221, 222, 224, 228 and 229 A & B	Brown Middle
24	Complete	Construction: Demo shelving in Art room	Burr Elementary
26	Work In Progress	Replace sink and faucet in kitchen	Burr Elementary
27	Complete	Construction: Paint Art room	Burr Elementary
28	Work In Progress	Construction: Restore sink in Art room	Burr Elementary
29	Work in Progress	Fix hole in the wall before painting room across from boy's bathroom in the first floor lobby (slated to be painted this summer)	Burr Elementary
30	Work In Progress	Replace all missing acoustical wall tiles in gym and paint walls and ceilings	Burr Elementary
31	Complete	Paint main stairway railings	Burr Elementary
32	Complete	Bomb shelter bathrooms need to be painted	Burr Elementary
35	Complete	Paint classrooms 1,2,3,11,17,18,19 and Inclusion room by office	Burr Elementary
36	Complete	Remove carpet and install tiles in classrooms on 2nd floor	Cabot Elementary
37	Complete	Replace loose and lifting tiles in room 112. Remove carpet and install tile in all 2nd floor classrooms.	Cabot Elementary
38	Work In Progress	Install Epoxy floor in Bathrooms: Girls and Boys 3rd floor, Girls 1st floor. Boys 2nd Floor needs Epoxy topcoat only	Cabot Elementary
39	Work In Progress	Install Partitions in Bathrooms: Boys and Girls 3rd Floor, Boys 2nd Floor, Girls 1st Floor	Cabot Elementary
40	Complete	Paint Principal's office	Cabot Elementary
41	Work in Progress	Repair T-111 on exterior of "K" modular and resecure gutters	Cabot Elementary
42	Work In Progress	Girls bathroom third floor: install 3 sinks	Cabot Elementary
43	Work In Progress	Girls bathroom third floor: install 4 toilets	Cabot Elementary
44	Work In Progress	Boys bathroom third floor: install 2 sinks	Cabot Elementary
45	Work In Progress	Boys bathroom third floor: install 3 toilets	Cabot Elementary
46	Work In Progress	Boys bathroom third floor: install 3 urinals	Cabot Elementary
47	Work In Progress	Boys bathroom second floor: install 2 sinks	Cabot Elementary

No	Status	Descriptions	Location
48	Work In Progress	Boys bathroom second floor: install 3 toilets	Cabot Elementary
49	Work In Progress	Boys bathroom second floor: install 3 urinals	Cabot Elementary
50	Work In Progress	Girls bathroom first floor: install 2 sinks	Cabot Elementary
51	Work In Progress	Girls bathroom first floor: install 4 toilets	Cabot Elementary
52	Complete	Construction: Insulate above the suspended ceiling in the "old" modular connector and bathrooms	Cabot Elementary
53	Work In Progress	Construction: Remove all wet damaged insulation from under the annex and replace it with new insulation and a moisture barrier	Countryside Elementary
55	Work In Progress	Construction: Install movable divider partition in cafetorium - (See Mike Cronin for specs)	Countryside Elementary
56	Complete	Construction: Renovate the teachers room to accommodate the storage merge of books, curriculum materials and supplies - (See sketch)	Countryside Elementary
57	Work In Progress	Renovate the literacy room & learning center to accommodate the merger of literacy and ELL programs by adding plugs to new counter area - (See sketch)	Countryside Elementary
58	Work In Progress	Construction: Renovate the literacy room & learning center to accommodate the merger of literacy and ELL programs and provide accessible storage of books, curriculum materials and supplies - (See sketch)	Countryside Elementary
59	Work In Progress	Paint the two stairwells leading to the 2nd floor adult bathroom & Caf lobby	Countryside Elementary
60	Work In Progress	Replace the rubber flooring in the connector	Countryside
61	Complete	Construction: Remove carpet and replace with tile: 1st floor corridor, Rooms 304, 307, 110, Retile rooms 220 & 212	Day Middle
62	Work in Progress	The room next to the women's teachers toilet third floor is converting from storage to learning area. We will need the ventilation system to be brought to this room . There is wall radiation but no ventilation.	Day Middle
63	Work In Progress	RM 212 is going to be used as a regular learning space this year. It needs to be checked to make sure that it has proper HVAC.	Day Middle
64	Work In Progress	Construction: Bathroom renovations. Explore adding seat capacity.	Education Center
65	Work In Progress	Construction: Add new windows to blank exterior wall in room 215	Education Center
66	Complete	Construction: Space changes in Transportation and Rm 312	Education Center
67	Waiting More Information	Bathroom 2nd & 3rd Floor Woman's Install fixtures - sinks, 1 each	Education Center
68	Complete	Construction: Install 4' T5 lighting in suspended ceiling in rm #217	Education Center
69	Work In Progress	Bathroom 2nd & 3rd Floor Men's Install fixtures - sinks, 1 each	Education Center
70	Work In Progress	Construction: Expand central high. Install plugs in new walls and lighting in new ceiling.	Education Center
71	Complete	Paint: Metco office rm #208. Room 214A Room 215 Room 215 Room 315A Room 312	Education Center
72	Work In Progress	Women's bathroom second floor: install one sink	Education Center
73	Work In Progress	Women's bathroom third floor: install one sink	Education Center
74	Work In Progress	Men's bathroom second floor: install one sink	Education Center
75	Work In Progress	Men's bathroom third floor: install one sink	Education Center
76	Work In Progress	Bathroom 2nd & 3rd Floor Woman's: Install epoxy floor: color brown	Education Center

No	Status	Descriptions	Location
77	Work In Progress	Bathroom 2nd & 3rd Floor Men's: Install epoxy floor	Education Center
78	Complete	Paint Metco office rm #208	Education Center
79	Complete	Please paint ceiling in room associated with taking wall down.	Education Center
80	Work In Progress	Replace wooden steps in MSP annex with prefab concrete steps (like Central High ones).	Education Center
81	Work In Progress	Remove carpet and install new carpet squares in office suite Rm# 200 Room #208 and Rm#215	Education Center
82	Complete	Construction: Install 2' x 2' suspended ceiling in rm #217. Ceiling must vault up to allow full light from window wall	Education Center
83	Work In Progress	Bathroom 2nd & 3rd Floor Woman's: Install bathroom partitions	Education Center
84	Work In Progress	Bathroom 2nd & 3rd Floor Men's: Install bathroom partitions	Education Center
85	Duplicate Request	Construction: Install new carpet squares in business suite	Education Center
86	Work In Progress	Construction: Expand Central High sheetrock and paint	Education Center
87	Work In Progress	Construction: Expand Central High Install VCT flooring	Education Center
88	Work In Progress	Construction: Expand Central High Install suspended ceiling	Education Center
89	Work In Progress	Tile floor where wall was taken down. Tiles are in the room.	Education Center
90	Complete	Boiler #1 is leaking at the mud drum fittings and possibly from the sections of the boiler.	Education Center
91	Work In Progress	Install rubber treads and landings in all 2 interior stairways.	Franklin Elementary
92	Complete	Scrape and paint the exterior doors # 1, 3, 5, 6, 14, 15, & 16. Doors 14, 15, & 16 are flaking and rotting away. They are also a tremendous source of heat loss.	Franklin Elementary
94	Work In Progress	Bathroom Boys and Girls 2nd Flr by Room # 26 & # 27 Install Epoxy Floor - color brown	Franklin Elementary
95	Work In Progress	Girls and Boys Bathrooms 2nd and 3rd floor by room # 26 & # 27 Install partitions	Franklin Elementary
96	Work In Progress	Boys/Girls bathroom by room #26: install 2 toilets	Franklin Elementary
97	Work In Progress	Boys/girls bathroom second floor by room #26: install 2 sinks	Franklin Elementary
98	Work In Progress	Boys/girls bathroom second floor by room #26: install 3 urinals	Franklin Elementary
99	Work In Progress	Girls bathroom second floor by room #27: install 4 toilets	Franklin Elementary
100	Work In Progress	Girls bathroom second floor by room #27: install 2 sinks	Franklin Elementary
101	Complete	Construction: Remove carpet and replace with tile: 1st floor corridor, Rooms 304, 307, 110, Retile rooms 220 & 213	Day Middle
102	Work in Progress	The room next to the women's teachers toilet third floor is converting from storage to learning area. We will need the ventilation system to be brought to this room . There is wall radiation but no ventilation.	Day Middle
103	Work In Progress	RM 212 is going to be used as a regular learning space this year. It needs to be checked to make sure that it has proper HVAC.	Day Middle
104	Work In Progress	Construction: Bathroom renovations. Explore adding seat capacity.	Education Center
105	Work In Progress	Construction: Add new windows to blank exterior wall in room 215	Education Center
106	Complete	Construction: Remove carpet and replace with tile: 1st floor corridor, Rooms 304, 307, 110, Retile rooms 220 & 213	Day Middle
107	Work in Progress	The room next to the women's teachers toilet third floor is converting from storage to learning area. We will need the ventilation system to be brought to this room. There is wall radiation but no ventilation.	Day Middle
108	Work In Progress	RM 212 is going to be used as a regular learning space this year. It needs to be checked to make sure that it has proper HVAC.	Day Middle

No	Status	Descriptions	Location
109	Work In Progress	Construction: Bathroom renovations. Explore adding seat capacity.	Education Center
110	Work In Progress	Construction: Add new windows to blank exterior wall in room 215	Education Center
111	Work In Progress	Bathroom # 104 and # 203 Install epoxy floor	Lincoln-Eliot Elementary
112	Work In Progress	Bathroom # 104 Install partitions	Lincoln-Eliot Elementary
113	Complete	Construction: Install New Plugs in the new walls that are replacing folding walls between classrooms on the 230 wing	Lincoln-Eliot Elementary
114	Work In Progress	Bathroom room #104: install 1 large and 1 small toilet	Lincoln-Eliot
115	Work In Progress	Bathroom room #104: install 1 sink	Lincoln-Eliot
116	Work In Progress	Bathroom room #203: install 1 sink	Lincoln-Eliot
117	Work In Progress	Bathroom room #304: install 1 toilet	Lincoln-Eliot
118	Work In Progress	Bathroom room #304: install 1 sink	Lincoln-Eliot
119	Work In Progress	Bathroom room #308: install 1 toilet	Lincoln-Eliot
120	Work In Progress	Bathroom room #308: install 1 sink	Lincoln-Eliot
121	Complete	Install Tile in the Book Room (next to Kitchen)	Mason-Rice
122	Complete	Remove carpet and replace with tiles in the following classrooms: Room 1 (partial floor covering), Rooms 2, 8, and 17 (partial floor covering)	Mason-Rice Elementary
123	Work In Progress	Replace missing water damaged ceiling tiles in hallways and classrooms	Mason-Rice Elementary
124	Work In Progress	Construction: brickwork is falling apart, please cement bricks back in place, the bricks are falling in on stairway	Memorial Spaulding Elementary
125	Work In Progress	Construction: Three sections of the landscape wall blocks need to be repaired/replaced they are falling apart	Memorial Spaulding Elementary
126	Work In Progress	Construction: install window darkening material on all west facing glass, gym, library, and classrooms	Memorial Spaulding Elementary
127	Work In Progress	Construction: half of the music room is sinking, rip up rug and pour new cement to even out floor	Memorial Spaulding Elementary
128	Work In Progress	Install four sinks that are laying on the floor	Memorial Spaulding
129	Work In Progress	Install 4 sinks that are laying on the floor	Memorial Spaulding
130	Work In Progress	Install carpet on concrete floor in the Music Room	Memorial Spaulding
131	Work In Progress	Cutler Lobby 2nd floor tiles coming up needs repair	Newton South High
132	Work In Progress	Room 6112 floor tiles coming up tripping hazard	Newton South High
133	Work In Progress	Room 9104 floor tiles coming up floor needs repair	Newton South High
134	Work In Progress	Repair floor tiles coming up room 6203	Newton South High
135	Work In Progress	Paint the shed across the street	Newton South High
136	Complete	Paint: Auditorium, front corridor by main office, kitchen corridor, wood shop corridor, and music corridor	Newton South High
137	Work In Progress	Goodwin lobby 1st floor floor tiles coming up needs repair	Newton South High
138	Work In Progress	Install new outside doors gym B (frames were delivered April 2010)	Newton South High
140	Work In Progress	Replace rugs with tile: 206/207, 243, 244, 250, 10, 11a& 11b, 208, 215, 142, 143, 151, 236/237, 147, Hall to art room	Oak Hill Middle
141	Work In Progress	Replace rugs with new rugs: auditorium, 2 aisle runners and the main office.	Oak Hill Middle
142	Complete	Prep and paint classrooms: 120, 122, 123, 108, 142, 143, 228, 232, 231, 250, 107, 121, 235, 124, 125, 229, 233, 234A, 235A, 119, office 119A & 120A, 126, 230, 231, 234, 236, 237	Oak Hill Middle
143	Work In Progress	Paint exterior trim - especially in the front of the building	Oak Hill Middle
144	Work In Progress	Boys bathroom: please install 3 sinks	Peirce Elementary
145	Work In Progress	Boys bathroom: please install 4 toilets	Peirce Elementary
146	Work In Progress	Girls bathroom: please install 4 sinks	Peirce Elementary

No	Status	Descriptions	Location
147	Complete	Girls bathroom: please install 8 toilets	Peirce Elementary
148	Work In Progress	Install epoxy floor in bathrooms (Boys and Girls)	Peirce Elementary
149	Work In Progress	Install partitions in bathrooms (Boys and Girls)	Peirce Elementary
150	Work In Progress	install drop ceilings, including new light fixtures, in classroom 214	Peirce Elementary
152	Work In Progress	Repair all window springs so windows open easily	Underwood
153	Work In Progress	Install two ceiling fans in the Multipurpose room	Underwood
154	Complete	Paint the following areas: Office, Bathroom, Copy Room, Principals office, Nurses office, Tutorial 4, Corridor in tutorial wing, Outside wall in Reading Center in tutorial wing	Underwood Elementary
155	Complete	Paint classrooms 4 & 16 when you do Work Order # 39853 - Principal's Request	Underwood Elementary
156	Work In Progress	Construction: Install insulation and sheetrock under the principals office on boiler room ceiling	Underwood Elementary
157	Work In Progress	Bathroom language arts room: install 1 toilet	Ward Elementary
158	Work In Progress	Bathroom language arts room: install 1 sink	Ward Elementary
159	Work In Progress	Bathroom across from room #16 (adult): install 1 toilet	Ward Elementary
160	Work In Progress	Bathroom across from room #16 (adult): install 1 sink	Ward Elementary
161	Work In Progress	Adult bathroom in gym: install 2 toilets!	Ward Elementary
162	Work In Progress	Adult bathroom in gym: install 1 sink	Ward Elementary
163	Work In Progress	Adult bathroom in gym: install 1 urinal	Ward Elementary
164	Work In Progress	Construction: Repair main entrance stairs where stone slabs are settling and causing a tripping hazard. Also re-caulk all seams.	Ward Elementary
165	Work In Progress	Install new epoxy floors in three adult bathrooms, one on top floor and two in gym wing.	Ward Elementary
166	Work In Progress	In the front stairway by main office going up to top floor the ceiling is peeling and the wall at top of stairs is flaking from water leaks and absorption through bricks - Repair these areas after the masonry is sealed	Ward Elementary
167	Work In Progress	Install epoxy floor in 3 bathrooms: 1) Language Arts Room, 2) Across from Room #16 (adult), 3) In gym (adult)	Ward Elementary
168	Work In Progress	Install partitions in adult gym bathroom	Ward Elementary
169	Complete	Paint walls in three adult bathrooms, one on top floor & two in gym wing	Ward Elementary
170	Work In Progress	Re-paint ceiling in areas where paint is chipped	Zervas Elementary
171	Work In Progress	Repair numerous floor tiles dried out and popping up	Zervas Elementary
172	Work In Progress	Replace old T-stat and move it up wall high enough to clear the work station partition	Zervas Elementary
173	Complete	Replace old two-prong plug with three-prong plug on outlet that is used for new portable air conditioner	Zervas Elementary
174	Complete	Install power plug next to new portable air conditioner within reach of cord	Zervas Elementary
175	Complete	Install carpet squares in Library	Zervas Elementary