

Extraordinary Capital Submissions

Section 8

**Five Year Department Submissions
Section Index
FY2015 - FY2019**

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Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	Conversion of High Rock School to Elementary Use					Fiscal Year		2016	
Requestor	Needham Public Schools								
Location	380 Dedham Avenue, Needham					Project Category		B	
Funding	General Fund		CPA Eligible		Yes	No	X	Initial Submission	
Partners	N/A								
Project Description	<p>The Hillside and Mitchell Schools are in need of renovation/reconstruction. In 2013, the Needham Public Schools submitted Statements of Interest to the Massachusetts School Building Authority (MSBA) for the purpose of initiating a construction project at each school. (Separate capital project requests have been submitted for those two projects.)</p> <p>Due to the existing site constraints at the Hillside, an alternate renovation option is to build a permanent school at another site. This scenario involves constructing a new sixth grade center at the DeFazio Park site and converting the existing High Rock School to elementary use. (The High Rock School was designed for long-term use as an elementary school and could be converted to that purpose from its present secondary school assignment.) The cost of building a permanent new school at DeFazio Park is presented in a separate request. DeFazio Park is considered the most likely location for a new permanent school, based on the results of the "DeFazio Park Site Development Study," completed by Dore & Whittier Architects as part of a Hillside and Mitchell School Pre-Feasibility Study, completed in 2012.</p> <p>Project timing is based on the following schedule, which occurs in conjunction with the Hillside project schedule:</p> <p>FY16 – Debt Exclusion Override (April 2016) FY18 – Town Meeting appropriates for schematic design (November 2017); Design & Permitting Completed (Apr. 2018 – June 2018) FY19 – Bid documents developed (July 2018 – June 2019) FY18 – Construction (July 2019 – Dec. 2019) FY20 – New School Opens (April 2020)</p> <p>Project costs are based on a preliminary project budget of \$3.0 million, developed by the Permanent Public Building Committee in 2014. Advancing this estimated cost to 2019 using a 6% escalator in FY15 and FY16, and a 3.8% escalator thereafter, results in a \$3.8 million project cost.</p>								

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Extraordinary Capital Project CIP-XCP																																																																																																																							
Title	Conversion of High Rock School to Elementary Use	Fiscal Year	2016																																																																																																																				
	<p>High Rock Reconstruction - PPBC 2014 Scheduled Completion: February 2020</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;"></th> <th style="width: 10%; text-align: center;">Feasibility</th> <th style="width: 10%; text-align: center;">Construction*</th> <th style="width: 10%; text-align: center;">A/E</th> <th style="width: 10%; text-align: center;">FF&E</th> <th style="width: 10%; text-align: center;">Other Soft</th> <th style="width: 10%; text-align: center;">Contingency</th> <th style="width: 10%; text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>FY 2014 Project Cost (D&W)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1,800,000</td> <td style="text-align: right;">600,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">600,000</td> <td style="text-align: right;">3,000,000</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1,800,000</td> <td style="text-align: right;">600,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">600,000</td> <td style="text-align: right;">3,000,000</td> </tr> <tr> <td></td> <td style="text-align: center;">0%</td> <td style="text-align: center;">60%</td> <td style="text-align: center;">20%</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">0%</td> <td style="text-align: center;">20%</td> <td style="text-align: center;">100%</td> </tr> <tr> <td>FY15 Cost Multiplier @ 6%</td> <td style="text-align: center;">-</td> <td style="text-align: right;">1,908,000</td> <td style="text-align: right;">636,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">636,000</td> <td style="text-align: right;">3,180,000</td> </tr> <tr> <td>FY16 Cost Multiplier @ 6%</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,022,480</td> <td style="text-align: right;">674,160</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">674,160</td> <td style="text-align: right;">3,370,800</td> </tr> <tr> <td>FY17 Cost Multiplier @ 3.8%</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,099,334</td> <td style="text-align: right;">699,778</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">699,778</td> <td style="text-align: right;">3,498,890</td> </tr> <tr> <td>FY18 Cost Multiplier @ 3.8%</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,179,109</td> <td style="text-align: right;">726,370</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">726,370</td> <td style="text-align: right;">3,631,848</td> </tr> <tr> <td><u>FY19 Cost Multiplier @ 3.8%</u></td> <td style="text-align: center;"><u>-</u></td> <td style="text-align: right;"><u>2,261,915</u></td> <td style="text-align: right;"><u>753,972</u></td> <td style="text-align: center;"><u>-</u></td> <td style="text-align: center;"><u>-</u></td> <td style="text-align: right;"><u>753,972</u></td> <td style="text-align: right;"><u>3,769,858</u></td> </tr> <tr> <td>TOTAL COST (ROUNDED)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,261,900</td> <td style="text-align: right;">754,100</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: right;">754,000</td> <td style="text-align: right;">3,770,000</td> </tr> </tbody> </table> <table style="width: 100%; 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Purpose	Timeline	Method to Determine Cost	Project Budget																																																																																																																				
Acquisition	[]	Consultant	X	A, D, & E	\$754,100																																																																																																																		
New Construction Addition	[]	Feasibility	[]	Industry References	[]	Site Development	[]	Included in Above																																																																																																															
Reconstruction or Repair	X	Design/Permitting	FY18	In-House	[]	General Contractor	\$3,015,900																																																																																																																
Court, Federal or State Order	[]	Construction Phase	FY19-FY20	Other	[]	Project Management	[]	Included in Above																																																																																																															
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Capital Improvement Plan
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Extraordinary Capital Project CIP-XCP									
Title	Conversion of High Rock School to Elementary Use					Fiscal Year	2016		
Project Funding Schedule									
Cost Type	Year 1		Year 2		Year 3		Year 4		Total
Pre Design									
Acquisition									
Engineering & Design						\$754,100			\$754,100
Construction						\$3,015,900			\$3,015,900
Soft Cost									
Close Out									
Total						\$3,770,000			\$3,770,000
Project Manager Title->									
Operational Budget Considerations								YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?								<input checked="" type="checkbox"/>	
Will other Town department's resources be needed to successfully complete the project at the requested amount?								<input checked="" type="checkbox"/>	
Will the requested project require an increase in the next fiscal year operating budget for ANY department?								<input checked="" type="checkbox"/>	
Will additional staff be required if the request is approved?									<input checked="" type="checkbox"/>
As Permanent Employees?									
As Independent Contractors?									
Does the request include or require new or additional technology?								<input checked="" type="checkbox"/>	
Does the request support activities that produce revenue for the Town?									<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?								<input checked="" type="checkbox"/>	
<i>All "YES" responses must be explained under the Other Considerations section</i>									
Operating Budget Impact->									
Other Considerations									
<p>See separate capital project request for construction of a new, permanent school at DeFazio Park. PPBC will manage all phases of this project. New technology will be included in the FF&E budget. Aging, overcrowded school could negatively impact property tax receipts. Potential increase in facility maintenance/operations when older, non-functioning school systems are replaced with up-to-date systems.</p>									
Operating and Maintenance Expenditure Detail Estimates									
Description	First Year of Operation			Second Year of Operation			Third Year of Operation		
	FTE #			FTE #			FTE #		
Personnel (new)									
Salaries and Wages									
Indirect Personnel Cost		%			%			%	
Other Personnel Costs									
Sub Total of Personnel Costs									
Services									
Supplies and Materials									
Equipment									
Sub Total of Non-Personnel Costs									

Town of Needham
 Capital Improvement Plan
 January 2015

Extraordinary Capital Project CIP-XCP				
Title	Conversion of High Rock School to Elementary Use	Fiscal Year	2016	
GRAND TOTAL				
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project				
	Revenue Source(s)	First Year of Operation	Second Year of Operation	Third Year of Operation
2				
2				
3				
4				
5				
TOTAL				
Explanations				
[]				
FY2016-FY2020 Version				

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	DeFazio Park Temporary Modular School						Fiscal Year	2016	
Requestor	Needham Public Schools								
Location	380 Dedham Avenue, Needham					Project Category	B		
Funding	General Fund	CPA Eligible	Yes	No	X	Initial Submission	2015		
Partners	N/A								
Project Description	<p>The Hillside and Mitchell Schools are in need of renovation/reconstruction. In 2013, the Needham Public Schools submitted Statements of Interest to the Massachusetts School Building Authority (MSBA) for the purpose of initiating a construction project at each school. (Separate capital project requests have been submitted for those two projects.)</p> <p>Due to existing site constraints, renovating/reconstructing these schools at their present sites will require moving students to swing space, while the buildings are under construction. DeFazio Park is considered one of the possible locations that could house a temporary modular elementary school for 500 students, based on the results of the "DeFazio Park Site Development Study," completed by Dore & Whittier Architects in 2012 as part of a Hillside and Mitchell School Pre-Feasibility Study.</p> <p>This request is for the construction of a temporary modular school for 500 students at DeFazio Park, based on "Option 1 – Two Story Modular Purchase." The school would include classrooms, special education spaces, art and music rooms, a library, a cafeteria and activity room and an administration area. The two-story structure also would include a central stair and elevator. Estimated costs include the installation of an underground stormwater management system, the installation of a 5,000 s.f. gravel wetland, the relocation of the existing playground, pavement for the parking area and the construction of the school facility. The estimated costs assume that the modular units would be purchased, given the anticipated duration of the two construction projects and potential need for swing space for future Town projects, including future Pollard displacement. (The Hillside project would displace children for two years, FY19 and FY20, before the new school would be opened in September 2020. The Mitchell project would displace children in FY22 and FY23, with the new school opening in September 2023.)</p> <p>Project timing is based on the following schedule, which occurs in conjunction with the Hillside project schedule:</p> <p>FY16 – Town Meeting appropriates for schematic design (May 2015); Design & Permitting Completed (July 2015 – Mar. 2016) FY16 – Debt Exclusion Override (April 2016) FY17 – Design & Construction budget appropriated (May 2016); Modular Contract Award/Order Placed (July 2016); Modular Prefabrication (July 2016-June 2017); Site Construction (April 2017 – June 2017) FY18 – Modular Classroom Installation (July 2017 – June 2018); FY19 – Modular Classrooms Open September 2018</p> <p>Project costs are based on a preliminary project budget of \$17.2 million for a 56,296 s.f. two-story temporary modular school suitable for 500 students, developed by Dore & Whittier Architects in 2012 and updated in 2014. Advancing this estimated cost to 2017 using a 6% escalator in FY15 and FY16, and a 3.8% escalator thereafter, results in a \$20.1 million project cost, or \$357/sf.</p>								

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP										
Title	DeFazio Park Temporary Modular School					Fiscal Year	2016			
DeFazio Temporary Modular Classrooms - Dore & Whittier DeFazio PreFeasibility Study (2012) Two Story Modular Classroom Purchase, 500 Students Scheduled opening: September 2018 56,296 SF										
	Feasibility	Construction*	A/E	FF&E	Other Soft	Contingency	Total	Cost/SF		
FY 2014 Project Cost (D&W)	-	12,766,599	957,495	-	957,495	2,553,320	17,234,908	\$306		
TOTAL	-	12,766,599	957,495	-	957,495	2,553,320	17,234,908	\$306		
	1%	69%	8%	3%	8%	10%	100%			
FY15 Cost Multiplier @ 6%	-	13,532,594	1,014,944	-	1,014,944	2,706,519	18,269,002	\$325		
FY16 Cost Multiplier @ 6%	-	14,344,550	1,075,841	-	1,075,841	2,868,910	19,365,143	\$344		
<u>FY17 Cost Multiplier @ 3.8%</u>	-	<u>14,889,643</u>	<u>1,116,723</u>	-	<u>1,116,723</u>	<u>2,977,929</u>	<u>20,101,018</u>	<u>\$357</u>		
TOTAL COST (ROUNDED)	-	14,889,600	1,116,700	-	1,116,700	2,977,900	20,101,000	\$357		
Project Funding Schedule		FY14	FY17*	FY16	Total					
Pre-Design Costs (Nov 2013)		-	-	-	-					
Engineering & Design		1,000,000	116,700	-	1,116,700					
Construction		-	18,984,300	-	18,984,300					
Close Out Costs		-	-	-	-					
Total		1,000,000	19,101,000	-	20,101,000					
* April 2016 Override										
Anticipated Result										
Alternatives										
Purpose		Timeline		Method to Determine Cost		Project Budget				
Acquisition				Consultant	<input checked="" type="checkbox"/>	A, D, & E	\$1,116,700			
New Construction Addition	<input type="checkbox"/>	Feasibility	<input type="checkbox"/>	Industry References	<input type="checkbox"/>	Site Development	Included in Above			
Reconstruction or Repair	<input checked="" type="checkbox"/>	Design/Permitting	FY16	In-House	<input type="checkbox"/>	General Contractor	\$18,984,300			
Court, Federal or State Order	<input type="checkbox"/>	Construction Phase	FY17-FY18	Other	<input type="checkbox"/>	Project Management	Included in Above			
Health or Safety		Close Out Process	FY18			F, F, & E	Included in Above			
New Technology		Total Project Duration	3 Years			Technology	Included in Above			
Performance Measure						Other				
Estimated Useful Life→						Total Budget	\$20,101,000			
Project Funding Schedule										
Cost Type	Year 1	Year 2	Year 3	Year 4	Total					
Pre Design										
Acquisition										
Engineering & Design	\$1,000,000	\$116,700			\$1,116,700					
Construction		\$18,984,300			\$18,984,300					
Soft Cost										

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	DeFazio Park Temporary Modular School					Fiscal Year	2016		
Close Out									
Total		\$1,000,000		\$19,101,000				\$20,101,000	
Project Manager Title->									
Operational Budget Considerations								YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?								<input checked="" type="checkbox"/>	
Will other Town department's resources be needed to successfully complete the project at the requested amount?								<input checked="" type="checkbox"/>	
Will the requested project require an increase in the next fiscal year operating budget for ANY department?								<input checked="" type="checkbox"/>	
Will additional staff be required if the request is approved?									<input checked="" type="checkbox"/>
As Permanent Employees?									
As Independent Contractors?									
Does the request include or require new or additional technology?								<input checked="" type="checkbox"/>	
Does the request support activities that produce revenue for the Town?									<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?								<input checked="" type="checkbox"/>	
<i>All "YES" responses must be explained under the Other Considerations section</i>									
Operating Budget Impact->									
Other Considerations									
<p>See separate capital project request for construction of a renovated Hillside School (optional.) PPBC will manage all phases of this project. New technology will be included in the FF&E budget. Aging, overcrowded school could negatively impact property tax receipts. Potential increase in facility maintenance/operations when older, non-functioning school systems are replaced with up-to-date systems.</p>									
Operating and Maintenance Expenditure Detail Estimates									
Description	First Year of Operation			Second Year of Operation			Third Year of Operation		
Personnel (new)	FTE #			FTE #			FTE #		
Salaries and Wages									
Indirect Personnel Cost		%			%			%	
Other Personnel Costs									
Sub Total of Personnel Costs									
Services									
Supplies and Materials									
Equipment									
Sub Total of Non-Personnel Costs									
GRAND TOTAL									
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project									
Revenue Source(s)	First Year of Operation			Second Year of Operation			Third Year of Operation		
1									
2									
TOTAL									
Explanations									

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Extraordinary Capital Project CIP-XCP									
Title	DeFazio Park Permanent School						Fiscal Year	2016	
Requestor	Needham Public Schools								
Location	380 Dedham Avenue, Needham						Project Category	B	
Funding	General Fund	CPA Eligible	Yes		No	X	Initial Submission	2015	
Partners	N/A								
Project Description	<p>The Hillside and Mitchell Schools are in need of renovation/reconstruction. In 2013, the Needham Public Schools submitted Statements of Interest to the Massachusetts School Building Authority (MSBA) for the purpose of initiating a construction project at each school. (Separate capital project requests have been submitted for those two projects.)</p> <p>Due to the existing site constraints at the Hillside School, an alternate renovation option is to build a permanent school at another site. This project constructs a new sixth grade center at the DeFazio Park site and converts the existing High Rock School to elementary use. (The High Rock School was designed for long-term use as an elementary school and can be converted to that purpose from its present secondary school assignment.) The cost of converting the High Rock School is presented as a separate request. DeFazio Park is considered the most likely location for a new permanent school, based on the results of the "DeFazio Park Site Development Study," completed by Dore & Whittier Architects as part of a Hillside and Mitchell School Pre-Feasibility Study, completed in 2012.</p> <p>This request is for the construction of a new permanent school school DeFazio Park, based on "Option 3 – New 6th Grade School DeFazio Field." The scope of the project also would include an increase in the width of the Defazio entrance drive, relocation of the playground, an increase in the number of parking spaces to 250 and the installation of a gravel wetland for drainage purposes. There are no swing space requirements associated with this option.</p> <p>Project timing is based on the following schedule, which occurs in conjunction with the Hillside project schedule:</p> <p>FY16 – Town Meeting appropriates for schematic design (May 2015); Design & Permitting Completed (Jan. 2015 – Mar. 2016) FY16 – Debt Exclusion Override (April 2016) FY17 – Design & Construction budget appropriated (May 2016); Bid documents developed (April 2016 – March 2017); FY18 – Construction (April 2017 – June 2019) FY20 – New School Opens September 2019</p> <p>Project costs are based on a preliminary project budget of \$48.7 million for an 83,200 s.f. three-story school suitable for 438 students, developed by Dore & Whittier Architects in 2012 and updated in 2014. Advancing this estimated cost to 2018 using a 6% escalator in FY15 and FY16, and a 3.8% escalator thereafter, results in a \$58.8 million project cost, or \$698/sf.</p>								

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Purpose	Timeline			Method to Determine Cost		Project Budget																																																																																				
Acquisition				Consultant	<input checked="" type="checkbox"/>	A, D, & E		\$5,386,900																																																																																		
New Construction Addition	<input type="checkbox"/>	Feasibility	<input type="checkbox"/>	Industry References	<input type="checkbox"/>	Site Development		Included in Above																																																																																		
Reconstruction or Repair	<input checked="" type="checkbox"/>	Design/Permitting	FY16	In-House	<input type="checkbox"/>	General Contractor		\$53,376,300																																																																																		
Court, Federal or State Order	<input type="checkbox"/>	Construction Phase	FY17-FY19	Other	<input type="checkbox"/>	Project Management		Included in Above																																																																																		
Health or Safety		Close Out Process	FY19			F, F, & E		Included in Above																																																																																		
New Technology		Total Project Duration	5 Years			Technology		Included in Above																																																																																		
Performance Measure						Other																																																																																				
Estimated Useful Life→						Total Budget		\$58,763,200																																																																																		

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Extraordinary Capital Project CIP-XCP									
Title	DeFazio Park Permanent School					Fiscal Year	2016		
Project Funding Schedule									
Cost Type	Year 1		Year 2		Year 3		Year 4		Total
Pre Design									\$650,000
Acquisition									
Engineering & Design					\$4,736,900				\$4,736,900
Construction					\$53,376,300				\$53,376,300
Soft Cost									
Close Out									
Total					\$58,113,200				\$58,763,200
Project Manager Title->									
Operational Budget Considerations								YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?								<input checked="" type="checkbox"/>	
Will other Town department's resources be needed to successfully complete the project at the requested amount?								<input checked="" type="checkbox"/>	
Will the requested project require an increase in the next fiscal year operating budget for ANY department?								<input checked="" type="checkbox"/>	
Will additional staff be required if the request is approved?									<input checked="" type="checkbox"/>
As Permanent Employees?									
As Independent Contractors?									
Does the request include or require new or additional technology?								<input checked="" type="checkbox"/>	
Does the request support activities that produce revenue for the Town?									<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?								<input checked="" type="checkbox"/>	
<i>All "YES" responses must be explained under the Other Considerations section</i>									
Operating Budget Impact->									
Other Considerations									
<p>See separate capital project request for conversion of the High Rock School. PPBC will manage all phases of this project. New technology will be included in the FF&E budget. Aging, overcrowded school could negatively impact property tax receipts.</p> <p>Potential increase in facility maintenance/operations when older, non-functioning school systems are replaced with up-to-date systems.</p>									
Operating and Maintenance Expenditure Detail Estimates									
Description	First Year of Operation			Second Year of Operation			Third Year of Operation		
Personnel (new)	FTE #			FTE #			FTE #		
Salaries and Wages									
Indirect Personnel Cost		%			%			%	
Other Personnel Costs									
Sub Total of Personnel Costs									
Services									
Supplies and Materials									

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Title	DeFazio Park Permanent School	Fiscal Year	2016	
Equipment				
Sub Total of Non-Personnel Costs				
GRAND TOTAL				
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project				
Revenue Source(s)	First Year of Operation	Second Year of Operation	Third Year of Operation	
1 Possible MSBA @ 32.47%	\$19,080,410			
2				
3				
4				
5				
TOTAL				
Explanations				
FY2016-FY2020 Version				

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Extraordinary Capital Project CIP-XCP									
Title	Hillside Elementary School Renovation/ Replacement						Fiscal Year	2016	
Requestor	Needham Public Schools								
Location	28 Glen Gary Road, Needham					Project Category	B		
Funding	General Fund	CPA Eligible	Yes	No	X	Initial Submission	2006		
Partners	Massachusetts School Building Authority (MSBA)								
Project Description	<p>Constructed in 1960, the Hillside Elementary School has undergone both addition and renovation (with modulars) over the past 40 years, but is in need of additional total replacement to address building deficiencies and modernize the learning environment. This request would bring the Hillside facility to a level of modernization comparable to that of the Eliot School.</p> <p>This request preliminarily assumes the construction of a new facility on the Hillside site. Given the environmental and access issues associated with the Hillside site, however, it is possible that the Hillside School could be relocated or an alternative project scope considered. Final decisions will be made following a feasibility study, conducted jointly with the MSBA.</p> <p>FY13 – Statement of Interest submitted to MSBA (March 2013) FY14 – MSBA Project Review (Sept. 2013 – June, 2013); Special Town Meeting Appropriates Feasibility Design Funds (November, 2013); MSBA Invitation to Enter Eligibility Period (Dec. 2013); MSBA 270-Day Eligibility Period (Dec. 2013 – Sept. 2014) FY15 – Invitation to Enter Feasibility Stage (July, 2014); OPM & Designer Selection (July – Dec., 2014) FY15/FY16 – Feasibility Study Completed (Jan. 2015 – June 2015); Schematic Design (July 2015 - Mar. 2016) FY16 - Debt Exclusion Override (April 2016); Project Funding Agreement (April 2016 – June 2016) FY17 – Hillside Design & Construction Budget Appropriated (May 2016); Bid Documents Developed (July 2016 – Dec. 2017) FY18-FY19 – Project Bidding (Jan 2018-Apr. 2018); Contract Award (Apr. 2018); Construction (July 2018-June 2020) FY21 – Hillside Opens September 2020</p> <p>Project costs are based on a preliminary budget of \$43.7 million for an 80,650 s.f. new construction building with a capacity of 487 students, developed by Dore & Whittier Architects for a pre-feasibility study conducted in 2012 and updated in 2014, plus \$650,000 for feasibility design. The preliminary budget reflects Pre-Feasibility Study Option 1A.2a. Additionally, \$801,000 is added for environmental remediation at the site, based on estimates provided by Dore & Whittier’s “Pre-Feasibility Study Environmental Evaluation” (October, 2012.) Advancing this estimated cost to FY19 (using a 6% escalator in FY15 and FY16 and an 3.8%/year escalator thereafter), results in a \$56.6 million project cost, or \$701/sf. The approved MSBA reimbursement rate for this project is 32.47%, or an estimated \$18.4 million. A cost summary is presented below.</p> <p>A separate project to create swing space by constructing modular classroom facilities at DeFazio Park is submitted as a stand-alone project. (This facility also could be used as swing space for the Mitchell Renovation Project, as well.) An alternate project to construct a new permanent school at DeFazio and convert the High Rock School back to elementary use is presented separately.</p>								

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@ 6%	650,000	35,024,185	4,265,320	1,313,264	4,265,320	5,118,627	50,636,717	\$628	FY17 Cost Multiplier @ 3.8%	650,000	36,355,104	4,427,403	1,363,168	4,427,403	5,313,135	52,536,212	\$651	FY18 Cost Multiplier @ 3.8%	650,000	37,736,598	4,595,644	1,414,968	4,595,644	5,515,034	54,507,888	\$676	FY19 Cost Multiplier @ 3.8%	650,000	39,170,589	4,770,278	1,468,737	4,770,278	5,724,605	56,554,488	\$701	TOTAL COST (ROUNDED)	650,000	39,170,600	4,770,400	1,468,700	4,770,300	5,724,600	56,554,600	\$701
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Purpose	Timeline			Method to Determine Cost	Project Budget																																																																																																						
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New Construction Addition	<input type="checkbox"/>	Feasibility	FY15	Industry References	<input type="checkbox"/>	Site Development	Included in Above																																																																																																				
Reconstruction or Repair	<input checked="" type="checkbox"/>	Design/Permitting	FY15 -FY16	In-House	<input type="checkbox"/>	General Contractor	\$49,665,500																																																																																																				
Court, Federal or State Order	<input type="checkbox"/>	Construction Phase	FY17-FY20	Other	<input type="checkbox"/>	Project Management	Included in Above																																																																																																				
Health or Safety		Close Out Process	FY20			F, F, & E	\$1,468,700																																																																																																				
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Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP												
Title		Hillside Elementary School Renovation/ Replacement						Fiscal Year		2016		
Performance Measure								Other				
Estimated Useful Life→								Total Budget				\$56,554,600
Project Funding Schedule												
Cost Type	Year 1		Year 2		Year 3		Year 4		Total			
Pre Design	\$650,000								\$650,000			
Acquisition							\$4,770,400		\$4,770,400			
Engineering & Design							\$51,134,200		\$51,134,200			
Construction												
Soft Cost												
Close Out												
Total	\$650,000						\$55,904,600		\$56,554,600			
Operational Budget Considerations												
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?										YES	NO	
Will other Town department's resources be needed to successfully complete the project at the requested amount?										X		
Will the requested project require an increase in the next fiscal year operating budget for ANY department?										X		
Will additional staff be required if the request is approved?											X	
As Permanent Employees?												
As Independent Contractors?												
Does the request include or require new or additional technology?										X		
Does the request support activities that produce revenue for the Town?											X	
If the request is not approved will existing Town revenues be negatively impacted?										X		
<i>All "YES" responses must be explained under the Other Considerations section</i>												
Operating Budget Impact→												
Other Considerations												
<p>See separate capital project request for construction of modular classroom facilities (optional.) PPBC will manage all phases of this project. New technology will be included in the FF&E budget. Aging, overcrowded school could negatively impact property tax receipts. Potential increase in facility maintenance/operations when older, non-functioning school systems are replaced with up-to-date systems.</p>												
Operating and Maintenance Expenditure Detail Estimates												
Description		First Year of Operation				Second Year of Operation				Third Year of Operation		
Personnel (new)		FTE #				FTE #				FTE #		
Salaries and Wages												
Indirect Personnel Cost		%				%				%		
Other Personnel Costs												
Sub Total of Personnel Costs												

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP				
Title	Hillside Elementary School Renovation/ Replacement	Fiscal Year	2016	
Services				
Supplies and Materials				
Equipment				
Sub Total of Non-Personnel Costs				
GRAND TOTAL				
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project				
Revenue Source(s)	First Year of Operation	Second Year of Operation	Third Year of Operation	
1 MSBA @ 32.47% - Construction	\$18,363,280			
2				
3				
4				
5				
TOTAL				
Explanations				
FY2016-FY2020 Version				

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	NHS Classroom & Cafeteria Expansion						Fiscal Year	2016	
Requestor	Needham Public Schools								
Location	700 Webster Street, Needham						Project Category	B	
Funding	General Fund	CPA Eligible	Yes		No	X	Initial Submission	2014	
Partners									
Project Description	<p>This project requests funding to add classroom and cafeteria space at Needham High School to support the anticipated student population of over 1,700 students by September 2015. Enrollment is expected to remain at or over 1,700 students through FY23. The existing capacity of the school is 1450.</p> <p>The classroom expansion component includes reconfiguration of four existing classrooms and the installation of six new modular classrooms at Needham High School. The classroom reconfiguration includes \$100,000 to convert a language lab and a writing lab to classroom space (requiring the purchase of a mobile technology solution for both spaces) and \$200,000 to subdivide two large multipurpose rooms (#707 and 728) with wall partitions to create four classroom spaces. The modular classroom component includes the installation of six 933 s.f. prefabricated classrooms, representing a total of 5,600 s.f. of classroom space. The six classrooms would be installed within the inner courtyard space, stacked in three levels of two classrooms each, corresponding to three existing floors of the NHS building. The modular units would be lifted into place via crane, and connected to the building through a narrow connector (of approximately 6ft. by 50 ft.) The cost of constructing the prefabricated classrooms and connector is estimated at \$300/sf.</p> <p>The cafeteria project proposes to expand the existing cafeteria and servery area. The scope includes: adding 2,462 s.f. to the existing cafeteria space and creating an expanded seating area (that pushes out the building envelope into the current patio area); reconfiguring the seating by replacing round tables with bench-style seats; reconfiguring table placement and installing counters with moveable chairs around the periphery of the dining room; adding a sixth cash register and pushing the cash register lines out of the servery area and into the dining room; reconfiguring the serving line to allow for better student flow; upgrading furnishings and fixtures in the dining room area; and installing a second walk-in freezer in the kitchen/storeroom area.</p> <p>The proposed project schedule is for classroom subdivision to occur during the summer of 2015, funded by an October 2014 Special Town Meeting request. Design and construction of the prefabricated classrooms and cafeteria renovations would begin in FY16, with a September 2016 project completion date.</p> <p>Preliminary project costs were provided by Drummey Rosane Anderson Architects (2013), have been updated by the Permanent Public Building Department (2014), and have been escalated according to the chart on the next page. The Massachusetts Department of Elementary and Secondary Education has approved the use of \$220,000 toward overall project design and upgrades to the existing cafeteria space and FF&E.</p>								

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP																																																				
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FY16 Cost Multiplier @ 6%	<u>2,170,795</u>	<u>387,642</u>	<u>1,321,601</u>	<u>555,782</u>	<u>221,462</u>	<u>4,657,282</u>																																														
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	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 15%; text-align: center;">FY15</th> <th style="width: 15%; text-align: center;">FY16</th> <th style="width: 15%; text-align: center;">FY17</th> <th style="width: 15%; text-align: center;">Total</th> </tr> </thead> <tbody> <tr> <td>Engineering & Design</td> <td></td> <td style="text-align: right;">326,100</td> <td></td> <td style="text-align: right;">326,100</td> </tr> <tr> <td>Project Mgmt & Other Soft</td> <td></td> <td style="text-align: right;">691,500</td> <td></td> <td style="text-align: right;">691,500</td> </tr> <tr> <td>Construction</td> <td style="text-align: right;">200,000</td> <td style="text-align: right;">3,173,800</td> <td></td> <td style="text-align: right;">3,373,800</td> </tr> <tr> <td>FF&E</td> <td></td> <td style="text-align: right;">265,800</td> <td></td> <td style="text-align: right;">265,800</td> </tr> <tr> <td>Close Out Costs</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Total</td> <td style="text-align: right;"><u>200,000</u></td> <td style="text-align: right;"><u>4,457,200</u></td> <td style="text-align: right;"><u>-</u></td> <td style="text-align: right;"><u>4,657,200</u></td> </tr> </tbody> </table>		FY15	FY16	FY17	Total	Engineering & Design		326,100		326,100	Project Mgmt & Other Soft		691,500		691,500	Construction	200,000	3,173,800		3,373,800	FF&E		265,800		265,800	Close Out Costs	-	-	-	-	Total	<u>200,000</u>	<u>4,457,200</u>	<u>-</u>	<u>4,657,200</u>																
	FY15	FY16	FY17	Total																																																
Engineering & Design		326,100		326,100																																																
Project Mgmt & Other Soft		691,500		691,500																																																
Construction	200,000	3,173,800		3,373,800																																																
FF&E		265,800		265,800																																																
Close Out Costs	-	-	-	-																																																
Total	<u>200,000</u>	<u>4,457,200</u>	<u>-</u>	<u>4,657,200</u>																																																
Anticipated Result	Expanded classroom and cafeteria/server capacity at NHS.																																																			
Alternatives	N/A, due to occupancy limits and anticipated enrollment																																																			

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP							
Title	NHS Classroom & Cafeteria Expansion				Fiscal Year	2016	
Purpose	Timeline		Method to Determine Cost		Project Budget		
Acquisition	<input type="checkbox"/>		Consultant	<input checked="" type="checkbox"/>	A, D, & E	\$326,100	
New Construction Addition	<input type="checkbox"/>	Feasibility	Industry References	<input type="checkbox"/>	Site Development	Included in Above	
Reconstruction or Repair	<input checked="" type="checkbox"/>	Design/Permitting	FY16	In-House	General Contractor	\$3,373,800	
Court, Federal or State Order	<input type="checkbox"/>	Construction Phase	FY16-FY17	Other	Project Management	\$691,500	
Health or Safety	<input type="checkbox"/>	Close Out Process			F, F, & E	\$265,800	
New Technology	<input type="checkbox"/>	Total Project Duration	2 Years		Technology	Included in Above	
Performance Measure	<input type="checkbox"/>				Other		
Estimated Useful Life->					Total Budget	\$4,657,200	
Project Funding Schedule							
Cost Type	Year 1	Year 2	Year 3	Year 4	Total		
Pre Design							
Acquisition							
Engineering & Design		\$326,100				\$326,100	
Construction	\$200,000	\$3,439,600				\$3,639,600	
Soft Cost		\$691,500				\$691,500	
Close Out							
Total	\$200,000	\$4,457,200				\$4,657,200	
Project Manager Title->							
Operational Budget Considerations						YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?						<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will other Town department's resources be needed to successfully complete the project at the requested amount?						<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the requested project require an increase in the next fiscal year operating budget for ANY department?						<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will additional staff be required if the request is approved?						<input type="checkbox"/>	<input checked="" type="checkbox"/>
As Permanent Employees?						<input type="checkbox"/>	<input type="checkbox"/>
As Independent Contractors?						<input type="checkbox"/>	<input type="checkbox"/>
Does the request include or require new or additional technology?						<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the request support activities that produce revenue for the Town?						<input type="checkbox"/>	<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?						<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>All "YES" responses must be explained under the Other Considerations section</i>							
Operating Budget Impact->							
Other Considerations							
<p>PPBC will manage all phases of this project. Aging, overcrowded school could negatively impact property tax receipts. Some classroom conversion will be funded from the Public Facilities Department's regular maintenance budget.</p>							

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	NHS Classroom & Cafeteria Expansion					Fiscal Year	2016		
Operating and Maintenance Expenditure Detail Estimates									
Description	First Year of Operation			Second Year of Operation			Third Year of Operation		
Personnel (new)	FTE #			FTE #			FTE #		
Salaries and Wages									
Indirect Personnel Cost		%			%			%	
Other Personnel Costs									
Sub Total of Personnel Costs									
Services									
Supplies and Materials									
Equipment									
Sub Total of Non-Personnel Costs									
GRAND TOTAL									
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project									
Revenue Source(s)	First Year of Operation			Second Year of Operation			Third Year of Operation		
1 NPS Food Service Funds			\$220,000						
2									
3									
4									
5									
TOTAL									
Explanations									
FY2016-FY2020 Version									

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	Relocate School Administration to PSAB					Fiscal Year	2018		
Requestor	Needham Public Schools								
Location	1330 Highland Avenue, Needham					Project Category	B		
Funding	General Fund	CPA Eligible	Yes	X	No	Initial Submission	2016		
Partners									
Project Description	<p>The 2005 Facilities Master Plan indicated that the Emery Grover School Administration Building is in need of additional office and storage space as well as extensive repair and modernization. The needed scope of renovation includes reorganizing office and meeting spaces, making the building fully ADA accessible, removing remaining asbestos and lead paint, and replacing deteriorating systems, including: windows, HVAC, electrical and plumbing. These renovations would allow for a more efficient use of space, as well as full utilization of all four floors and full handicapped accessibility.</p> <p>The Townwide Master Planning Group has identified the relocation of the school administration to the current Public Safety Administration Building (PSAB) on Dedham Avenue as a possible alternative to renovating the existing school administration building. (A proposed project to renovate the Emery Grover School Administration Building is presented separately.)</p> <p>The relocation project would include light renovations to PSAB (\$1,469,948), refurbishment of the Pump Station as a meeting room with connector to the main building (\$1,323,000), demolition of the Department of Public Works (DPW) building currently located on the site (\$1,373,625) and the construction of additional parking (\$1,035,450.) Project costs are expressed in 2014 \$, advanced at a rate of 6% for FY15 and FY16, and at 3.8%/year, thereafter.</p> <p>A cost summary is presented below.)</p>								

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP								
Title	Relocate School Administration to PSAB	Fiscal Year	2018					
	Relocation School Administration to PSAB, Based on HKT Master Plan Scenario at DPW							
	25,277 SF Building	Feasibility	Construction	A/E (Soft)	Site Costs	FF&E	Total	Cost/SF
	FY 2014 Project Cost (HKT)	-	3,853,350	691,743	443,089	213,841	5,202,023	
	TOTAL	-	3,853,350	691,743	443,089	213,841	5,202,023	\$206
		0%	74%	13%	9%	4%	100%	
				51%	33%	16%		
	FY15 Cost Multiplier @ 6%	-	4,084,551	733,247	469,674	226,671	5,514,144	\$218
	FY16 Cost Multiplier @ 6%	-	4,329,624	777,242	497,855	240,272	5,844,993	\$231
	FY17 Cost Multiplier @ 3.8%	-	4,494,150	806,778	516,773	249,402	6,067,103	\$240
	FY18 Cost Multiplier @ 3.8%	-	4,664,927	837,435	536,411	258,879	6,297,653	\$249
	FY19 Cost Multiplier @ 3.8%	-	4,842,195	869,258	556,794	268,717	6,536,963	\$259
	TOTAL COST (ROUNDED)	-	4,842,200	869,400	556,800	268,700	6,537,100	\$259
	Project Funding Schedule			FY18	FY19	Total		
	Engineering & Design			869,400		869,400		
	Construction				5,667,700	5,667,700		
	Close Out Costs			-	-	-		
	Total			869,400	5,667,700	6,537,100		
Anticipated Result	Renovated school administration building.							
Alternatives	The purchase/renovation of commercial property, or new construction on an alternate Town-owned parcel.							
Purpose	Timeline			Method to Determine Cost		Project Budget		
Acquisition				Consultant	<input checked="" type="checkbox"/>	A, D, & E		\$869,400
New Construction Addition	<input type="checkbox"/>	Feasibility		Industry References	<input type="checkbox"/>	Site Development		\$556,800
Reconstruction or Repair	<input checked="" type="checkbox"/>	Design/Permitting	FY18	In-House	<input type="checkbox"/>	General Contractor		\$4,842,200
Court, Federal or State Order	<input type="checkbox"/>	Construction Phase	FY19-20	Other	<input type="checkbox"/>	Project Management		Included in Above
Health or Safety		Close Out Process				F, F, & E		\$268,700
New Technology		Total Project Duration	3 Years			Technology		Included in Above
Performance Measure						Other		
Estimated Useful Life→						Total Budget		\$6,537,100
Project Funding Schedule								
Cost Type	Year 1	Year 2	Year 3	Year 4	Total			
Pre Design								

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	Relocate School Administration to PSAB				Fiscal Year			2018	
Acquisition									
Engineering & Design				\$869,400					\$869,400
Construction							\$5,667,700		\$5,667,700
Soft Cost									
Close Out									
Total				\$869,400			\$5,667,700		\$6,537,100
Project Manager Title->									
Operational Budget Considerations								YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will other Town department's resources be needed to successfully complete the project at the requested amount?								<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the requested project require an increase in the next fiscal year operating budget for ANY department?								<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will additional staff be required if the request is approved?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
As Permanent Employees?								<input type="checkbox"/>	<input type="checkbox"/>
As Independent Contractors?								<input type="checkbox"/>	<input type="checkbox"/>
Does the request include or require new or additional technology?								<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the request support activities that produce revenue for the Town?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>All "YES" responses must be explained under the Other Considerations section</i>									
Operating Budget Impact->									
Other Considerations									
<p>PPBC will manage all phases of this project. New technology may be included in the FF&E budget. Potential increase in facility maintenance/operations when older, non-functioning building systems are replaced with up-to-date systems.</p>									
Operating and Maintenance Expenditure Detail Estimates									
Description	First Year of Operation			Second Year of Operation			Third Year of Operation		
Personnel (new)	FTE #			FTE #			FTE #		
Salaries and Wages									
Indirect Personnel Cost			%			%			%
Other Personnel Costs									
Sub Total of Personnel Costs									
Services									
Supplies and Materials									
Equipment									
Sub Total of Non-Personnel Costs									
GRAND TOTAL									
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project									
Revenue Source(s)	First Year of Operation			Second Year of Operation			Third Year of Operation		
1									

Town of Needham
 Capital Improvement Plan
 January 2015

Extraordinary Capital Project CIP-XCP				
Title	Relocate School Administration to PSAB			Fiscal Year
2				2018
3				
4				
5				
TOTAL				
Explanations				
Although the sale of the existing school administration building is a potential revenue source for this project, no decisions have been made on the disposition of this facility.				
FY2016-FY2020 Version				

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	Emery Grover School Administration Building Renovation					Fiscal Year		2018	
Requestor	Needham Public Schools								
Location	1330 Highland Avenue, Needham					Project Category		B	
Funding	General Fund	CPA Eligible	Yes	X	No	Initial Submission		2014	
Partners									
Project Description	<p>The 2005 Facilities Master Plan indicated that the Emery Grover School Administration Building is in need of additional office and storage space as well as extensive repair and modernization. The needed scope of renovation includes reorganizing office and meeting spaces, making the building fully ADA accessible, removing remaining asbestos and lead paint, and replacing deteriorating systems, including: windows, HVAC, electrical and plumbing. These renovations would allow for a more efficient use of space, as well as full utilization of all four floors and full handicapped accessibility.</p> <p>A feasibility study was completed in August 2013 by designLAB architects, which identified several options for the building, including: renovation of the existing building, the purchase/renovation of commercial property, and new construction on an alternate Town-owned parcel. This request is for the renovation of the existing Emery Grover building at its present location. Based on a preliminary budget developed by designLAB, the \$9.7 million total cost of the project (2013\$), could be reduced by Community Preservation Act funding of between 50-60% of construction and related soft costs, for a net cost of \$4.9 million. The budget includes funds to temporarily re-locate staff to leased swing space during construction. For purposes of this request, costs are advanced at 7.5% in FY14, 6% per year in FY15 and FY16, and 3.8%/year thereafter to the anticipated start date.</p> <p>A cost summary is presented below.)</p>								

Town of Needham
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Extraordinary Capital Project CIP-XCP										
Title	Emery Grover School Administration Building Renovation					Fiscal Year	2018			
	Emery Grover Renovation Cost Estimated, Based on 2013 DesignLAB Study									
	21,235 SF Building	Feasibility	Construction	A/E (Soft)	Site Costs	FF&E	Total	Cost/SF	CPA	
	FY 2013 Project Cost (DesignLab)	30,000	7,128,550	1,302,026	834,000	402,500	9,697,076		4,941,346	
	TOTAL	30,000 0%	7,128,550 74%	1,302,026 13%	834,000 9%	402,500 4%	9,697,076 100%	\$457	4,941,346	
	FY14 Cost Multiplier @ 7.5%	30,000	7,663,191	1,399,678	896,550	432,688	10,424,357	\$491	5,311,947	
	FY15 Cost Multiplier @ 6%	30,000	8,122,983	1,483,659	950,343	458,649	11,045,633	\$520	5,630,664	
	FY16 Cost Multiplier @ 6%	30,000	8,610,362	1,572,678	1,007,364	486,168	11,706,571	\$551	5,968,504	
	FY17 Cost Multiplier @ 3.8%	30,000	8,937,555	1,632,440	1,045,643	504,642	12,150,281	\$572	6,195,307	
	FY18 Cost Multiplier @ 3.8%	30,000	9,277,183	1,694,473	1,085,378	523,818	12,610,851	\$594	6,430,728	
	FY19 Cost Multiplier @ 3.8%	30,000	9,629,715	1,758,863	1,126,622	543,724	13,088,924	\$616	6,675,096	
	TOTAL COST (ROUNDED)	30,000	9,629,700	1,759,000	1,126,600	543,700	13,089,000	\$616	6,675,100	
	Project Funding Schedule		FY13	FY18	FY19	Total	Total		Total	
	Pre-Design Costs (Nov 2013)		30,000			30,000				
	Engineering & Design			1,759,000		1,759,000				
	Construction				11,300,000	11,300,000				
	Close Out Costs		-	-	-	-				
	Total		30,000	1,759,000	11,300,000	13,089,000	CPA Share @51% * Needham Share		6,675,100 6,413,900 13,089,000	
Anticipated Result	Renovated school administration building.									
Alternatives	The purchase/renovation of commercial property, or new construction on an alternate Town-owned parcel.									
	Purpose		Timeline		Method to Determine Cost		Project Budget			
	Acquisition				Consultant	<input checked="" type="checkbox"/>	A, D, & E		\$1,789,000	
	New Construction Addition		Feasibility	FY13	Industry References		Site Development		\$1,126,600	
	Reconstruction or Repair	<input checked="" type="checkbox"/>	Design/Permitting	FY18	In-House		General Contractor		\$9,629,700	
	Court, Federal or State Order		Construction Phase	FY19-20	Other		Project Management		Included in Above	
	Health or Safety		Close Out Process				F, F, & E		\$543,700	
	New Technology		Total Project Duration	3 Years			Technology		Included in Above	
	Performance Measure						Other			
	Estimated Useful Life→						Total Budget		\$13,089,000	
			Project Funding Schedule							
	Cost Type	Year 1	Year 2	Year 3	Year 4	Total				
	Pre Design								\$30,000	
	Acquisition									
	Engineering & Design			\$1,759,000					\$1,759,000	

Town of Needham
Capital Improvement Plan
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Extraordinary Capital Project CIP-XCP									
Title	Emery Grover School Administration Building Renovation				Fiscal Year		2018		
Construction						\$11,300,000			\$11,300,000
Soft Cost									
Close Out									
Total				\$1,759,000		\$11,300,000			\$13,089,000
Project Manager Title->									
Operational Budget Considerations								YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will other Town department's resources be needed to successfully complete the project at the requested amount?								<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will the requested project require an increase in the next fiscal year operating budget for ANY department?								<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will additional staff be required if the request is approved?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
As Permanent Employees?								<input type="checkbox"/>	<input type="checkbox"/>
As Independent Contractors?								<input type="checkbox"/>	<input type="checkbox"/>
Does the request include or require new or additional technology?								<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does the request support activities that produce revenue for the Town?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?								<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>All "YES" responses must be explained under the Other Considerations section</i>									
Operating Budget Impact->									
Other Considerations									
PPBC will manage all phases of this project. New technology will be included in the FF&E budget. Potential increase in facility maintenance/operations when older, non-functioning building systems are replaced with up-to-date systems.									
Operating and Maintenance Expenditure Detail Estimates									
Description	First Year of Operation			Second Year of Operation			Third Year of Operation		
Personnel (new)	FTE #			FTE #			FTE #		
Salaries and Wages									
Indirect Personnel Cost			%			%			%
Other Personnel Costs									
Sub Total of Personnel Costs									
Services									
Supplies and Materials									
Equipment									
Sub Total of Non-Personnel Costs									
GRAND TOTAL									
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project									
Revenue Source(s)	First Year of Operation			Second Year of Operation			Third Year of Operation		
1 CPA (50-60% Construction & Soft Costs)			\$6,675,100						
2									
3									
FY2016-FY2020 Version									

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	Mitchell Elementary School Renovation/ Replacement					Fiscal Year	2018		
Requestor	Needham Public Schools								
Location	187 Brookline Street, Needham					Project Category	B		
Funding	General Fund	CPA Eligible	Yes	No	X	Initial Submission	2014		
Partners	Massachusetts School Building Authority (MSBA)								
Project Description	<p>Mitchell School is the oldest elementary school in Needham. Constructed in 1950, the building has undergone several additions over the past 50 years, but is in need of additional renovation/repairs to address building deficiencies and modernize the learning environment. This request would bring the Mitchell facility to a level of modernization comparable to that of the Eliot School.</p> <p>This request preliminarily assumes the construction of a new facility on the Mitchell site (Option 1A.3.) It is possible that a modified project scope could be considered. Final decisions will be made following a feasibility study, conducted jointly with the MSBA.</p> <p>FY17 – Statement of Interest submitted to MSBA (March 2017) FY18 – MSBA Project Review (Sept. 2017- June 2018); Special Town Meeting Appropriates Feasibility Design Funds (November, 2017); MSBA Invitation to Enter Eligibility Period (Dec. 2017); MSBA 270-Day Eligibility Period (Dec. 2017 – Sept. 2018) FY19/20 – Invitation to Enter Feasibility Stage (July, 2018); OPM & Designer Selection (July – Dec., 2018); Feasibility Study Completed (Jan. 2019 – June 2019); Schematic Design (July 2019 - Mar. 2020) FY20 - Debt Exclusion Override (April 2020); Project Funding Agreement (April 2020 – June 2020) FY21/FY22 – Hillside Design & Construction Budget Appropriated (May 2020); Bid Documents Developed (July 2020 – Dec. 2021) FY22/FY23 – Project Bidding (Jan 2022-June 2022); Contract Award (June 2022); Construction (July 2022-June 2024) FY25 – Hillside Opens September 2024</p> <p>Project costs are based on a preliminary budget of \$44.2 million for an 82,227 s.f. new construction building with a capacity of 503 students, developed by Dore & Whittier Architects for a pre-feasibility study conducted in 2012 and updated in 2014, plus \$650,000 for feasibility design. The preliminary budget reflects Pre-Feasibility Study Option 1A.3. Advancing this estimated cost to FY23 at 6%/year in FY15 and FY16, and 3.8%/year thereafter, results in a \$64.2 million project cost, or \$781/sf. An estimated reimbursement rate of 32.47% is assumed for this project, based on the Hillside project rate. This rate results in an estimated reimbursement amount of \$20.8 million. A cost summary is presented below.</p> <p>A separate project to construct modular classroom facilities at DeFazio Park is submitted as a stand-alone project. This modular classroom project would occur in conjunction with a project to re-construct Hillside School and would provide swing space for students during construction of both schools.</p>								

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP																																																																																																																																																																				
Title	Mitchell Elementary School Renovation/ Replacement					Fiscal Year	2018																																																																																																																																																													
<p>Mitchell Project Cost Estimated, Based on 2012 Dore & Whittier PreFeasibility Study Scheduled opening: September 2022</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">82,227 SF Building</th> <th style="width: 10%;">Feasibility</th> <th style="width: 10%;">Construction*</th> <th style="width: 10%;">A/E</th> <th style="width: 10%;">FF&E</th> <th style="width: 10%;">Other Soft</th> <th style="width: 10%;">Contingency</th> <th style="width: 10%;">Total</th> <th style="width: 10%;">Cost/SF</th> </tr> </thead> <tbody> <tr> <td>FY 2014 Project Cost (D&W)</td> <td style="text-align: right;">650,000</td> <td style="text-align: right;">30,244,640</td> <td style="text-align: right;">3,780,580</td> <td style="text-align: right;">1,207,200</td> <td style="text-align: right;">3,780,580</td> <td style="text-align: right;">4,536,696</td> <td style="text-align: right;">44,199,696</td> <td></td> </tr> <tr> <td>TOTAL</td> <td style="text-align: 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New Construction Addition	<input type="checkbox"/>	Feasibility	FY18	Industry References	<input type="checkbox"/>	Site Development	Included in Above																																																																																																																																																													
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Court, Federal or State Order	<input type="checkbox"/>	Construction Phase	FY20-FY23	Other	<input type="checkbox"/>	Project Management	Included in Above																																																																																																																																																													

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP										
Title		Mitchell Elementary School Renovation/ Replacement					Fiscal Year		2018	
Health or Safety		Close Out Process		FY23		F, F, & E		Included in Above		
New Technology		Total Project Duration		6 Years		Technology		Included in Above		
Performance Measure						Other				
Estimated Useful Life->						Total Budget		\$64,180,000		
Project Funding Schedule										
Cost Type	Year 1		Year 2		Year 3		Year 4		Total	
Pre Design					\$650,000				\$650,000	
Acquisition										
Engineering & Design									\$5,515,100	
Construction									\$58,014,900	
Soft Cost										
Close Out										
Total					\$650,000				\$64,180,000	
Project Manager Title->										
Operational Budget Considerations								YES	NO	
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?									<input checked="" type="checkbox"/>	
Will other Town department's resources be needed to successfully complete the project at the requested amount?								<input checked="" type="checkbox"/>		
Will the requested project require an increase in the next fiscal year operating budget for ANY department?								<input checked="" type="checkbox"/>		
Will additional staff be required if the request is approved?									<input checked="" type="checkbox"/>	
As Permanent Employees?										
As Independent Contractors?										
Does the request include or require new or additional technology?								<input checked="" type="checkbox"/>		
Does the request support activities that produce revenue for the Town?									<input checked="" type="checkbox"/>	
If the request is not approved will existing Town revenues be negatively impacted?								<input checked="" type="checkbox"/>		
<i>All "YES" responses must be explained under the Other Considerations section</i>										
Operating Budget Impact->										
Other Considerations										
<p>See separate capital project request for construction of modular classroom facilities (optional.) PPBC will manage all phases of this project. New technology will be included in the FF&E budget. Aging, overcrowded school could negatively impact property tax receipts. Potential increase in facility maintenance/operations when older, non-functioning school systems are replaced with up-to-date systems.</p>										
Operating and Maintenance Expenditure Detail Estimates										
Description	First Year of Operation			Second Year of Operation			Third Year of Operation			
Personnel (new)	FTE #			FTE #			FTE #			
Salaries and Wages										
Indirect Personnel Cost		%			%			%		
Other Personnel Costs										
Sub Total of Personnel Costs										

Town of Needham
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Extraordinary Capital Project CIP-XCP				
Title	Mitchell Elementary School Renovation/ Replacement	Fiscal Year	2018	
Services				
Supplies and Materials				
Equipment				
Sub Total of Non-Personnel Costs				
GRAND TOTAL				
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project				
Revenue Source(s)	First Year of Operation	Second Year of Operation	Third Year of Operation	
1 MSBA @ 32.47% - Construction	\$20,839,246			
2				
3				
4				
5				
TOTAL				
Explanations				
FY2016-FY2020 Version				

Town of Needham
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Extraordinary Capital Project CIP-XCP											
Title	Newman School Fields Renovation					Fiscal Year		2016			
Requestor	Superintendent of Parks & Forestry and Director of Park & Recreation										
Location	Newman Elementary School, 1155 Central Ave					Project Category		F			
Funding	General Fund	CPA Eligible			Yes	X	No	Initial Submission		FY2013	
Partners	Newman Elementary School, Needham High School Athletics, Various User Groups										
Project Description	Total renovation of the athletic fields behind the Newman School. This would include diamonds #1 and #2 and the multi-use field. The reconstruction would involve elevating the level of the fields, the addition of drainage, new irrigation, fencing and player benches etc.										
Anticipated Result	Fully functional fields at the Newman School for school and community use.										
Alternatives	Leave fields as they presently are which would not allow for regular seasonal use as they are subject to flooding.										
Purpose		Timeline			Method to Determine Cost		Project Budget				
Acquisition					Consultant	X	A, D, & E		N/A		
New Construction Addition			Feasibility		Industry References		Site Development				
Reconstruction or Repair	X		Design/Permitting		In-House		General Contractor		1,527,000		
Court, Federal or State Order			Construction Phase	1 year	Other		Project Management				
Health or Safety			Close Out Process				F, F, & E				
New Technology			Total Project Duration				Technology				
Performance Measure							Other				
Estimated Useful Life→							Total Budget		1,527,000		
Project Funding Schedule											
Cost Type	Year 1		Year 2		Year 3		Year 4		Total		
Pre Design											
Acquisition											
Engineering & Design											
Construction		1,527,000								1,527,000	
Soft Cost											
Close Out											
Total		1,527,000								1,527,000	
Project Manager Title→											
Superintendent of Parks & Forestry											
Operational Budget Considerations										YES	NO
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?											X
Will other Town department's resources be needed to successfully complete the project at the requested amount?											X
Will the requested project require an increase in the next fiscal year operating budget for ANY department?										X	
Will additional staff be required if the request is approved?											X
As Permanent Employees?											X
As Independent Contractors?											X
Does the request include or require new or additional technology?											X

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP											
Title		Newman School Fields Renovation						Fiscal Year			2016
Does the request support activities that produce revenue for the Town?										X	
If the request is not approved will existing Town revenues be negatively impacted?											X
<i>All "YES" responses must be explained under the Other Considerations section</i>											
Operating Budget Impact->										E	
Other Considerations											
Operating and Maintenance Expenditure Detail Estimates											
Description		First Year of Operation			Second Year of Operation			Third Year of Operation			
Personnel (new)		FTE #			FTE #			FTE #			
Salaries and Wages											
Indirect Personnel Cost		%			%			%			
Other Personnel Costs											
Sub Total of Personnel Costs											
Services		31,000			32,000			33,000			
Supplies and Materials											
Equipment											
Sub Total of Non-Personnel Costs		31,000			32,000			33,000			
GRAND TOTAL		31,000			32,000			33,000			
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project											
Revenue Source(s)		First Year of Operation			Second Year of Operation			Third Year of Operation			
1											
2											
3											
4											
5											
TOTAL											
Explanations											
<p>Newman fields are currently at the water table, resulting in an inability to use the fields for the majority of playing seasons, in the spring or the fall. This has resulted in the overuse of other fields. Making the Newman fields fully functional during the spring and fall sports seasons will benefit sports organizations and improve conditions and playability on the other fields.</p> <ul style="list-style-type: none"> • Construction: \$1,526,832 <p>This project is being engineered and designed in FY 2014.</p> <p>Anticipated increase to the operating budget: \$32,420 in Fiscal FY 16 Dollars</p> <ul style="list-style-type: none"> • Fertilizer, Seed, and Plant Protectants \$22,686 • Cultural Practices \$9,734 											

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP			
Title	Newman School Fields Renovation	Fiscal Year	2016
<u>Newman Fields Proposed Schedule</u> Design & Engineering Winter of 2013/2014 MAY ATM 2016 – Seek Construction Funding Summer of 2016 – Construction			
			FY2016-FY2020 Version

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP									
Title	Purchase of Open Space					Fiscal Year	2016		
Requestor	Conservation Commission/Park & Recreation Commission/Board of Selectmen								
Location	To be determined					Project Category			
Funding	Community Preservation Fund	CPA Eligible	Yes		No	Initial Submission		Annual	
Partners	Possible CPA and/or grant								
Project Description	Without much notice, opportunities to purchase private land to add to the open space inventory surface each year. In particular, some opportunities arise during discussions of the development of private land. This project request is to keep all aware of the possibility, in the near future, of a purchase moving forward. Unexpectedly, in FY 2010, the purchase of two parcels of land on Carol Road and Brewster Drive, as well as a parcel on Charles River Street, adjacent to Walker-Gordon Field were all funded through CPA funds. It is possible that some purchases would relate to easements, as opposed to full ownership of the land. The Open Space and Recreation Plan reflects the goal of making additional purchases, especially in areas of Town without current open space to retain open areas, or to create access to other parcels, including connections to the Charles River. The purchase of parcels adjacent to current open space is also a high priority. Some parcels may require improvements. Under the current CPA legislation, parcels purchased with CPA funds are eligible for improvement funds from CPA. The CPA indicates how the value of the property is determined.								
Anticipated Result	Achieve goals from the Open Space and Recreation Plan, including acquisition of and access to open space parcels.								
Alternatives	Various Town boards discuss opportunities with landowners throughout the year, and some easements are donated or restrictions are put in place. These funds would be utilized for unexpected purchases, or for negotiated easements that might have a financial consideration.								
Purpose		Timeline			Method to Determine Cost		Project Budget		
Acquisition	<input checked="" type="checkbox"/>				Consultant			A, D, & E	
New Construction Addition	<input type="checkbox"/>	Feasibility			Industry References			Site Development	
Reconstruction or Repair	<input type="checkbox"/>	Design/Permitting			In-House			General Contractor	
Court, Federal or State Order	<input type="checkbox"/>	Construction Phase			Other			Project Management	
Health or Safety		Close Out Process						F, F, & E	
New Technology		Total Project Duration						Technology	
Performance Measure								Other	
Estimated Useful Life→							Total Budget		
Project Funding Schedule									
Cost Type	Year 1		Year 2		Year 3		Year 4		Total
Pre Design									
Acquisition		\$1,000,000							
Engineering & Design									
Construction									
Soft Cost									
Close Out									
Total		\$1,000,000							
Project Manager Title→		Matt Varrell, Patty Carey							

Town of Needham
Capital Improvement Plan
January 2015

Extraordinary Capital Project CIP-XCP											
Title	Purchase of Open Space	Fiscal Year	2016								
Operational Budget Considerations									YES	NO	
Are there additional costs to bid, design, construct, complete, and/or use that are NOT included in this request?									<input checked="" type="checkbox"/>		
Will other Town department's resources be needed to successfully complete the project at the requested amount?									<input checked="" type="checkbox"/>		
Will the requested project require an increase in the next fiscal year operating budget for ANY department?											<input checked="" type="checkbox"/>
Will additional staff be required if the request is approved?											<input checked="" type="checkbox"/>
											<input checked="" type="checkbox"/>
											<input checked="" type="checkbox"/>
											<input checked="" type="checkbox"/>
Does the request include or require new or additional technology?											<input checked="" type="checkbox"/>
Does the request support activities that produce revenue for the Town?											<input checked="" type="checkbox"/>
If the request is not approved will existing Town revenues be negatively impacted?											<input checked="" type="checkbox"/>
<i>All "YES" responses must be explained under the Other Considerations section</i>											
Operating Budget Impact ->											
Other Considerations											
Operating and Maintenance Expenditure Detail Estimates											
Description			First Year of Operation			Second Year of Operation			Third Year of Operation		
Personnel (new)			FTE #			FTE #			FTE #		
Salaries and Wages											
Indirect Personnel Cost			%			%			%		
Other Personnel Costs											
Sub Total of Personnel Costs											
Services											
Supplies and Materials											
Equipment											
Sub Total of Non-Personnel Costs											
GRAND TOTAL											
Offsetting Revenue for Operating and Maintenance Expense Incurred with this Capital Project											
Revenue Source(s)			First Year of Operation			Second Year of Operation			Third Year of Operation		
1											
2											
3											
4											
5											
TOTAL											
Explanations											
FY2016-FY2020 Version											

Capital Request Code Key

Project Category:

- B** = Building
- F** = Facility (seasonal buildings and active sites, e.g., beach, fields or park)
- I** = Infrastructure, e.g., road, bridge, and sidewalks, drainage systems, sewer laterals or systems, water supply distribution systems
- L** = Land purchase or improvements (trails)

Useful Life:

- I** = more than five (5) years but less than eight (8) years
- II** = between eight (8) and twelve (12) years
- III** = between twelve (12) and eighteen (18) years
- IV** = between eighteen (18) and twenty-five (25) years
- V** = more than twenty-five (25) years.

Primary Reason:

- 1** = public/employee health or safety
- 2** = legal requirement
- 3** = obsolete/non-functioning
- 4** = operational efficiency
- 5** = scheduled replacement
- 6** = supports performance measure
- 7** = new function or service
- 8** = other

Operating Budget Impact:

- A.** The project will generate revenue to offset costs in full.
- B.** The project will reduce operating cost.
- C.** The project is estimated to result in less than \$5,000 in increased operating expenditures.
- D.** The project is estimated to result in less than \$25,000 in increased operating expenditures.
- E.** The project is estimated to result in less than \$50,000 in increased operating expenditures.
- F.** The project is estimated to result in more than \$50,001 in increased operating expenditures.