



City of Newton
Lincoln Eliot – NECP Project
Project Monthly Report

May 2019

The Global Leader in Managing Construction Risk





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1. Executive Summary

Executive Summary

This Project Manager's Report for the City of Newton's Lincoln Eliot-NECP (LE-NECP) Project submitted by **Hill International (Hill)**, covers activities for the month of May 2019.

During the month of May 2019, Hill provided the City budget utilization update for feasibility study and site plan approvals, budgetary cost analysis for proposed project scope, and work plan progress reports for expedited NECP at 687 Watertown Street site approval, NECP at 687 Watertown Street preferred option refinement, cost estimate, and start of schematic design, and feasibility study test fit for Lincoln Eliot (LE) at 150 Jackson Road.

At the end of April, Newton Public Buildings Department (Public Buildings), Hill International Inc. (Hill), OPM, and Arrowstreet, designer, met to review a feasibility study cost estimate produced for NECP at 687 Watertown Street. The meeting served to align feasibility study building re-purposing scope and costs to the scope for repairs and budget included in Newton's 2019 Capital Improvement Plan (CIP). Based on direction of Public Building's, Arrowstreet proceeded with developing a list of value engineering/scope reduction items to reduce costs and align the project to budget.

On May 1, 2019, representatives of Public Buildings, Hill, and Arrowstreet met with Newton's Design Review Committee (DRC) and provided a feasibility study and preferred solution presentation for NECP at 687 Watertown St. The meeting included an overview of the NECP program, operations, and practices, results of traffic study for NECP and for the Horace Mann School located at 687 Watertown St., parking plan for NECP at 687 Watertown St. and current Horace Mann School parking counts and practices, review of feasibility study advancement including site and building plans, site/building circulation for the preferred scheme, HVAC system narrative, costs and life cycle payback, and options, cost, and life cycle payback for insulating the building envelop. Following feasibility study presentation and question and answer session, the DRC unanimously voted to approve the NECP at 687 Watertown Preferred Solution and Site Plan Approval documentation with the understanding that exterior building insulation systems were not a component of the project scope due to budget constraints. DRC identified the following conditions of approval, which will continue to be evaluated and refined by the design team and City throughout the design process:

- The project will re-use existing infrastructure and systems to the maximum extent feasible.
- The project will provide envelope improvements as feasible.
- The project will evaluate opportunities to incorporate PV.
- The project will continue to pursue sustainability initiatives, reduce project energy consumption and embodied carbon, and reduce fossil fuel consumption.
- The project will continue to refine and address all parking, traffic, and site circulation challenges.

- The project will continue to work with the City's Parks and Recreation Department to facilitate the installation of playgrounds.

Input received during the DRC meeting will be considered in the advancement of design for the project and 5-58 Site Plan Approval.

On May 2, 2019, Newton's Public Buildings Department and Design Review Committee issued a letter to Newton City Council recommending that the NECP at 687 Watertown St. Project be presented for site plan approval. In accordance with Section 5-58 of the Revised Ordinances, the letter will serve as a petition to City Council on behalf of the School Department for Site Plan Approval. The DRC letter included conditions of its approval, as identified in the preceding paragraph, which will continue to be evaluated and refined by the design team and City throughout the design process.

On May 5, 2019, Feasibility Study documentation and report for NECP at 687 Watertown Street was completed and the Feasibility Study project manual and site and building plans were forwarded to the City of Newton for record.

On May 9, 2019, the LE-NECP School Building Committee convened to conduct project business and present to neighbors of 687 Watertown Street the NECP at 687 Watertown Street feasibility study preferred solution. The presentation included results of traffic study for NECP and Horace Mann School located at 687 Watertown Street, site and building plans, proposed adjustments to the adjacent playground area and next steps in the project work plan. The project presentation was followed by a question and answer and public comment period. Input received during the meeting will be considered in the advancement of design for the project.

On May 9, 2019, representatives of Public Buildings, Hill, Arrowstreet, and Nitsch Engineering, project Civil Engineer, met with Newton's Conservation Commission and provided a feasibility study site plan progress presentation, wetland and riverfront jurisdiction report, and overview of storm water design considerations for NECP at 687 Watertown St. Input received during the meeting will be considered in the advancement of design for the project and 5-58 Site Plan Approval.

During the month of May, the project team worked on feasibility study and test fit analysis for Lincoln Eliot at 150 Jackson Rd, met with representatives of the Public Buildings Department to review feasibility study cost estimates for NECP at 687 Watertown St., perform value engineering (VE) and scope adjustment exercises to reconcile project scope to budget, reviewed VE, scope adjustments options and cost implications with Public Buildings, and transitioned to schematic design phase for NECP at 687 Watertown Street

Hill Invoice #PBO-02339.00-0000007 and Arrowstreet Invoice #725710 were approved and processed for payment.

Progress and Milestones Achieved

The following milestones were achieved over the month of May 2019:

- Completed feasibility study for NECP program at 687 Watertown St. and submit study documentation for record.
- Design Review Committee recommendation of 5-58 Site Plan Approval for NECP at 687 Watertown St.
- Start schematic design phase for NECP at 687 Watertown St.

Key Objectives

The key objectives and dates for the coming month are:

- Present feasibility documentation to the Public Facilities Committee for NECP at 687 Watertown St 5-58 Site Plan Approval.
- Meet with Newton Parks and Recreation to review Albemarle Park impacts and play structure adjustments needed for the NECP program at 687 Watertown St. property.
- Reconcile estimated construction costs to budget for NECP at 687 Watertown St.
- Perform scope to budget fit study for Lincoln Eliot at 150 Jackson Rd.

Financials

The LE-NECP budget includes multiple appropriations that total \$1,570,000. Contracts commitments include: Hill International for Owner Project Management services totaling of \$213,970, Other Feasibility Study Cost totaling \$2,000 for legal notices, etc., and Arrowstreet for Designer Services totaling \$1,197,930. Total commitments to date equal \$1,470,157. Based on the \$1,570,000 total appropriation and contract commitments and expenditures to date, the project is under budget.

Schedule

The next milestone for the project is continuing the Site Plan Approval process with Public Facilities Committee presentation and public hearing June 5, 2019 for NECP at 687 Watertown Street.

Upcoming tasks include:

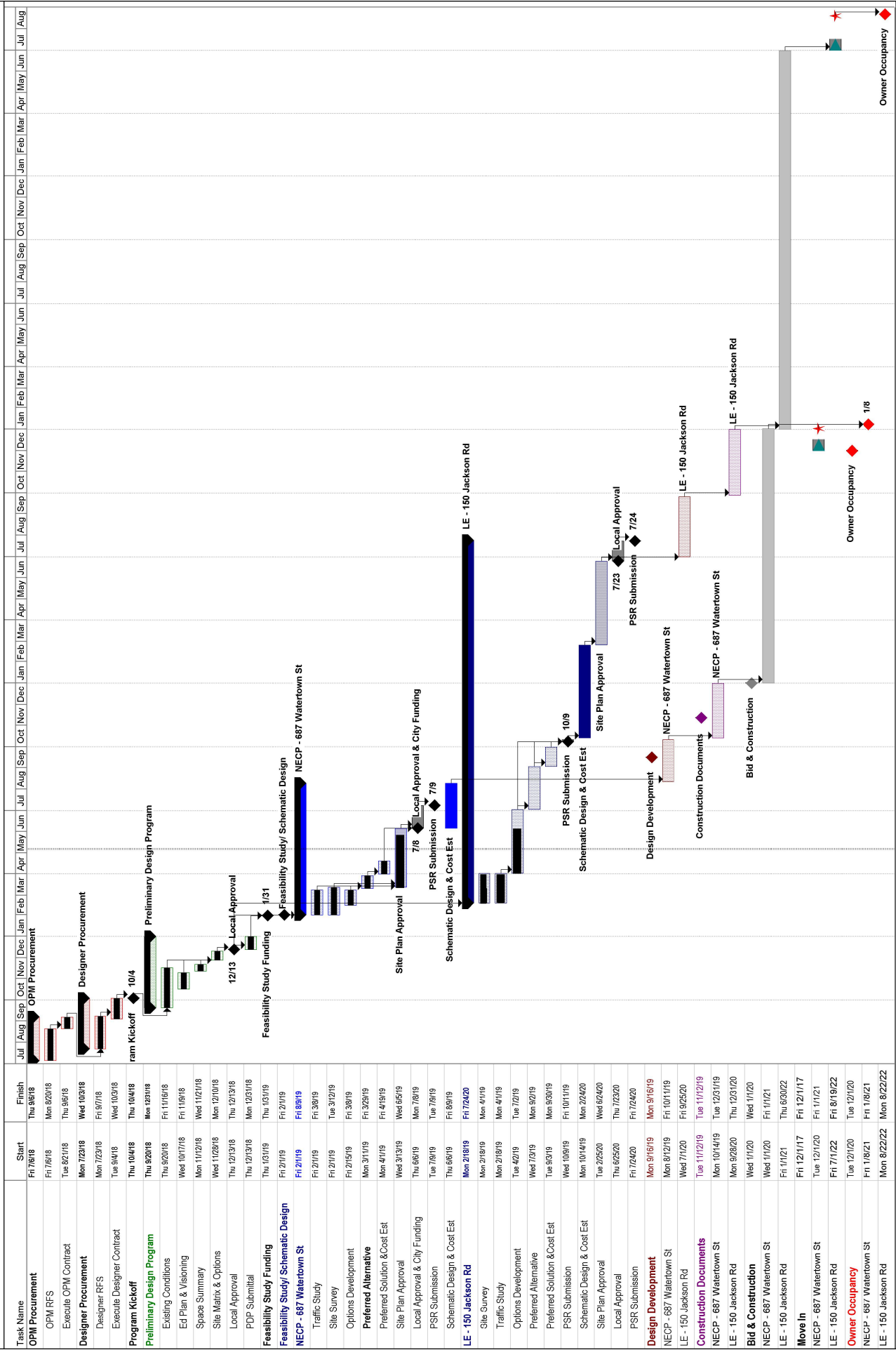
May 2019:

- Continue the 5-58 Site Plan Approval process for NECP at 687 Watertown Street.
- Create a Total Project Budget for NECP at 687 Watertown Street
- Develop schemes for building re-purposing that meet the program and budget for Lincoln Eliot School at 150 Jackson Rd.



2. Schedule

PROJECT WORK PLAN SCHEDULE





Site Plan Approvals Schedule

NECP at 687 Watertown Street Property

January 31, 2019, Amended 5/1/2019

Task:

Meeting Date:

Design Review Committee (DRC) Meeting

February 13, 2019

- Building Test Fit
- Preliminary Site Concept Options Plan

Development Review Team (DRT) Meeting

February 27, 2019

- Professional Team Introduction
- Review DRT Site Review Process/Criteria
- Preliminary Site Concept Options Plan

DPW - Transportation Division Meeting

March 13, 2019

- Preliminary Site Concept Options Plan
- Report -Traffic Study

Design Review Committee (DRC) Meeting

March 13, 2019

- Study Progress Report
- Site Plan Development and Preferred Option Evaluation

LE-NECP School Building Committee Meeting

March 14, 2019

- Study Progress Report
- Site Plan Development and Preferred Option Evaluation

Development Review Team (DRT) Meeting

March 27, 2019

- Progress Report, Site Plan Development and Preferred Option Evaluation

LE-NECP School Building Committee Meeting

April 4, 2019

- Progress Report, Site Plan Development and Preferred Option Evaluation
- **Vote** - authorize submission of documents to DRC for 5-58 Ordinance Site Plan Approval

Design Review Committee (DRC) Meeting

April 10, 2019

- Schematic Floor Plans and Preferred Site Plan

Public Facilities Committee Meeting

April 17, 2019

- Building Test Fit
- Progress Report, Site Plan Development and Preferred Option Evaluation

Design Review Committee (DRC) Meeting

May 1, 2019

- Schematic Floor Plans and Preferred Site Plan
- **Vote** - 5-58 Ordinance Site Plan Approval

LE-NECP School Building Committee - COMMUNITY MEETING

May 9, 2019

- Study Progress Report - Floor Plans and 5-58 Ordinance Site Plan
- Public Comment

Conservation Commission Meeting

May 9, 2019

- Site Plan Review
- Basis of Design and Regulation Compliance

PUBLIC HEARING DOCKET & PUBLIC NOTICES ISSUED – City Council Clerk by

May 15, 2019

Public Facilities Committee Hearing

June 5, 2019

- Public Hearing on Proposed Site Development/Plan

Public Facilities Committee Meeting

June 19, 2019

- **Vote** - 5-58 Ordinance Site Plan Approval

Finance Committee Meeting

June 24, 2019

- Preferred Schematic Report and Total Project Budget Request
- **Vote** – Total Project Budget Appropriation

City Council/School Committee Meeting

July 8, 2019

- Preferred Schematic Report Presentation
- **Vote** - 5-58 Ordinance Site Plan Approval
- Total Project Budget Request
- **Vote** – Total Project Budget Appropriation



3. Financials

Project Budget and Cost Summary

Description	Total Budget	BUDGET			COST			CASH FLOW	
		Baseline Budget	Authorized Changes	Current Budget	Committed Costs	Uncommitted Costs	Total Project	Expenditures to Date	Balance To Spend
20 Construction									
PreConstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escalation Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimating Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alternates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
30 Architectural & Engineering									
Designer - Ed. Program Services	\$64,200	\$64,200	\$0	\$64,200	\$64,200	\$0	\$64,200	\$64,200	\$0
Designer - Ex. Conditions	\$96,000	\$96,000	\$0	\$96,000	\$96,000	\$0	\$96,000	\$96,000	\$0
A&E Feasibility Study	\$264,900	\$264,900	\$0	\$264,900	\$264,900	\$0	\$264,900	\$125,900	\$139,000
5-58 Site Plan Approval	\$121,320	\$121,320	\$0	\$121,320	\$121,320	\$0	\$121,320	\$45,152	\$76,168
Schematic Design	\$535,900	\$535,900	\$0	\$535,900	\$535,900	\$0	\$535,900	\$72,948	\$462,952
Design Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Documents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bidding / Negotiations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Administration/Closeout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Geotechnical Engineering	\$21,010	\$21,010	\$0	\$21,010	\$21,010	\$0	\$21,010	\$0	\$21,010
Geoenvironmental Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Site Survey	\$37,950	\$37,950	\$0	\$37,950	\$37,950	\$0	\$37,950	\$37,950	\$0
Site Approval	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Sampling	\$8,960	\$8,960	\$0	\$8,960	\$3,960	\$5,000	\$8,960	\$3,960	\$5,000
LSP Services	\$57,500	\$57,500	\$0	\$57,500	\$57,500	\$0	\$57,500	\$0	\$57,500
Traffic Studies	\$67,690	\$67,690	\$0	\$67,690	\$52,690	\$15,000	\$67,690	\$33,866	\$33,824
OtherCosts (Convent Reuse Eval)	\$28,500	\$28,500	\$0	\$28,500	\$0	\$28,500	\$28,500	\$0	\$28,500
Printing (Over the Minimum)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reimbursable Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$1,303,930	\$1,303,930	\$0	\$1,303,930	\$1,255,430	\$48,500	\$1,303,930	\$479,976	\$823,954
40 Administrative Costs									
OPM -Ed. Program Services	\$43,140	\$43,140	\$0	\$43,140	\$43,140	\$0	\$43,140	\$43,140	\$0
OPM Feasibility Study/Schematic Design	\$155,830	\$155,830	\$0	\$155,830	\$155,830	\$0	\$155,830	\$22,063	\$133,768
OPM Design Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Construction Documents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Bidding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Construction Adm/Closeout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM: Cost Estimates	\$15,000	\$15,000	\$0	\$15,000	\$15,000	\$0	\$15,000	\$0	\$15,000
OPM Reimbursables & Site Approval Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commissioning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Admin Costs	\$2,000	\$2,000	\$0	\$2,000	\$757	\$1,243	\$2,000	\$757	\$1,243
Utility Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Testing & Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$215,970	\$215,970	\$0	\$215,970	\$214,727	\$1,243	\$215,970	\$65,959	\$150,011
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Sub-Total	\$1,519,900	\$1,519,900	\$0	\$1,519,900	\$1,470,157	\$49,743	\$1,519,900	\$545,935	\$973,965
70 Project Contingency									
Construct Contingency (Hard Cost) (5%)	\$0	\$0	\$0	\$0	Remaining				\$0
Owner's Contingency (Soft Cost) (5%)	\$50,100	\$50,100	\$0	\$50,100		\$50,100	\$50,100		\$50,100
Subtotal	\$50,100	\$50,100	\$0	\$50,100		\$50,100	\$50,100		\$50,100
Project Total	\$1,570,000	\$1,570,000	\$0	\$1,570,000	\$1,470,157	\$99,843	\$1,570,000	\$545,935	\$1,024,065



4. Meeting Minutes

Newton Lincoln Eliot School - NECP Project

Design Review Committee (DRC) – NECP at 687 Watertown Street
May 1, 2019, 6:00pm, Newton Public Library, 1st floor Conference Room

Attendees: Amy MacKrell*, Jonathan Kantar*, Marc Resnick*, Peter Barrer*, Ambrose Donovan*, Ellen Light*, Stephanie Gilman*, Tom Enselek*, Andrea Kelley, Steven Siegel, Joshua Morse, Robert Hnasko, and John Mulligan

* - Denotes Voting Member

Professional Team: Meryl Nistler, Jessica Bessette - Arrowstreet (AST)
Mary Mahoney - Hill International, Inc.
(Hill)

Guests: Alejandro Valcarce, City of Newton, Public Buildings
Liam Hurley, Newton Public Schools

Action Items are denoted in bold/italic font.

Meeting opened at 6:15pm.

Items:

1. Arrowstreet (AST) reviewed an agenda for the NECP at 687 Watertown St. project presentation, a list of meetings held with City Departments, working groups, and School Building Committee since the DRC meeting held March 13, 2019, and summary of topics discussed at the April 4, 2019 DRC meeting. J. Morse reported on a project update provided to Public Facilities at its April 17, 2019 meeting. The project report reviewed NECP program and practices and proposed project design including parking, site access and site constraints. No concerns or issues were noted by Public Facilities.
2. NECP at 687 Watertown St. program summary and design guidelines were presented as a reminder of the program size, daily operations and practices, and goals for the project.
3. Site and Circulation:
 - a. Vehicular site access remains at the existing Albemarle Rd vehicle entry drive with direct access to the existing parking area and adds a Van drive at the back of the building with a vehicle departure lane exiting on Watertown Street.
 - b. The van drive provides a drop off/pick up zone that is wider to allow double stacking of vans. The drive then narrows to a single lane to ensure safe exit and pedestrian awareness as vans exit onto Watertown Street.
 - c. Building Entries – (4) on grade access points will be provided
 - i. The building main entry will be moved to Albemarle Rd which will be the public access point throughout the day.
 - ii. During arrival and dismissal, (3) entries to the mid-level floor are provided on the north, south, and east sides of the building.
 1. The sidewalk to the Park Side (north) entry was widened to account for stroller passing.
 2. Van entry/exit is provided at the back of the building on grade to the mid-level of the building.
 3. Watertown St. sidewalk is connected to the entry at the south side of the building.

- d. A. Valcarce reported that the Lincoln Eliot-NECP School Building Committee will hold a community meeting on May 9, 2019 at 687 Watertown St. to provide a project update and obtain local input. Community meeting notices were mailed to abutters.

Committee discussion ensued regarding the proposed future parking lot option along Watertown Street with concerns regarding vehicle entry/exit, amount of impervious surface added to the site by the lot, impacts to green space, and cost impact to budget.

4. Developed Option - A preliminary landscape plan was presented that includes saving existing trees along Albemarle Rd., Albemarle Park, and the existing parking lot and added landscape features to create natural buffers.
 1. Scope for site improvements was reviewed including site grade adjustments, accessibility improvements at sidewalks with an exterior ramp at the Park side school entry, , and side walk adjustment to the building entries at the north and south ends of the building.
 2. Dumpster pad and transformer pad locations were reviewed
5. Playground Concept – Arrowstreet reviewed preliminary playground layouts including relocating the existing Albemarle Park play structures adjacent to the 687 Watertown St. site to an adjacent open area of Albemarle Park and relocating NECP play equipment from 150 Jackson Rd to the area adjacent to 687 Watertown St. property.
 - a. The proposed NECP play area will include a rubber play surface in the play structure area and smaller hard surface for riding/trikes toys.
6. Site Layout, Site Utility Plans, and Civil Considerations were reviewed including the 200 ft. Riverfront Area and DEP Storm Water Management requirements and project standards to limit disturbance, minimizing increase to impervious cover, and provide storm water management systems to collect, treat, and infiltrate storm water.
 - a. Subsurface infiltration systems are provided at the new van drive to limit disturbance of existing paving while adding storm water mitigation and treatment to improve existing conditions.
 - b. Existing drive and parking lot will be cold planed and over-lay.
7. Floor Plans and Building Sections– NECP Fit Plan with no change to program since the April 10, 2019 Design Review Committee meeting.
 - a. Lower Level (Level 0) plan:
 - i. Plan identifies lower level areas that are below grade.
 - ii. Review the new entry along Albemarle Rd. including a storefront vestibule and surrounding storefront glazing to bring natural light into the space.
 - iii. Locations identified as opportunities for light wells. Light well location may be impacted by the building perimeter canopy so further investigation and cost benefit analysis is planned.
 - iv. OT/PT – Multipurpose Rooms have a clerestory opportunity however the clerestory would abut the van drop off/pick up sidewalk and snow loads and debris considerations need to be reviewed.
 - b. Middle Level (Level 1) plan includes (3) grade level building entries at elevation 8'-0". The mid floor corridor elevation is raised through ramps at each end of the corridor to achieve floor elevation 8'-6" to meet the new infill classroom finish floor elevation.
 - c. Upper Level (Level 2) plan remains the same with a finish floor elevation of 18'-3"
 - d. Proposed Floor Infill Section was reviewed noting the existing gym (location of infill) has a ceiling height of 16'. The proposed infill will continue the existing ceiling height of spaces adjacent to the gym through the new lower level of the infill at 7'-6" and provide for ceiling height of 7'-6" in new classrooms at the mid-level. This provides approximately 12" for infill structure and results in a new mid-level infill floor elevation of 8'-6". As reported in the mid-level floor plan review the corridor

accessing the infill classrooms will ramp up 6" at each end to meet the classroom finish floor elevation of 8'-6".

8. Exterior Wall Insulation – Arrowstreet reviewed supplemental information regarding thermal performance for exterior wall insulation systems offered by Exterior Insulation Finishing Systems (EIFS) a continuous system assembly and discontinuous insulation systems offered by Rain Screen Systems.
 - a. EIFS assembly total R-Value = 12.87
 - b. Insulated Rain Screen assembly, whether fiber cement board or metal panel, total R-Value = 13.08.
 - c. Each system has cost impacts to the project with calculated Simple Payback not less than 48 years.
9. Conceptual Design energy performance considerations and continuing efforts to evaluate and cost value the proposed scope for work were reviewed, including:
 - a. Building envelope and mechanical system energy efficiency goals.
 - b. Evaluation and cost value of existing to remain, repair and new construction including:
 - i. Re-use of exterior windows installed in 2013.
 - ii. Building envelope air barrier and insulation strategies including roof replacement.
 - iii. Constructability of thermal break strategies in foundation and structure.
 - iv. HVAC and light systems and controls.
 - v. Durability and performance of building materials, equipment, and assemblies.
 - vi. Educational opportunities for users and the community.
10. Budget:
 - a. Total Project Cost Budget = \$10.0mil
 - b. Estimated Construction Cost Budget = \$8.2mil based on the total project cost budget and local funding source.

J. Morse reviewed strategies to re-use as much of the building's existing and recently installed equipment and finishes as possible and focus new construction to areas changed to meet the program and needed upgrade to plumbing, HVAC, and electric systems. Team will focus project scope to program needs and budget.

Committee discussion ensued regarding existing built up roof assemblies, age of roof – 33yrs, structural capacity and limited available load of 3lbs/s.f., impacts of new roof top HVAC and exhaust equipment and toilet vents to saving existing roof assemblies, and whether a full or partially roof replacement provides best long term value.

Existing electric service equipment in a shared space within the boiler/mechanical room and need to isolate the electric equipment. Project scope will include upgrading the electric service and code required space separation. Previous and ongoing LED light retrofits within the building and other recent building finish improvements that will be retained to ensure maximum value in previous building investments.

Pavement and site circulation was discussed with general concern with the amount of impervious pavement proposed to be added to the site, whether pavement area should built with pervious pavement systems, the proposed future parking lot along Watertown St. benefit vs. green space impact, and opportunity to improve storm water quality leaving the site with proposed infiltration systems.

L. Hurley reported that the NECP Program is being met with the proposed building design.



Parking on site and available on adjacent streets was discussed. Horace Mann School and NECP staffing counts are similar so NECP parking plans should use similar strategies to Horace Mann School while taking into account the need to reserve area for parent drop off/pick up.

11. 5-58 Site Plan Approval for NECP at 687 Watertown Street.

VOTE: On a motion by Jonathan Kantar, seconded by Stephanie Gilman, the members of the Design Review Committee voted unanimously to endorse NECP at 687 Watertown Street 5-58 Site Plan Approval with considerations to include:

- Eliminate the future alternate south parking lot located along Watertown Street from project scope.
- Pursue building design that maintain as much of the existing building finishes as possible.
- Continue to investigate energy saving systems and assemblies for the project.
- Continue to refine and address all parking, traffic, and site circulation challenges.
- Continue to develop the landscaping and site lighting plans to minimize the impact to the abutters and neighborhood.
- Continue to work with Parks and Recreation to facilitate the installation of the playgrounds.
- Continue to pursue sustainability initiatives, reduce project energy consumption and embodied carbon, and eliminate and/or reduce our fossil fuel consumption.

Meeting adjourned at 7:21pm.

To the best of my knowledge, these notes are a fair representation of the items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer. Submitted by: Mary Mahoney 5/3/19

Lincoln Eliot School - NECP School Building Committee

Meeting: May 9, 2019, 6PM

Location: Multi-Purpose Room, 687 Watertown Street, Newton

Attendees: Rebecca Grossman*, Liam Hurley*, Margaret Albright*, Josh Morse*, Nancy Ferrari*, Alison Leary*, Kathleen Browning*, Diana Fisher-Gomberg*, Peter Barrer*, Julie Kirrane, Alex Valcarce

** - Denotes Voting Member*

Professional Team: Meryl Nistler, Larry Spang – Arrowstreet (AST)
Mary Mahoney – Hill International (Hill)

Guests: Tom Enselek, John Mulligan, Anne Cedrone – Design Review Committee
Regina Moody – Newton Public Schools
Anping Shen – School Committee
David Sellers – John Barry Boys and Girls Club

The meeting was called to order at 6:01PM.

1. Introduction of attending School Building Committee members and project professional team members from Hill International, Owner's Project Manager (OPM), and Arrowstreet, Designer.
2. J. Morse provided an overview of NECP at 687 Watertown Street project scope, existing site conditions, proposed site improvements, traffic and parking, and playground impacts, including:
 - a. Review of the existing site conditions and vehicle access to onsite parking, building access, and location of (4) modular classrooms.
 - b. Existing parking lot will remain and an alternate proposed parking lot along Watertown Street was eliminated to maintain green space on site. Existing trees will be maintained to the extent possible.
 - c. Modular classrooms will be removed to allow for a van drop off/pick up area for NECP students.
 - d. Existing adjacent public parking including active parking at the blue zone along Albemarle Rd and street parking totaling 265 spaces. Peak parking need for NECP is 140 spaces. There is public parking surplus in the area of 125 spaces.
 - e. Review traffic impacts due to F.A. Day Middle School bus queue and travel route on Albemarle Rd. and an option under consideration to relocate Day bus queue/travel to an emergency access road from Craft St.
 - f. F.A. Day staff parking practices and current use of spaces on Albemarle Rd and option under consideration to direct staff to park at the Education Center at 457 Walnut St. to provide relief to vehicle congestion on Albemarle Rd.
 - g. Existing play equipment adjacent to the school site and need to create age appropriate outdoor play area for NECP. Plans for relocating existing play equipment and installing NECP equipment were reviewed. Project team is working with the Parks and Recreation Department regarding play equipment and associated park improvements.
3. NECP Educational Program was reviewed including:
 - a. NECP is a city-wide classroom based program with related student support services that serves children ages 2.9 yrs to under 6 yrs old.
 - b. Approximately 65-70% of NECP students have Individualized Education Plans (IEPs).



- c. NECP class size is 16 per classroom for integrated classes and 9 per classroom for two sub-separate classes. Enrollment increases throughout the year based on student age and needs.
4. Community Input/Engagement – during feasibility study the project team has attended numerous public meetings and provided progress presentations to review and refine the scope for the project, including meetings with the School Department, Department of Public Works, Engineering Department, Development Review Team, Design Review Committee, Working Group, Public Buildings, Public Facilities, and Conservation Commission.
5. Ordinance 5-58 Site Plan Approvals schedule was reviewed noting the project has been endorsed by the School Building Committee, Development Review Team, and Design Review Committee for 5-58 Site Plan Approvals.
6. NECP Program Summary – review of programmatic and operational aspects of the NECP program that differ from an elementary school, including:
 - a. Program is District-wide.
 - b. Occupancy: 305 total students at ages 2.9yrs to under 6yrs and 85-105 staff.
 - c. Need for a contained outdoor play area with age and access appropriate configuration that is close to the building.
 - d. Student drop-off and pick-up for full day, half day and therapy programs is car-centric with students transport by private vehicle or school van. Van transport is provided by the School Dept. based on a child's IEP.
 - e. Drop/pick up vehicle counts: school vans 10-12 and private vehicles 45-65.
 - f. Staff vehicles: 85-100 with various arrival and departures based on the half day, full day and therapy only schedules.
 - g. Program arrival time 8:30am-9:00am, dismissal times 12:00pm-12:30pm, 1:30pm, and 2:30pm, and therapy only occurs intermittently throughout the day.
7. Unique Features of the NECP Program:
 - a. No Yellow Buses.
 - b. Private drop/pick up includes parent escorting children to and from the building at arrival and dismissal and for therapy programs that occur throughout the day. Staff escort children for school department (NPS) transportation.
 - c. 70-110 students are transported daily by NPS transportation with 10-12 vans required to pick up students.
 - d. NPS transportation is door to door by specialized van that are required to make full stop/park while loading and unloading students.
 - e. All students arriving by van are in 5-point restraint booster seats requiring additional loading and unloading time.
 - f. NECP has multiple programs that include varied start/dismissal times, full day, half day, and therapy/support services. Morning arrival has two start times (student drop off) and multiple afternoon dismissals from noon to 2:30pm.
 - g. Existing Horace Mann Elementary School (ES) site parking, student drop off/pick up, and pedestrian/vehicle circulations was reviewed. Horace Mann ES circulation does not work for NECP due to the age and independence of elementary school children as compared to NECP students.
8. Parking Plan and Traffic Considerations:
 - a. Parking Plan:



- i. Projected NECP parking space demand: 85-100 staff and 45-65 Parent/Guardians. School transportation does not require parking as the vans depart upon student discharge.
 - ii. Onsite parking provides 18 staff only spaces. The Albemarle Rd blue zone will change to provide 7 handicap parallel parking spaces adjacent to the School's Main Entry. Local public parking includes 93 angled spaces on Albemarle Rd, and public parking on Watertown St and neighboring side streets that can provide up to 265 spaces.
 - iii. NECP parking management plan will ensure public parking closest to the building is available for parents/guardians.
 - b. Traffic – Trip Generation projections for future NECP program at 687 Watertown St were reviewed:
 - i. Morning drop off period from 8:15am – 9:15am will experience the highest vehicle count/activity with a total of 151 vehicles entering the site/surrounding area between staff, student auto, and school vans, and 99 vehicles departing.
 - ii. Dismissal experiences lower trip generation due to the multiple release times, 12:00pm, 1:30pm, and 2:30pm, related to school programs.
 - iii. Existing Horace Mann Elementary School and proposed NECP at 67 Watertown St. trip generation/activities were compared, with Horace Mann having markedly higher and more concentrated trips during the morning arrival and afternoon departure.
- 9. Developed Site Option and Site Circulation –
 - a. Site and preliminary landscape plans were presented that include saving existing trees on site to the extent possible and adds landscape features to create natural buffers.
 - b. The plan keeps the existing drive from Albemarle Rd to the onsite parking area and adds a Van drop/pick up zone within a vehicle departure lane around the back of the building exiting on Watertown Street.
 - c. New main entry along Albemarle Rd, with grade level entry via an outdoor plaza to the lower level of the building. Design includes (7) designated parallel parking spots on Albemarle Rd adjacent to the new main entry.
 - d. Public access is also provided through an accessible ramp arrangement from the park with entry and an entry on Watertown St. to the mid-level floor. Van entry/exit is provided at the back of the building on grade with the mid-level of the building.
 - e. Vehicle access on site will be restricted during the school day to ensure child safety and unrestricted access to the NECP outdoor play area.
 - f. Preliminary playground layouts include relocating the existing Albemarle Park play structures adjacent to the 687 Watertown St. site to an adjacent open area of Albemarle Park and relocating NECP play equipment from 150 Jackson Rd to the area adjacent to 687 Watertown St. property. The proposed NECP play area will include a rubber play surface in the play structure area and smaller hard surface for riding/trikes toys.
- 10. Floor Plans – NECP Fit Plan
 - c. Each floor plan was reviewed including floor layout, space use, and circulation.
 - d. At the lower level a new main entry/main office area will be created to provide a grade entry to the main office. The lower level also includes therapy/OT/PT areas, meeting space and a street presence on Albemarle Rd. The lower level will have a centrally located stair to the mid-level and elevator to all floors.
 - e. The mid-level features (3) grade level entry points, (2) stairs to the upper level, and infill at the existing gymnasium area to create (2) new classrooms.



- f. The upper level features (13) classrooms with shared toilet training rooms, program support spaces and small group instruction areas. A stair at each end of the floor provides pathway to grade level egress doors on the mid-level floor below.

11. Public Comment:

- g. Will the new main entry plaza on Albemarle Rd. include seat walls or benches? – *The existing step up concrete patio will be replaced with paver plaza that is on grade with the sidewalk on Albemarle Rd. Site improvements proposed include new trees, planters, seat wall and benches. The plaza will be constructed with pervious pavers to minimize impacts to the Riverfront Protected Area and improve storm water management and water discharge quality.*
- h. Request to consider adding benches and other features to the green space along Watertown St. to maximize use of the space. – *Benches and other site improvements will be considered in the green space design.*
- i. Will the paved vehicle travel/parking area be constructed with pervious pavement? – *Existing paved areas will be resurfaced to minimize impacts to site conditions. Newly paved areas will include pervious pavement to the extent possible.*
- j. Will vehicles be allowed to entry the site during the school day and what precaution will be used to ensure child safety while using outdoor spaces? – *Vehicles will be restricted from entering the site during the school day. The site plan includes a heavy duty chain across the vehicle entry drive to prevent access as necessary. Van arrival throughout the day will be managed by staff to prevent vehicle/child crossing travel patterns. The site plan also includes a raised speed table to slow traffic on site.*
- k. What is the plan for the green space abutting the Boys and Girls (B&G) Club and will there be measures to control access between the B&G and school sites? – *The green space will include clean-up of the area to make it more visually pleasing and a fence with gate to allow control access between the sites.*
- l. Several neighbors spoke about local community private investment in the playground area/equipment adjacent to the site, the project proposal to relocate equipment to adjacent park area for NECP play equipment installation and request to relocate the ropes play structure to 225 Nevada St. (new Horace Mann School location) – *Public Buildings Department asked that a formal request be submitted to memorialize the scope for re-locating certain Albemarle Park play equipment to 225 Nevada Street so that the option can be investigated and review with Parks and Recreation.*
- m. Several neighbors expressed concern with including Edinboro St. in NECP parking management plans – *Future NECP parking management plans will consider restricting use of Edinboro St.*
- n. Request future consideration that green space include tree species with canopies to provide shade – *Shade trees will be considered for new plantings along with shrubs to create natural buffers.*
- o. Several neighbors noted that children frequently cut across the proposed green space along Watertown St, either on foot or bike, going to/from Day Middle School and Albemarle Park and suggested green space designs should account for student shortcutting practices. – *Project design will consider shortcutting practices and measures to ensure pedestrian/biker safety.*
- p. Will the parking lot continue to have a fence along Albemarle Park? – *Fencing is planned with a pedestrian gate to maintain safety buffer.*
- q. Several neighbors raised concern with soil and landscape conditions at the northeast corner (dirt patch) of Albemarle Park – *The project team will work with Parks and Recreation to develop a plan to address NECP and park needs.*



- r. What is the project proposed façade for the building? – *The project base repair plan includes masonry re-pointing, cornice repair, perimeter concrete patio repair and cantilevered overhang repairs.*

Meeting adjourned at 6:53 PM.

To the best of my knowledge, these notes are a fair representation of the items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer. Submitted by: Mary Mahoney 5/10/19



5. Supplemental Documentation

Design Review Committee – 5-58 Site Plan Review Recommendation



Design Review Committee
PUBLIC BUILDINGS DEPARTMENT
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Ruthanne Fuller
Mayor

Honorable City Council
City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459

2 May 2019

RE: Newton Early Childhood Program Project

SUBJECT: Site Plan Review

Honorable Council:

The City of Newton is proposing to renovate the existing former Horace Mann School at 687 Watertown Street to accommodate the Newton Early Childhood Program, NECP. The NECP program will be relocated to 687 Watertown St. to allow for the renovation of 150 Jackson Road which will become the future site of the Lincoln Eliot Elementary School.

On Wednesday, 1 May 2019 the Design Review Committee, DRC, met and reviewed the proposed site plan for the NECP project as presented by Arrowstreet on behalf of the Public Buildings Department and Newton Public Schools.

The renovation of the existing building will include interior modifications to meet the programmatic needs for additional classroom space, individualized learning spaces, OT and PT programs, other educational and support spaces, and transitional assistance space for newly enrolling students and families. Interior modifications will also include building code required upgrades, accessibility upgrades and a new three stop elevator.

The proposed project site includes the existing school site and existing abutting playground area to the north. The proposed site design features a new entry plaza which connects a proposed new school entrance directly to Albemarle Road. The project will remove the existing modular structures and, in their place, will provide a new access drive and school transportation van loading area. This drive will also provide emergency access and egress. Other site improvements include an accessible ramp which connects the building to new play structures located in the adjacent area to the north and new accessible parking spaces on Albemarle Rd. directly adjacent to the new entry plaza. Site work also includes electric service upgrades, new landscaping and the project will meet the applicable requirements of the Rivers Protection Act, Wetland Protection Act, 301 CMR10.00 and the Newton Conservation Commission. Parking requirements for the project will be accommodated by the existing on-site parking lot, existing parking on Albemarle Rd. and adjacent city streets.

In its review and discussion of the proposed site plan, the Design Review Committee concluded that the proposed additional parking area shown along Watertown Street was not essential to the program given that the parking needs for the project can be accommodated with the existing on-site and surrounding parking spaces. Therefore, as a condition of the Committee's approval the proposed parking area will not be included in the project. Through the design review process several site plan alternatives were studied. The DRC concurs that the proposed site plan, excluding the additional proposed parking, is appropriate and meets the programmatic requirements for the NECP project.

The Committee voted unanimously to recommend that the project be presented for site plan approval. In accordance with Section 5-58 of the Revised Ordinances, this letter is to petition the City Council on behalf of the School Department for Site Plan Approval. The DRC identified the following conditions of its approval which will continue to be evaluated and refined by the design team and City throughout the design process:

- The project will re-use existing infrastructure and systems to the maximum extent feasible.
- The project will provide envelope improvements as feasible.
- The project will evaluate opportunities to incorporate PV.
- The project will continue to pursue sustainability initiatives, reduce project energy consumption and embodied carbon, and reduce fossil fuel consumption.

- The project will continue to refine and address all parking, traffic, and site circulation challenges.
- Develop the landscaping and site lighting plans to minimize the impact to the abutters and neighborhood.
- The project will continue to work with the City's Parks and Recreation Department to facilitate the installation of playgrounds.

Sincerely,



Ellen Light, AIA, LEED AP BD+C



Peter J. Barrer

Design Review Committee, Co-Chairs

CC: Joshua R. Morse, Commissioner of Public Buildings
Jonathan Yeo, Chief Operations Officer
Maureen Lemieux, Chief Financial Officer
Dr. David Fleishman, School Superintendent
Liam Hurly, Deputy Superintendent/Chief Administrative Officer