



Anne Gulati
 Assistant Superintendent
 Finance & Operations

October 17, 2023

TO: Needham School Committee
 FROM: Anne Gulati, Director of Financial Operations
 RE: Draft FY 25-29 Capital Improvement Plan (CIP) Requests

Attached, please find the School Department’s draft capital improvement plan requests for FY 25-29. As in past years, the requests address both facility and equipment needs. These requests, which are summarized in the chart below and in Attachment A, are briefly described below.

FY 2024/25 - 2028/29 Capital Improvement Program Requests *						
School Department CIP Requests	FY25	FY26	FY27	FY28	FY29	FY25-29
Technology & Equipment Requests	848,220	1,058,998	924,323	947,145	1,117,999	4,896,685
Facilities Projects (Excluding Master Plan)	398,558	2,051,090	2,029,672	2,070,617	-	6,549,937
Subtotal	1,246,778	3,110,088	2,953,995	3,017,762	1,117,999	11,446,622
Master Plan Projects (Scenario "C1a")	3,950,000	-	310,413,000	-	-	314,363,000
Grand Total	5,196,778	3,110,088	313,366,995	3,017,762	1,117,999	325,809,622
Master Plan Projects (Scenario "D1a")	3,800,000	28,656,100	269,969,900	-	-	302,426,000
Grand Total (Alternate Total)	5,046,778	31,766,188	272,923,895	3,017,762	1,117,999	313,872,622

Facility Requests:

The school facility requests consist of four projects – the Theatrical Lighting and Sound upgrades identified in the Hewshott Feasibility Study, a project to complete updates to the Newman preschool playground, and two alternative placeholder requests for Pollard and High Rock renovation projects under the “C1” and “D1” Master Plan program options. These projects are highlighted below:

- The project to upgrade the theatrical lighting and sound equipment in the Newman, Pollard and NHS school auditoriums is a new project, and reflects the recommendations of the Feasibility Design Study completed in April by Hewshott International. *This request is revised from the October 3 submission by accelerating the time frame of this project from ten to six years. Additionally, the project is phased to request funding to design and construct the Newman Auditorium upgrades in FY 25-26; to design and construct the Pollard Auditorium upgrades in FY 26-27 (consistent with the Master Plan project); and to design and construct the NHS Auditorium improvements in FY27-28.*

- The Preschool playground update is a re-visioned project to install a shade structure, update the climbing equipment and replace the poured-in-place surface. The need to update this playground was identified in FY20, when the School Department requested and received \$69,200 from Town Meeting to install a custom shade shelter. The proposed shade structure was in the form of five columnar ‘masts’ with three triangular, ‘sail-style’ canopies. Unfortunately, after the project was deferred for several years due to COVID, engineers engaged by the Building Maintenance Department reported that the project would likely cost closer to \$260,000, due to complications associated with installing the footings in the presence of ledge. The project ultimately received no bids, with feedback from firms that the project was not cost effective. In the interim, the Preschool also reported a concern with the deterioration of the existing poured-in-place playground surface and the desire for updated climbing structures.

Earlier this year, a new design was sought, this time focusing on installing a shade structure that also functioned as climbing equipment, to better meet students' needs, and replacing the poured-in-place surface. The estimated cost of the new design requires additional funding from Town Meeting, to supplement the previous shade structure appropriation and offsetting fund balance revenues from the Preschool Revolving Fund.

This request is revised from the October 3 submission by reducing the scope of the improvements to conform to the approximate 3,000 s.f. existing playground area, which is bounded by an egress walkway. (The previous request had expanded the overall playground size to approximately 5,525 s.f.). The revisions result in a reduced project cost.

- The Master Plan requests represent the two alternative scenarios under which the Massachusetts School Building Authority (MSBA) might partner with Needham to renovate the Pollard Middle School. The “C1a” project scenario assumes that MSBA would provide financial support for the project. The “D1a” scenario assumes that Needham would undertake the Pollard renovation project on its own, with no MSBA assistance. The MSBA is still in the process of reviewing the Statements of Interest submitted last Spring, with a funding decision anticipated near the end of this calendar year.

Equipment Requests:

As in past years, the School Department’s CIP also includes requests to replace major school equipment. A brief summary of each request is provided below:

- **Copiers** - This request continues the annual funding request to support copier replacement around the District. The five-year plan replaces 24 copiers (an increase of three machines over last year.) It also reflects an increase in the purchase price of copiers on the new statewide contract for this equipment.
- **School Technology** - The FY25-29 CIP funds the purchase of school technology, including desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom sound field systems. The request also includes technology infrastructure, such as servers, network hardware, wireless infrastructure, data cabling and access points. The plan is unchanged from the prior CIP in the first four years, only adding a new, fifth-year request.
- **Vehicles** – this request is revised to push back the year of the electric bus pilot to FY26 (from FY25), to incorporate installed child safety seats (ICS) on the pupil vans, to request the purchase of

a small box truck for larger school deliveries, to purchase electric cargo vans (in place of gas), and to update the planned replacement cycle, based on vehicle use. The delayed bus pilot would occur in conjunction with a Building Maintenance Department request to install electric vehicle charging in FY25, including a level-three charger for the bus. The electric cargo vehicles are timed to take advantage of the charging stations that will be installed at the Emery Grover School Administration Building, as part of that renovation project. Unfortunately, there are still no hybrid or electric vans on the market that could be retrofitted for 7D pupil transportation use at a reasonable cost.

- **NSH Fitness Center Equipment Replacement** - This is a new, standalone request in FY25 to purchase equipment for the NHS Fitness Center. The NHS Fitness Center was last updated during the renovation of Needham High School in 2005. The Wellness Department has articulated a plan for updating the Center with the goals of increasing student use, improving accessibility and better meeting student needs. This multi-year plan includes renovations to the changing spaces and wrestling room, the removal of the Keiser weight machines and underutilized cardio equipment, and the purchase of new equipment that better meets the needs and preferences of students. This request is for the purchase of new equipment; the associated requests to create gender-neutral changing spaces and renovate the wrestling room have been submitted to the Building Maintenance Department.
- **Furniture** - this request continues the \$25,000 annual request to purchase new and replacement furniture for school classrooms and administrative spaces.

Please contact me if you have questions or require additional information. The School Committee is scheduled to vote on its FY 25-29 capital plan request at its meeting of October 17, 2023.

ALG/alg
Attachment(s)

Attachment A

FY 2024/25 - 2028/29 Capital Improvement Program Requests *												
School Department CIP Requests												
	Funded FY22	Funded FY23	Funded FY24	CIP 24-28 Prior Req FY25	CIP 25-29 Request FY25	CIP 24-28 Prior Req FY26	CIP 25-29 Request FY26	CIP 24-28 Prior Req FY27	CIP 25-29 Request FY27	CIP 24-28 Prior Req FY28	CIP 25-29 Request FY28	CIP 25-29 Request Total
Technology & Equipment Replacement												
School Copiers	61,264	53,275	69,379	51,436	66,767	56,745	70,923	45,253	65,143	64,158	61,335	329,612
School Furniture	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	125,000
School Vehicles	102,838	108,100	143,396	430,687	62,630	153,610	385,200	158,986	139,605	252,583	137,310	864,350
NHS Fitness Center Equipment Replacement (REVISED)	0	0	0	0	32,673	0	0	0	0	0	0	32,673
School Technology Request	479,650	437,000	460,750	651,150	561,150	577,875	577,875	694,575	694,575	723,500	887,950	3,545,050
Subtotal	668,752	623,375	698,525	1,168,273	848,220	813,230	1,058,998	923,814	924,323	1,065,241	947,145	4,896,685
Facilities Projects (Excluding Master Plan Projects) *												
Broadmeadow School Technology Room Conversion	213,100	0	0	0	0	0	0	0	0	0	0	0
Needs Assessment of Auditorium Theatrical Sound and Lighting Systems	60,000	0	0	0	0	0	0	0	0	0	0	0
Theatrical Lighting, Sound & Rigging Repairs & Upgrades (REVISED)	0	0	0	0	344,558	0	2,051,090	0	2,029,672	0	2,070,617	6,495,937
Newman Preschool Playground Update with Shade Structure	0	0	0	0	54,000	0	0	0	0	0	0	54,000
Emery Grower Building Renovation	1,475,000	19,400,000	0	0	0	0	0	0	0	0	0	0
Subtotal	1,748,100	19,400,000	0	0	398,558	2,051,090	2,051,090	0	2,029,672	0	2,070,617	6,549,937
Master Plan Facilities Projects Scenario "C1a"												
Placeholder Pollard Middle Renovation/Addition (Master Plan Option C1a)	0	0	0	1,500,000	3,950,000	0	0	0	309,965,000	0	0	315,915,000
Placeholder High Rock Renovation (Master Plan Option C1a)	3,496,200	0	0	1,500,000	3,950,000	0	0	0	448,000	0	0	448,000
Subtotal	5,913,052	20,023,375	698,525	2,668,273	5,196,778	813,230	3,110,088	923,814	313,366,995	1,065,241	3,017,762	325,809,622
GRAND TOTAL (Master Plan Facilities Project Scenario "C1a")												
Master Plan Facilities Projects Scenario "D1a"												
Placeholder Pollard Middle Renovation/Addition (Master Plan Option D1a)	0	0	0	1,500,000	3,800,000	28,656,100	28,656,100	0	269,537,900	0	0	301,994,000
Placeholder High Rock Renovation (Master Plan Option D1a)	9,409,252	0	0	1,500,000	3,800,000	0	28,656,100	0	432,000	0	0	432,000
Subtotal	11,826,104	20,023,375	698,525	2,668,273	5,046,778	813,230	31,766,188	923,814	272,923,895	1,065,241	3,017,762	313,872,622
ALTERNATE GRAND TOTAL (Master Plan Facilities Project Scenario "D1a")												

Capital Funding Request

Title	Needham Public Schools			
Request Type	Submitted by	Funding Request	Funding Year	See Attached
Multiyear Funding Request	Capital Type	Equipment	\$329,611	
Description				

In May of 2003, Town Meeting authorized \$60,000 in first year funding to establish a replacement cycle for school photocopiers. School photocopiers are located in all the schools and the administration building, and are used both by administrative and teaching staff. Teachers use the machines to reproduce classroom materials, including homework sheets, exams, teaching packets etc.

Copier replacement is planned on a life-cycle basis, which projects when a copier should be replaced based on actual usage and the manufacturer's total estimated capacity. As a result, heavily used copiers are replaced more frequently than copiers that are lightly used. The average life cycle is calculated at 7 years, although planned replacement ages range from 5 - 12 years, depending on use and regular service. (The average manufacturer's lifespan for copiers is five years for a typical, floor-standing copiers.) It is important to replace these machines regularly, particularly those reaching an age of 10 or more years, given the additional operating expense associated with maintaining older equipment, as well as the difficulty in obtaining replacement parts. This analysis also assumes that copiers are re-deployed around the District as needed, to better match projected usage with equipment capacity.

Note that the cost of capital request for FY25-28, the first four years of the CIP, has increased, due to an increase in the number of copiers being replaced (based on usage) and an increase in the purchase price of copiers. The revised request reflects 'smoothing' at approximately \$65,000 per year. As noted in last year's CIP, the price increase was expected and is associated with the transition to a new state contract.

Fiscal Year	FY24-28 (Prior Year) Capital Request		FY25-29 (Current) Capital Request				\$ Inc/(Dec)
	# Copiers To Replace	Total Projected Cost	Fiscal Year	# Copiers To Replace	Total Projected Cost		
2024	8	\$69,379					N/A
2025	2	\$51,436	2025	3	\$66,767	\$15,331	
2026	5	\$56,745	2026	5	\$70,923	\$14,178	
2027	4	\$45,253	2027	4	\$65,143	\$19,890	
2028	2	\$64,158	2028	6	\$61,335	-\$2,823	
2029			2029	6	\$65,444	N/A	
Total	21	\$286,970	Total	24	\$329,611	\$46,575	

Capital Request Detail							
Project Title	School Copier Replacement	Fiscal Year	2025	Request Status	Revised		
Project Phase	Acquisition			FF&E			
Useful Life	More than 5 Years			Technology			
Primary Function	Public Education	Construction Management	\$66,767	Other Expenses			
Budget Impact	May increase annual operating expenses by less than \$5,000	Industry References		Project Cost	\$66,767		
Parameters							
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?							No
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?							No
3. Does this project require any permitting by any Town or State agency?							No
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?							No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?							No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?							No
7. Is this a request in response to a Court, Federal, or State order?							No
8. Is this a request in response to a documented public health or safety condition?							No
9. Is this a request to improve or make repairs to extend the useful life of a building?							No
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?							No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?							No
12. Will any other department be required to provide assistance in order to complete the project?							No
13. If funded, will this project increase the operating expense for any other department?							No
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?							No
						Total New FTE's	0
Project Description and Considerations							

This request is to replace copy machines throughout the District.

The FY25 request is to replace 3 copiers in the following locations: Production Center Digital Press, Emery Grover First Floor, and the NHS Math/Science Office. This request increased by \$15,331 from last year, representing an updated replacement schedule based on projected usage and increased replacement cost.

Fiscal Year	FY24-28 (Prior Year) Capital Request		FY25-29 (Current) Capital Request		\$ Inc/(Dec)
	# Copiers To Replace	Total Projected Cost	Fiscal Year	Total Projected Cost	
2024	8	\$69,379			N/A
2025	2	\$51,436	2025	\$66,767	\$15,331
2026	5	\$56,745	2026	\$70,923	\$14,178
2027	4	\$45,253	2027	\$65,143	\$19,890
2028	2	\$64,158	2028	\$61,335	-\$2,823
2029			2029	\$65,444	N/A
Total	21	\$286,970	Total	\$329,611	\$46,575

Additional Description and Considerations

Capital Request Detail						
Project Title	School Copier Replacement	Fiscal Year	2026	Request Status	Revised	
Project Phase	Acquisition	Planning/Design	Construction	FF&E		
Useful Life	More than 5 Years	Land	Construction Management	Technology		
Primary Function	Public Education	Site Preparation	Equipment	Other Expenses	\$70,923	
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	Industry References	Project Cost	\$70,923	
Parameters						
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?						
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?						
3. Does this project require any permitting by any Town or State agency?						
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?						
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?						
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?						
7. Is this a request in response to a Court, Federal, or State order?						
8. Is this a request in response to a documented public health or safety condition?						
9. Is this a request to improve or make repairs to extend the useful life of a building?						
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?						
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?						
12. Will any other department be required to provide assistance in order to complete the project?						
13. If funded, will this project increase the operating expense for any other department?						
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?						
						Total New FTE's
						0
Project Description and Considerations						

This request is to replace copy machines throughout the District.

The FY26 request is to replace 5 copiers in the following locations: Newman Room 106, Pollard Main Office, Eliot Work Room 151, High Rock Main Office, and Sunita Williams Second Floor. This request increased by \$14,178 from last year, representing an updated replacement schedule based on projected usage and increased replacement cost.

Fiscal Year	FY24-28 (Prior Year) Capital Request		FY25-29 (Current) Capital Request		\$ Inc/(Dec)
	# Copiers To Replace	Total Projected Cost	Fiscal Year	Total Projected Cost	
2024	8	\$69,379			N/A
2025	2	\$51,436	2025	\$66,767	\$15,331
2026	5	\$56,745	2026	\$70,923	\$14,178
2027	4	\$45,253	2027	\$65,143	\$19,890
2028	2	\$64,158	2028	\$61,335	-\$2,823
2029			2029	\$65,444	N/A
Total	21	\$286,970	Total	\$329,611	\$46,575

Additional Description and Considerations

Capital Request Detail						
Project Title	School Copier Replacement	Planning/Design	Construction	Fiscal Year	2027	Request Status
Project Phase	Acquisition	Land	Construction Management			FF&E
Useful Life	More than 5 Years	Site Preparation	Equipment		\$65,143	Technology
Primary Function	Public Education					Other Expenses
Budget Impact	May increase annual operating expenses by less than \$5,000					Project Cost
		Project Cost Source	Industry References			\$65,143
		Parameters				Response
		1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				No
		2. Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
		3. Does this project require any permitting by any Town or State agency?				No
		4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
		5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
		6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
		7. Is this a request in response to a Court, Federal, or State order?				No
		8. Is this a request in response to a documented public health or safety condition?				No
		9. Is this a request to improve or make repairs to extend the useful life of a building?				No
		10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				No
		11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
		12. Will any other department be required to provide assistance in order to complete the project?				No
		13. If funded, will this project increase the operating expense for any other department?				No
		14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0

Project Description and Considerations

This request is to replace copy machines throughout the District.

The FY27 request is to replace 4 copiers in the following locations: Broadmeadow Main Office, NHS English/Social Studies Office (Room 703), Mitchell Room 17, and NHS Bookkeeper Office. This request increased by \$19,890 from last year, representing an updated replacement schedule based on projected usage and increased replacement cost.

FY24-28 (Prior Year) Capital Request		FY25-29 (Current) Capital Request	
Fiscal Year	# Copiers To Replace	Fiscal Year	# Copiers To Replace
2024	8		
2025	2	2025	3
2026	5	2026	5
2027	4	2027	4
2028	2	2028	6
2029		2029	6
Total	21	Total	24
		Total Projected Cost	Total Projected Cost
		\$69,379	\$66,767
		\$51,436	\$70,923
		\$56,745	\$65,143
		\$45,253	\$61,335
		\$64,158	\$65,444
		\$286,970	\$329,611
			\$ Inc/(Dec)
			N/A
			\$15,331
			\$14,178
			\$19,890
			-\$2,823
			N/A
			\$46,575

Additional Description and Considerations

Capital Request Detail					
Project Title	School Copier Replacement	Fiscal Year	2028	Request Status	Revised
Project Phase	Acquisition			FF&E	
Useful Life	More than 5 Years	Construction Management		Technology	
Primary Function	Public Education	Equipment	\$61,335	Other Expenses	
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	Industry References	Project Cost	\$61,335
Parameters					
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					
3. Does this project require any permitting by any Town or State agency?					
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					
7. Is this a request in response to a Court, Federal, or State order?					
8. Is this a request in response to a documented public health or safety condition?					
9. Is this a request to improve or make repairs to extend the useful life of a building?					
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					
12. Will any other department be required to provide assistance in order to complete the project?					
13. If funded, will this project increase the operating expense for any other department?					
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					
					Total New FTE's
					0

Project Description and Considerations

This request is to replace copy machines throughout the District.

The FY28 request is to replace 6 copiers in the following locations: Newnan Science Center (Room 340), NHS Fine & Performing Arts Office (Room 905), NHS World Language Office (Room 704), NHS Health Office (Room 607), Sunita Williams Third Floor, and Sunita Williams First Floor. This request decreases by \$2,823 from last year, representing an updated replacement schedule based on projected usage.

FY24-28 (Prior Year) Capital Request		FY25-29 (Current) Capital Request		Total Projected Cost	\$ Inc/(Dec)
Fiscal Year	# Copiers To Replace	Fiscal Year	# Copiers To Replace		
2024	8				N/A
2025	2	2025	3	\$66,767	\$15,331
2026	5	2026	5	\$70,923	\$14,178
2027	4	2027	4	\$65,143	\$19,890
2028	2	2028	6	\$61,335	-\$2,823
2029		2029	6	\$65,444	N/A
Total	21	Total	24	\$329,611	\$46,575

Additional Description and Considerations

Capital Request Detail						
Project Title	School Copier Replacement	Planning/Design	Construction	Fiscal Year	Request Status	
Project Phase	Acquisition	Land	Equipment	2029	FF&E	
Useful Life	More than 5 Years	Site Preparation	Construction Management		Technology	
Primary Function	Public Education			\$65,444	Other Expenses	
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	Industry References	Project Cost	\$65,444	
Parameters						
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?						
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?						
3. Does this project require any permitting by any Town or State agency?						
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?						
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?						
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?						
7. Is this a request in response to a Court, Federal, or State order?						
8. Is this a request in response to a documented public health or safety condition?						
9. Is this a request to improve or make repairs to extend the useful life of a building?						
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?						
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?						
12. Will any other department be required to provide assistance in order to complete the project?						
13. If funded, will this project increase the operating expense for any other department?						
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?						
					Total New FTE's	0

Project Description and Considerations

This request is to replace copy machines throughout the District.

The FY29 request is to replace 6 copiers in the following locations: Broadmeadow Educational Technology Center (ETC), Emery Grover Superintendent's Office, NHS Library (Room 408), NHS Grade Level Office (Room 301), High Rock Health Office (Room 255), and Mitchell Hallway/Corridor (Room H1). This is a new, fifth year request.

Fiscal Year	FY24-28 (Prior Year) Capital Request		FY25-29 (Current) Capital Request		\$ Inc/(Dec)
	# Copiers To Replace	Total Projected Cost	Fiscal Year	Total Projected Cost	
2024	8	\$69,379	2025	\$66,767	N/A
2025	2	\$51,436	2026	\$70,923	\$15,331
2026	5	\$56,745	2027	\$65,143	\$14,178
2027	4	\$45,253	2028	\$61,335	\$19,890
2028	2	\$64,158	2029	\$65,444	-\$2,823
Total	21	\$286,970	Total	\$329,611	\$46,575

Additional Description and Considerations

Capital Funding Request					
Title	School New and Replacement Furniture	Submitted by	Needham Public Schools	Funding Year	See Attached
Request Type	Multiyear Funding Request	Capital Type	Equipment	Funding Request	\$125,000
Description					

In FY05 Town Meeting approved funding of \$20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of \$25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Capital Request Detail					
Project Title	School New and Replacement Furniture	Planning/Design Land Site Preparation	Construction Management Equipment	Fiscal Year	Request Status
Project Phase Useful Life				2025	Existing
Primary Function					\$25,000
Budget Impact	May increase annual operating expenses by less than \$5,000				\$25,000
Project Cost Source		In-House Estimate		Project Cost	
Parameters					
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					
3. Does this project require any permitting by any Town or State agency?					
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					
7. Is this a request in response to a Court, Federal, or State order?					
8. Is this a request in response to a documented public health or safety condition?					
9. Is this a request to improve or make repairs to extend the useful life of a building?					
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					
12. Will any other department be required to provide assistance in order to complete the project?					
13. If funded, will this project increase the operating expense for any other department?					
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					
				Total New FTE's	0
Project Description and Considerations					

In FY05 Town Meeting approved funding of \$20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of \$25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Additional Description and Considerations

Capital Request Detail

Project Title	School New and Replacement Furniture	Planning/Design Land Site Preparation	Construction Equipment	Fiscal Year	2026	Request Status	Existing
Project Phase Useful Life						FF&E Technology Other Expenses	\$25,000
Primary Function						Project Cost	\$25,000
Budget Impact	May increase annual operating expenses by less than \$5,000						Response
Parameters							
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?							
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?							
3. Does this project require any permitting by any Town or State agency?							
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?							
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?							
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?							
7. Is this a request in response to a Court, Federal, or State order?							
8. Is this a request in response to a documented public health or safety condition?							
9. Is this a request to improve or make repairs to extend the useful life of a building?							
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?							
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?							
12. Will any other department be required to provide assistance in order to complete the project?							
13. If funded, will this project increase the operating expense for any other department?							
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?							
						Total New FTE's	0

Project Description and Considerations

In FY05 Town Meeting approved funding of \$20500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of \$25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Additional Description and Considerations

Capital Request Detail

Project Title	School New and Replacement Furniture	Planning/Design Land Site Preparation	Construction Construction Management Equipment	Fiscal Year	2027	Request Status	Existing
Project Phase Useful Life						FF&E Technology Other Expenses	\$25,000
Primary Function						Project Cost	\$25,000
Budget Impact	May increase annual operating expenses by less than \$5,000						
Parameters							
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?							
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?							
3. Does this project require any permitting by any Town or State agency?							
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?							
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?							
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?							
7. Is this a request in response to a Court, Federal, or State order?							
8. Is this a request in response to a documented public health or safety condition?							
9. Is this a request to improve or make repairs to extend the useful life of a building?							
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?							
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?							
12. Will any other department be required to provide assistance in order to complete the project?							
13. If funded, will this project increase the operating expense for any other department?							
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?							
						Total New FTE's	0
Project Description and Considerations							

In FY05 Town Meeting approved funding of \$205,000 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of \$25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Additional Description and Considerations

Capital Request Detail

Project Title	School New and Replacement Furniture	Planning/Design Land Site Preparation	Construction Equipment	Fiscal Year	2028	Request Status	Existing	
Project Phase Useful Life						FF&E Technology Other Expenses	\$25,000	
Primary Function						Project Cost	\$25,000	
Budget Impact	May increase annual operating expenses by less than \$5,000						Response	
Parameters								
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?							No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?							No
3.	Does this project require any permitting by any Town or State agency?							No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?							No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?							No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?							No
7.	Is this a request in response to a Court, Federal, or State order?							No
8.	Is this a request in response to a documented public health or safety condition?							No
9.	Is this a request to improve or make repairs to extend the useful life of a building?							No
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?							No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?							No
12.	Will any other department be required to provide assistance in order to complete the project?							No
13.	If funded, will this project increase the operating expense for any other department?							No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					Total New FTE's	0	No

Project Description and Considerations

In FY05 Town Meeting approved funding of \$20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of \$25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Additional Description and Considerations

Capital Request Detail

Project Title	School New and Replacement Furniture	Planning/Design	Construction	Fiscal Year	2029	Request Status	New
Project Phase		Land	Equipment			FF&E	\$25,000
Useful Life		Site Preparation				Technology	
Primary Function						Other Expenses	
Budget Impact	May increase annual operating expenses by less than \$5,000					Project Cost	\$25,000
Parameters							
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?							
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?							
3. Does this project require any permitting by any Town or State agency?							
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?							
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?							
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?							
7. Is this a request in response to a Court, Federal, or State order?							
8. Is this a request in response to a documented public health or safety condition?							
9. Is this a request to improve or make repairs to extend the useful life of a building?							
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?							
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?							
12. Will any other department be required to provide assistance in order to complete the project?							
13. If funded, will this project increase the operating expense for any other department?							
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?							
						Total New FTE's	0

Project Description and Considerations

In FY05 Town Meeting approved funding of \$20,500 to begin the replacement of furniture in poor and fair condition throughout the School Department. By FY15, all furniture in 'poor' condition was replaced in the schools. This funding request will continue provide funding for new classroom furniture in the amount of \$25,000/year, for new enrollment or replacement purposes. This request is consistent with prior years' requests.

Additional Description and Considerations

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FTYE1CM4KKA09865						
Model Year			2019		Funding Year		2029		
Make			Ford		Make		Ford		
Model			Transit 150 Van		Model		Ford E350 Cutaway Van 158"WB DRW		
Power Source			Gas		Power Source		Electric		
Unit Number			ETC 600		Current Cost New (2023)		64,055		
Plate Number			M2853A		+ Communication Equipment		\$		
Mileage			6,183		+ Graphics		\$		
Engine Hours			4-5		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration					+ Other Costs		\$6,895 Folding Shelf with Partition		
					Total Current Cost		\$70,950		
Disposal	Sale/Trade	X	Transfer		Retain (fleet addition)		Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace the ETC's cargo van with an electric cargo van that is equipped with a folding shelf package with partition. The existing van would be traded in during the sale. The renovated Emery Grover Building will include Level 2 charging stations which this vehicle will utilize to power up.</p> <p>This van will be used by computer technicians to travel between schools and to deliver smaller pieces of equipment between sites..</p>									
Explanation of Total Cost									
Manufacturer Quote									
Submitted By			Gulati						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FTYR2XM3JKB37114						
Model Year			2018		Funding Year		2027		
Make			Ford		Make		Ford		
Model			Transit Cargo Van		Model		Ford E350 Cutaway Van 158"WB DRW		
Power Source			Gas		Power Source		Electric		
Unit Number			Production 601		Current Cost New (2023)		64,055		
Plate Number			M2324A		+ Communication Equipment		\$		
Mileage			10,582		+ Graphics		\$		
Engine Hours			4-5		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration					+ Other Costs		\$6,895 Folding Shelf with Partition		
					Total Current Cost		\$ 70,950		
Disposal	Sale/Trade	X	Transfer		Retain (fleet addition)		Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace the Production Center's cargo van with an electric cargo van that is equipped with a folding shelf package with partition. The existing van would be traded in during the sale. The renovated Emery Grover Building will include Level 2 charging stations which this vehicle will utilize to power up.</p> <p>This van will be used for daily mail deliveries. .</p>									
Explanation of Total Cost									
Manufacturer Quote									
Submitted By			Gulati						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1BAKGCPH6HF333727						
Model Year			2017		Funding Year		2026		
Make			Blue Bird		Make		Blue Bird		
Model			School Bus		Model		71 Passenger School Bus		
Power Source			Diesel		Power Source		Electric		
Unit Number			Bus 1N		Current Cost New (2023)		\$ 385,200		
Plate Number			SBN40166		+ Communication Equipment		\$		
Mileage			65,900		+ Graphics		\$		
Engine Hours			5-7 Hours		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration			8/2024		+ Other Costs		\$		
					Total Current Cost		\$ 385,200		
Disposal	Sale/Trade		Transfer		Retain (fleet addition)	X	Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace School Bus 1, which is used on a daily basis to transport students between home and school. The vehicle is operated by a staff driver. If not replaced, the District would have to contract for these services at considerable additional cost. Bus 1 would be retained, following the replacement, to be used as the District's newest spare bus until Bus 14 were replaced in 2030.]</p> <p>This request is for an electric bus. The electric bus would be a pilot, to better assess the operational efficiency, fuel economy and environmental sustainability of an electric school bus for pupil transportation use. The replacement of this bus has been deferred from FY25 to FY26, in conjunction with a joint request through the Building Maintenance Department, to install Level 3 charging capability in 2025 at the Newman School. The purchase price of the electric bus may be offset with federal rebates or other offsets.</p> <p>The alternative cost of a gas replacement bus is \$121,680.</p>									
Explanation of Total Cost									
Manufacturer Quote									
Submitted By			Gulati & Marchand						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FDZK1ZMXJKA87887						
Model Year			2018		Funding Year		2027		
Make			Ford		Make		Ford		
Model			Transit		Model		Transit AWD		
Power Source			Gas		Power Source		Gas		
Unit Number			Van 11		Current Cost New (2023)		\$ 68,655		
Plate Number			SPN108236		+ Communication Equipment		\$		
Mileage			13,912		+ Graphics		\$		
Engine Hours			5 - 7		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration			6/2024		+ Other Costs		\$		
					Total Current Cost		\$ 68,655		
Disposal	Sale/Trade	X	Transfer		Retain (fleet addition)		Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace a mission-critical pupil transportation vehicle currently used by the School Department to transport special needs students between home and school. The vehicle is operated by a staff driver. If not replaced, the District would have to contract for these services at considerable additional cost.</p> <p>Although it would be desirable to replace this vehicle with an electric passenger van, currently, there is not a realistic or viable option for electric or hybrid vans that could be retrofitted for 7D purposes. When suitable hybrid/electric models become available, the School Department would seek to convert its fleet of pupil transportation vehicles to sustainable fuel types.</p>									
Explanation of Total Cost									
<p>The base cost of this vehicle is \$60,038. The total cost includes an installed option to change to a T150 AWS Low Roof chassis (\$3,695), upgrade to Installed Child Safety Seats (ICS, \$1,600) and equip the van with steps, graphics, window tinting, a stop arm, and lights (\$3,322)..</p>									
Submitted By			Gulati, Marchand						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FTYR2XM3JKB37114						
Model Year			2018		Funding Year		2025		
Make			Ford		Make		Ford		
Model			Transit Cargo Van		Model		E350 Cutaway Van 158"WB DRW with Dejana Box Truck/Lift		
Power Source			Gas		Power Source		Gas		
Unit Number			601		Current Cost New (2023)		\$43,340 Van Base		
Plate Number			M2324A		+ Communication Equipment		\$		
Mileage			10,582		+ Graphics		\$		
Engine Hours			4-5		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration					+ Other Costs		\$19,290 Box Truck/Lift Assembly		
					Total Current Cost		\$62,630		
Disposal	Sale/Trade		Transfer		Retain (fleet addition)	X	Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace the existing Production Center Van with a lift-equipped box truck capable of transporting large, heavy items that require a lift assembly and are too dangerous or impossible for an individual to lift into a vehicle. Since the existing van would be retained (for replacement in 2027), this box truck represents an addition to the fleet.</p> <p>The truck would be used by the Production Center, the ETC and the Nutrition Services Department for equipment delivery between school, as well as by other school departments in need of delivery services.</p>									
Explanation of Total Cost									
Manufacturer Quote									
Submitted By			Gulati						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FDZK2Y81LKB30722						
Model Year			2020		Funding Year		2029		
Make			Ford		Make		Ford		
Model			Transit 150 AWD Van		Model		Transit AWD		
Power Source			Gas		Power Source		Gas		
Unit Number			Van 1		Current Cost New (2023)		\$ 68,655		
Plate Number			SPN110235		+ Communication Equipment		\$		
Mileage			18,533		+ Graphics		\$		
Engine Hours			5 - 7		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration			1/2024		+ Other Costs		\$		
					Total Current Cost		\$ 68,655		
Disposal	Sale/Trade	X	Transfer		Retain (fleet addition)		Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace a mission-critical pupil transportation vehicle currently used by the School Department to transport special needs students between home and school. The vehicle is operated by a staff driver. If not replaced, the District would have to contract for these services at considerable additional cost.</p> <p>Although it would be desirable to replace this vehicle with an electric passenger van, currently, there is not a realistic or viable option for electric or hybrid vans that could be retrofitted for 7D purposes. When suitable hybrid/electric models become available, the School Department would seek to convert its fleet of pupil transportation vehicles to sustainable fuel types.</p>									
Explanation of Total Cost									
<p>The base cost of this vehicle is \$60,038. The total cost includes an installed option to change to a T150 AWS Low Roof chassis (\$3,695), upgrade to Installed Child Safety Seats (ICS, \$1,600) and equip the van with steps, graphics, window tinting, a stop arm, and lights (\$3,322).</p>									
Submitted By			Gulati, Marchand						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FDZK2Y83LKB30723						
Model Year			2020		Funding Year		2028		
Make			Ford		Make		Ford		
Model			Transit 150 AWD Van		Model		Transit AWD		
Power Source			Gas		Power Source		Gas		
Unit Number			Van 2		Current Cost New (2023)		\$ 68,655		
Plate Number			SPN110234		+ Communication Equipment		\$		
Mileage			13,777		+ Graphics		\$		
Engine Hours			5 - 7		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration			1/2024		+ Other Costs		\$		
					Total Current Cost		\$ 68,655		
Disposal	Sale/Trade	X	Transfer		Retain (fleet addition)		Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace a mission-critical pupil transportation vehicle currently used by the School Department to transport special needs students between home and school. The vehicle is operated by a staff driver. If not replaced, the District would have to contract for these services at considerable additional cost.</p> <p>Although it would be desirable to replace this vehicle with an electric passenger van, currently, there is not a realistic or viable option for electric or hybrid vans that could be retrofitted for 7D purposes. When suitable hybrid/electric models become available, the School Department would seek to convert its fleet of pupil transportation vehicles to sustainable fuel types.</p>									
Explanation of Total Cost									
<p>The base cost of this vehicle is \$60,038. The total cost includes an installed option to change to a T150 AWS Low Roof chassis (\$3,695), upgrade to Installed Child Safety Seats (ICS, \$1,600) and equip the van with steps, graphics, window tinting, a stop arm, and lights (\$3,322)..</p>									
Submitted By			Gulati, Marchand						

Capital Improvement Plan
Vehicle Request

The vehicle request form has been revised to reduce the amount of time necessary to submit (or update) a vehicle request. The form contains specific information about the vehicle that is under the control of the department. Some information should not change (e.g., vehicle identification number), other information will change (e.g., mileage/hours of operations), and other information may have changed (e.g., unit number). This form is used to update the master list which is maintained to track where equipment is stored and the insurance coverage. You must identify any change to the current replacement schedule. The forms are to be completed and filed with the Finance Department by **12:00 p.m. September 15, 2023.**

CIP-VR									
Requesting Department			School Department						
Vehicle to be Replaced					Requested Vehicle				
VIN			1FMZK1ZM2KKB08460						
Model Year			2019		Funding Year		2028		
Make			Ford		Make		Ford		
Model			Transit		Model		Transit AWD		
Power Source			Gas		Power Source		Gas		
Unit Number			Van 4		Current Cost New (2023)		\$ 68,655		
Plate Number			SPN109028		+ Communication Equipment		\$		
Mileage			21,388		+ Graphics		\$		
Engine Hours			5 - 7		+ Insurance		\$		
Reading Date			7/24/23		+ Third Party Equipment		\$		
Vehicle Inspection Expiration			8/2024		+ Other Costs		\$		
					Total Current Cost		\$ 68,655		
Disposal	Sale/Trade	X	Transfer		Retain (fleet addition)		Dispose of another Vehicle		N.A.
Primary Functions									
<p>This request is to replace a mission-critical pupil transportation vehicle currently used by the School Department to transport special needs students between home and school. The vehicle is operated by a staff driver. If not replaced, the District would have to contract for these services at considerable additional cost.</p> <p>Although it would be desirable to replace this vehicle with an electric passenger van, currently, there is not a realistic or viable option for electric or hybrid vans that could be retrofitted for 7D purposes. When suitable hybrid/electric models become available, the School Department would seek to convert its fleet of pupil transportation vehicles to sustainable fuel types.</p>									
Explanation of Total Cost									
<p>The base cost of this vehicle is \$60,038. The total cost includes an installed option to change to a T150 AWS Low Roof chassis (\$3,695), upgrade to Installed Child Safety Seats (ICS, \$1,600) and equip the van with steps, graphics, window tinting, a stop arm, and lights (\$3,322)..</p>									
Submitted By			Gulati, Marchand						

Capital Funding Request				
Title	Submitted by	Needham Public Schools	Funding Year	2025
NHS Fitness Center Equipment Replacement				
Standalone Funding Request	Funding Request	\$32,673		
Request Type	Capital Type	Equipment	Description	

The NHS Fitness Center was last updated during the renovation of Needham High School in 2003-2013. The Wellness Department has articulated a plan for updating the Fitness Center with the goals of increasing student use, improving accessibility and better meeting student need. This multi-year plan includes renovation to the changing spaces and wrestling room, removal of the Keiser weight machines and underutilized cardio equipment, and the purchase of new equipment that better meets the needs and preferences of students. This request is for the purchase of new Fitness Center equipment in connection with that plan; associated requests to create gender-neutral changing spaces and renovate the wrestling room have been submitted to the Building Maintenance Department.

Capital Request Detail					
Project Title	Fiscal Year	2025	Request Status	New	
NHS Fitness Center Equipment Replacement					
Project Phase	Acquisition		FF&E		
Useful Life	More than 20 Years		Technology		
Primary Function	Public Education		Other Expenses		
Budget Impact	May increase annual operating expenses by less than \$5,000		\$32,673		\$32,673
	Project Cost Source	In-House Estimate	Project Cost		
Parameters					
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					
3. Does this project require any permitting by any Town or State agency?					
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					
7. Is this a request in response to a Court, Federal, or State order?					
8. Is this a request in response to a documented public health or safety condition?					
9. Is this a request to improve or make repairs to extend the useful life of a building?					
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					
12. Will any other department be required to provide assistance in order to complete the project?					
13. If funded, will this project increase the operating expense for any other department?					
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					
				Total New FTE's	0
Project Description and Considerations					

This request is to purchase equipment for the NHS Fitness Center, which is undergoing modernization to increase student use, improve accessibility and better meet student needs. The desired equipment includes the items listed below and total \$57,673. This request anticipates that \$25,000 in offsetting funds will be available, for a net Capital Improvement Program funding request of \$32,673.

Additional Description and Considerations

Capital Request Detail

Qty	Type/ Description	Cost
	<i>Weightlifting Equipment</i>	
3	Dynamic Ultra Pro G2 8' Half Rack	11,387
1	Dynamic Custom Charge Upright Wrap Logo Design	300
3	Dynamic Ultra Pro - Receptacle & Landmine Corn	658
3	Dynamic Ultra Pro Bolt On Band Pegs (Pair)	384
3	Dynamic Ultra Pro Formed Band Storage Hooks (Pair)	120
3	Dynamic Titan Stand Up Bench	2,631
3	Dynamic Slipcover Printed Fpad-001	333
3	Dynamic Shok Los Platform Half Rack 4'x8'	1,737
3	Dynamic Sportwalk 4'wide Contour Cut	1,170
1	Delivery/Assembly	1,845
1	Freight	2,109
	Subtotal	22,674

Qty	Type/ Description	Cost
	<i>Hammer Strength Plate-Loaded Machines (Best 8 Pieces):</i>	
1	Hammer Leg Press	4,208
1	Hammer Iso-Lat Bench Press - Horizontal Handle	3,188
1	Hammer Iso-Lateral Shoulderpress	3,188
1	Hammer Iso-Lat Front Pulldown	3,188
1	Hammer Iso-lat rowing Plate Loaded	3,043
1	Hammer Iso-lat Leg Ext	3,018
1	Hammer Strength Glute Ham-reverse Hyper	3,824
1	Hammer Seated Leg Curl Plate Loaded	3,018
1	Delivery/Assembly	2,965
	Subtotal	29,637
	Grand Total	52,311
	Plus Escalation @ 5% (2023 \$)	5,362
	Grand Total With Escalation	57,673
	Less Anticipated Offsetting Funds	
	NEF Grant	(15,000)
	School Operational Funds	(10,000)
	Net Capital Improvement Funding Required	32,673

Capital Funding Request			
School Department Technology Replacement Request		Submitted by	
Title	Capital Type	Equipment	Needham Public Schools
Request Type	Multiyear Funding Request	Funding Request	
		Funding Year	See Attached
		\$3,545,050	

The FY25-29 CIP request funds the purchase of School Department technology, including desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The request also incorporates funding for school technology infrastructure, which consists of servers, network hardware, wireless infrastructure, data cabling and access points. This request reflects the School Department's classroom technology standard and the decision in FY17 to move devices with a lifespan of less than five years (Digital Learning Devices, or DLDs, and staff laptops) to the operating budget.

The FY25-29 request is unchanged from the prior year in FY25-28, and adds a new fifth year request in FY29.

Summary All Hardware (Including New Requests)	FY25		FY26		FY27		FY28		FY29		FY25-29 Total
	New	Change	New	Change	New	Change	New	Change	New	Change	
Lab Computers	81,000	-	202,500	-	181,900	-	91,000	-	140,800	-	697,200
Desktop Computers	16,600	-	4,500	-	15,200	-	10,500	-	19,800	-	66,600
Printers	22,550	-	23,375	-	39,475	-	23,500	-	18,850	-	127,750
IWB & Projectors	285,000	-	200,000	-	275,000	-	360,000	-	370,000	-	1,490,000
Doors/ AirPhone	63,000	-	30,000	-	-	-	5,500	-	20,500	-	119,000
Paging Bells	80,000	-	-	-	30,000	-	75,000	-	155,000	-	340,000
Security Cameras	-	-	4,500	-	40,000	-	45,000	-	50,000	-	139,500
Subtotal	548,150	-	464,875	-	581,575	-	610,500	-	774,950	-	2,980,050
Summary Infrastructure	FY25		FY26		FY27		FY28		FY29		FY25-29 Total
	New	Change	New	Change	New	Change	New	Change	New	Change	
Servers	30,000	-	30,000	-	30,000	-	30,000	-	30,000	-	150,000
Network Hardware	20,000	-	20,000	-	20,000	-	20,000	-	20,000	-	100,000
Wireless Infra. Data Cabling	5,000	-	5,000	-	5,000	-	5,000	-	5,000	-	25,000
Wireless Infra. Access Points	58,000	-	58,000	-	58,000	-	58,000	-	58,000	-	290,000
Subtotal	113,000	-	113,000	-	113,000	-	113,000	-	113,000	-	565,000
Summary Grand Total	FY25		FY26		FY27		FY28		FY29		FY25-29 Total
	New	Change	New	Change	New	Change	New	Change	New	Change	
Hardware	548,150	-	464,875	-	581,575	-	610,500	-	774,950	-	2,980,050
Infrastructure	113,000	-	113,000	-	113,000	-	113,000	-	113,000	-	565,000
Grand Total	661,150	-	577,875	-	694,575	-	723,500	-	887,950	-	3,545,050

Capital Request Detail					
Project Title	School Department	Technology Replacement Request	Fiscal Year	2025	Request Status
Project Phase		Planning/Design	Construction Management		Existing
Useful Life		Land	Equipment		FF&E Technology
Primary Function		Site Preparation		\$661,150	Other Expenses
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	In-House Estimate	Project Cost	\$661,150
Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
3.	Does this project require any permitting by any Town or State agency?				No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
7.	Is this a request in response to a Court, Federal, or State order?				No
8.	Is this a request in response to a documented public health or safety condition?				No
9.	Is this a request to improve or make repairs to extend the useful life of a building?				No
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
12.	Will any other department be required to provide assistance in order to complete the project?				No
13.	If funded, will this project increase the operating expense for any other department?				No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0
Project Description and Considerations					

The FY25-29 Capital Improvement Plan (CIP) for school technology totals \$3,545,050 and includes \$2,980,050 for school hardware replacement and \$565,000 for school technology infrastructure. The budget for hardware replacement includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The infrastructure budget consists of servers, network hardware, wireless infrastructure, data cabling and access points.

The FY25 request is for \$661,150 and is unchanged from the prior year request.

Parameters Addressed:
 Technology: The School Technology department supports this request.
 A detailed breakout of changes from the prior year's FY25-29 request is highlighted below.

Additional Description and Considerations

Capital Request Detail					
Project Title	School Department	Technology Replacement Request	Fiscal Year	2026	Request Status
Project Phase Useful Life		Planning/Design Land			Existing
Primary Function		Site Preparation	Construction Construction Management Equipment		FF&E Technology Other Expenses
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	In-House Estimate	\$577,875	Project Cost
		Parameters			Response
		1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?			No
		2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
		3. Does this project require any permitting by any Town or State agency?			No
		4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
		5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
		6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
		7. Is this a request in response to a Court, Federal, or State order?			No
		8. Is this a request in response to a documented public health or safety condition?			No
		9. Is this a request to improve or make repairs to extend the useful life of a building?			No
		10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
		11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
		12. Will any other department be required to provide assistance in order to complete the project?			No
		13. If funded, will this project increase the operating expense for any other department?			No
		14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			No
				Total New FTE's	0
Project Description and Considerations					

The FY25-29 Capital Improvement Plan (CIP) for school technology totals \$3,545,050 and includes \$2,980,050 for school hardware replacement and \$565,000 for school technology infrastructure. The budget for hardware replacement includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The infrastructure budget consists of servers, network hardware, wireless infrastructure, data cabling and access points.

The FY26 request is for \$577,875 and is unchanged from the prior year request.

Parameters Addressed:
Technology: The School Technology department supports this request.
A detailed breakout of changes from the prior year's FY25-29 request is highlighted below.

Additional Description and Considerations

Capital Request Detail					
Project Title	School Department	Technology Replacement Request	Fiscal Year	2027	Request Status
Project Phase		Planning/Design			FF&E
Useful Life		Land	Construction Management		Technology
Primary Function		Site Preparation	Equipment	\$694,575	Other Expenses
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	In-House Estimate	Project Cost	\$694,575
Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
3.	Does this project require any permitting by any Town or State agency?				No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
7.	Is this a request in response to a Court, Federal, or State order?				No
8.	Is this a request in response to a documented public health or safety condition?				No
9.	Is this a request to improve or make repairs to extend the useful life of a building?				No
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
12.	Will any other department be required to provide assistance in order to complete the project?				No
13.	If funded, will this project increase the operating expense for any other department?				No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0

Project Description and Considerations

The FY25-29 Capital Improvement Plan (CIP) for school technology totals \$3,545,050 and includes \$2,980,050 for school hardware replacement and \$565,000 for school technology infrastructure. The budget for hardware replacement includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The infrastructure budget consists of servers, network hardware, wireless infrastructure, data cabling and access points.

The FY27 request is for \$694,575 and is unchanged from the prior year request.

Parameters Addressed:
 Technology: The School Technology department supports this request.
 A detailed breakout of changes from the prior year's FY25-29 request is highlighted below.

Additional Description and Considerations

Capital Request Detail					
Project Title	School Department Technology Replacement Request	Fiscal Year	2028	Request Status	Existing
Project Phase	Planning/Design	Construction		FF&E	
Useful Life	Land	Construction Management		Technology	
Primary Function	Site Preparation	Equipment	\$723,500	Other Expenses	
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	In-House Estimate	Project Cost	\$723,500
Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
3.	Does this project require any permitting by any Town or State agency?				No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
7.	Is this a request in response to a Court, Federal, or State order?				No
8.	Is this a request in response to a documented public health or safety condition?				No
9.	Is this a request to improve or make repairs to extend the useful life of a building?				No
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
12.	Will any other department be required to provide assistance in order to complete the project?				No
13.	If funded, will this project increase the operating expense for any other department?				No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?		Total New FTE's	0	No
Project Description and Considerations					

The FY25-29 Capital Improvement Plan (CIP) for school technology totals \$3,545,050 and includes \$2,980,050 for school hardware replacement and \$565,000 for school technology infrastructure. The budget for hardware replacement includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The infrastructure budget consists of servers, network hardware, wireless infrastructure, data cabling and access points.

The FY28 request is for \$723,500 and is unchanged from the prior year request.

Parameters Addressed:
 Technology: The School Technology department supports this request.
 A detailed breakout of changes from the prior year's FY25-29 request is highlighted below.

Additional Description and Considerations

Capital Request Detail					
Project Title	School Department	Technology Replacement Request	Fiscal Year	2029	Request Status
Project Phase		Planning/Design			
Useful Life		Land			
Primary Function		Site Preparation	Construction		Technology
Budget Impact	May increase annual operating expenses by less than \$5,000		Equipment	\$887,950	Other Expenses
		Project Cost Source	In-House Estimate		Project Cost
		Parameters			\$887,950
		1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?			No
		2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
		3. Does this project require any permitting by any Town or State agency?			No
		4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
		5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
		6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
		7. Is this a request in response to a Court, Federal, or State order?			No
		8. Is this a request in response to a documented public health or safety condition?			No
		9. Is this a request to improve or make repairs to extend the useful life of a building?			No
		10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
		11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
		12. Will any other department be required to provide assistance in order to complete the project?			No
		13. If funded, will this project increase the operating expense for any other department?			No
		14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?		Total New FTE's	0
Project Description and Considerations					

The FY25-29 Capital Improvement Plan (CIP) for school technology totals \$3,545,050 and includes \$2,980,050 for school hardware replacement and \$565,000 for school technology infrastructure. The budget for hardware replacement includes desktop computers, printers, classroom audio visual devices, specialized instructional labs, projectors, video displays, security cameras, electronic door access controllers, paging phones/airphones and classroom soundfield systems. The infrastructure budget consists of servers, network hardware, wireless infrastructure, data cabling and access points.

The FY29 request is a new, fifth-year request and includes \$774,950 for hardware replacement and \$113,000 for infrastructure replacement.

Parameters Addressed:
 Technology: The School Technology department supports this request.
 A detailed breakout of changes from the prior year's FY25-29 request is highlighted below.

Additional Description and Considerations

Capital Funding Request				
Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Submitted by	Needham Public Schools	
Request Type	Multiyear Funding Request	Funding Request	Funding Year	See Attached
			\$6,495,937	
		Building		
		Capital Type		
	Description			

In November, 2022, the Needham Public Schools, working in collaboration with the Permanent Public Building Committee (PPBC), procured Hewshott International to conduct a feasibility study of upgrading and/or replacing the theatrical lighting and sound equipment in the three auditoriums. Hewshott completed its study in April, 2023. In the course of its work, Hewshott surveyed the theaters, observed performances, and met with staff, students and community members to learn about their experiences, challenges and needs. The study concluded that Pollard and NHS require significant work to replace their decades-old systems, and that newer Newman system require updating, to conform with fundamental technology shifts in the industry. The identified upgrades broadly include converting audio systems from analog to digital, replacing wireless equipment with newer systems that conform to FCC-assigned operating frequencies, upgrading video equipment to "high definition" and widescreen aspect ratios, replacing obsolete lamp-based fixtures with LED lighting, and repairing/replacing rigging equipment to conform with current safety standards and codes.

Hewshott prioritized the identified repairs into five groupings, which would be needed to bring Needham's lighting and sound equipment to industry benchmark in the three auditoriums: SAC1 – immediate repairs to correct deficiencies relating to safety and code/standard compliance (total cost \$186,035) SAC2 (FY25) – repairs recommended within one year to correct other safety and compliance issues (total estimated cost \$114,630, including escalation) TSU1 (FY27) – upgrades to make existing systems operational, once funding is secured (total estimated cost \$436,999, including escalation) TSU2 (FY29) – minor construction, focused on equipment that can be re-used/incorporated into future phases, within two years of TSU1 (total estimated cost \$928,083, including escalation) AL1 (FY29) – non-theatrical lighting upgrades, including LED installation (total estimated cost \$961,850, including escalation) TSU3 (FY31) – major construction, requiring general/electrical/theatrical contractors, within five years of TSU2 (total estimated cost \$3,120,014, including escalation) TSU4 (FY33) – optional enhancements above benchmark (i.e., scenic projection). The total estimated cost is \$2,592,928, including escalation.

The "SAC1" repairs were made during the Spring and Summer of 2023. This capital request is for funding to complete the remaining repairs and upgrades to the theatrical, lighting and rigging equipment at the Newman Elementary, Pollard Middle School and Needham High School auditoriums over the next five years. The projects are phased as follows:

- Newman: SAC2 in FY25. Detailed design for construction scope (TSU2, AL1, TSU3, TSU4) in FY25 and construction in FY26. Early construction schedule allows for deletion of TSU1 repairs of existing equipment scope.
- Pollard: SAC2 in FY25. Detailed design for construction scope (TSU2, AL1, TSU3, TSU4) in FY26 and construction appropriation in FY27, timed with Master Plan project. Early construction schedule allows for deletion of TSU1 repairs of existing equipment scope.
- NHSL: SAC2 in FY25. Detailed design for construction scope (TSU1, TSU2, AL1, TSU3, TSU4) in FY27 and construction in FY28.

Capital Request Detail						
Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2025	Request Status	New	
Project Phase	Construction		\$97,355	FF&E		
Useful Life	More than 20 Years			Technology		
Primary Function	Public Education			Other Expenses		
Budget Impact	May increase annual operating expenses by less than \$5,000			Project Cost	\$344,558	
Parameters						
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?	\$247,203	Construction Management	Hired Consultant		No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?		Equipment			No
3.	Does this project require any permitting by any Town or State agency?					No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7.	Is this a request in response to a Court, Federal, or State order?					No
8.	Is this a request in response to a documented public health or safety condition?					Yes
9.	Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					Yes
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12.	Will any other department be required to provide assistance in order to complete the project?					Yes
13.	If funded, will this project increase the operating expense for any other department?					No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0	No

Project Description and Considerations

This request is for funds to complete the "SAC2" code compliance repairs in all three auditoriums. These repairs include: reinforcement of the rigging connections, as well as repairs to the loudspeaker rigging, and replacement of non-functioning lamps in the stage work lights. These repairs include An *emergency preamble*, would be requested to complete these safety-related repairs during the summer months, when school is not in session. The total cost of the SAC2 repairs is estimated to be \$97,355.

In addition, \$247,203 is requested for detailed design to accomplish the TSU2, AL1, TSU3, and TSU4 repairs at Newman in FY26. These repairs are described in the 2026 request.

Parameters Addressed

- 8. As identified in Rigging and Safety Inspection Report.
- 9. Extends useful life of rigging in these auditoriums.
- 10. Replacement of non-functioning theatrical lights.
- 12. Building Maintenance Department will contract with vendors to make repairs.

Additional Description and Considerations

Capital Request Detail

	FY23 0 Yrs Escalation SAC 1 (Actual)	FY24 0 Yrs Escalation SAC 1 (Actual)	FY24 0 Yrs Escalation SAC2 (Design)	FY25 1 Yr Escalation	FY26 2 Yrs Escalation	FY27 3 Yrs Escalation	FY28 4 Yrs Escalation	FY29 5 Yrs Escalation	FY29 6 Yrs Escalation	FY25-29 TOTAL
Newman Elementary										
Audio Visual				35,965	385,210					385,210
Lighting					646,120					682,085
Rigging		63,145		225,045	146,673					435,400
Soft Cost (35% SAC1-2, 25% Other)			7,553	261,010	1,613,403					371,718
Subtotal Project Cost		63,145	7,553	29,653	199,417					1,874,413
Plus Escalation @ 6%/Yr (Hewshott)				290,663	1,812,820					2,290,700
Subtotal with Escalation		63,145	7,553	290,663	1,812,820					2,103,482
Pollard Middle School										
Audio Visual				15,870	354,520					354,520
Lighting	9,720	10,090		2,222	310,240					310,240
Rigging				18,092	422,432					438,302
Soft Cost (35% SAC1-2, 25% Other)		10,090	3,333	108,719						274,020
Subtotal Project Cost	9,720	10,090	3,333	1,285	75,192					1,377,082
Plus Escalation @ 6%/Yr (to FY30 Midpt Constr)				19,377	238,270					627,881
Subtotal with Escalation	9,720	10,090	3,333	19,377	238,270					2,004,963
Needham High School										
Audio Visual				28,270	371,130					371,130
Lighting				3,958	309,040					309,040
Rigging		103,080		32,228	900,312					928,582
Soft Cost (35% SAC1-2, 25% Other)			5,937	237,072	158,048					399,078
Subtotal Project Cost		103,080	5,937	2,290	45,285					2,007,830
Plus Escalation @ 6%/Yr (Hewshott)				34,518	282,357					379,662
Subtotal with Escalation		103,080	5,937	34,518	282,357					2,387,492
SUBTOTAL NO ESCALATION	9,720	176,315	16,822	311,329	1,776,482	1,432,984	1,738,530			5,259,325
Escalation @ 6%/Yr (Hewshott)				33,229	274,608	596,689	332,087			1,236,613
GRAND TOTAL WITH ESCALATION	9,720	176,315	16,822	344,558	2,051,090	2,029,672	2,070,617			6,495,937

Capital Request Detail					
Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2026	Request Status	New
Project Phase	Design/Engineering	Planning/Design	\$238,270	Construction	FF&E
Useful Life	More than 15 Years	Land		Equipment	Technology
Primary Function	Public Education	Site Preparation			Other Expenses
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source	In-House Estimate	Project Cost	\$2,051,090
Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
3.	Does this project require any permitting by any Town or State agency?				No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
7.	Is this a request in response to a Court, Federal, or State order?				No
8.	Is this a request in response to a documented public health or safety condition?				Yes
9.	Is this a request to improve or make repairs to extend the useful life of a building?				Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				Yes
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
12.	Will any other department be required to provide assistance in order to complete the project?				Yes
13.	If funded, will this project increase the operating expense for any other department?				No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0
Project Description and Considerations					

This request is for funds to perform the following:

Construction of all TSU2-TSU4 repairs at Newman (\$1,812,820 - Emergency Preamble Needed to Ensure Project Completion Over Summer Months):

AV - TSU2: test, troubleshoot and repair the electrical system, including isolated ground system; replace analog mixer with digital mixer and stage box; install additional wireless microphone systems; replace wireless antennae with directional type; provide wireless intercom stations; provide stock of wired microphones cables, stands and accessories. Add inputs to the stagefront for orchestra pit use. Provide a video scaler that allows the existing system to display a smaller image adequate for closer viewing. TSU3: Replace signal processor with digital signal processor; remove delay loudspeakers; replace and relocate main loudspeakers; add subwoofers; replace amplifiers; remove patch panels; replace 3rd party control system; add touch panels in the pit; backstage and lighting desk; replace DVD player with Blu-Ray player; replace existing network and hardware with new "theatrical systems" network; provide wireless video connectivity; provide portable acoustical shell. Add streaming and recording capability. TSU4: Add scenic projection capability (edge blended projection system for animated digital backdrops; media server to store and playback content; video inputs.)
 Lighting - TSU2: Add LED color changing fixtures; develop a repertory plot; install wireless access points on lighting network for tablet remote use; replace light board monitors with widescreen touch monitors; integrate color-changing sconces with architectural/theatrical systems; upgrade dimming panel to CEM3; install relay modules into the dimming panel for LED use. TSU3: Add lighting positions (apron sides, stage sides, onstage); replace conventional fixtures with color-changing LED luminaires; add minimal remote control 'moving lights'; replace lighting control connector strips and receptacles; add DMX outputs; replace lighting board; replace touch panels with 3rd party touch panels; replace existing network and hardware with "theatrical systems" network. TSU4: Add additional remote control 'moving lights.' ALL1: Replace 10-10V LED house lights with DMX LED house lights using theatrical dimming and replace stage/catwalk fluorescent 'work' lights with LED.

Additional Description and Considerations

In addition, \$238,270 is requested for detailed design to accomplish the TSU2, AL1, TSU3, and TSU4 repairs at Pollard in FY27. These repairs are described in the 2027 request.

Capital Request Detail

Project Title

Theatrical Lighting, Sound & Rigging Repairs & Upgrades

Parameters Addressed

Fiscal Year

2026

Request Status

New

8. As identified in Rigging and Safety Inspection Report.
 9. Extends useful life of rigging in these auditoriums.
 10. Replacement of non-functioning theatrical lights.
 12. PPBC will manage the project and contract with vendors.
 13. Reduced electricity costs resulting from AL1 LED light conversions. Proposed annual savings are \$25,272/year at Newman, and \$11,854/year at NHS (per Hewshott estimate.)

School/ Project	FY23 0 Yrs Escalation SAC I (Actual)	FY24 0 Yrs Escalation SAC I (Actual)	FY24 0 Yrs Escalation SAC2 (Design)	Fiscal Year						FY25-29 TOTAL	
				FY25 1 Yr Escalation	FY26 2 Yrs Escalation	FY27 3 Yrs Escalation	FY28 4 Yrs Escalation	FY29 5 Yrs Escalation	FY29 6 Yrs Escalation		
Newman-Elementary											
Audio Visual				35,965	385,210						385,210
Lighting					646,120						646,120
Rigging		63,145	7,553		435,400						435,400
Soft Cost (35% SAC1-2, 25% Other)				225,045	146,673						371,718
Subtotal Project Cost		63,145	7,553	261,010	1,613,403						1,874,413
Plus Escalation @ 6%/Yr (Hewshott)				29,653	199,417						229,070
Subtotal with Escalation		63,145	7,553	290,663	1,812,820						2,103,482
Pollard Middle School											
Audio Visual				15,870	354,520						354,520
Lighting					310,240						310,240
Rigging	9,720	10,090	3,333		422,432						438,302
Soft Cost (35% SAC1-2, 25% Other)				2,222	108,719						274,020
Subtotal Project Cost	9,720	10,090	3,333	18,092	163,079						1,377,082
Plus Escalation @ 6%/Yr (to FY20 Midpnt Const)				1,285	75,182						622,881
Subtotal with Escalation	9,720	10,090	3,333	19,377	238,270						2,004,963
Needham High School											
Audio Visual									371,130		371,130
Lighting									309,040		309,040
Rigging		103,080	5,937	28,270					900,312		928,582
Soft Cost (35% SAC1-2, 25% Other)				3,958					158,048		399,078
Subtotal Project Cost		103,080	5,937	32,228		237,072			1,738,530		2,007,830
Plus Escalation @ 6%/Yr (Hewshott)				2,290					332,087		379,662
Subtotal with Escalation		103,080	5,937	34,518		282,357			2,070,617		2,387,492
SUBTOTAL NO ESCALATION											
Escalation @ 6%/Yr (Hewshott)	9,720	176,315	16,822	311,329	1,776,482	1,432,984	1,738,530				5,259,325
				33,229	274,608	596,689	332,087				1,236,613
GRAND TOTAL WITH ESCALATION	9,720	176,315	16,822	344,558	2,051,090	2,029,672	2,070,617				6,495,937

Capital Request Detail						
Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2027	Request Status	New	
Project Phase	Construction		\$1,747,316	FF&E		
Useful Life	More than 15 Years			Technology		
Primary Function	Public Education			Other Expenses		
Budget Impact	May increase annual operating expenses by less than \$5,000			Project Cost	\$2,029,673	
Parameters						
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?						
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?						
3. Does this project require any permitting by any Town or State agency?						
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?						
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?						
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?						
7. Is this a request in response to a Court, Federal, or State order?						
8. Is this a request in response to a documented public health or safety condition?						
9. Is this a request to improve or make repairs to extend the useful life of a building?						
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?						
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?						
12. Will any other department be required to provide assistance in order to complete the project?						
13. If funded, will this project increase the operating expense for any other department?						
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?						
					Total New FTE's	0
Project Description and Considerations						

This request is for funds to perform the following:

Construction of all TSU2-TSU4 repairs at Pollard (\$1,747,316 - Emergency Preamble Needed to Ensure Project Completion Over Summer Months):

AV - TSU2: Repair and relocate loudspeakers; install rack-mounted digital mixer and stage box; install digital signal processor; add sequencer. TSU3: Create permanent audio mix position; add a full-size equipment rack; replace analog mixer with digital mixer; increase quantity of wired and wireless microphones; relocate wireless antennae to house ceiling; provide wired production intercom infrastructure and wireless intercom stations; install "theatrical systems" network and put all available items on network; provide acoustical shell; add streaming and recording equipment; develop a repertory plot; add acoustical absorption wall panels on rear wall. Replace the projection screen with a 16:9 widescreen aspect ratio; replace projector in rear of auditorium; provide third party video control system. TSU4: add white cyclorama curtain and edge-blended projection system for scenic projection.

Lighting - TSU2: increased quantity of color-changing LED fixtures. TSU3: Add lighting positions (apron sides, stage sides, onstage); add remote control LED 'moving' lights; install power control system; create a permanent lighting control position replace light board monitors and widescreen touch monitors; install "theatrical systems" network and put all available items on network. TSU4: add additional LED moving lights. AL1: replace house incandescent lights with LED white light with theatrical dimming; replace stage fluorescent work lights with LED.

Rigging - TSU2: Add masking curtains and cyclorama, replace traveler track carriers and pulleys; add pipe battens for additional lighting; add safety batten caps to ends of all pipe battens. TSU4: Remove hard stage ceiling and raise rigging.

Additional Description and Considerations

Parameters Addressed

Capital Request Detail

Project Title

Theatrical Lighting, Sound & Rigging Repairs & Upgrades

Fiscal Year

2027

Request Status

New

- 8. As identified in Rigging and Safety Inspection Report.
- 9. Extends useful life of rigging in these auditoriums.
- 10. Replacement of non-functioning theatrical lights.
- 12. PPBC will manage the project and contract with vendors.

Project Title	FY23 0 Yrs Escalation SAC 1 (Actual)	FY24 0 Yrs Escalation SAC 1 (Actual)	FY24 0 Yrs Escalation SAC2 (Design)	FY25 1 Yr Escalation	FY26 2 Yrs Escalation	FY27 3 Yrs Escalation	FY28 4 Yrs Escalation	FY29 5 Yrs Escalation	FY29 6 Yrs Escalation	FY25-29 TOTAL
Theatrical Sound, Lighting and Rigging Repairs and Upgrades at Newman, Pollard and NHS School/ Project										
<i>Newman Elementary</i>										
Audio Visual				35,965	385,210					385,210
Lighting					646,120					682,085
Rigging		63,145			435,400					435,400
Soft Cost (35% SAC1-2, 25% Other)			7,553	225,045	146,673					371,718
Subtotal Project Cost		63,145	7,553	261,010	1,613,403					1,874,413
Plus Escalation @ 6%/Yr (Hewshott)				29,653	199,417					229,070
Subtotal with Escalation		63,145	7,553	290,663	1,812,820					2,103,482
<i>Pollard Middle School</i>										
Audio Visual						354,520				354,520
Lighting						310,240				310,240
Rigging	9,720	10,090		15,870		422,432				438,302
Soft Cost (35% SAC1-2, 25% Other)			3,333	2,222	163,079	108,719				274,020
Subtotal Project Cost	9,720	10,090	3,333	18,092	163,079	1,195,911				1,377,082
Plus Escalation @ 6%/Yr (to F30 Midpt Constr)				1,285	75,192	551,404				627,881
Subtotal with Escalation	9,720	10,090	3,333	19,377	238,270	1,747,316				2,004,963
<i>Needham High School</i>										
Audio Visual								371,130		371,130
Lighting								309,040		309,040
Rigging		103,080		28,270				900,312		928,582
Soft Cost (35% SAC1-2, 25% Other)			5,937	3,958		237,072		158,048		399,078
Subtotal Project Cost		103,080	5,937	32,228		237,072		1,738,530		2,007,830
Plus Escalation @ 6%/Yr (Hewshott)				2,290		45,285		332,087		379,662
Subtotal with Escalation		103,080	5,937	34,518		282,357		2,070,617		2,387,492
SUBTOTAL NO ESCALATION	9,720	176,315	16,822	311,329	1,776,482	1,432,984	1,738,530	-	-	5,259,325
<i>Escalation @ 6%/Yr (Hewshott)</i>				33,229	274,608	596,689	332,087			1,236,613
GRAND TOTAL WITH ESCALATION	9,720	176,315	16,822	344,558	2,051,090	2,029,672	2,070,617	-	-	6,495,937

Capital Request Detail					
Project Title	Theatrical Lighting, Sound & Rigging Repairs & Upgrades	Fiscal Year	2028	Request Status	New
Project Phase	Design/Engineering	Construction	\$2,070,617	FF&E	
Useful Life	More than 15 Years	Equipment		Technology	
Primary Function	Public Education	Project Cost Source		Other Expenses	
Budget Impact	The project should reduce the operating expenses	In-House Estimate		Project Cost	\$2,070,617
Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				No
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
3.	Does this project require any permitting by any Town or State agency?				No
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
7.	Is this a request in response to a Court, Federal, or State order?				No
8.	Is this a request in response to a documented public health or safety condition?				Yes
9.	Is this a request to improve or make repairs to extend the useful life of a building?				Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				Yes
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
12.	Will any other department be required to provide assistance in order to complete the project?				Yes
13.	If funded, will this project increase the operating expense for any other department?				No
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0
Project Description and Considerations					

This request is for funds to perform the following:

Construction of all TSU1-TSU4 repairs at NHS (\$2,070,617 - Emergency Preamble Needed to Ensure Project Completion Over Summer Months):

AV - TSU1: Test the loudspeakers and repair/replace as needed; replace the analog mixer with a digital mixer and stage box; install wireless access points for mixer; install minimal cabling infrastructure to make system operational; provide assistive listening system and signage at entrances; add wireless microphones; add minimal quantity of wireless microphones adjacent to receivers. Additionally, replace portable projector with high-definition 16:9 projector with lensing that can fill the screen. TSU2: Test wired microphone inputs and plates, repair/replace as needed; provide portable stage monitors and ability to stream/record. TSU3: Create audio mix (control) position; replace analog mixer with digital mixer and stage box; replace the equipment racks with new; add digital signal processor; add wireless microphones; relocate wireless microphone antennae in the house ceiling; provide stock of wired microphones, cables, stands, and accessories; add fill or delay loudspeakers over the balcony; add subwoofers; replace amplifiers; provide wired production intercom infrastructure and main station; provide wired belt packs, headsets and cables; provide wireless production intercom stations; provide third party control system; install touch panel in or adjacent to the pit; install "theatrical systems" network and put all available items on network; install wireless access points for mixer remote; provide acoustical shell; provide isolated ground power system with receptacles; provide portable stage monitors; provide streaming and recording capability; add acoustical wall panels on house rear wall.

Video: TSU2: relocate screen control to convenient location. TSU3: Replace projection screen with tensioned screen 16:9 widescreen aspect ratio; install high definition projector in rear of auditorium

Additional Description and Considerations

Lighting - TSU1: Engage a theatrical systems integrator to service the dimming panel and architectural controls; add a new lighting board with two touch-screen monitors. TSU2: Test the system and replace burned-out lamps, as needed, and replace the follow spot. AL1: Replace house incandescent lights with LED white light with theatrical dimming and replace stage fluorescent 'work' lights with

Capital Funding Request			
Title	Newman Preschool Playground Update with Shade Structure	Submitted by	Needham Public Schools
Request Type	Standalone Funding Request	Funding Request	Funding Year
			2025

The Newman preschool playground is an older playground that is situated in a part of the school that has constant sunlight. During warmer weather, the ambient temperature on the playground climbs rapidly, due to a lack of shade and the heat-absorbing black playground surface. Approximately half of the children who attend the preschool have special needs, including some students with sun sensitivity. As a result, students' access to the playground is limited to cloudy days or to mild weather. In addition, the crumbling asphalt walkway that surrounds the playground generates debris that has damaged the poured-in-place surface, creating trip hazards. This playground is in need of renovation to replace the poured-in-place surface, install updated playground equipment and provide much needed shade. The proposed updates would increase students' comfort and access to the playground, and in turn would create more meaningful social opportunities for preschoolers during their day.

The need to update this playground was identified in FY20, when the School Department requested and received \$69,200 from Town Meeting toward the installation of a custom shade shelter. The proposed shade structure was in the form of five columns with three triangular, sail-style canopies. At the time, the \$100,000 estimated total cost of that project was proposed to be supplemented by fee revenues that had been reserved in the Preschool Revolving Fund, toward the new structure.

Unfortunately, COVID interrupted this project, which was deferred for two years, at which time engineers engaged by the Building Maintenance Department reported that the project would likely cost closer to \$260,000, due to complications associated with installing the required footings, given the presence of ledge. Ultimately the project received no bids, with feedback from firms that the project was not cost effective. In the interim period, the Preschool also reported concern with the deterioration of the existing poured-in-place surface.

Earlier this year, a new design was sought, this time focusing on installing a shade structure that also functioned as climbing equipment, to better meet students' needs. In addition, the desired design would replace the existing poured-in-place surface. A conceptual rendering of the new design is presented at right. The estimated cost of the renovated playground is \$228,869, toward which the School Department proposes to apply the \$69,200 previously appropriated for a custom shade shelter, as well as \$105,600 in reserved fund balance from the Preschool Revolving Fund. (This contribution is up from \$40,000 and has been reserved for this purpose from fees revenues.) This stand alone capital request is for the funds required to complete this project, or \$54,000.



Capital Request Detail					
Project Title	Newman Preschool Playground Update with Shade Structure	Fiscal Year	2025	Request Status	New
Project Phase	Construction	Construction Management	\$54,000	FF&E	
Useful Life	More than 20 Years	Equipment		Technology	
Primary Function	Public Education	Industry References		Other Expenses	
Budget Impact	May increase annual operating expenses by less than \$5,000	Project Cost Source		Project Cost	\$54,000
Parameters					
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					
3. Does this project require any permitting by any Town or State agency?					
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					
7. Is this a request in response to a Court, Federal, or State order?					
8. Is this a request in response to a documented public health or safety condition?					
9. Is this a request to improve or make repairs to extend the useful life of a building?					
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					
12. Will any other department be required to provide assistance in order to complete the project?					
13. If funded, will this project increase the operating expense for any other department?					
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					
				Total New FTE's	0
Project Description and Considerations					

This request is for the additional funds required to install a shade structure that also functions as climbing equipment, and replace the existing poured-in-place surface. The estimated cost of the renovated playground is \$228,869, toward which the School Department proposes to apply the \$69,200 previously appropriated for a custom shade shelter (A37 ATM 5/19), as well as \$105,600 in reserved fund balance from the Preschool Revolving Fund. The additional amount required to complete this project is \$54,000.

Parameters addressed:

- 8. Shade is required on the playground for student safety and comfort.
- 10. Yes, shade structure.
- 11. Updates the Newman preschool playground.
- 12. Yes, Building Maintenance Division to procure and manage the project.

Additional Description and Considerations

Capital Request Detail

	<u>Cost</u>
<u>Preschool Playground Update with Shade Structure</u>	
Shade Structure	\$ 45,982
Installation of Shade Structure	\$ 26,337
Demolition Old Playground	\$ 4,811
Site Preparation	\$ 26,293
Installation New Poured-in-Place Rubber Playground Surface	\$ 143,317
Subtotal	\$ 246,741
Soft Cost Allowance (25%)	\$ 61,685
Subtotal	\$ 308,426
Escalation @ 6%/Year to FY25 (2 Yrs)	\$ 38,121
Grand Total Project Expense	\$ 346,547
<u>Less Available Funds</u>	
A37 ATM 5/19 Prior Appropriation for Shade Structure	\$ 69,200
Preschool Revolving Fund (Reservation of Fund Balance)	\$ 105,600
Subtotal Available Funds	\$ 174,800
Additional Funds Required	\$ 171,747

Capital Funding Request			
Title	Submitted by	Needham Public Schools	
Pollard Middle School Renovation Addition (Master Plan Option C1a)	Funding Request	\$313,915,000	Funding Year
Request Type	Building		See Attached
	Capital Type		
	Description		

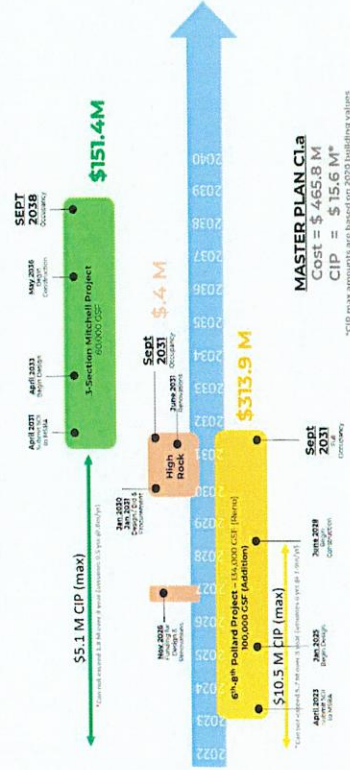
Constructed in 1956 and renovated in 1996, the Pollard Middle School has adequate gross square feet, but is in need of a major renovation to address building deficiencies and modernize the learning environment. There are many undersized classrooms, inadequate teacher planning, administration or meeting spaces, insufficient space for special education and antiquated science labs. The modular classrooms, installed in 2002, are at the end of their useful life and are in need of replacement.

This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School" Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

Pollard project costs have been updated to include an updated cost per square foot of \$560 (up from \$360/sf), reflecting general economic conditions. Additionally, the project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedule has been updated to allot more time for the MSBA approval process and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. MSBA estimated reimbursement of 20-22% of total project costs could be received, based on prior experience. This request is a placeholder, should the Town decide to move forward with the Option C1a Master Plan slate of projects. The MSBA is currently reviewing a Statement of Interest for the Pollard project. Companion requests are presented for the Mitchell and High Rock renovation projects. Pollard project milestones & funding years include:

1. District Submits SOI in April 2023
2. MSBA Review of SOI April 2023 - Nov 2023
3. Invited into Eligibility (Module 1 Eligibility). Dec 2023 Board Meeting (270-Day Eligibility Period Jan 2024 - Sept 2024)
4. Approve Funding for Feasibility & Schematic Design: May STM 2024 (Completes Eligibility Requirements)
5. OPM/Designer Selection - CM-At-Risk (Module 2 Forming the Team): June 2024 - Nov 2024
6. Invited into Feasibility at MSBA Board Meeting (Module 3 Feasibility): Dec 2024
7. Feasibility Design (Module 3 Feasibility): Jan 2025 - Sept 2025
8. MSBA Board Vote to Approve Feasibility Design (Preferred Schematic Report): Oct 2025
9. CM-At-Risk Selection: Oct 2025 - Dec 2025
10. Schematic Design/ Cost Estimate (Module 4 Schematic Design): Nov 2025 - Aug 2026 (Approved Aug MSBA Board Meeting)
11. STM Vote Construction Funding (Module 5 Funding the Project): Oct 2026 STM
12. Override/ Ballot Question Approve Construction Funding: Nov 2026
13. Project Funding Agreement Executed: Dec 2026
14. Detailed Design/Construction Documents/Bidding (Module 6 Design) - CM at Risk: Jan 2027 - June 2028
15. Bidding Complete: July 2028
16. Construction (Module 7): July 2028 - Aug 2031
17. GMP/ Mobilization/ Submittals: June 2028 - July 2028
18. Demolition of Modular Classrooms: June 2028 - July 2028
19. Construction of Building Addition: June 2028 - Nov 2029
20. Students Move into Addition: Dec 2029
21. Renovation of North Wing: Jan 2030 - June 2030
22. Students Move into Renovated North Wing: July 2030 - Aug 2030
23. Renovation of South Wing: June 2030 - Aug 2031
24. Grade 6 Students Move into Renovated South Wing: Sept 2031

C1a. Pollard as 1st Project (MSBA) 6-8 School / High Rock as Elementary/ Mitchell as 2nd Project (MSBA)



Capital Request Detail					
Project Title	Fiscal Year		2025	Request Status	Revised
Pollard Middle School Renovation Addition (Master Plan Option C1a)	Planning/Design	Construction		FF&E	
Project Phase	Land	Equipment		Technology	
Useful Life	Site Preparation			Other Expenses	
Primary Function	May increase annual operating expenses by more than \$100,000	Project Cost Source	Hired Consultant	Project Cost	\$3,950,000
Budget Impact		Parameters			Response
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3. Does this project require any permitting by any Town or State agency?					Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7. Is this a request in response to a Court, Federal, or State order?					No
8. Is this a request in response to a documented public health or safety condition?					No
9. Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12. Will any other department be required to provide assistance in order to complete the project?					Yes
13. If funded, will this project increase the operating expense for any other department?					Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0	No

Project Description and Considerations

This request is for feasibility design funds, for the Pollard Renovation project included in Master Plan Scenario C1a. Dore & Whittier estimates that the required feasibility design budget would be \$3.95 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Pollard would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

- Design and construction funds requested in FY25 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$15.6 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will update and modernize the Pollard School, so as to extend its useful life for another fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail						
Project Title	Pollard Middle School Renovation Addition (Master Plan Option C1a)			Fiscal Year	Request Status	
Project Phase	Construction	Planning/Design	Construction	2027	Revised	
Useful Life	More than 30 Years	Land	\$30,326,000	\$248,972,000	FF&E	
Primary Function	Public Education	Site Preparation	\$16,097,000	\$9,140,000	Technology	
Budget Impact	May increase annual operating expenses by more than \$100,000		Equipment	\$5,430,000	Other Expenses	
	Project Cost Source			Project Cost	\$309,965,000	
	Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3.	Does this project require any permitting by any Town or State agency?					Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7.	Is this a request in response to a Court, Federal, or State order?					No
8.	Is this a request in response to a documented public health or safety condition?					No
9.	Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12.	Will any other department be required to provide assistance in order to complete the project?					Yes
13.	If funded, will this project increase the operating expense for any other department?					Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?				Total New FTE's	0
Project Description and Considerations						

This request is for funds to undertake detailed design and construction, for the Pollard Renovation project included in Master Plan Scenario C1a. This project assumes that the Pollard would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

1. Design and construction funds requested in FY25 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$15.6 million.
3. This project, which involves renovation of a public building, will involve permitting.
9. This project will update and modernize the Pollard School, so as to extend its useful life for another fifty years.
12. The PPBC will manage this project, if approved.
13. The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail

Project Title: Pollard Middle School Renovation Addition (Master Plan Option C1a)

Fiscal Year: 2027

Request Status: Revised

Scenario: High Rock as Elementary School
 Mitchell Standard MSBA/ Pollard Standard MSBA
 Renovation/ Addition of Pollard Middle School as Grade 6-8 Middle School, Based on 2020 Dore & Whittier Master Plan
 Assumes Construction Manager at Risk for Pollard
 134,000 GSF Renovation, 100,000 GSF Permanent Construction, 1,432 Students, 6-8 School
 Scheduled opening: September 2031

	Feasibility	A/E	Site Prep	Construction	Constr Mgmt	FF&E/ Tech	Total
Project Cost (2023\$)	2,500,000	19,193,735	10,188,000	157,576,885	5,784,926	3,436,800	198,680,416
		<small>20% Conting + Soft (Less Constr Mgt)</small>		<small>80% Conting + Const</small>	<small>4% Construction</small>		
Plus Escalation (@ 6%) x 10.17 Years to Completion 9/31	1,450,000	11,132,366	5,909,040	91,394,593	3,355,298	1,993,344	115,234,641
REVISED PROJECT COST	3,950,000	30,326,101	16,097,040	248,971,478	9,140,294	5,430,144	313,915,057
REVISED COST (ROUNDED)	3,950,000	30,326,000	16,097,000	248,972,000	9,140,000	5,430,000	313,915,000

	Feasibility Funding	Design/Bid/ Construction Funding	Total
May 2024 STM	3,950,000	30,326,000	3,950,000
Oct 2026 STM		16,097,000	30,326,000
		248,972,000	16,097,000
		9,140,000	248,972,000
		5,430,000	9,140,000
	3,950,000	309,965,000	5,430,000
Total			313,915,000

Capital Funding Request			
Title	Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a)	Submitted by	Needham Public Schools
Request Type	Standalone Funding Request	Building	
		Capital Type	
		Description	
		Funding Request	\$448,000
		Funding Year	2027

Constructed in 2009, the High Rock School is a modern building in good condition. However, a major classroom addition is needed to serve the needs of the Grade 6 community.

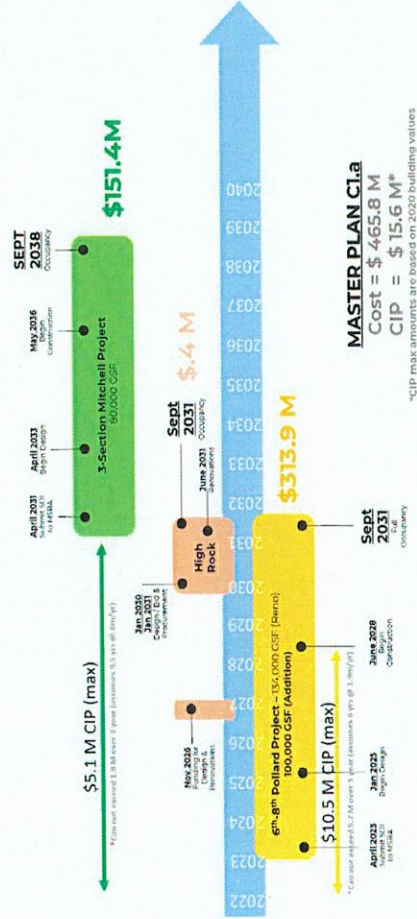
This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School" Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

The High Rock project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process (associated with the Pollard project) and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. No MSBA assistance is assumed for this project.

This request is a placeholder, should the Town decide to move forward with the Option C1a Master Plan slate of projects. The MSBA is currently reviewing a Statement of Interest for the Pollard and Mitchell projects. Companion requests are presented for the Pollard and Mitchell renovation projects.

- 25. Special Town Meeting Vote Design & Construction (With Pollard): Oct 2026 5TM (Alternate Date Oct 2029 5TM)
- 26. Override/ Ballot Question Approve Construction Funding (With Pollard): Nov 2026 (Alternate Date Nov 2029)
- 27. Detailed Design SD/DD/CD (CMR): Jan 2030 - Sept 2030
- 28. Bidding: Oct 2030 - Dec 2030
- 29. Contract Award: Jan 2031 - June 2031
- 30. Construction: June 2031 - Aug 2031 ("Summer Slammer")
- 31. Mitchell Students Move to High Rock: Sept 2031

C1a. Pollard as 1st Project (MSBA) 6-8 School / High Rock as Elementary/ Mitchell as 2nd Project (MSBA)



Capital Request Detail						
Project Title	Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a)		Fiscal Year	2027	Request Status	Revised
Project Phase	Construction	Planning/Design	Construction Management	\$385,000	FF&E	
Useful Life	More than 30 Years	Land	Equipment	\$7,000	Technology	
Primary Function	Public Education	Site Preparation			Other Expenses	
Budget Impact	May increase annual operating expenses by more than \$100,000		Project Cost Source	Hired Consultant	Project Cost	\$448,000
Parameters						
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3.	Does this project require any permitting by any Town or State agency?					Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7.	Is this a request in response to a Court, Federal, or State order?					No
8.	Is this a request in response to a documented public health or safety condition?					No
9.	Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12.	Will any other department be required to provide assistance in order to complete the project?					Yes
13.	If funded, will this project increase the operating expense for any other department?					Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?				Total New FTE's	0

Project Description and Considerations

This request is for feasibility design funds, for the Pollard Renovation project included in Master Plan Scenario C1a. Dore & Whittier estimates that the required feasibility design budget would be \$3.95 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Pollard would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

- Design and construction funds requested in FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$15.6 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will update and modernize the High Rock School, so as to extend its useful life for another fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the building.

Additional Description and Considerations

Capital Request Detail

Project Title: Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option C1a) Fiscal Year: 2027 Request Status: Revised

**Scenario: High Rock as Elementary School
 Mitchell Standard MSBA/ Pollard Standard MSBA
 Renovation of High Rock, Based on 2020 Dore & Whittier Master Plan
 Minor Renovations, 376 Students, K-5 School
 Scheduled opening: September 2031**

	Feasibility	A/E	Site Prep	Construction	Constr Mgmt	FF&E/ Tech	Total
Project Cost (2023\$)	-	33,880 <small>20% Conting + Soft (Less Constr Mgt)</small>	-	231,178 <small>80% Conting + Const.</small>	3,986 <small>2% Construction</small>	-	269,044
Plus Escalation (@ 6%) x 10.17 Years to Completion 9/31	-	22,530	-	153,734	2,651	-	178,914
REVISED PROJECT COST	-	56,410	-	384,912	6,636	-	447,958
REVISED COST (ROUNDED)	-	56,000	-	385,000	7,000	-	448,000

Design & Constr

Feasibility	-	-	-	-	-	-	-
Arch/Engineering	-	56,000	-	56,000	-	-	112,000
Site Preparation	-	-	-	-	-	-	-
Construction	-	385,000	-	385,000	-	-	770,000
Construction Management	-	7,000	-	7,000	-	-	14,000
EE&E	-	-	-	-	-	-	-
Total	-	448,000	-	448,000	-	-	896,000

Capital Funding Request			
Title	Mitchell School Renovation Addition (Master Plan Option C1a)	Submitted by	Needham Public Schools
Request Type	Multiyear Funding Request	Funding Request	Funding Year
	Capital Type	Building	See Attached
	Description		

Constructed in 1950, the Mitchell Elementary School has undergone several additions over the past 50 years, but is in need of total renovation/replacement 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 Williams Elementary School.

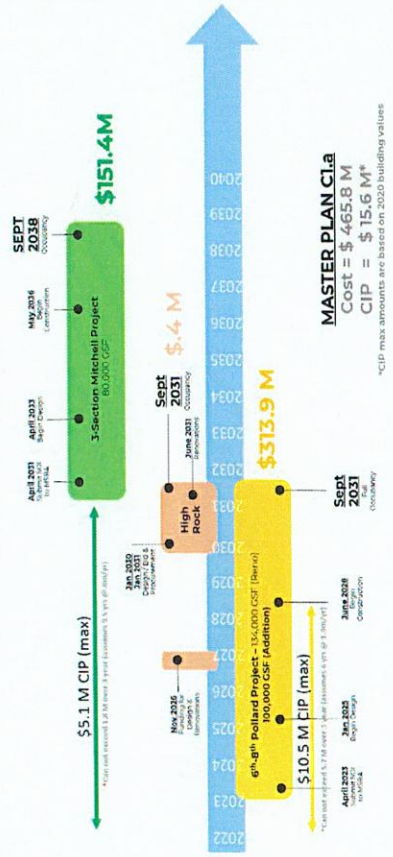
This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School" Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

Project costs have been updated to include an updated cost per square foot of \$560 (up from \$360/sf), to reflect general economic conditions. Additionally, the project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. MSBA estimated reimbursement of 20-22% of total project costs could be received, based on prior experience.

This request is a placeholder, should the Town decide to move forward with the Option C1a Master Plan slate of projects. The MSBA is currently reviewing a Statement of Interest for the Pollard and Mitchell projects. Companion requests are presented for the Pollard and High Rock renovation projects.

- Schedule Assumptions**
- District Submits SOI in April 2031
 - MSBA Review of SOI April 2031 - December 2031
 - Invited into Eligibility (Module 1 Eligibility) April 2032
 - 270-Day Eligibility Period: April 2032 - Nov 2032
 - Mitchell Students Move to High Rock: Sept 2031
 - STM Approves Funding for Feasibility: Oct 5TM 2032
 - Ballot Question For Feasibility (if Needed within 270-Day Eligibility Period): Nov 2032
 - Invited into Feasibility at MSBA Board Meeting Dec 2032 - Jan 2033 (Module 3 Feasibility)
 - OPW/Designer Selection (Module 2 Forming the Team) Jan 2033 - Apr 2033
 - Feasibility Design (Module 3 Feasibility Study): April 2033 - Sept 2033
 - MSBA Board Vote to Approve Feasibility Design (Preferred Schematic Report): Oct 2033
 - Schematic Design (Module 4 Schematic Design) Oct 2033 - April 2034
 - Invitation to Enter MSBA Project Funding Agreement: July 2034 - Nov 2034
 - Special Town Meeting Vote Pending MSBA approval October 2034
 - Override/ Ballot Question for Construction Funding: Nov 2034
 - Execute MSBA Project Funding Agreement: Dec 2034 - Jan 2035
 - Detailed Design/Construction Documents/Bidding (Module 6 Design - DBB): Jan 2035 - Feb 2036
 - Contract Award: April 2036 - May 2036
 - Construction (Module 7 Construction): May 2036 - May 2038
 - School Opens: Sept 2038

C1a. Pollard as 1st Project (MSBA) 6-8 School / High Rock as Elementary/ Mitchell as 2nd Project (MSBA)



Capital Request Detail					
Project Title	Mitchell School Renovation Addition (Master Plan Option C.1a)	Fiscal Year	2033	Request Status	Revised
Project Phase	Feasibility Study	Planning/Design	Construction	FF&E	
Useful Life	More than 30 Years	Land	Construction Management	Technology	
Primary Function	Public Education	Site Preparation	Equipment	Other Expenses	
Budget Impact	May increase annual operating expenses by more than \$100,000	Project Cost Source	Hired Consultant	Project Cost	\$2,659,000
Parameters					
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3. Does this project require any permitting by any Town or State agency?					Yes
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7. Is this a request in response to a Court, Federal, or State order?					No
8. Is this a request in response to a documented public health or safety condition?					No
9. Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12. Will any other department be required to provide assistance in order to complete the project?					Yes
13. If funded, will this project increase the operating expense for any other department?					Yes
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?				Total New FTE's	0
Project Description and Considerations					

This request is for feasibility design funds, for the Mitchell School Renovation Addition project included in Master Plan Scenario C.1a. Dore & Whittier estimates that the required feasibility design budget would be \$2.659 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Mitchell would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

- Design and construction funds requested in FY25 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$15.6 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will replace the Mitchell School. The new school will have a useful life of more than fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Scenario: High Rock as Elementary School
 Mitchell Standard MSBA/ Pollard Standard MSBA

Capital Request Detail

Project Title	Mitchell School Renovation Addition (Master Plan Option C1a)			Fiscal Year	2035	Request Status	Revised	
Project Phase	Construction	Planning/Design	\$18,085,000	Construction	\$119,682,000	FF&E		
Useful Life	More than 30 Years	Land		Construction Management	\$0	Technology		
Primary Function	Public Education	Site Preparation	\$7,657,000	Equipment	\$3,328,000	Other Expenses		
Budget Impact	May increase annual operating expenses by more than \$100,000	Project Cost Source				Project Cost	\$148,752,000	
Parameters								
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?							Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?							No
3.	Does this project require any permitting by any Town or State agency?							Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?							No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?							No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?							No
7.	Is this a request in response to a Court, Federal, or State order?							No
8.	Is this a request in response to a documented public health or safety condition?							No
9.	Is this a request to improve or make repairs to extend the useful life of a building?							Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?							No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?							No
12.	Will any other department be required to provide assistance in order to complete the project?							Yes
13.	If funded, will this project increase the operating expense for any other department?							Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					Total New FTE's	0	No

Project Description and Considerations

This request is for funds to undertake detailed design and construction, for the Mitchell School Renovation project included in Master Plan Scenario C1a. This project assumes that the Mitchell would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

- Design and construction funds requested in FY25 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$15.6 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will replace the Mitchell School. The new school will have a useful life of more than fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail

Project Title Mitchell School Renovation Addition (Master Plan Option C1a)

Fiscal Year 2035

Request Status Revised

**Scenario: High Rock as Elementary School
 Mitchell Standard MSBA/ Pollard Standard MSBA
 Construction of Mitchell 3-Section Elementary School, Based on 2020 Dore & Whittier Master Plan
 80,000 GSF, 376 Students, K-5 School
 Scheduled opening: September 2038**

	Feasibility	A/E	Site Prep	Construction	Constr Mgmt	FF&E/ Tech	Total
Project Cost (2023\$)	1,500,000	10,202,682	4,320,000	67,521,463	-	1,877,623	85,421,768
		<small>20% Conting + Soft</small>		<small>70% Conting + Const. DBB (in Construction)</small>		<small>10% Conting + FF&E</small>	
Plus Escalation (@ 4.5%) x 17.17 Years to Completion 9/38	1,158,750	7,881,572	3,337,200	52,160,330	-	1,450,464	65,988,316
REVISED PROJECT COST	2,658,750	18,084,253	7,657,200	119,681,793	-	3,328,088	151,410,084
REVISED COST (ROUNDED)	2,659,000	18,085,000	7,657,000	119,682,000	-	3,328,000	151,411,000

	Feasibility Funding Oct STM 2032	Construction Funding Oct STM 2034	Total
Feasibility	2,659,000		2,659,000
Arch/Engineering		18,085,000	18,085,000
Site Preparation		7,657,000	7,657,000
Construction		119,682,000	119,682,000
Construction Management		-	-
FF&E		3,328,000	3,328,000
Total	2,659,000	148,752,000	151,411,000

Capital Funding Request			
Title	Pollard Middle School Renovation Addition (Master Plan Option D1a)		Submitted by
Request Type	Multiyear Funding Request	Capital Type	Funding Request
		Building	Funding Year
		Description	See Attached

Constructed in 1956 and renovated in 1996, the Pollard Middle School has adequate gross square feet, but is in need of a major renovation to address building deficiencies and modernize the learning environment. There are many undersized classrooms, inadequate teacher planning, administration or meeting spaces, insufficient space for special education and antiquated science labs. The modular classrooms, installed in 2002, are at the end of their useful life and are in need of replacement.

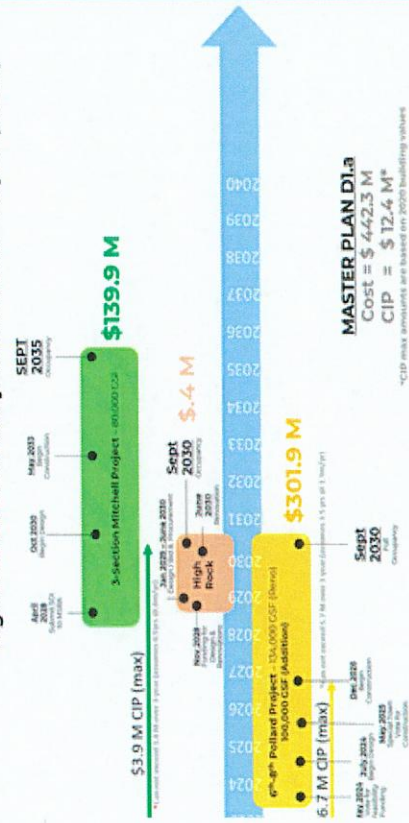
This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School" Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that only the Mitchell School is constructed in partnership with the MSBA; the Pollard School would be completed on an accelerated schedule without MSBA participation.

Pollard project costs have been updated to include an updated cost per square foot of \$560 (up from \$360/sf), to reflect general economic conditions. Additionally, the project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process (on Mitchell) and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. MSBA estimated reimbursement of 20-22% of total project costs could be received for Mitchell, based on prior experience.

This request is a placeholder, should the Town decide to move forward with the Option D1a Master Plan slate of projects. The MSBA is currently reviewing a Statement of Interest for the Pollard and Mitchell projects. Companion requests are presented for the Mitchell and High Rock renovation i

1. Approve Funding for Feasibility/Schematic Design: **May 2024 STM**
2. OPM / Designer Selection: **Jan 2024 - June 2024**
3. Feasibility to Schematic Design & Cost Estimate (CM At Risk): **start July 2024 - May 2025**
4. Override/ Ballot Question for Detailed Design Funding: **April 2025**
5. Special Town Meeting Vote Detailed Design Funding: **May 2025 STM**
6. Detailed Design DD/CD/BI/d Documents (CMR): **April 2025 - June 2026**
7. Permitting: **Oct 2025 - Jan 2026**
8. Bidding: **July 2026 - Aug 2026**
9. Special Town Meeting Vote Construction Funding: **Oct 2026 STM**
10. Override/ Ballot Question for Construction: **Nov 2026**
11. GMP/ Mobilization/ Submittals: **Dec 2026 - June 2027**
12. Demolition of Modular Classrooms: **June 2027 - Aug 2027**
13. Construction of Building Addition: **June 2027 - Nov 2028**
14. Students Move into Addition: **Dec 2028**
15. Renovation of North Wing: **Jan 2029 - June 2029**
16. Students Move into Renovated North Wing: **July 2029 - Aug 2029**
17. Renovation of South Wing: **June 2029 - Aug 2030**
18. Grade 6 Students Move into Renovated South Wing: **Sept 2030**

D1a. Pollard as 1st Project (non-MSBA) 6-8 School / High Rock as Elementary/ Mitchell as 2nd Project (MSBA)



Capital Request Detail						
Project Title	Pollard Middle School Renovation Addition (Master Plan Option D1a)			Fiscal Year	2025	Request Status
Project Phase	Feasibility Study	Planning/Design	Construction			Revised
Useful Life	More than 30 Years	Land	\$3,800,000	Construction Management	FF&E Technology Other Expenses	
Primary Function	Public Education	Site Preparation		Equipment		
Budget Impact	May increase annual operating expenses by more than \$100,000		Project Cost Source	Hired Consultant	Project Cost	\$3,800,000
Parameters						
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3.	Does this project require any permitting by any Town or State agency?					Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7.	Is this a request in response to a Court, Federal, or State order?					No
8.	Is this a request in response to a documented public health or safety condition?					No
9.	Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12.	Will any other department be required to provide assistance in order to complete the project?					Yes
13.	If funded, will this project increase the operating expense for any other department?					Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?				Total New FTE's	0
Project Description and Considerations						

This request is for feasibility design funds, for the Pollard Renovation project included in Master Plan Scenario D1a. Dore & Whittier estimates that the required feasibility design budget would be \$3.8 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Pollard would NOT be constructed in partnership with the Massachusetts School Building Authority (MSBA), so has a three-phase funding model.

Parameters Addressed:

- Design and construction funds requested in FY25, FY26 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$12.4 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will update and modernize the Pollard School, so as to extend its useful life for another fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail

Project Title		Fiscal Year		2026	Request Status	Revised
Pollard Middle School Renovation Addition (Master Plan Option D.1a)				\$11,975,850	FF&E	
Project Phase	Construction	\$14,587,000	Construction Management	\$1,318,950	Technology	
Useful Life	More than 30 Years				Other Expenses	
Primary Function	Public Education	\$774,300	Equipment		Project Cost	\$28,656,100
Budget Impact	May increase annual operating expenses by more than \$100,000	Project Cost Source				Response
Parameters						
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3.	Does this project require any permitting by any Town or State agency?					Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7.	Is this a request in response to a Court, Federal, or State order?					No
8.	Is this a request in response to a documented public health or safety condition?					No
9.	Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12.	Will any other department be required to provide assistance in order to complete the project?					Yes
13.	If funded, will this project increase the operating expense for any other department?					Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?			Total New FTE's	0	No

Project Description and Considerations

This request is for detailed design funds, for the Pollard Renovation project included in Master Plan Scenario D.1a. Dore & Whittier estimates that the required feasibility design budget would be \$3.8 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Pollard would NOT be constructed in partnership with the Massachusetts School Building Authority (MSBA), so has a three-phase funding model.

Parameters Addressed:

- Design and construction funds requested in FY25, FY26 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$12.4 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will update and modernize the Pollard School, so as to extend its useful life for another fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail						
Project Title	Fiscal Year			2027	Request Status	Revised
Pollard Middle School Renovation Addition (Master Plan Option D1a)				\$227,541,150	FF&E	
Project Phase	Construction	Planning/Design	Construction	\$227,541,150	FF&E	
Useful Life	More than 30 Years	Land	Construction Management	\$7,474,050	Technology	
Primary Function	Public Education	Site Preparation	Equipment	\$5,224,000	Other Expenses	
Budget Impact	May increase annual operating expenses by more than \$100,000	Project Cost Source	Hired Consultant	Project Cost		\$269,537,900
Parameters						
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?					No
3.	Does this project require any permitting by any Town or State agency?					Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					No
7.	Is this a request in response to a Court, Federal, or State order?					No
8.	Is this a request in response to a documented public health or safety condition?					No
9.	Is this a request to improve or make repairs to extend the useful life of a building?					Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					No
12.	Will any other department be required to provide assistance in order to complete the project?					Yes
13.	If funded, will this project increase the operating expense for any other department?					Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?				Total New FTE's	0
Project Description and Considerations						

This request is for construction funds, for the Pollard Renovation project included in Master Plan Scenario D1a. Dore & Whittier estimates that the required feasibility design budget would be \$3.8 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Pollard would NOT be constructed in partnership with the Massachusetts School Building Authority (MSBA), so has a three-phase funding model.

Parameters Addressed:

- Design and construction funds requested in FY25, FY26 and FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$12.4 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will update and modernize the Pollard School, so as to extend its useful life for another fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Capital Request Detail

Project Title: Pollard Middle School Renovation Addition (Master Plan Option D1a)

Request Status: Revised

Fiscal Year: 2027

Scenario: High Rock as Elementary School Mitchell Standard MSBA/ Pollard Accelerated Non-MSBA Renovation/ Addition of Pollard Middle School as Grade 6-8 Middle School, Based on 2020 Dore & Whittier Master Plan Assumes Construction Manager at Risk for Pollard 134,000 GSF Renovation, 100,000 GSF Permanent Construction, 1,432 Students, 6-8 School Scheduled opening: September 2030

	Feasibility	A/E	Site Prep	Construction	Constr Mgmt	FF&E/ Tech	Total
Project Cost (2023\$)	2,500,000	19,193,735	10,188,000	157,576,885	5,784,996	3,436,800	198,680,416
		<i>20% Conting + Soft (Less Constr. Mgt)</i>		<i>80% Conting + Const</i>	<i>4% Construction</i>		
Plus Escalation (@ 6%) x 9.00 Years to Completion 7/30	1,300,000	9,980,742	5,297,760	81,939,980	3,008,198	1,787,136	103,313,816
REVISED PROJECT COST	3,800,000	29,174,477	15,485,760	239,516,865	8,793,194	5,223,936	301,994,232
REVISED COST (ROUNDED)	3,800,000	29,174,000	15,486,000	239,517,000	8,793,000	5,224,000	301,994,000
Feasibility	3,800,000						
Arch/Engineering							
Site Preparation							
Construction							
Construction Management							
FF&E							
Total	3,800,000	28,656,100	269,537,900	301,994,000			

Feasibility Funding	Design/Bid Funding	Construction Funding	Total
May 2024 STM	May 2025 STM	Oct 2026 STM	
3,800,000	14,587,000	14,587,000	3,800,000
	774,300	14,711,700	29,174,000
	11,975,850	227,541,150	15,486,000
	1,318,950	7,474,050	239,517,000
		5,224,000	8,793,000
			5,224,000

Capital Funding Request			
Title	Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option D1a)	Submitted by	Needham Public Schools
Request Type	Standalone Funding Request	Funding Request	\$432,000
	Capital Type	Building	Funding Year
	Description		2027

Constructed in 2009, the High Rock School is a modern building in good condition. However, a major classroom addition is needed to serve the needs of the Grade 6 community.

This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School" Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that only the Mitchell School is constructed in partnership with the MSBA; the Pollard School would be completed on an accelerated schedule without MSBA participation.

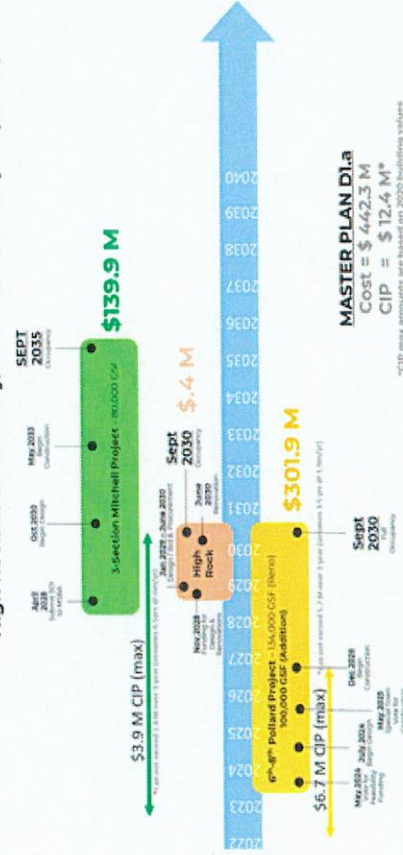
The High Rock project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process (associated with the Mitchell project) and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. No MSBA assistance is assumed for this project.

This request is a placeholder, should the Town decide to move forward with the Option D1a Master Plan slate of projects. The MSBA is currently reviewing a Statement of Interest for the Pollard and Mitchell projects. Companion requests are presented for the Pollard and Mitchell renovation projects.

Project milestones & funding years include:

19. Special Town Meeting Vote Design & Construction (With Pollard): Oct 2026 STM (Alternate Date Oct 2028 STM)
20. Override/ Ballot Question Approve Construction Funding (With Pollard): Nov 2026 (Alternate Date is Nov 2028)
21. Detailed Design SD/DD/CD (CMR): Jan 2029 - Sept 2029
22. Bidding: Oct 2029 - Nov 2029
23. Contract Award: Dec 2029 - June 2030
24. Construction: June 2030 - Aug 2030 ("Summer Slammer")
25. Mitchell Students Move to High Rock: Sept 2030

D1a. Pollard as 1st Project (non-MSBA) 6-8 School / High Rock as Elementary/ Mitchell as 2nd Project (MSBA)



Capital Request Detail					
Project Title	Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option D1a)	Fiscal Year	2027	Request Status	Revised
Project Phase	Construction		\$371,000	FF&E	
Useful Life	More than 30 Years		\$6,000	Technology	
Primary Function	Public Education	Construction Management		Other Expenses	
Budget Impact	May increase annual operating expenses by more than \$100,000	Hired Consultant		Project Cost	\$432,000
Parameters					
1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?					
2. Are there recommendations or costs identified by other departments which are NOT factored into the request?					
3. Does this project require any permitting by any Town or State agency?					
4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?					
5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?					
6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?					
7. Is this a request in response to a Court, Federal, or State order?					
8. Is this a request in response to a documented public health or safety condition?					
9. Is this a request to improve or make repairs to extend the useful life of a building?					
10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?					
11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?					
12. Will any other department be required to provide assistance in order to complete the project?					
13. If funded, will this project increase the operating expense for any other department?					
14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?					
				Total New FTE's	0
Project Description and Considerations					

This request is for funds to conduct detailed design, bidding and construction of the High Rock Renovation project included in Master Plan Scenario D1a. Project costs were developed by Dore & Whittier Architects. The total cost has been updated to include a 6% cost escalation factor, compared to the previous 4.5% estimate. The updated factor is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively.

Parameters Addressed:

- Design and construction funds requested in FY27. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$12.4 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will update and modernize the High Rock School, so as to extend its useful life for another fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the building.

Additional Description and Considerations

Capital Request Detail

Project Title: Renovation to High Rock to Reconfigure as K-5 Elementary School (Master Plan Option D1a) Fiscal Year: 2027 Request Status: Revised

**Scenario: High Rock as Elementary School
 Mitchell Standard MSBA/ Pollard Accelerated Non-MSBA
 Renovation of High Rock, Based on 2020 Dore & Whittier Master Plan
 Minor Renovations, 376 Students, K-5 School
 Scheduled opening: September 2030**

	Feasibility	A/E	Site Prep	Construction	Constr Mgmt	FF&E/ Tech	Total
Project Cost (2023\$)	-	33,880 <i>20% Conting + Soft (Less Constr Mgt)</i>	-	231,178 <i>80% Conting + Const</i>	3,986 <i>2% Construction</i>	-	269,044
Plus Escalation (@ 6%) x 9.08 Years to Completion 9/29	-	20,497	-	139,863	2,411	-	162,772
REVISED PROJECT COST	-	54,377	-	371,041	6,397	-	431,816
REVISED COST (ROUNDED)	-	55,000	-	371,000	6,000	-	432,000

	Design & Constr Funding	Total
Oct 2026 STM	-	-
Feasibility	55,000	55,000
Arch/Engineering	-	-
Site Preparation	371,000	371,000
Construction	6,000	6,000
Construction Management	-	-
FF&E	-	-
Total	432,000	432,000

Capital Funding Request			
Title	Mitchell School Renovation Addition (Master Plan Option D1a)	Submitted by	Needham Public Schools
Request Type	Multyear Funding Request	Funding Request	Funding Year
	Capital Type	Building	See Attached
Description			

Constructed in 1950, the Mitchell Elementary School has undergone several additions over the past 50 years, but is in need of total renovation/replacement 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 Williams Elementary School.

This project is part of a multi-project Strategic Plan to provide capacity at the elementary schools for enrollment growth, to address overcrowding at the High Rock School and to modernize the Mitchell Elementary and Pollard Middle Schools. This Strategic Plan Scenario C1a, "High Rock as Elementary School" Project was developed by Dore & Whittier Architects in 2020 and is the School Committee's preferred Master Plan Scenario. As originally proposed, it: a) positions grades 6th - 8th under one roof at the Pollard School, b) repurposes High Rock as a sixth elementary school and c) renovates the aging Mitchell School as a smaller, 3-section elementary school. At the Pollard School, the existing modular classrooms would be replaced by an approximate 40 teaching station addition onto the existing building, paired with a phased, occupied renovation of the remaining building and site. Additionally, a new, three-story 6th Grade Center would be constructed on the south side of the existing school. The Pollard renovation would be undertaken in parallel with the feasibility/design study for the Mitchell project in order to complete the Pollard School addition and vacate the High Rock school for reuse as an elementary school. The execution of these two projects concurrently would allow the High Rock to serve as swing space for the Mitchell Elementary School project, with some students re-distributed to other elementary schools until a new Mitchell School can be completed. This scenario assumes that both Pollard and Mitchell are constructed in partnership with the MSBA.

Project costs have been updated to include an updated cost per square foot of \$560 (up from \$360/sf), to reflect general economic conditions. Additionally, the project continues to reflect a 6% straight-line cost escalation factor, compared to the previous 4.5% estimate, which is intended to capture the impact of the significant inflation experienced during 2021, 2022 and 2023 of 5%, 15% and 5%, respectively. Finally, the project schedules has been updated to allot more time for the MSBA approval process and reflect a three-summer commissioning for the Pollard project. As a result of these changes, the completion dates for all projects have been extended by one or two years. MSBA estimated reimbursement of 20-22% of total project costs could be received for Mitchell, based on prior experience.

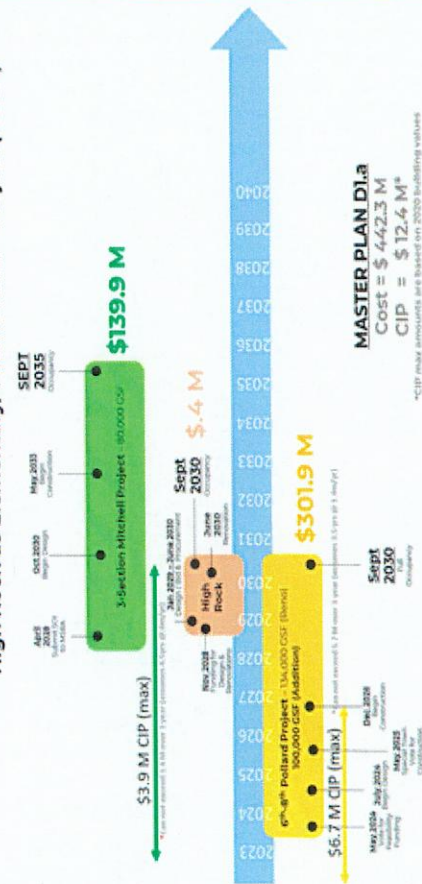
This request is a placeholder, should the Town decide to move forward with the Option D1a Master Plan slate of projects. The MSBA is currently reviewing a Statement of Interest for the Pollard and Mitchell projects. Companion requests are presented for the Pollard and High Rock renovation f

Project milestones & funding years Include:

Schedule Assumptions

- District Submits SOI: April 2028
- MSBA Review of SOI: April 2028 - December 2028
- Invited into Eligibility (Module 1 Eligibility): April 2029
- 270-Day Eligibility Period: April 2029 - Nov 2029
- Mitchell Students Move to High Rock: Sept 2029
- STM Approves Funding for Feasibility: Oct STM 2029
- Ballot Question For Feasibility (If Needed within 270-Day Eligibility Period): Nov 2029
- Invited into Feasibility at MSBA Board Meeting: Dec 2029 - Jan 2030 (Module 3 Feasibility)
- OPM/Designer Selection (Module 2, Forming the Team): Jan 2030 - Apr 2030
- Feasibility Design (Module 3 Feasibility Study): April 2030 - Sept 2030
- MSBA Board Vote to Approve Feasibility Design (Preferred Schematic Report): Oct 2030
- Schematic Design (Module 4 Schematic Design): Oct 2030 - April 2031
- Invitation to Enter MSBA Project Funding Agreement: July 2031 - Nov 2031
- Special Town Meeting Vote Pending MSBA Approval: October 2031
- Override/ Ballot Question for Construction Funding: Nov 2031
- Execute MSBA Project Funding Agreement: Dec 2031 - Jan 2032
- Detailed Design/Construction Documents/Bidding (Module 6 Design - DBB): Jan 2032 - Feb 2033
- Contract Award: April 2033 - May 2033
- Construction (Module 7/Construction): May 2033 - May 2035
- School Opens: Sept 2035

D1a. Pollard as 1st Project (non-MSBA) 6-8 School / High Rock as Elementary/ Mitchell as 2nd Project (MSBA)



Capital Request Detail					
Project Title	Mitchell School Renovation Addition (Master Plan Option D1a)	Fiscal Year	2030	Request Status	Revised
Project Phase	Feasibility Study	Planning/Design		FF&E	
Useful Life	More than 30 Years	Land		Technology	
Primary Function	Public Education	Site Preparation	Construction Management	Other Expenses	
Budget Impact	May increase annual operating expenses by more than \$100,000	Project Cost Source	Hired Consultant	Project Cost	\$2,456,000
Parameters					
1.	Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?				Yes
2.	Are there recommendations or costs identified by other departments which are NOT factored into the request?				No
3.	Does this project require any permitting by any Town or State agency?				Yes
4.	If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?				No
5.	Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?				No
6.	Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?				No
7.	Is this a request in response to a Court, Federal, or State order?				No
8.	Is this a request in response to a documented public health or safety condition?				No
9.	Is this a request to improve or make repairs to extend the useful life of a building?				Yes
10.	Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?				No
11.	Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?				No
12.	Will any other department be required to provide assistance in order to complete the project?				Yes
13.	If funded, will this project increase the operating expense for any other department?				Yes
14.	If funded, will additional permanent staff be required, and if so what is the total number of FTE's?		Total New FTE's	0	No

Project Description and Considerations

This request is for feasibility design funds, for the Mitchell School Renovation Addition project included in Master Plan Scenario D1a. Dore & Whittier estimates that the required feasibility design budget would be \$2.456 million. This estimate would cover OPM, designer, survey, initial geotechnical analysis, wetlands, hazardous materials and a traffic study. This project assumes that the Mitchell would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

- Design and construction funds requested in FY30 and FY32. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$12.4 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will replace the Mitchell School. The new school will have a useful life of more than fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

Scenario: High Rock as Elementary School

Capital Request Detail					
Project Title	Mitchell School Renovation Addition (Master Plan Option D1a)	Fiscal Year	2032	Request Status	Revised
Project Phase	Construction	Planning/Design	\$16,707,000	Construction	\$110,566,000
Useful Life	More than 30 Years	Land		Equipment	FF&E
Primary Function	Public Education	Site Preparation	\$7,074,000	Management	Technology
Budget Impact	May increase annual operating expenses by more than \$100,000	Project Cost Source		Hired Consultant	Other Expenses
		Project Cost Source			Project Cost
		Parameters			\$137,422,000
		Parameters			Response
		1. Are there any costs to bid, design, construct, purchase, install, implement, or otherwise complete the project which are NOT included in this request?			Yes
		2. Are there recommendations or costs identified by other departments which are NOT factored into the request?			No
		3. Does this project require any permitting by any Town or State agency?			Yes
		4. If funded, will this project require ongoing assistance from vendors at an additional expense to the Town which is NOT already budgeted?			No
		5. Is specialized training or annual licensing required that the Town will need to pay in order to use the asset?			No
		6. Is this a project for which an Initial Eligibility Project Application can be filed with the Community Preservation Committee (CPC)?			No
		7. Is this a request in response to a Court, Federal, or State order?			No
		8. Is this a request in response to a documented public health or safety condition?			No
		9. Is this a request to improve or make repairs to extend the useful life of a building?			Yes
		10. Is this a request to purchase apparatus/equipment that is intended to be permanently installed at the location of its use?			No
		11. Is this a request to repair or otherwise improve public property which is NOT a building or infrastructure?			No
		12. Will any other department be required to provide assistance in order to complete the project?			Yes
		13. If funded, will this project increase the operating expense for any other department?			Yes
		14. If funded, will additional permanent staff be required, and if so what is the total number of FTE's?		Total New FTE's	0
Project Description and Considerations					

This request is for detailed design and construction funds, for the Mitchell School Renovation Addition project included in Master Plan Scenario D1a. This project assumes that the Mitchell would be constructed in partnership with the Massachusetts School Building Authority (MSBA), at a potential reimbursement rate of 20-22% of total project costs, based on prior experience.

Parameters Addressed:

- Design and construction funds requested in FY30 and FY32. The estimated Capital Improvement (CIP) commitment required to maintain Pollard, Mitchell and High Rock during the Master Plan project improvements is an additional \$12.4 million.
- This project, which involves renovation of a public building, will involve permitting.
- This project will replace the Mitchell School. The new school will have a useful life of more than fifty years.
- The PPBC will manage this project, if approved.
- The renovated school may increase the operational costs associated with operating the Mitchell and Pollard buildings.

Additional Description and Considerations

**Scenario: High Rock as Elementary School
Mitchell Standard MSBA/ Pollard Accelerated Non-MSBA
Construction of Mitchell 3-Section Elementary School, Based on 2020 Dore & Whittier Master Plan**

Capital Request Detail

Project Title: Mitchell School Renovation Addition (Master Plan Option D1a)
 80,000 GSF, 376 Students, K-5 School
 Scheduled opening: September 2035

Fiscal Year: 2032 Request Status: Revised

	Feasibility	A/E	Site Prep	Construction	Constr Mgmt	FF&E/ Tech	Total
Project Cost (2023\$)	1,500,000	10,202,682	4,320,000	67,521,463	-	1,877,623	85,421,768
	<i>20% Conting + Soft</i>			<i>70% Conting + Const, DBB (in Construction)</i>		<i>10% Conting + FF&E</i>	
Plus Escalation (@ 4.5%) x 14.17 Years to Completion 9/35	956,250	6,504,210	2,754,000	43,044,933	-	1,196,985	54,456,377
REVISED PROJECT COST	2,456,250	16,706,891	7,074,000	110,566,396	-	3,074,608	139,878,145
REVISED COST (ROUNDED)	2,456,000	16,707,000	7,074,000	110,566,000	-	3,075,000	139,878,000

	Feasibility Funding	Construction Funding	Total
Oct STM 2029	2,456,000	-	2,456,000
Oct STM 2031	-	3,075,000	3,075,000
Total	2,456,000	137,422,000	139,878,000

Feasibility
 Arch/Engineering
 Site Preparation
 Construction
 Construction Management
 FF&E
Total