I. Introductions
Heather Bout called the meeting to order at 6:00 p.m. and noted that the meeting is being recorded. She welcomed everyone, introduced Regan Shields and Pat Morss from Finegold Alexander Architects (FAA), and had brief introductions.

II. Public Comments: None

III. Motion to approve previous meeting minutes (regular session):
Motion to approve by Chris Popov, seconded by Eve Isenberg, approved unanimously.

IV. FAA Presentation
From FAA Minutes (minutes attached, presentation attached):
1. The agenda was for Finegold Alexander Architects (FAA) to present the study team’s Existing Conditions Report and a draft prioritization of recommended actions with budget costs for a 10-year Maintenance Plan. FAA distributed hard copies of the PowerPoint presentation, and a link was circulated in advance of the meeting for downloading the entire report.

2. The presentation included:
   - Summary of existing conditions at the Sanborn and Peabody Buildings.
   - Updated site and floor plans.
   - Itemizing of consultant team observations warranting attention during a 10-year maintenance period.
   - Spreadsheet for each building prioritizing action items as “Required,” “Recommended,” "Optional," or “Other” (not budgeted) for the 10-year plan. Budget estimates included.
   - Considerations including inefficiencies of operating two CMS facilities, and additional code compliance requirements that would be triggered by large projects.
   - Schedule of next steps for completion of the CMS Facility Study, town meetings and approvals, and interaction with the MSBA.

3. Discussion items regarding the presentation (10-year Maintenance Plan) included:
   - Dealing with hazardous materials during the Concord-Carlisle High School project was more costly than anticipated.
   - Concerns for snow load on roofs and probable maintenance costs over next 10 years.
   - Obtain estimates for roof replacements and move from “Other” to “Recommended” priority.
   - Operating two CMS buildings requires 5 additional teachers, and additional support and maintenance staff.
• Committee members asked to give feedback on the presentation findings, with particular attention to items that should be “Recommended” as opposed to “Optional.”
• Peabody classrooms are unacceptable with lightweight partitions and insufficient soundproofing (difficult for hearing-challenged students).
• It would be helpful to understand what code compliance triggers would come into play during the 10-year maintenance plan. There are numerous scenarios, and this will be studied after further refinement of priority projects.
• There is poor ventilation in the Sanborn auditorium, and temperature control (with essentially no air conditioning) is varied throughout the building.
• The Sanborn gymnasium floor is at the basement level without daylight, and ventilation is poor.
• The three modular classroom sets are lost investment in terms of sale or relocation.

4. Considerations for Study completion (50-year Long Term Plan):
• For long term plan, need to identify difference in probable cost for maintaining, operating, expanding, and incorporating educational advances into two buildings, as opposed to constructing a new CMS.
• The 50-year plan must include needs and advances to transform the teaching environment, not just the physical plant concerns of the 10-year plan.
• How quickly might funding be available from the State as we compare short and long term plans?
• Reference the 2005 early High School study which indicated that retaining the existing building would be more expensive than a new building over a 50-year period.
• Costs for recent new middle school buildings have been in the $75-$80M range for student populations similar to CMS.
• Operating costs for new buildings are considerably reduced when existing buildings are replaced.
• The MSBA building size standard for CMS’s 700 students is 115,000 SF. Sanborn and Peabody represent nearly 150,000 SF to maintain.
• Why continue to invest in Peabody, which was not designed as a middle school? There are opportunities for reuse. The MSBA probably would not invest in two buildings.

5. Next Steps and Schedule:
• FAA should meet independently with teachers, support staff, and a parents group for input on educational and operational deficiencies, as well as long term goals. Drew Rosenshine will set up teacher and support staff meetings for the afternoon of 2/15/17.
• Diana Rigby will tour the cutting-edge Willard Elementary School with FAA the same day.
• The parents meeting will tentatively take place the week of February 27th following vacation.
• The next Study Committee meeting is Tuesday 3/21/17, and the following meeting tentatively Wednesday 4/12/17.
• This year a Statement of Interest (SOI) will be due to the MSBA shortly after the April Town Meeting which is Monday 4/24/17.

End of Presentation

V. Discussion
Roofs were not covered in the handouts or presentation. The district has concern of the useful life. The 0-10 year study presented was really about assessing if a large investment is made in the two facilities that it will pay off or possibly accelerate major renovation or replacement. It is noted that similar to what was seen in the high school project, the expense grows quickly (to $30 million plus) prior to any addressing of programmatic or curriculum challenges. This current
process is about keeping the building running for a possible 10 years. The MSBA process does not guarantee entry the first time submitted.

"Required Action" section was more code based in items identified, focusing on health and safety. A question was asked as to if we are missing any educational mandates, or if we have inclusion issues. There is no accrediting body for the middle school. Timeline until MSBA funding will change some of our required work items. We should now be focusing on renovation/replacement of Sanborn and not focus energy on Peabody (beyond the 10 year improvements).

The 10 year improvement needs to also consider programmatic issues. Modular buildings are not a great option, and they have little resale value.

VI. Meetings
Future meetings will be in the Sanborn library. Next meeting scheduled for 3/21/2017.

VII. Vote Vice Chairperson
Matt Anderson Miller volunteered to be vice chair. Vote to approve vice chair moved by Eve Isenberg, second by Diana Rigby, approved unanimously.

VIII. Adjourn
A motion was made to adjourn the CMS Facilities Subcommittee meeting at 7:40 p.m. by Diana Rigby, second by Lauryn Gorli, the motions were unanimously approved.

Respectfully submitted,
Matthew Wells

Approved: 3/23/2017
Memo

Date: February 9, 2017

To: John Flaherty
From: Pat Morss
Copies: Diana Rigby, Heather Bout, Drew Rosenshine, Brian Schlegel, Regan Shields Ives, Ozge Diler-Himes

Project Name: Concord Middle School (CMS) Facility Study
Project No.: 44317.00
Subject: Study Committee meeting at Sanborn Building, 2/7/2017

Present: See sign-in sheet

Items:

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If there are errors, discrepancies and/or omissions, please notify Finegold Alexander Architects within 24 hours of receipt of this report. After 24 hours, this report will be deemed correct in every aspect and accepted by all concerned.
Existing Conditions
10-YEAR MAINTENANCE PLAN
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<th>Cost</th>
<th>Optional Action</th>
<th>Priority: 0-10 Years</th>
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<th>Other Action Items</th>
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</table>
- Re-grade paving and landscape to direct runoff
- Repair concrete steps, NW corner classrooms
- Upgrade exit signage (code)
- Upgrade telecommunications infrastructure (code)
- Expand and upgrade fire alarm system (code)

- Repair several brick veneer cracks
- Provide rated doors at two classroom egress stair
- Stripe 21 additional required parking spaces
- Complete modification of boiler room ventilation
- Make kitchen gas header code compliant
- Upgrade telephone to new system provider
- Steam clean entire exterior
- Regrade concrete paving and lawn at courtyard
- Protect building with automatic sprinklers
- Provide ADA compliant Staff Toilet Rooms
- Provide ADA compliant casework fixtures

- Clean all drainage structures and pipe network
- Repair landscape at minor erosion scars
- Assess condition of existing building sewer system
- Evaluate roof drainage and add scuppers
- Evaluate condition and clean courtyard retaining wall
- Repair concrete at 10% of exterior column bases
- Repair crack at classroom interior CMU wall
- Protect building with automatic sprinklers
- Selectively replace piping insulation
- Expand and upgrade intrusion detection system
- Upgrade and expand video surveillance system
- Upgrade data communications/Wi-Fi system
- Upgrade PA system and integrate with telephone
- Provide new wired or wireless clock system
- Upgrade audio visual system
• Evaluate floor-to-wall seismic connections
• Replace aging hot water piping distribution system
• Perform complete building survey if major project

• Repoint brick veneer in limited areas
• Review efficiency of hot water pump system
• Replace dated pneumatic control system
• Provide emergency generator
- Evaluate roof and flashings for replacement
  - Prepare detailed assessment of drainage system
  - Prepare maintenance plan for drainage system
  - Prepare maintenance plan for sewage disposal system
  - Flow test all domestic and fire protection lines
  - Prepare maintenance plan for water supply system
  - Evaluate roof fire resistance rating
  - Correct control of boiler room outside air louver
  - Verify viability of access control intercom system
## SANBORN BUILDING

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<tr>
<th>No Categories</th>
<th>Required Action</th>
<th>Cost</th>
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<th>Cost</th>
<th>Optional Action</th>
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<th>Other Action Items (Not Budgeted)</th>
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<td>Provide rated doors at two classroom doorways</td>
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<td>2.2</td>
<td>Clean all drainage structures and pipe network</td>
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<td>Repair landscape at minor erosion scars</td>
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<td>3.2</td>
<td>Assess condition of existing building sewer line system</td>
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<td>4.1</td>
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<td>Prepare detailed assessment of water system</td>
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<td>5.1</td>
<td>Stripe 21 additional required parking spaces</td>
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<td>5.2</td>
<td>Evaluate roof drainage and add collector pipes</td>
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<td>7</td>
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<td>Repair brick at corner of interior chimney wall</td>
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<td>Make kitchen gas header code compliant</td>
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<td>11.2</td>
<td>Perform code compliance audit</td>
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### Trade Costs:
- Architectural/Interior: $552,405
- Stormwater Management: $381,972
- Sewer: $1,322,826
- Water: $1,067,972
- Parking: $122,826
- Structure: $53,800
- HVAC: $22,940
- Fire Protection and Plumbing: $40,000
- Electrical: $50,000
- Technology: $15,000
- Code: $5,000

**SUBTOTAL:** $2,622,575

### Escalation (1 year/4 %)
- General Conditions & Project Requirements: $37,667
- Overhead & Profit: $149,492
- Design Contingency: $342,675

**SUBTOTAL:** $1,984,862

**Total Construction:** $979,333

### Sanborn Building | 10-Year Maintenance Plan

- Recommended: $3,317,557
- Optional: $694,682
- Other Actions: $790,988
- Total: $4,771,904

**Sanborn Building | 10-Year Maintenance Plan**
- Repaint underside of balcony and roof overhangs
- Pave and provide 22 additional parking spaces
- Repair several brick veneer cracks
- Repair balcony decks and correct drainage
- Expand and upgrade fire alarm system (code)
- Upgrade exit signage (code)
- Upgrade telecommunications infrastructure (code)

- Provide 1 additional ADA parking space
- Make Kitchen gas header code compliant
- Upgrade telephone to new system provider
- Steam clean the entire exterior
- Protect building with automatic sprinklers
- Provide ADA compliant Staff Toilet Rooms
- Provide ADA compliant casework fixtures
- Upgrade and expand video surveillance system

- Clean all drainage structures and pipe network
- Repair landscape at minor erosion scars
- Assess condition of existing building sewer system
- Evaluate roof drainage and add scuppers
- Repair parapet shrinkage cracks and spalling
- Repair exterior concrete and brick in select locations
- Provide ventilation and AC at main office
- Selectively replace piping insulation.
- Check cast iron piping for repairs
- Expand and upgrade intrusion detection system
- Upgrade and expand video surveillance system
- Upgrade data communications / Wi-Fi system
- Upgrade front door intercom
- Upgrade PA system and integrate with telephone
- Provide new wired or wireless clock system
- Upgrade audio visual system
- Build gymnasium addition to middle school needs
- Build auditorium addition to middle school needs
- Evaluate floor-to-wall seismic connections
- Replace aging hot water piping distribution system
- Perform complete building survey if major project

- Find alternative to leaching field siphon dosing
- Brick veneer requires repointing in limited areas
- Review efficiency of hot water pump system
- Replace dated pneumatic control system
- Provide emergency generator
- Evaluate roof and flashings for replacement
- Find alternative to boiler room exhaust under classrooms

- Prepare detailed assessment of drainage system
- Prepare Maintenance Plan for drainage system
- Prepare Maintenance Plan for sewage disposal system
- Flow test all domestic and fire protection lines
- Prepare Maintenance Plan for water supply system
- Evaluate roof fire resistance rating
- Verify viability of access control intercom system
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<thead>
<tr>
<th>No</th>
<th>Categories</th>
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<tr>
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<td>2.5. Clean all drainage structures and pipe network</td>
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<td>2.6. Build auditorium addition to middle school needs</td>
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<td>2.5. Assess condition of existing building sewer system</td>
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<td>2.7. Find alternative to lead-in field system</td>
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<td>2.8. Paint and provide additional parking spaces</td>
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<td>2.8. Provide a new fire alarm system</td>
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<td>2.2. Upgrade and upgrade fire alarm system (code)</td>
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<td>2.3. Upgrade telecommunication/infrastructure (code)</td>
<td>$244,304</td>
<td>2.3. Upgrade telecommunication/infrastructure (code)</td>
<td>$7,500</td>
<td>2.3. Ensure that fire alarms are functional</td>
<td>$2,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Code</td>
<td>2.4. Perform complete building survey if major project</td>
<td>$3,000</td>
<td>2.4. Perform complete building survey if major project</td>
<td>$3,000</td>
<td>2.4. Perform complete building survey if major project</td>
<td>$12,000</td>
<td></td>
</tr>
</tbody>
</table>

Trade Costs: $537,456  
General Conditions & Project Requirements (17%): $92,937  
Overhead & Profit (7%): $46,130  
Design Contingency (15%): $101,185  
SUBTOTAL: $775,688

Escalation (1 year/4 %): $31,028  
Total Construction: $806,726

Trade Costs: $1,496,376  
General Conditions & Project Req. (17%): $243,822  
Overhead & Profit (7%): $115,724  
Design Contingency (15%): $265,338  
SUBTOTAL: $2,034,260

Escalation (6 years/26.5 %): $539,079  
Total Construction: $2,573,339

Trade Costs: $7,105,017  
General Conditions & Project Req. (17%): $1,244,738  
Overhead & Profit (7%): $556,783  
Design Contingency (15%): $1,354,581  
SUBTOTAL: $16,385,119

Escalation (6 years/26.5 %): $2,725,057  
Total Construction: $19,110,176

Peabody Building | 10-Year Maintenance Plan
• Presently two buildings nearly a mile apart
  - Duplication of administrative,
    teaching, auditorium, cafeteria, gymnasium space
  - Scheduling inefficiency teaching in two locations
  - Increased operating and maintenance budgets
    with two facilities

• Full and fair cash values of buildings
  - Sanborn: $14,260,000
  - Peabody: $10,227,000

• Additional Code Compliance triggers
  - 30% Cost threshold for MAAB upgrades
    within 3 year period
  - 33% Cost threshold for Life Safety upgrades
    within 5 year period
  - 50% Project area threshold for Seismic
    upgrade requirements
Completion of Study

- Confirm prioritization and budgets for 10-year Maintenance Plan
- Develop 50-year master plan if existing buildings retained
- Develop concept design for new CMS facility