



David B. Cohen
Mayor

APPLICATION FOR COMMUNITY PRESERVATION FUNDING

Submit to Jennifer Goldson, Community Preservation Planner
Newton Planning and Development Department
1000 Commonwealth Avenue, Newton, MA 02459
jgoldson@ci.newton.ma.us
617-796-1120 ext. 1131

Name of Applicant³ Department of Public Buildings

Name of Co-Applicant, if applicable Health Department

Contact Name A. Nicholas Parnell, A.I.A., Commissioner of Public Buildings
City of Newton, Public Buildings Department

Mailing Address 52 Elliot Street City Newton State MA Zip 02461

Daytime Phone 617-796-1600 Email nparnell@newtonma.gov

Name of Proposal Newton Health Department Building Improvements

Address of Proposal (or assessor's parcel id) 1294 Centre Street, Newton, MA 02459

CPA Category (circle all that apply): Open space **Historic preservation** Recreation Community housing

CPA Funding Requested \$20,750 Total Cost of Proposed Project TBD

PROJECT DESCRIPTION: Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

1. **Goals:** What are the goals of the proposed project?
2. **Community Need:** Why is this project needed? Does it address needs identified in existing City plans?
3. **Community Support:** What is the nature and level of support for this project? Include letters of support and any petitions.
4. **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones?
5. **Credentials:** How will the experience of the applicant contribute to the success of this project?
6. **Success Factors:** How will the success of this project will be measured? Be as specific as possible.
7. **Budget:** What is the total budget for the project and how will CPA funds be spent? All items of expenditure must be clearly identified. Distinguish between hard and soft costs and contingencies. (NOTE: CPA funds may NOT be used for maintenance.)
8. **Other Funding:** What additional funding sources are available, committed, or under consideration? Include commitment letters, if available, and describe any other attempts to secure funding for this project.
9. **Maintenance:** If ongoing maintenance is required for your project, how will it be funded?

ADDITIONAL INFORMATION: Provide the following additional information, as applicable.

10. Documentation that you have control over the site, such as Purchase and Sale Agreement, option, or deed.

³ If the proposal is on City-owned land, either the applicant or the co-applicant must be the City Board, Commission, or Department in control of the land.

11. For projects that include construction or rehabilitation, include the existing and proposed site plan, floor plans, elevations, and any other drawings as necessary to visually describe the proposal.
12. Evidence that the project is in compliance with the zoning ordinance, Architectural Access Board Regulations, or any other laws or regulations. Or, if zoning relief is required, specify what relief is needed and when an application will be made to the City for zoning review.
13. Evidence that the appropriate City Boards and Commissions have approved the project (for example, proposed new uses on Parks & Recreation land requires approval from the Parks and Recreation Commission)
14. Evidence that the proposed site is free of hazardous materials or that there is a plan for remediation in place.
15. Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed.
16. Information indicating how this project can be used to achieve additional community benefits.

NOTE: If the requested funds are for a real estate acquisition, an independent appraisal will be required which the applicant will be required to fund. No funding decisions will be made without an independent appraisal. Contact Jennifer Goldson, Community Preservation Planner, at 617-796-1131 or jgoldson@ci.newton.ma.us to arrange for an independent appraisal.

Refer to the City web site (ci.newton.ma.us/Planning/CPA) for further information.
Form CPA-1 (Revised 9/11/03)

PROJECT DESCRIPTION:

The Public Buildings Department in conjunction with the Public Buildings Preservation Task Force respectfully submits the following Health Department (former Newton Centre Library) improvements for consideration of Community Preservation Funding.

1. Goals: What are the goals of the proposed project?

The goal of the proposed project is to repair, renovate and restore key interior and exterior elements of the Health Department. The focus is on the renovation, restoration and/or replacement of various exterior building elements including the masonry, windows, sidewalks, and internal termite damage.

2. Community Need: Why is this project needed?

The restoration of the Health Department building will further stabilize the neighborhood's architectural character. The building is of historic significance, not only in its style and design, but because of how it came to be built. In 1927, money for the construction of this facility was raised by the citizens of Newton Centre. Today, it is our duty to help preserve this structure with updated architectural applications that will lead not only to the beautification of the building but also strengthen the Public Buildings Department goal to make our buildings sustainable.

3. Community Support: What is the nature and level of support for this project?

The project was proposed by the Health Commissioner, who oversees the building, and the Public Buildings Commissioner, who oversees the structural soundness of all city buildings. It has been supported by the Public Buildings Preservation Task Force, co-chaired by the Chief Administrative Officer and an Alderman. The Task Force is a group of Department Heads, Aldermen, Chair of the Historical Commission and a Preservation Planner.

4. Timeline: What is the schedule for project implementation, including a timeline for all critical elements.

Assuming that final approval of CPA funding is received by April 1, 2006, the following timeline will be followed:

<u>Activity</u>	<u>Completion Date</u>
Preparation of RFP	May 15, 2006
Advertising for Proposals	June 15, 2006
Receipt of Proposals	July 1, 2006
Selection of Consultant Team & Preparation & Execution of contract	August 1, 2006
Design of project work, Preparation of Construction Documents & Preparation of Cost Estimate for Construction	October 1, 2006

Those areas affected by public bidding will proceed through the normal process that is required by law.

5. Credentials: How will the experience of the applicant contribute to the success of this project?

The Public Buildings Department's current staff are capable of administering these projects.

The expertise of the individuals who have performed daily maintenance on our eighty-five City-owned buildings, and who are in the process of administering over one million dollars worth of projects.

Nick Parnell, AIA, Public Buildings Commissioner. Nick has worked on many renovation projects during his years as Public Buildings Commissioner; his most recent and most challenging project is the addition and renovation of Newton North and Newton South High Schools.

Arthur Cabral, Budget & Project Specialist. Arthur has over 29 years in facilities maintenance, budget and planning. His projects range from daily maintenance scheduling and monitoring to Project Manager of multi-million dollar projects.

Dick Corbett, Building Maintenance Supervisor. Dick oversees the maintenance of more than eighty municipal buildings. His attention to this project will ensure its successful completion, as will his interest in on-going maintenance of the renovated building.

Carolyn Sarno, Facilities Manager. Carolyn has been a facilities manager for over 10 years in both the public and private sectors.

6. Success Factors: How will the success of this project be measured? Be as specific as possible.

The successful completion of these projects listed will ensure the structural integrity of the areas of the building affected by the termite damage, restore the sidewalks and refurbish/replace, if necessary, the exterior windows and masonry.

7. Budget: What is the total budget for the project and how will CPA funds be spent? All items of expenditure must be clearly identified. (NOTE: CPA funds may NOT be used for maintenance.)

The budget shown below is for the preparation of the design of the project as well as the preparation of a construction cost estimate, including a small contingency.

Structural Engineer	\$ 2,075.00
Preservation/Conservation Consultant	\$11,315.00
Cost Consultant	\$ 1,130.00
Architect	<u>\$ 4,340.00</u>
Total Fees	\$18,860.00
Contingency @10%	<u>1,890.00</u>
Total Design Cost	\$20,750.00

8. Other Funding: What additional funding sources are available, committed or under consideration? Include commitment letters, if available, and describe any other attempts to secure funding for this project.

N/A

9. Maintenance: If ongoing maintenance is required for your project, how will it be funded?

The Public Buildings Department is committed to maintaining all city buildings, especially all historically significant buildings. We will maintain to the best of our ability those improvements made to enhance the historical significance of the building.

10. Documentation that the applicant has control over the site, via Purchase and Sale Agreement or deed.

By City Ordinance – Article 1, Section 5-1, the Public Buildings Department. The Public Buildings Commissioner shall have among his duties and responsibilities the construction, alteration, repair and maintenance of all public buildings.

11. Evidence that the project does not violate any zoning ordinance of the City of Newton.

The building is used for a public use. It is located in a Public Use district. It is a use of right under the Zoning Ordinance.

12. Evidence that the proposed site is free of hazardous materials or that there is a plan for remediation in place.

All portions of the site where work will be performed will be investigated for any hazardous materials. If needed, a management plan will be developed in conjunction with the City's on-call licensed professional.

13. Evidence that appropriate professional standards will be followed if construction restoration or rehabilitation is proposed.

All proposed work will be specified and carried out under professional supervision. All work will be reviewed by those agencies or committees having jurisdiction over the proposed work. They include the Board of Aldermen, Public Facilities Committee, Department of Inspectional Services, the Historical Commission and the Public Buildings Preservation Task Force.

14. Information indicating how this project can be leveraged or replicated to achieve additional community benefits.

At the request of the Economic Development Commission, the Mayor appointed a Newton Centre Renaissance Task Force to revitalize the village. The Historic Preservation of the building can contribute to the Renaissance and may obtain some funding through it. The historical element of the Comprehensive Plan will emphasize the history of the City. Exhibits on Newton Centre history may be displayed in this, one of the last two public buildings in the village center.

City of Newton

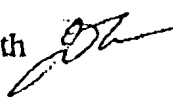


David B. Cohen
Mayor

HEALTH DEPARTMENT
J. David Naparstek, Commissioner
1294 Centre Street
Newton, MA 02459-1544

Telephone
(617) 796-1420
Fax
(617) 552-7063

MEMORANDUM

DATE: June 7, 2005
TO: A. Nicholas Parnell, Commissioner of Public Buildings
FROM: J. David Naparstek, Commissioner of Health 
RE: 1294 Centre Street

The Newton Health Department building at 1294 Centre Street is used for business and clinical services from 8:30 AM – 5:00 PM Monday through Friday, and until 8:00 PM on Tuesdays. Citizens visit the building to obtain various permits, participate in meetings, obtain health information, obtain counseling, immunizations, or medication, participate in legal hearings, or conduct other business related to the work of the department.

The facility also is used by the Newton Food Pantry on Thursdays and one Saturday each month. The Food Pantry typically has between 25 – 50 clients during its hours of operation.

Typically, 18 people are based in the building and at least 20 people a day visit the building daily. The building also serves as the base for student nursing and public health students.

The grounds of the building are used for recreation, especially in good weather.

Email: dnaparstek@newtonma.gov



History

Opened in 1934 as the Newton Center branch library. Currently occupied by Newton Health Department and Newton Food Pantry.

**Community Preservation Act
October 2004 Funding Cycle**

Newton Health Department Facility Restoration

Design Funding

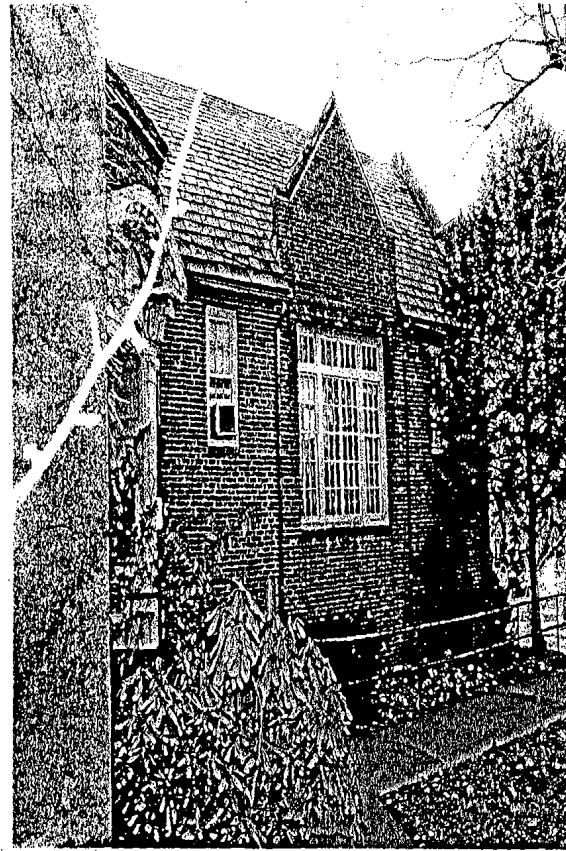
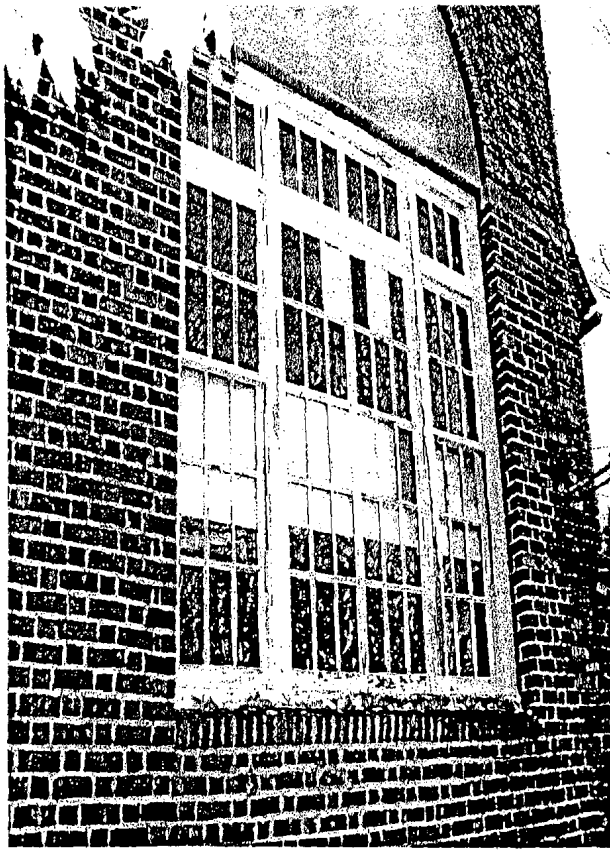


Setting

Located at 1294 Centre Street in
Newton Center.

**Community Preservation Act
October 2004 Funding Cycle**

**Newton Health Department Facility
Restoration – Design Funding**



Condition

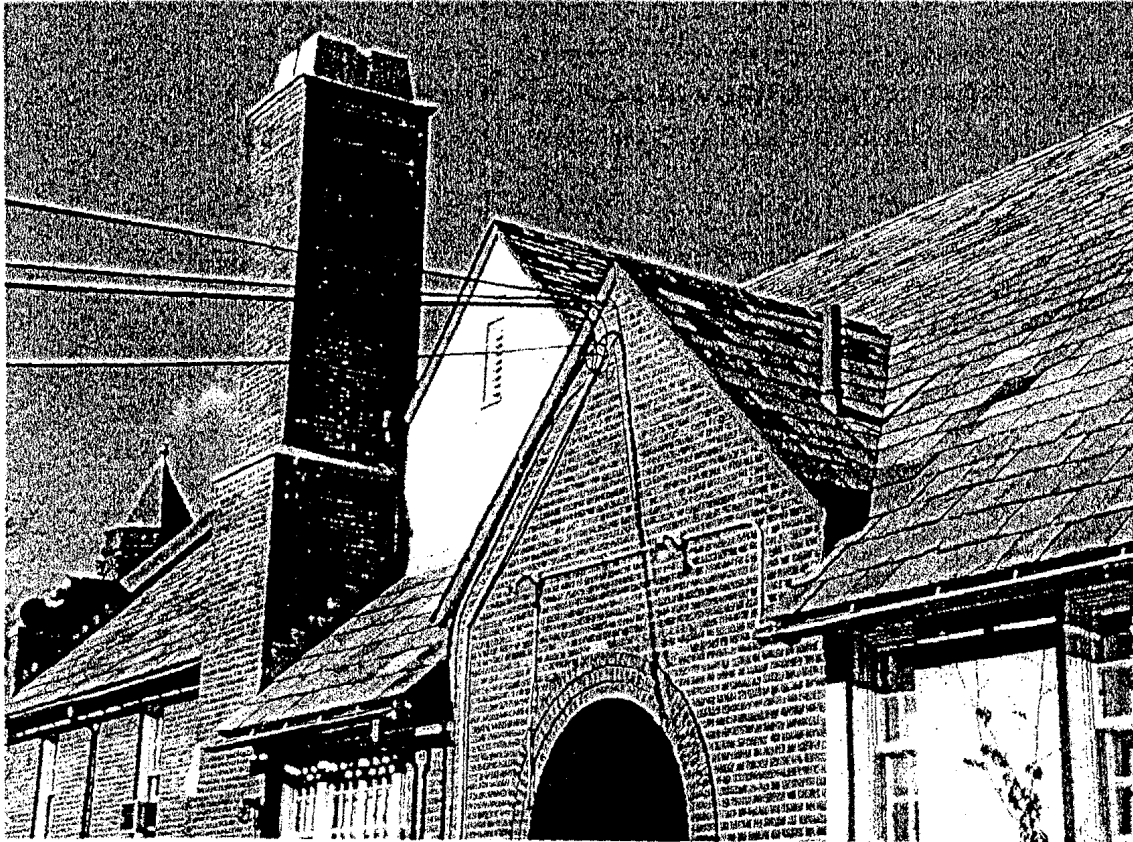
Termites have caused significant damage to the floor joist and other related structural members. The original brick stucco and slate structure has held up well with the exceptions of the original windows. The slate roof is also in need of repairs and the existing brick is in need of re-pointing.

**Community Preservation Act
October 2004 Funding Cycle**

**Newton Health Department Facility
Restoration – Design Funding**



**Newton Health Department Facility
Restoration – Design Funding**



**Community Preservation Act
October 2004 Funding Cycle**

**Newton Health Department Facility
Restoration – Design Funding**

Scope of Project

Publicly advertise for, select and engage a design team to:

- Inspect and evaluate buildings exterior and envelope - in particular the windows.
- Identify & record causes of deterioration.
- Prepare drawings and specifications for reconstruction and repair of building
- Prepare bid documents for public bid of repair work
- Prepare an estimate of construction cost
- Assist City in obtaining and evaluating bids.
- Provide construction administration services during repair and reconstruction of the building.



Budget

Design team to consist of
Structural Engineer, Consultant,
Architect/Project Leader, Cost
Consultant

Structural Engineer	\$2,075.00
Preservation / Conservation Consultant	11,315.00
Cost Consultant	1,130.00
Architect	<u>4,340.00</u>
Subtotal	\$ 18,860.00
Contingency	<u>1,890.00</u>
Total	\$ 20,750.00

**Community Preservation Act
October 2004 Funding Cycle**

**Newton Health Department Facility
Restoration – Design Funding**