



527 Washington Street, Newton, MA 02458
TELEPHONE 617-796-1450
FAX 617-552-7228
www.historicnewton.org

Memo to: Alice Ingerson, Community Preservation Program Manager
From: Susan Abele, Curator, Historic Newton
Date: January 29, 2010
Re: Historic Newton's Archives Preservation and Access Proposal

List of Documents included in submission:

Revised Proposal for Historic Newton's Archives Preservation and Access Project
Copy of Memo from Arthur F. Cabral, Interim Commissioner of Public Buildings
Copy on Newton History Museum Additional Architectural Fee Request from Public Buildings Department
Plan A6.1, showing 1 in 12 ramp design for accessible entrance
Plan A7.1, showing 1 in 20 walkway design for accessible entrance
Plan A200, showing archives plan

These documents have also been sent electronically.



Setti D. Warren
Mayor

Newton, Massachusetts Community Preservation Program Fiscal 2010 FUNDING PROPOSAL

Date received:
29 January 2010



Submit to:

Alice E. Ingerson, Community Preservation Program Manager
Newton Planning and Development Department
1000 Commonwealth Ave., Newton, MA 02459
aingerson@newtonma.gov 617.796.1144

Proposals must follow instructions in the current Proposal & Project Handbook, available upon request and online at www.ci.newton.ma.gov/cpa. You may adjust spaces, but use NO MORE THAN 1 PAGE to answer all questions on this page.

Project CONTACTS	<i>Name & title / affiliation, mailing address, email, daytime phone, & any other way we should contact you (fax, mobile phone, ...) Star (*) name of the project manager, who will track budget & submit updates.</i>				
Cynthia Stone, Director, Historic Newton 527 Washington Street, Newton, MA 02458 cstone@newtonma.gov 617-796-1450	*Susan Abele, Curator of Manuscripts and Photographs sabele@newtonma.gov 617-796-1462				
Project TITLE	<i>Historic Newton's Archives Preservation and Access Project</i>				
LOCATION	<i>Full street address (with zip code) or other precise location.</i> Historic Newton at The Jackson Homestead and Museum, 527 Washington St., Newton, MA 02458				
FUNDING CATEGORIES	<i>CHECK ALL THAT APPLY.</i>	COMMUNITY HOUSING	<input checked="" type="checkbox"/> HISTORIC RESOURCES	OPEN SPACE	RECREATION
BUDGET <small>ATTACH DETAIL SEPARATELY.</small>	<i>CP FUNDS REQUESTED:</i> Original request \$37,500 Additional funds, \$63,845		<i>OTHER FUNDS TO BE USED:</i> (Other funds committed to implementation of project-see Question 3.)		<i>TOTAL PROJECT COST:</i> \$101,345 (design phase)
SUMMARY	<i>Summarize goals & benefits in NO MORE THAN 300 WORDS (staff will edit longer summaries to fit that limit).</i>				
<p>Historic Newton's two-dimensional collections, which include maps and plans, more than 2,000 photographs, and over 8,000 Historic Property Survey Files, are essential resources for historical research in this city. These collections are presently crammed into the 19th-century post-and-beam wing of the Jackson Homestead, which lacks effective climate control and fire protection. Despite the best efforts for care and preservation, these collections of irreplaceable documents and photographs are at risk due to overcrowding and lack of appropriate environmental controls.</p> <p><i>Historic Newton's Archives Preservation and Access Project</i> is seeking funding to complete an expanded planning project to rehabilitate the Jackson Homestead's archives, increase collection storage by opening up an adjacent underutilized garage, and improve the accessible entrance to the Museum. Installation of compact shelving in the new space will help relieve current over-crowded conditions. Rehabilitation will include insulating the wing to improve climate control and provide long-range energy savings. It will also include installation of a fire suppression system. Relocating existing heating and cooling (HVAC) units now in the garage will allow us to maximize space for compact shelving and improve HVAC functions. Relocating the HVAC will also provide an opportunity to upgrade the museum's wheelchair accessible entrance by creating a new universal entrance to the museum.</p> <p>The need to preserve and properly store irreplaceable historic resources is the overriding goal of this project. The opportunity to improve accessibility throughout the building is a sign of the museum's commitment to public access. The museum's archival collections are used by homeowners and neighborhood activists, architects and real estate professionals, city departments and mass media, as well as students, scholars, and genealogists. The archives are also used by educators in the schools and elsewhere in Newton to teach local history as the context for understanding American History. The Newton community is, in the very broadest sense, the beneficiary of this project.</p>					

1. HOW WILL CP FUNDS BE USED?	<i>Check all that apply.</i>	COMMUNITY HOUSING	HISTORIC RESOURCES	OPEN SPACE	RECREATION LAND
		acquire			
	create		NOT ALLOWED		
<i>allowed IF resource was acquired or created with CP funds</i>	preserve		✓		
	support		NOT ALLOWED	NOT ALLOWED	NOT ALLOWED
	rehabilitate/restore		✓		

You may adjust spaces but USE NO MORE THAN ONE PAGE to answer questions 2 through 5. Attach supporting information on separate pages (see attachments checklists)

2. CITYWIDE NEEDS: *How will the project address needs identified in existing citywide plans? (Provide short quotes with plan title, year & page.)*

Newton’s Comprehensive Plan envisions that by 2015 Newton will be nationally recognized for its innovative, community-based approach to “planning with history.” The FY08 Newton Community Preservation Plan (NCP) identifies Historic Newton (formerly Newton History Museum) as “a guiding force in creating and maintaining public awareness of the need to preserve Newton’s historic resources.” Together, these two plans highlight the need to use historical resources as a planning tool and the role of the Jackson Homestead and Museum in that process. Through its programs and exhibitions, Historic Newton has unique opportunity to synthesize information to entertain and to educate. Drawing on its collections, the Museum can provide the primary material needed for informed decision-making. In support of these objectives, preserving its collections and making them accessible is a critical responsibility for the museum and for the City.

The Jackson Homestead was listed on the NR (1978) and has been designated as a local Landmark. Rehabilitation of the Jackson Homestead wing for the purpose of improved collections storage and fire safety meets many of the goals of the NCP. The project “builds on and preserves existing resources” and considers “both current and future needs” of the collection as well as of the mission of the organization. Most importantly, it helps to preserve collection materials that are “unique and irreplaceable historic resources.”

3. OTHER FUNDING: *What additional funding have you obtained or are you pursuing? Attach commitment letters or summaries/cover sheets from grant applications.*

Historic Newton at The Jackson Homestead has received an anonymous donation from an individual donor of \$24,000 toward the implementation of this project and an in-kind contribution of collection cataloguing. Cataloging is valued at a minimum of \$13,164. The total match is \$37,164. Historic Newton has also submitted a funding proposal for a Community Development Block Grant requesting \$40,000 in FY11 to support construction of the new universal entrance to the museum in the implementation phase of the project. If successful, notice of that award will be made in June 2010.

4. STEWARDSHIP: *How will the project be maintained after CP funds have been spent? (Hint: “through the regular City budget” is seldom a persuasive answer.)*

Creation of a modern, climate-controlled, fire-safe archive with adequate storage and room for growth will be a significant accomplishment for the city-owned Jackson Homestead. Evaluation will be measured in numbers: linear feet of new storage, regulated climate control, documents preserved, and people served, but the true evaluation will come with preservation of the public trust and public appreciation for services to the community generated by this project.

The Jackson Homestead was established as a City department in 1950. The City has supported the museum for sixty years and in that time the museum has grown to become a substantial community resource. The collection is and will continue to be cared for by the Curator of Manuscripts and Photographs at the Museum. As a public/private partnership between the City and the non-profit Newton Historical Society, Historic Newton is committed to the goal of support, education, and service to the City.

5. COMMUNITY CONTACTS: *List email addresses and/or phone numbers for at least 3 people willing to talk with us about the project and the project managers’ qualifications. At least 2 of these contacts should be from outside the project’s immediate neighborhood; none should be the project manager*

- Ellen Fitzpatrick, Professor, University of New Hampshire, 20 Foster St., Newton, MA 02460, 617-527-5701
- Peter Kastner, 49 Woodbine Street, Auburndale, MA 617-943-8795
- John Stewart, 23 Pierrepont Road, Newton, MA 02462
- Claudia Wu, 25 Sewall Street, West Newton, MA 02465
- Bev Droz, for Mayor’s Committee for People with Disabilities, 617-796-1290
- ~~John Rodman~~ for Newton Historical Commission, 617-796-1129

Draft Project TIMELINE *List major steps & timing. If the project is funded, CP staff will work with you to add missing steps and participants.*

Project TITLE:				
STEPS <i>BIG steps, SHORT descriptions!</i>	ASSISTANCE REQUIRED <i>What must other organizations or City depts. do (raise funds, issue permits, etc.)?</i>	START <i>season/year</i>	COMPLETE <i>season/year</i>	COST <i>estimate</i>
1 Hire Architects and conduct preliminary planning for revised archives project; original project funded for \$37,500 in 2008	Public Buildings Department	July 2009	December 2009	\$34,240
2 Submit proposal for CDBG funds for implementation of project; if successful monies will be available in August 2010	Mayor's committee For People With Disabilities, Planning Department	December 2010	Spring 2010	
3 Present Archives Preservation and Access Project to CPC and secure additional funding for the revised project	CPC, Board Committees and full Board of Aldermen	Winter 2010	Spring 2010	\$2,260.00
4 Review of project plan; execution of all special permitting	Design Review, Historical Commission, Massachusetts Architectural Barriers Board	Spring 2010	Summer 2010	\$21,281
5 Complete design and working drawings	Public Buildings	Summer 2010	Summer 2010	\$21,281
6 Create final specifications and prepare RFP	Public Buildings, Purchasing	Summer 2010	Summer 2010	\$21,281
7 Apply for funding to implement revised Archives Preservation and Access Project	CPC/Board Committees and full Board of Aldermen	Summer 2010		
8				

Your 1-page **LIST OF ALL ATTACHMENTS PROVIDED** should follow this page, including special attachments required for **HISTORIC RESOURCES** or **HOUSING** proposals.

City of Newton



PUBLIC BUILDINGS DEPARTMENT

Telephone: (617) 796-1600

Fax: (617) 796-1601


TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren
Mayor

TO: Community Preservation Committee

FROM: Arthur F. Cabral 
Interim Commissioner of Public Buildings

DATE: January 27, 2010

RE: REVISED Museum Archives Supplemental Design Funding

Attached is a revised architectural and related services budget for the Museum Archives Project for your review and information. The revised supplemental funding is \$63,845.00

It is my understanding that this project is on your docket for the February 24, 2010 meeting. We have invited Martha Werenfels from the Museum Archives Project design firm, Durkee Brown Viveiros Werenfels Architects, to attend the meeting to answer any questions you may have regarding the project's design and programming to date.

Again, at this time, we are only requesting supplemental design funding. This additional design funding will allow the Architect to fully design the project and to prepare an updated construction cost as well as the total project budget. The additional required total project cost will be requested during the second quarter of this year.

Should you have any questions, please feel free to contact my office regarding this request.

AFC: dla

CC: Alice E. Ingerson, Community Preservation Program Manager

Cindy Stone, Director, Newton History Museum

Sarah Ecker, Interim Chief Budget Officer

Robert Rooney, Chief Operating Officer

Newton History Museum Additional Architectural Fee Request:

1/26/2010

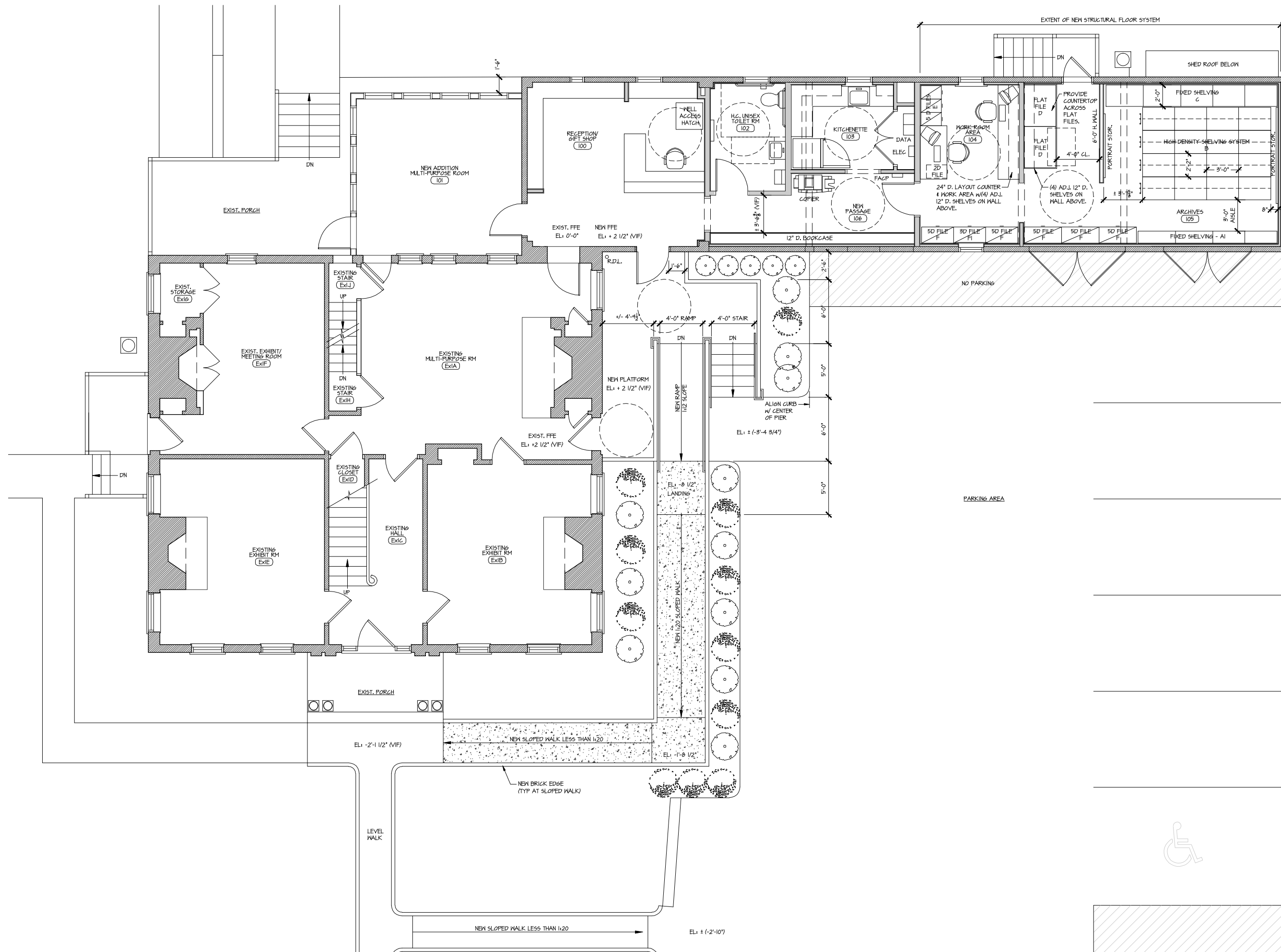
	Original Request to CPA	Revised Total	NOTES	Additional funding request
Design/Contract Administration	\$ 36,000	\$ 76,280	*	\$ 40,280
Legal	\$ 1,500	\$ 1,500		\$ -
Hazardous material testing/specification writing	\$ -	\$ 3,000		\$ 3,000
Geotechnical/Archeological Services	\$ -	\$ 3,000		\$ 3,000
Site Survey	\$ -	\$ 5,852	**	\$ 5,852
Printing	\$ -	\$ 2,500		\$ 2,500
Contingency - 10%	\$ -	\$ 9,213		\$ 9,213
Total	\$ 37,500	\$ 101,345		\$ 63,845

NOTES

*** Revised contract cost:**

\$ 34,240 (Existing contract total through bidding phase (balance of contract was not encurred))
 \$ 8,560 (Contract Administration phase for existing contract to be encumbered)
 \$ 5,900 (MAAB Analysis & application)
 \$ 7,500 (Add'l cost of Ramp design)
 \$ 9,000 (Add'l cost of EII Design)
 \$ - (Shelving Design) - **REMOVED PER EARLIER E-MAIL**
 \$ 9,800 (Add'l MEP)
 \$ 1,280 (Add'l structural)
 \$ 76,280

**** Not including property stakeout**



FOR REFERENCE
ONLY NOT FOR
CONSTRUCTION

**NEWTON HISTORY
MUSEUM ARCHIVES**

527 WASHINGTON STREET
NEWTON, MA 02461

CITY OF NEWTON
PUBLIC BUILDINGS DEPT.

52 ELLIOT STREET
NEWTON HIGHLANDS, MA

NO	DATE	BY	DESCRIPTION
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
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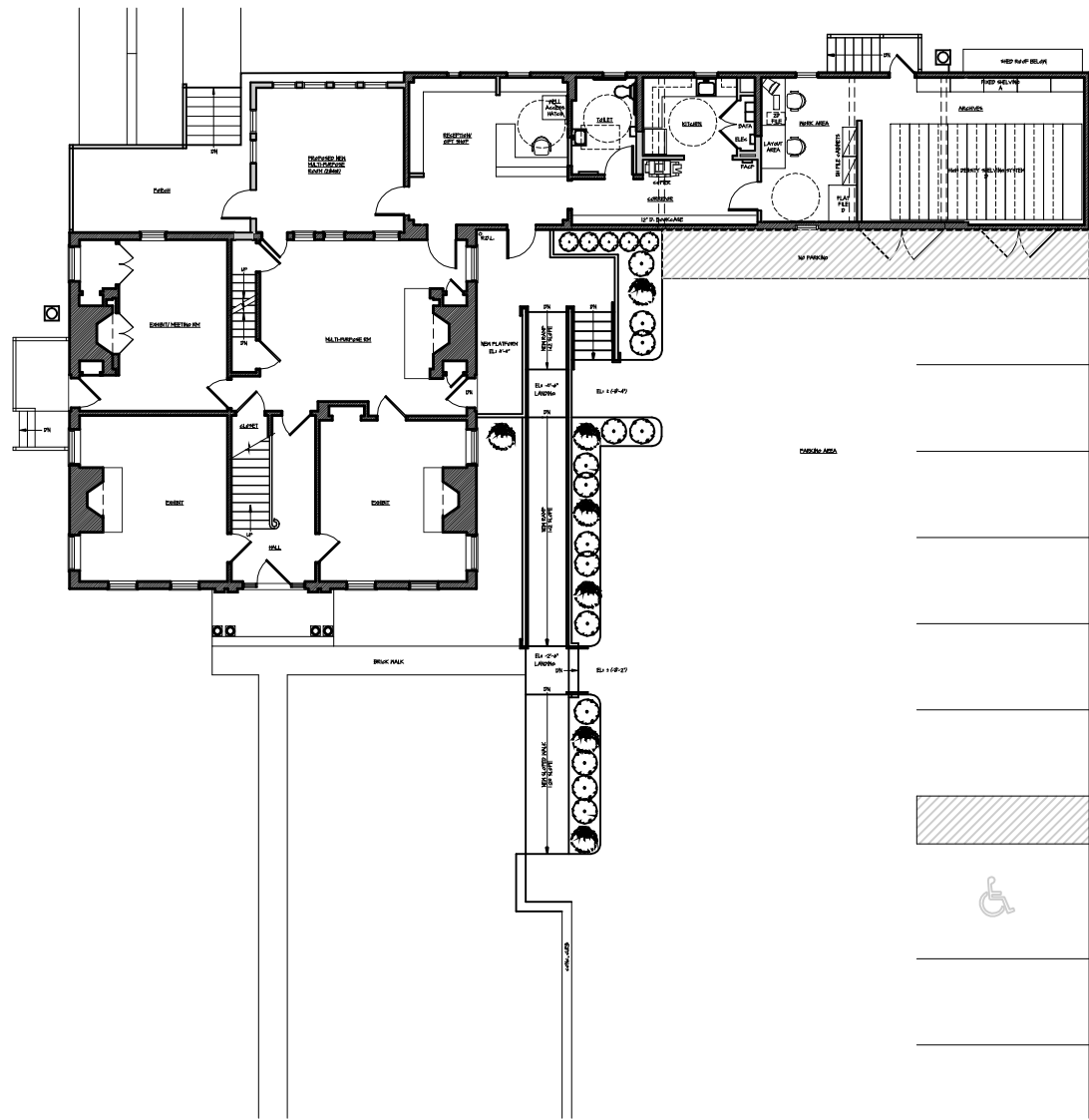
© COPYRIGHT 2009
DURKEE BROWN VIVEIROS WERENFELS ARCHITECTS
UNAUTHORIZED USE IS PROHIBITED.

DATE: -
DRAWN BY: EG
JOB NO.: 0927
FILE: -

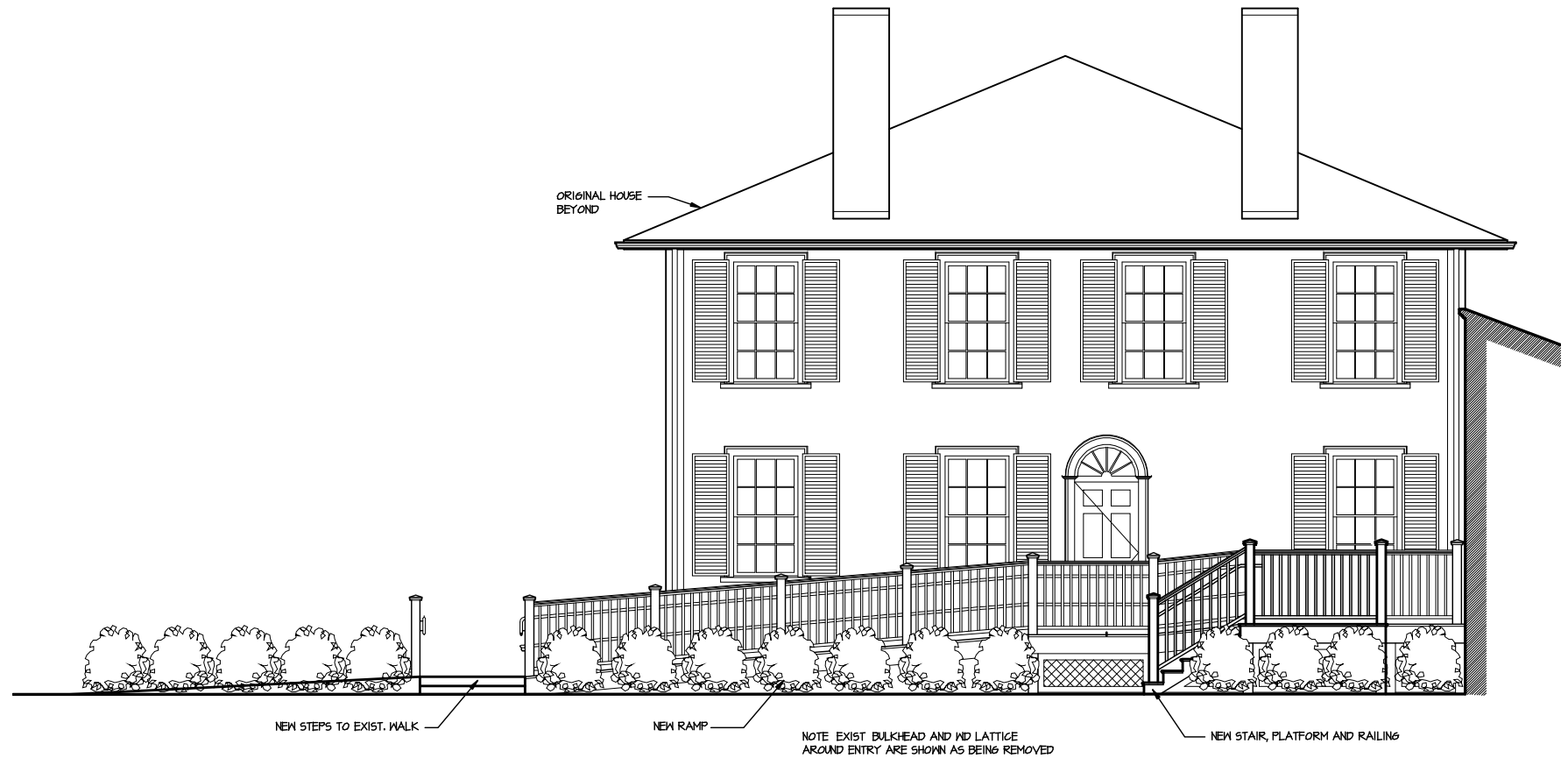


**FIRST FLOOR
PLAN
A200**

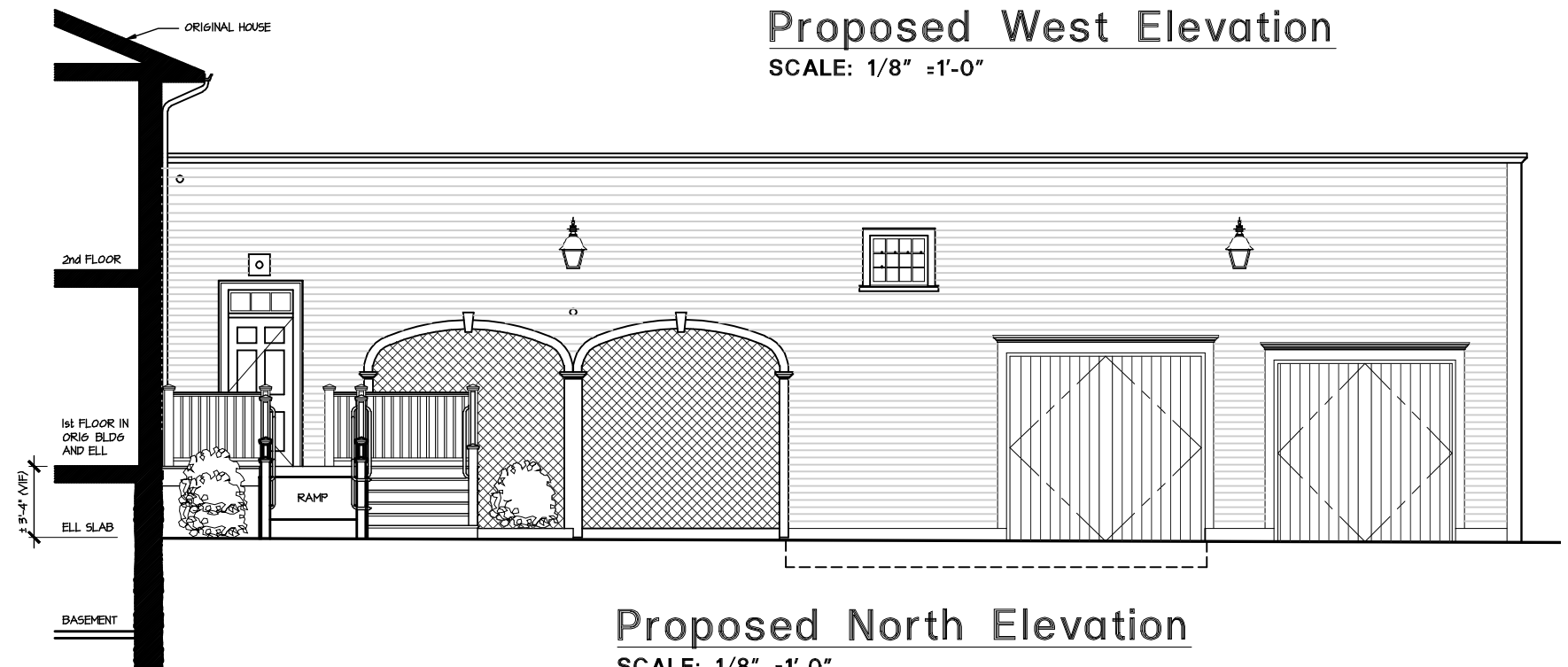
October 1, 2009



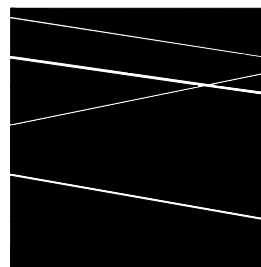
Proposed Site Plan
SCALE: 1/20" = 1'-0"



Proposed West Elevation
SCALE: 1/8" = 1'-0"



Proposed North Elevation
SCALE: 1/8" = 1'-0"



**DURKEE BROWN
VIVEIROS WERENFELS
ARCHITECTS**

111 CHESTNUT STREET
PROVIDENCE, RI 02903

T 401 831 1240
F 401 331 1945

www.durkeebrown.com

CITY OF NEWTON - PUBLIC BUILDINGS DEPT.
52 ELLIOT STREET - NEWTON HIGHLANDS, MA

SCALE: 1/8" = 1'-0"

FILE: -

DRAWN: EC

JOB NO.: 0927

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NEWTON HISTORY MUSEUM ARCHIVES
527 WASHINGTON STREET - NEWTON, MA

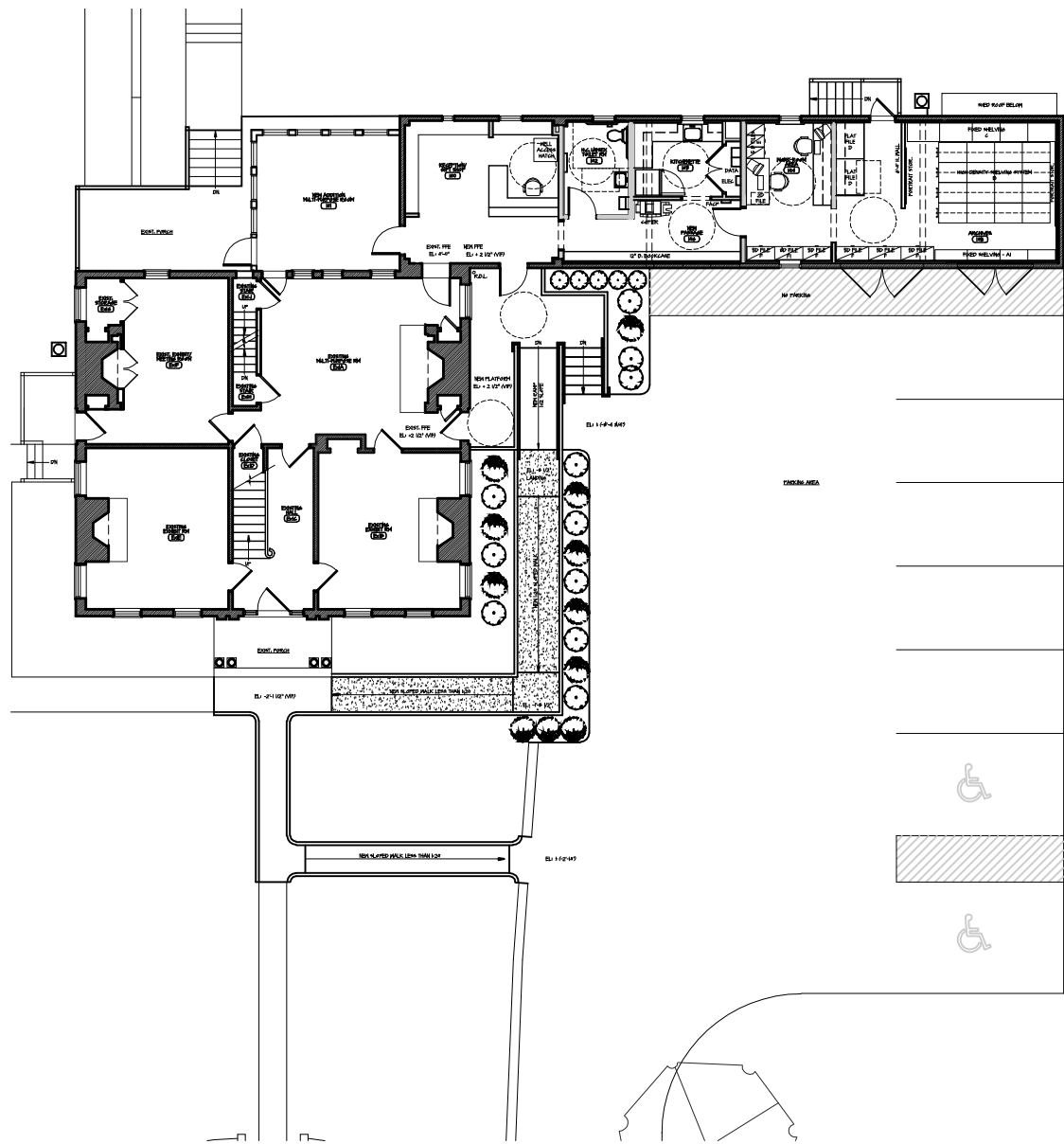
Option 6

ISSUED FOR: Schematic Design

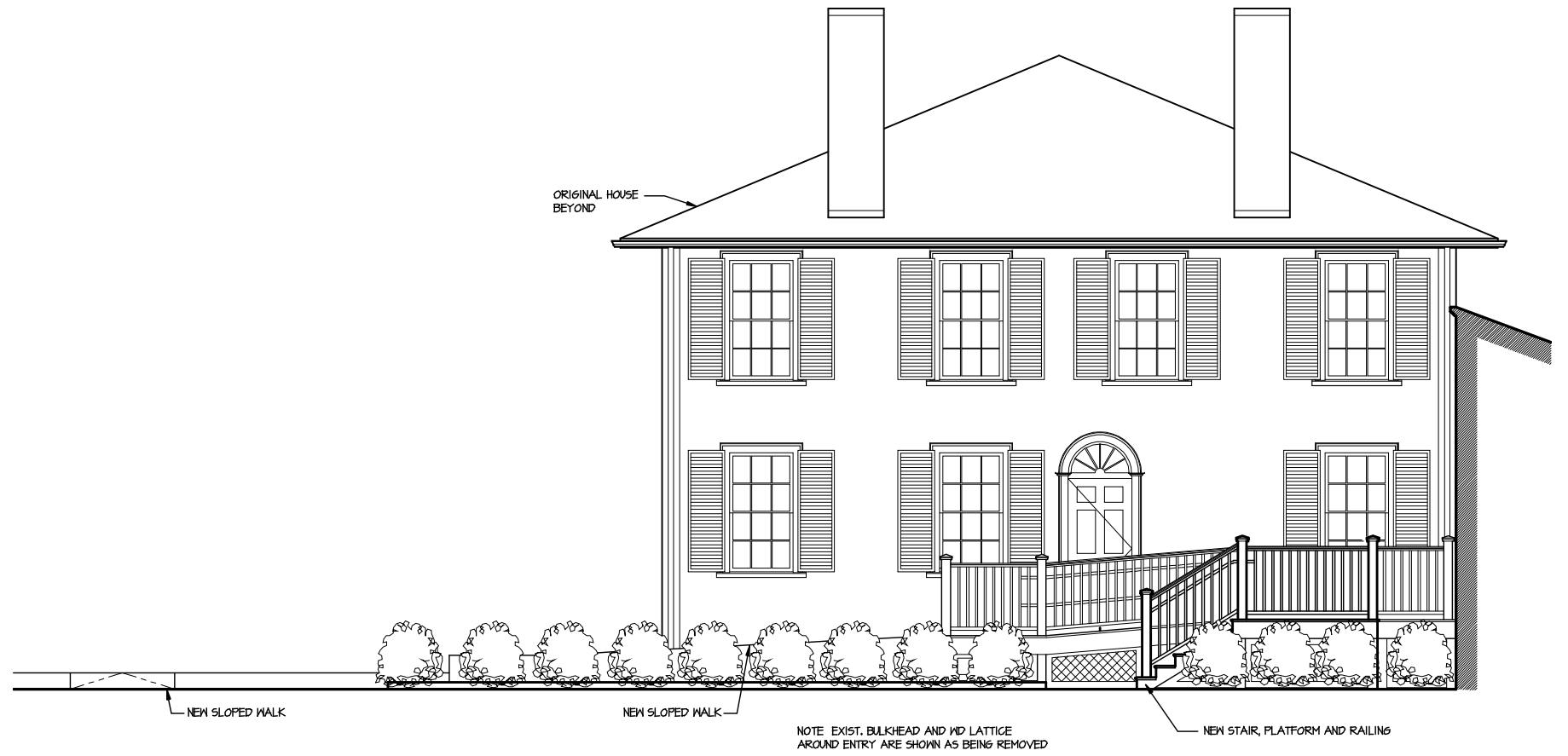
DATE ISSUED: Sept. 24, 2009

REVISION DATE: -

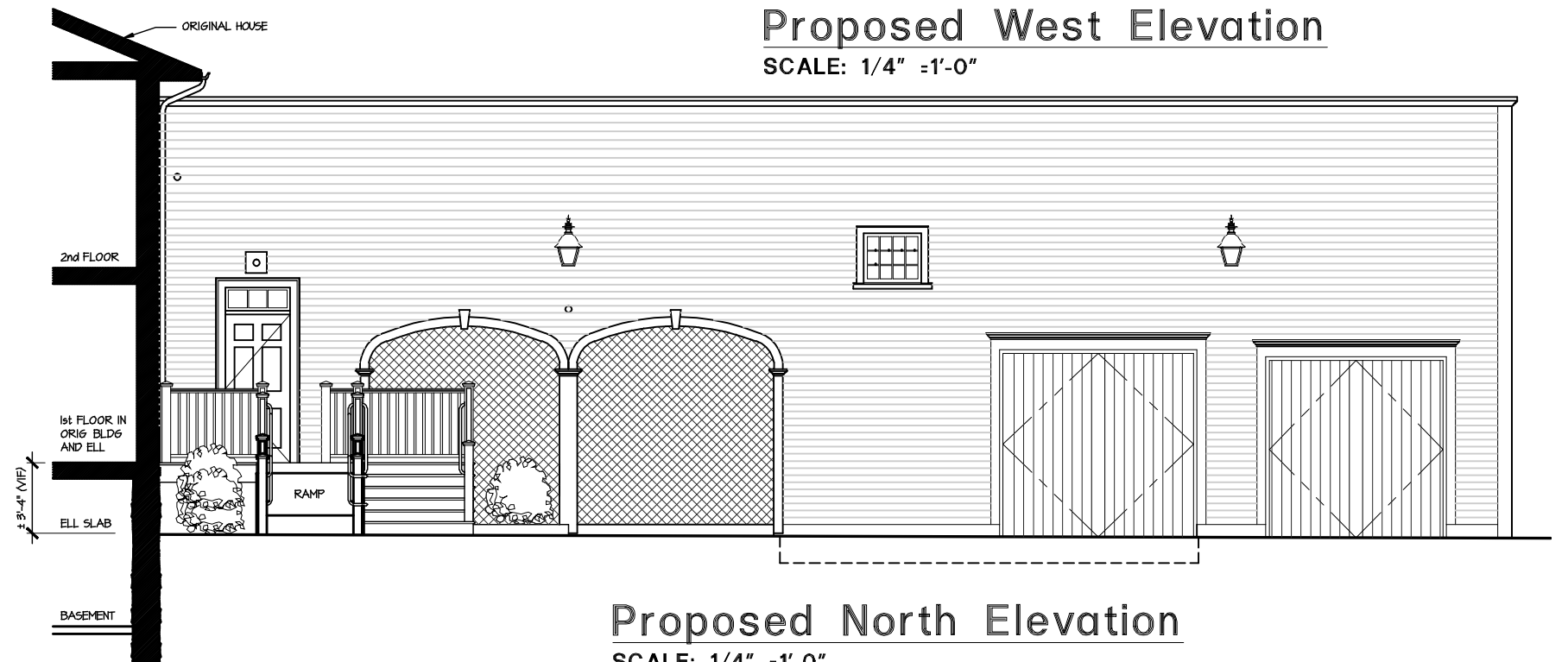
A6.1



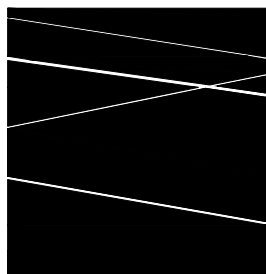
Proposed Site Plan
SCALE: 1/16" = 1'-0"



Proposed West Elevation
SCALE: 1/4" = 1'-0"



Proposed North Elevation
SCALE: 1/4" = 1'-0"



**DURKEE BROWN
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CITY OF NEWTON - PUBLIC BUILDINGS DEPT.
52 ELLIOT STREET - NEWTON HIGHLANDS, MA

SCALE: 1/8" = 1'-0"

FILE: -

DRAWN: EC

JOB NO.: 0927

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NEWTON HISTORY MUSEUM ARCHIVES
527 WASHINGTON STREET - NEWTON, MA

Sloped Walk Site Option

ISSUED FOR: Schematic Design

DATE ISSUED: Dec. 03, 2009

REVISION DATE: -

A7.1