



Setti D. Warren
Mayor

PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner

Telephone (617) 796-1600


FAX (617) 796-1601

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52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

TO: Community Preservation Committee

FROM: Stephanie Kane Gilman 
Commissioner of Public Buildings

DATE: July 28, 2011

RE: Museum Archives Supplemental Funding Request - \$ 461,602

Attached is a revised budget, updated drawings, required CPC documents, as well as documentation to various review agencies for the Museum Archives Project for your information. The revised supplemental funding request is \$ 461,602. It is noted that several of the required approvals from City and State agencies are currently in the process and until the formal acceptances are received, we will proceed up to the bidding phase of the project.

This Supplemental Funding is for the cost of actual construction and other related expenses not previously requested. It is my understanding that this project is on your docket for the August 17, 2011 meeting. We have invited Martha Werenfels from the Museum Project design firm, Durkee Brown Virveiros Werenfels Architects, to attend the meeting to answer any questions you may have regarding the project's design and programming to date.

The Architect and various departments within the City of Newton have performed additional value engineering and minor changes to the means and methods of the construction since the August 20, 2010 drawings were completed. We have reduced the construction cost reported at the April 6, 2011 CPC meeting of \$540,782 down to \$428,960.00.

This project has not significantly changed in overall scope from the drawings completed by the Architect that were dated August 20, 2010.

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

AFC:dla
Enclosure

CC: Alice E. Ingerson, Community Preservation Program Manager
Cindy Stone, Director, Newton History Museum
Maureen Lemieux, Chief Financial Officer
Robert Rooney, Chief Operating Officer



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**Newton, Massachusetts Community Preservation Program
Fy12-13 FUNDING REQUEST**

(For staff use)
date rec'd:

27 July 2011

PRE-PROPOSAL PROPOSAL

For full instructions, see www.newtonma.gov/cpa or contact:

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

You may adjust the space for each question, but do not use more than 1 page to answer all questions on this page.

| Project CONTACTS | <i>Name, title, mailing address, email, phone, fax, & website if there is one.</i> | | |
|--|---|--|--|
| <p>MANAGER - will be responsible for budgets, deadlines & reports Art Cabral, Newton Public Buildings Department 52 Elliot St., Newton Highlands, MA 02461-1605 Phone (617) 796-1600, Fax (617) 796-1601 acabral@newtonma.gov</p> | <p>OTHER CONTACTS Cindy Stone - Director, Historic Newton, 617.796.1451, cstone@newtonma.gov Stephanie Kane Gilman, Public Buildings Commissioner, sgilman@newtonma.gov</p> | | |

| Project TITLE | Museum Archives Preservation and Access Project | | |
|------------------|--|--|---|
| Project LOCATION | <i>Full street address (with zip code) or other precise location.</i> 527 Washington Street, Newton Corner, MA 02458 | | |
| Project BUDGET | CP FUNDS TO BE REQUESTED: \$562,947 | OTHER FUNDS TO BE USED: \$64,000 | TOTAL PROJECT COST: \$626,947 |
| SUMMARY | <i>Explain project goals & why funds are needed. For multi-project "programs," describe how individual projects were chosen & prioritized.</i> | | |

The Newton History Museum's two-dimensional collections, which include maps and plans, more than 2,000 photographs, and over 6,000 Historic Property Survey Files, are essential resources for historical research in the City. These collections are presently crammed into the 17th-century post-and-beam wing of the Jackson Homestead, which lacks effective climate control and fire protection. Despite the Homestead's best efforts for care and preservation, these collections of irreplaceable documents and photographs are at risk.

The Newton History Museum Archives Preservation and Access Project seeks funds to rehabilitate the library/storage area, expand collections storage into an adjacent storage area in the wing, install compact shelving in the new space to relieve current over-crowded conditions, and provide space for future collecting. Remodeling will include insulating the wing to improve climate control and provide long-range energy savings and installation of a fire suppression system. Relocating the existing heating and cooling (HVAC) units in the garage will allow us to maximize space for compact shelving and improve HVAC functions. It also will provide the opportunity to upgrade the accessible entrance for the museum.

The need to preserve and properly store irreplaceable collection materials is the overriding goal of this project. Newton's historic resources include the Museum's archival collections, which 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 in its very broadest sense is the beneficiary of this project, which supports the concept of "planning with history" articulated in Newton's *Comprehensive Plan* (April 2007).

| HOW WILL CP FUNDS BE USED? | | HISTORIC RESOURCES | OPEN SPACE | RECREATION LAND | COMMUNITY HOUSING |
|----------------------------|----------------------|--------------------|---|-----------------|-----------------------------------|
| Check all that apply. | acquire | | | | Contact staff for separate form.. |
| | create | not allowed | | | |
| | preserve | ✓ | | | |
| | support | not allowed | not allowed | not allowed | |
| | rehabilitate/restore | ✓ | allowed only if the resource was originally acquired or created with CP funds | | |

You may adjust the space for each question, but do not use more than 1 page to answer all questions on this page.

CITYWIDE PLANS: List plans by title, year & page(s) where each plan identifies this specific project or its general goals as a priority. See links to plans from: www.newtonma.gov/cpa/program.htm.

See original proposal submitted in 2007 and online at www.newtonma.gov/cpa/projects/museum/museum.htm

OTHER FUNDING: What non-CP funds will you use or are you pursuing? List names of other funders, amounts requested, & expected dates of funding decisions.

\$24,000 from an Anonymous Donor for construction

\$40,000 from CDBG for ramp/accessibility

STEWARDSHIP: How will the project be maintained and funded once CP funds have been spent? (Hint for City-owned resources: “through the operating budget” is seldom a persuasive answer.)

The Public Buildings Department’s operating budget will cover costs for in-house or contracted personnel to perform all building-related maintenance and repairs required. The City’s CIP Program will cover capital improvements. Historic Newton will be responsible for the day-to-day operational costs of utilities and interior cleaning. DPW and Parks & Recreation Departments will perform exterior grounds maintenance and repair.

COMMUNITY CONTACTS: List email addresses and/or phone numbers for at least 3 Newton residents or organizations that can provide feedback on the proposal and its manager’s qualifications. No more than 1 should be a Board member, supervisor, or employee of the project manager.

See original proposal submitted in 2007 and online at www.newtonma.gov/cpa/projects/museum/museum.htm

| TIMELINE | | | | |
|---|--|-----------------------------------|------------------------------------|---------------------------------|
| Project or Program Title: MUSEUM ARCHIVES PRESERVATION and ACCESS PROJECT | | | | |
| Steps (for a project) or Projects (for a multi-project program) For requests over \$300,000, show how funding could be phased over multiple years. | Assistance Required (fundraising, permits, etc.) | Start season/ year | Finish season/ year | Cost estimate |
| 1 Hire Designer | Public Buildings Department Designer Selection Process | 2009 | 2009 | \$101,345 |
| 2 Prepare Bid Documents Resolve all permit issues | Public Bldgs, Historic Newton, ISD, MAAB, Planning | 2009 | 2011 | \$ part of #1 |
| 3 Bid Project/Award GC Contract | Purchasing GC-TBD Public Bldgs & Historic Newton staff | Winter 2012 | Winter 2012 | \$ Staff time |
| 4 Move Archival Collections to temporary storage locations 4-6 months, catalogue collection while in storage | Mover - TBD & Historic Newton staff | Spring 2012 | Fall 2012 | \$ 27,500 Plus staff time |
| 5 Construction | Public Bids – oversight Contractor TBD | Spring 2012 | Fall 2012 | \$448,102 |
| 6 F F & E Purchase/Instaliation | TBD | Fall 2012 | Fall 2012 | \$50,000 |
| 7 Return Archival Collections | Mover – TBD | Fall 2012 | Fall 2012 | \$ See #4 above. |
| 8 SUMMARY of FUNDING SOURCES | CP \$ 27,500 (Moving/StoL) CP \$ 50,000 (FF&E) CP \$384,102 (Construction) CP \$ 101,345 (Design) CDBG \$40,000 (Ramp/Access) Donor\$ 24,000 (Construction) \$626,947 Total Project | | | \$ |
| ATTACHMENTS | | | | |
| For pre-proposals, do not attach additional pages. For proposals, your 1-page list of all attachments provided should follow this page. | | | | |

Newton History Museum Archives and Access Project Total Cost

| | | | | |
|--|-------------------|---|-----------|----------------|
| Revised Project Cost: | \$ 626,947 | Revised Additional Project Funding : | \$ | 525,602 |
| Less previously Approved Funding | <u>\$ 101,345</u> | Less Total Private Contributions/CDBG Funds | \$ | (64,000) |
| Sub Total Additional Project Funding : | \$ 525,602 | Requested additional CPA Funding for Project | \$ | 461,602 |

Project Cost Comparison:

| | <u>Project Costs 07/27/2011:</u> |
|--|----------------------------------|
| Project Design | \$ 76,280 |
| Legal | \$ - |
| Site Survey | \$ 5,852 |
| Archaeologist/Geotechnical | \$ 3,000 |
| Hazardous material testing/specification writing | \$ 3,000 |
| Printing | \$ 2,500 |
| Construction (Breakdown attached) | \$ 428,960 |
| FF & E | \$ 50,000 |
| Temporary Archive Storage/Moving | \$ 27,500 |
| Sub-Total | \$ 597,092 |
| 5% Project Contingency | <u>\$ 29,855</u> |
| Project Total | \$ 626,947 |
| Less Other Project Contributions/Funding | <u>\$ (64,000) *</u> |
| CPA Portion of Project | \$ 562,947 |
| Less Previously Approved by the CPA | <u>\$ (101,345)</u> |

| | |
|-----------------------------------|-------------------|
| Additional Funding Request | \$ 461,602 |
|-----------------------------------|-------------------|

*Other Project Contributions/Funding: \$24,000 - Anonymous Donation for Construction Cost
\$40,000 - CDBG funds toward access improvements (ramp)
\$64,000 - Total Private Contributions/CDGB Funds

Summary of Project Costs

City of Newton - Public Buildings Department
Newton History Museum Archives at the Jackson Homestead
 527 Washington Street - Newton, MA

Version 1.0

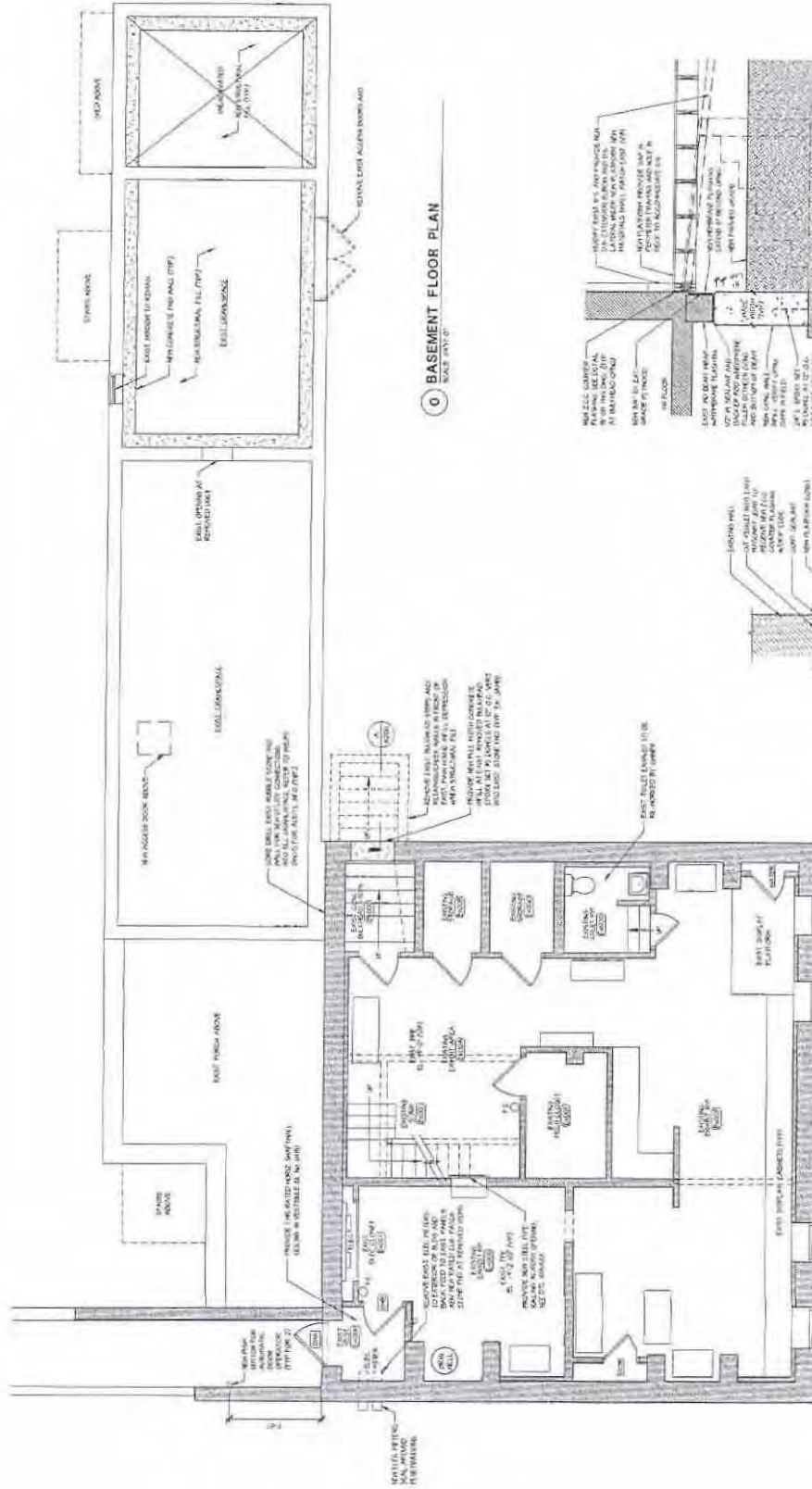
Date: 07.28.11

| | Archive Reno | MAAB Upgrades | Code Upgrades | Sub-Total |
|--|------------------|-----------------|-----------------|------------------|
| A. Construction Trade Costs | | | | |
| Div. 01 - Allowances (Unforeseen Structural & Wd Trim Repairs) | \$13,778 | | | \$13,778 |
| Div. 02 - Selective Demolition | \$13,500 | \$6,000 | | \$19,500 |
| Div. 03 - Cast-In-Place Concrete | \$15,838 | \$16,323 | | \$32,161 |
| Div. 05 - Metals | \$21,416 | \$4,160 | | \$25,576 |
| Div. 06 - Wood and Plastic | \$42,965 | \$19,448 | | \$62,413 |
| Div. 07 - Thermal and Moisture Protection | \$15,387 | | | \$15,387 |
| Div. 08 - Openings | \$5,840 | \$6,000 | | \$11,840 |
| Div. 09 - Finishes | \$38,381 | \$2,472 | \$250 | \$41,103 |
| Div. 10 - Specialties | \$2,850 | | | \$2,850 |
| Div. 11 - Equipment | \$0 | | | \$0 |
| Div. 12 - Furnishings | \$1,250 | | | \$1,250 |
| Div. 22 - Plumbing | \$14,467 | | | \$14,467 |
| Div. 23 - HVAC | \$40,077 | | | \$40,077 |
| Div. 26 - Electrical | \$49,235 | | \$23,810 | \$73,045 |
| Div. 31 - Earthwork | \$6,000 | \$3,862 | | \$9,862 |
| Div. 32 - Exterior Improvements | | \$13,716 | | \$13,716 |
| Sub-Total | \$280,984 | \$71,981 | \$24,060 | \$377,025 |
| Proportion of Cost | 75% | 19% | 6% | 100% |
| B. Contingency | | | | \$18,851 |
| | | | | 5.00% |
| C. General Contractor's Costs | | | | |
| General Requirements | \$30,908.24 | \$7,917.91 | \$2,646.60 | \$41,472.75 |
| Overhead and Profit | 2.50% \$7,797.31 | \$1,997.47 | \$667.67 | \$10,462.44 |
| Sub-Total | \$319,690 | \$81,896 | \$27,374 | \$428,960 |
| Summary of Total Project Construction Cost | | | | \$428,960 |

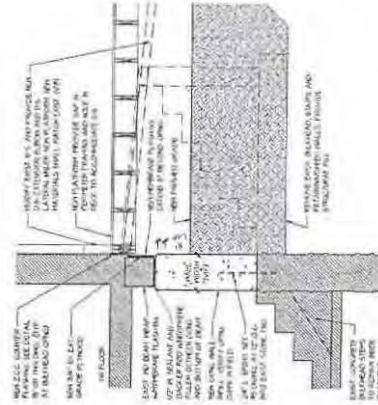
Notes:

1. The construction costs above are based upon a professional cost estimate prepared by Daedalus on 9/2/10. Value Engineering items as directed by the City have been incorporated and are reflected in the revised Construction Documents submitted with this Summary of Project Costs. Daedalus will prepare a 75% Construction Document estimate.
2. Work excludes exterior envelope (siding, roof, windows, etc.) except where impacted by new ramp and entrance construction.
3. Work includes a new fire alarm system throughout the original house and ELL.
4. Work excludes hazardous material abatement.
5. Project scope and budget assumes successfully obtaining MAAB and plumbing variances.

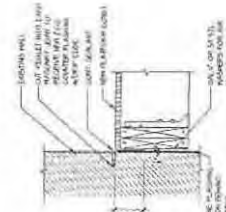
FOR REFERENCE
ONLY NOT FOR
CONSTRUCTION



Q BASEMENT FLOOR PLAN
SCALE: 1/4" = 1'-0"



A SECTION AT REMOVED BULKHEAD
SCALE: 1/2" = 1'-0"



B FLASHING DETAIL
SCALE: 1/2" = 1'-0"

**NEWTON HISTORY
MUSEUM ARCHIVES**
527 WASHINGTON STREET
NEWTON, MA 02459
CITY OF NEWTON
PUBLIC BUILDINGS DEPT.
100 WASHINGTON STREET
NEWTON, MA 02459

| NO. | DATE | BY | DESCRIPTION |
|-----|----------|----|--------------------|
| 1 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 2 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 3 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 4 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 5 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 6 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 7 | 07/20/11 | DB | ISSUED FOR PERMITS |
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| 9 | 07/20/11 | DB | ISSUED FOR PERMITS |
| 10 | 07/20/11 | DB | ISSUED FOR PERMITS |

**BASEMENT FLOOR
PLAN
A200**
Program for City and State Review

