

City of Newton



Ruthanne Fuller
Mayor

**Newton, Massachusetts Community Preservation Program
FUNDING REQUEST**

PRE-PROPOSAL

PROPOSAL

(For staff use)
date rec'd:

Last updated February 2020.

Please submit this completed file directly – do not convert to PDF or other formats.

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

Lara Kritzer, Community Preservation Program Manager

City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459

lkritzer@newtonma.gov

617.796.1144

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Project TITLE	Jackson Homestead Basement Rehabilitation, Phase I		
Project LOCATION	Full street address (with zip code), or other precise location. 527 Washington Street Newton, MA 02458		
Project CONTACTS	Name & title or organization	Email	Phone
Project Manager	Lisa Dady, Director, Jackson Homestead, Historic Newton	ldady@newtonma.gov	617-796-1451
Other Contacts	Josh Morse, Commissioner of Public Buildings, City of Newton	jmorse@newtonma.gov	617-796-1608
Project FUNDING	A. CPA funds requested: \$75,000	B. Other funds to be used: \$7,000	C. Total project cost (A+B): \$82,000
Project SUMMARY	Explain how the project will use the requested CPA funds. You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW. Use a cover letter for general information about the sponsoring organization's accomplishments.		
<p>The intent of this project is to stabilize and rehabilitate the basement of the Jackson Homestead, a Newton historical treasure. The end-goal is to achieve a space that is safe for artifacts, enjoyable for visitors, and structurally sound in support of the building for generations to come.</p> <p>The basement needs to be renovated to eliminate or control water infiltration in order to stabilize and protect the structure. The gallery is obsolete and requires redesign and renewal to meet contemporary standards of collection preservation, museum display, and public engagement.</p> <p>The space is inadequately conditioned resulting in wide swings in relative humidity during winter and summer seasons. The museum has closed the basement to the public as it works to remove the City's collections from the space to avoid continuing damage. The lack of public access and the high-humidity and moisture damage to the artifacts put our national accreditation at risk. Jackson Homestead serves as the history institution for the entire city and its exhibits and programming draw thousands of people from the region. It is not only important to have a well-kept appearance for the public but also, we must make this area safe and pleasant for visitors.</p> <p>Jackson Homestead is truly an Historic Landmark, but with a deteriorating foundation it is at great risk. Community Preservation Act funds are critical for the preservation of the entire building through its foundational structures.</p> <p><i>See attached narrative regarding the existing conditions, project organization, and scope of construction.</i></p>			

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Project TITLE		Jackson Homestead	
USE of CPA FUNDS		HISTORIC RESOURCES	
CHECK ALL THAT APPLY	Preserve	X	
	Rehabilitate/ Restore	X	
COMMUNITY NEEDS	From each of at least 2 plans linked to the Guidelines & Forms page of www.newtonma.gov/cpa , provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.		
<p>The CPA plan calls out “special public resources and public-private partnerships: publicly or privately owned assets that benefit all Newton residents & neighborhoods,” as a priority. As <i>the</i> history institution for all of Newton this site is a special public resource.</p> <p>Capital Improvement Plan (CIP) – Requires that projects on City-owned sites, or that involve work by City staff, must be sponsored by the appropriate City department. In this case the project is sponsored by the City department of Historic Newton.</p> <p>The NEWTON PUBLIC BUILDINGS SURVEY PHASE II – ANALYSIS OF HISTORICAL SIGNIFICANCE lists Jackson Homestead with a Level of Significance of High. [Individually listed building on the National Register of Historic Places, 1973 ... Preservation Phase II: Analysis of Historically Significant City Buildings, Newton, Massachusetts Jackson Homestead DRAFT 2/17/2012 PART 1 – Analysis].</p> <p>This project has been on the City’s to-do list for several years. The humidity and moisture problems have been ongoing, compounded recently by ductwork that has generated condensation that dripped on artifacts and walls. Thus, this project has a high level of priority.</p>			
COMMUNITY CONTACTS	List at least 3 Newton residents or organizations willing and able to comment on the project and its manager’s qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. Consult staff on the community contacts required for your specific proposal.		
	Name & title or organization	Email	Phone
	Josh Morse Commissioner of Public Buildings City of Newton	jmorse@newtonma.gov	617-796-1608
	Russel Feldman, AIA, NCARB Principal Emeritus TBA Architects, Inc.	RFeldman@tbaarchitects.com	617 429-5033
	Lawrence Bauer, AIA Schwartz / Silver Architects	lbauer@sbgarch.com	617-542-6650 x240

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.
 Full proposals must include separate, detailed budgets in addition to this page.

Project TITLE	Jackson Homestead Basement Rehabilitation – PHASE 1	
SUMMARY CAPITAL/DEVELOPMENT BUDGET		
Uses of Funds		
Design & Engineering – Phase 1 Feasibility Study		\$75,000
* This is a portion of the requested \$1,000,000 from the Pre-Proposal		
Project Management		\$7,000
D. TOTAL USES (should equal C. on page 1 and E. below)		\$82,000
Sources of Funds – phase 1	Status (requested, expected, confirmed)	
CPA funding – Phase 1	Requested	\$75,000
In-kind salaries: Rafik Ayoub, Project Manager, Public Buildings – Phase 1	Confirmed	\$5,000
In-kind salaries: Lisa Dady (assisted by pro-bono expertise from Historic Newton’s Buildings & Grounds Committee) – Phase 1	Confirmed	\$2,000
CPA funding - Subsequent Phases	Requested	\$925,000
In-kind City department salaries - Subsequent Phases	Confirmed	\$37,107
E. TOTAL SOURCES (should equal C. on page 1 and D. above)		\$1,044,107
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)		
Uses of Funds		
		\${amount}
		\${amount}
		\${amount}
		\${amount}
F. TOTAL ANNUAL COST (should equal G. below)		\${amount}
Sources of Funds		
		\${amount}
		\${amount}
G. TOTAL ANNUAL FUNDING (should equal F. above)		\${amount}
Project TIMELINE	Phase or Task	Season & Year
See Attachment		

Project TITLE			
↓ Check off submitted attachments here.			
REQUIRED.	X	PHOTOS	of existing site or resource conditions (2-3 photos may be enough)
	X	MAP	of site in relation to nearest major roads (omit if project has no site)
Pre-proposals: separate attachments not required, just use page 3 of form. Full proposals: separate, detailed budget attachments REQUIRED.	PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds		
		Development pro forma/capital budget: include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
		Maintenance budget, projected separately for each of the next 10 years (CPA funds may not be used for operations or maintenance)	
		Non-CPA funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
		Purchasing of goods & services: briefly summarize sponsor’s understanding of applicable state statutes and City policies	
Pre-proposals: recommended. Full proposals: REQUIRED.	X	HISTORIC SIGNIFICANCE	ATTACHMENT 1: Analysis of Historical Significance (narrative; maximum 1 page)
			ATTACHMENT 2: Description of Historically Significant Features (maximum 1 page)
			ATTACHMENT 3. Summary & Justification of Proposed Treatment (maximum 1 page)
			ATTACHMENT 4. Newton Historical Commission Review (based on attachments 1-3 above)
REQUIRED for all full proposals.	SPONSOR FINANCES & QUALIFICATIONS, INSTITUTIONAL SUPPORT		
		For sponsoring organization, most recent annual operating budget (revenue & expenses) & financial statement (assets & liabilities); each must include both public (City) and private resources (“friends” organizations, fundraising, etc.)	
		for project manager: relevant training & track record of managing similar projects	
	DESIGN & CONSTRUCTION		
		Professional design & cost estimates: include site plan, floor plans & elevations	
		Materials & finishes: highlight “green” or sustainable features & materials	
		Environmental mitigation plans (if applicable): incl. lead paint, asbestos, etc. (including disposal of existing fence elements that cannot be repaired or restored)	
OPTIONAL for all proposals.		LETTERS of SUPPORT	from Newton residents, organizations, or businesses