



Public Facilities Committee Agenda

City of Newton In City Council

Wednesday, September 21, 2022

The Public Facilities Committee will hold this meeting as a virtual meeting on Wednesday, September 21, at 7:00 pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/84646367927> or call 1-646-558-8656 and use the following Meeting ID: 846 4636 7927

Items Scheduled for Discussion:

Referred to Public Facilities and Finance Committees

- #407-22** **Appropriate \$50,000 from Special Permit Fees, Austin Street and Lowell Ave**
HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of fifty thousand dollars (\$50,000) from Acct #5568R401-432017 Special Permit fees, Austin and Lowell, to improve safety for all users by constructing traffic flow changes at two intersections on Lowell Ave, which is consistent with the intent of Special Permit #175-21, Condition 6.

Referred to Public Facilities and Finance Committees

- #413-22** **Appropriate \$4,120,000 for the Pump Station Rehabilitation CIP Projects**
HER HONOR THE MAYOR requesting authorization to appropriate and expend four million one hundred twenty thousand dollars (\$4,120,000) and authorize a general obligation borrowing of an equal amount for the construction and engineering services for the City of Newton Pump Station Rehabilitation CIP Project 1 and design for Project 2 and authorization to apply any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing, and marketing them, and any accrued interest received upon the delivery of the bonds or notes to the costs of the project and to reduce the amount authorized to be borrowed for the project by like amount.

Referred to Public Facilities and Finance Committees

- #454-22** **Amendments to Chapters 11 and 17 to the City of Newton Ordinances**
HER HONOR THE MAYOR requesting amendments to the City of Newton Ordinances regarding trash and recycling (Chapter 11 and Chapter 17) to allow the City to create a mattress recycling program needed to comply with a significant upcoming change in MassDEP regulations for mattresses.

The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

Referred to Public Facilities and Finance Committees

#442-22

Transfer \$250,000 for the under \$75,000 projects

HER HONOR THE MAYOR requesting authorization to transfer the sum of two hundred fifty thousand dollars (\$250,000) from Acct #0111502-582500 Building Improvements, (Under \$75K projects) to a new 01C115 account.

Referred to Public Facilities and Finance Committees

#440-22

CPC Recommendation to appropriate \$75,000 in CPA funding

COMMUNITY PRESERVATION COMMITTEE recommending appropriation of seventy five thousand dollars (\$75,000) in Community Preservation Act funding from the FY23 Historic Resource Reserve Fund to the control of the Planning & Development Department to complete the first phase of the Jackson Homestead Basement Restoration Project by hiring a preservation consultant to develop plans to remediate the existing water and humidity issues in order to preserve the historic structure and protect its important collections.

Public Facilities Held 8-0 on 09/08/22

Respectfully submitted,

Alison M. Leary, Chair



RUTHIANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#407-22

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rfuller@newtonma.gov

August 1, 2022

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to appropriate and expend the sum of \$50,000 from Acct # 5568R401-432017 Special Permit Fees, Austin and Lowell, to improve safety of all users by constructing traffic flow changes at two intersections on Lowell Avenue (Lowell Avenue/Austin Street and Lowell Avenue/Hull Street), consistent with the intent of Special Permit #175-21, Condition 6.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

RECEIVED
Newton City Clerk
2022 AUG - 1 PM 3:01

City of Newton
Ruthanne
Fuller

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

July 5, 2022

To: Jonathan Yeo, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

From: James McGonagle, Commissioner

Subject: Lowell Avenue Traffic Calming

The Department of Public Works (DPW) is proposing changes in traffic flow at two intersections, as part of the Traffic Calming program. Lowell Avenue has previously been identified as a priority for Traffic Calming, and the goals to the proposed changes are to slow vehicular travel and improve safety for all users of the roadway. The following intersections are proposed to be modified:

Lowell Avenue / Austin Street

- Reconstruct accessible curb ramps
- Bump-out curb line on northeast and southeast corners to:
 - reduce vehicle turning speeds
 - increase sight lines
 - straighten and shorten crosswalk across Austin Street
- Construct median island, with crosswalk cut-through, on the south leg of Lowell Ave to narrow travel lanes, reduce travel speeds, and enhance pedestrian safety
- Construct flush median island, with rumble strip, on the north leg of Lowell Ave to narrow travel lanes, reduce travel speeds, and accommodate large vehicle turning radii.
- Maintain 4 ft (minimum) shoulder width for bicycles

Lowell Avenue / Hull Street

- Reconstruct accessible curb ramps
- Bump-out curb line on northeast and southeast corners to shorten crosswalks across Lowell Avenue and across Hull Street
- Improve visibility of pedestrians waiting to cross Lowell Avenue
- Narrow travel lane width to calm vehicle speeds
- Maintain 5 ft (minimum) shoulder width for bicycles

In conjunction with the proposed changes in traffic flow at the above intersections, DPW would like to utilize mitigation funds from a private development project. In Special Permit #175-21 (for 60, 66-68 Austin Street), Condition #6 states:

6. *Prior to the issuance of any building permit, the petitioner shall make a one-time payment to the City of fifty thousand dollars (\$50,000) to be used towards improvements at the intersection of Austin Street and Lowell Avenue.*

The \$50,000 from the private developer has been given to the City and is currently in Account # 5568R401-432017. DPW is requesting the use of these funds to pay for a portion of the construction at the Lowell Avenue / Austin Street. The remainder of the Traffic Calming construction would be paid for with the Traffic Calming line item in DPW Transportation Division's operating budget.

Sincerely,

James McGonagle
Commissioner Public Works

cc: Shawna Sullivan, DPW Deputy Commissioner
Jason Sobel, P.E., PTOE, Director of Transportation Operations
Isaac Prizant, Transportation Engineer
Louis M. Taverna, P.E., City Engineer



RUTHANNE FULLER
MAYOR

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Office of the Mayor

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August 1, 2022

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to appropriate and expend \$4,120,000 and authorize a general obligation borrowing of an equal amount for the construction and engineering services for the City of Newton Pump Station Rehabilitation CIP Project 1 and design for Project 2. Details of the project are attached.

Further, I request that your Honorable Council authorize any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing and marketing them, and any accrued interest received upon the delivery of the bonds or notes be applied to the costs of the project being financed by the bonds or notes and to reduce the amount authorized to be borrowed for the project by a like amount.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

RECEIVED
Newton City Clerk
2022 AUG - 1 PM 3:02

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449
Ruthanne Fuller-Mayor
January 28, 2021

To: Maureen Lemieux, Chief Financial Officer

From: James McGonagle, Commissioner of Public Works
Thomas Fitzgerald, Utilities Director
Kelly Cadman, Financial Director DPW

Subject: Request to Docket funding in the amount of \$4,127,000.00 for Construction and Engineering Services for the City of Newton Pump Station Rehabilitation CIP Project 1 and Design for Project 2

Brief Description:

The City of Newton Department of Public Works-Utilities Division operates and maintains twelve (11) wastewater pump stations, one (1) stormwater pump station and three (3) potable water booster stations throughout the City. The mechanical, electrical and HVAC components of these stations were last rehabilitated in 1990-1991. The City entered into an Engineering Agreement with Brown & Caldwell to perform a Pumps Station Condition and Performance Assessment in order to develop a 10 year Capital Improvement Plan

The scope of work for the construction (attached) for CIP Project 1 consists of the following:

- Replace Heating, Ventilation and Dehumidification at Quinobequin Road, Elliot Street, Islington Road and Edgewater Park wastewater pump stations.
- Replacement of the discharge piping within the wet wells of the Hamlet Street and Grayson Lane wastewater pump stations.
- Replacement of the main influent gate valves at the Quinobequin Road and Elliot Street wastewater pump stations.
- Replacement of the wet well isolation gate valves at the Elliot Street wastewater pump station.
- The replacement of the Oldham Road Pump Station.

Included with this request is Engineering Services During Construction and Engineering Services for the Design of Project 2 (attached)

Please docket this request with the Honorable City Council for their consideration.

Sincerely,

James McGonagle
Commissioner Public Works

Attachment A

Scope of Work for City of Newton Pump Station Rehabilitation CIP Project 1 – Services During Construction

May 27, 2022

The Brown and Caldwell (BC) scope of work is provided below. The objective of the project is to provide the City of Newton with engineering services during construction for Pump Station Rehabilitation -Project 1.

Project Understanding

The proposed scope is comprised of engineering services during construction tasks associated with the construction of the pump station rehabilitation work as part of Project 1.

Pump Station Rehabilitation

The scope for this project is to provide rehabilitation and replacement work critical to improving the serviceable lifespan of the aging equipment at Newton's largest pump stations, as well as mitigating issues at multiple facilities that severely threaten the reliable operation of the pump station. The scope of this work will include the following:

Quinobequin Road, Elliot Street, Islington Road, Edgewater Park Pump Stations

- Demolish existing exhaust fans and install new supply and exhaust fans sized to provide air changes required by NFPA 820 or as allowed by electrical and spatial constraints.
- Install ductwork to provide supply ventilation and modify existing exhaust ductwork if required.
- Demolish the existing failed dehumidifiers and replace with units sized appropriately.
- Demolish unit heaters and replace with units sized for the improved air change rate.
- Demolish and replace existing carbon filters.
- Install gas monitoring and loss of ventilation alarming where required and wired back to SCADA.

Hamlet Street and Grayson Pump Stations

- Replacement of the force main and suction piping within the wet well of both pump stations.

Quinobequin Road and Elliot Street Pump Stations

- Replacement of the main influent gate at Quinobequin Road Pump Station which does not reliably close.
- Replacement of the main influent gate at Elliot Street Pump Station which is currently damaged and in danger of failing and sealing off flow to the pump station.
- Replacement or complete removal of wet well isolation gates within Elliot Street Pump Station which have not been operated in years and are damaged from corrosion.

Replacement of Oldham Road Pump Station

The scope for the replacement of Oldham Road Pump Station Project is to replace the failing pump station with a facility that eliminates the need for confined space entry. The scope of this project will include the following:

- Evaluation of site and existing pump station drywell to confirm that it can be converted into a submersible pump station.
- Development of a performance based bypass specification
- Demolition of the existing pumps and piping within the pump station interior.
- Rehabilitation/demolition/replacement of existing subsurface structures and utilities.
- Installation of a new valve vault.
- Replacement of electrical equipment.
- Installation of two 300 gpm submersible pumps.

Phase 100 Engineering Services During Construction

Objective: BC will provide general engineering services during construction for the duration of the construction Projects.

Activities: This task includes the following activities:

- Provide overall project management. Task includes monthly reports, invoicing, team and subcontractor coordination, contract communications, scheduling, and oversight.
- Provide general construction administration. BC shall provide consultation and advice during construction and provide technical engineering support during construction activities. Update and modify the Contract Documents to meet changed site and project conditions or variations in State/Federal requirements as necessary to supplement and/or provide clarity to the Contract Documents during the construction phase of the project (to address RFIs, Change Orders, and other issues requiring modified Contract Documents). This does not include revisions required for Record Drawings as required in subsequent sections of this Scope.
- Attend pre-construction conference and distribute minutes
- Attend progress meetings, BC shall assume progress meetings are held once per month during active construction. In addition to attendance at the progress meetings, BC shall facilitate the meetings, prepare a package for each meeting containing agenda, submittals log, RFI logs, and PCO/Change Order logs (Excel spreadsheets or Primavera logs) to be reviewed at each meeting, and a 3-week look

ahead schedule (to be provided by General Contractor), and other documentation that may be required for meetings that are not specified. Meeting minutes will be prepared by BC and provided to the City.

- Coordination with other municipal agencies as required during monthly progress meetings. BC assumes no effort beyond typical tasks associated with monthly progress meetings.
- Attend monthly project management meetings. BC shall assume that Project Management Meetings will be held subsequent to Construction Progress Meetings on an as-needed basis.
- Attend issue resolution meetings. BC assumes construction related issues will arise that will require formal meetings between the contractor, the City and BC to reach an agreeable resolution. BC shall assume no effort beyond typical tasks associated with monthly progress meetings.
- BC shall review all shop drawing submittals prepared by the contractors along with associated illustrations, samples, and other submittals required by the Contract Documents. BC shall assume 50 submittals requiring review. A table listing the submittals and number of reviews will be included as an attachment for the City's review. BC shall review and respond to all submittals, shop drawings, samples within fourteen (14) calendar days. BC shall coordinate and track submittals, including preparing and maintaining a submittal log, and BC will distribute the shop drawings and submittals. Copies of each submittal including subsequent revisions shall be provided to the City.
- BC shall respond to Requests for Information submitted by the contractor. BC shall assume 5 RFIs. BC shall coordinate and track RFI's, including preparing and maintaining a RFI log. Copies of each RFI including responses and subsequent revisions shall be provided to the City. Review and provide recommendations for approval of payment requisitions. BC shall issue necessary clarifications and interpretations of the Contract Documents as appropriate for the orderly completion of the work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. BC may issue Field Orders authorizing minor variations from the requirements of the Contract Documents through coordination with City. BC shall recommend Change Orders and Work Change Directives to the City as appropriate, and shall prepare written recommendations concerning Change Orders and Work Change Directives as required in consultation with the City.
- Development of RFP has not been included in BC's scope of work.
- Review applications for payment. Based on BC's observations and on review of Applications for Payment and accompanying supporting documentation: Determine the amounts that Engineer recommends Contractor be paid. Recommend reductions in payment based on the provisions stated in the Construction Contract. Such recommendations of payment will be in writing and will constitute Engineer's representation to Authority, based on such observations and review, that, to the best of Engineer's knowledge, information and belief, Contractor's Work has progressed to the point indicated, the Work is generally in accordance with the Construction Contract Documents (subject to an evaluation of the Work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any other qualifications stated in the recommendation), and the conditions precedent to Contractor's being entitled to such payment appear to have been fulfilled in so far as it is Engineer's responsibility to observe the Work. In the case of unit price Work, Engineer's recommendations of payment will include final determinations of quantities and classifications of the Work (subject to any subsequent adjustments allowed by the Contract Documents).
- Attendance of commissioning team meetings. BC shall attend meetings with the City, contractors, and any necessary vendors or equipment representatives to coordinate system and equipment startups. BC

assumes these meetings will be scheduled in conjunction with progress meetings and will require no additional effort.

- Prepare record drawings. BC shall prepare record drawings that reflect as-built conditions based on information provided by the City, the construction contractor, and BC's own on-site inspections. BC shall reconcile and log that all construction document changes (i.e., shop drawings, RFIs, Field Change Orders, etc.) have been incorporated into the record drawings.
- Attendance of closeout meeting. BC shall attend a close out meeting with the City and construction contractor to officially close-out the project and to discuss warranty procedures.

Phase 200 Field Services During Construction

Objective: BC will perform field visits during construction for the duration of the construction Projects.

Activities: This task includes the following activities:

- Perform Field Visits. BC assumes that periodic visits to site will be required to observe progress and assure compliance with the contract documents and design intent. BC shall assume a maximum of two (2) field visit per week through the duration of the construction project. However, BC assumes daily field fields will be required during a 3-month period while the rehab of Oldham Road Pump Station is underway. BC shall make visits to the site at intervals appropriate to the various stages of construction as BC deems necessary to monitor the Contractor's work for compliance with the contract documents as outlined above. The visit may coincide with the progress meeting if the progress meeting is held on site. Such visits and observations are not intended to be exhaustive or to extend to every aspect of the work in progress, or to involve detailed inspections of the work beyond the responsibilities specifically assigned in this scope of services and the Contract Documents, but rather are to be limited to spot checking, selective sampling and similar methods of general observation of the work based on BC's exercise of professional judgment as assisted by the City. Based on information obtained during such visits and such observations, and from the City, BC shall determine in general if such work is proceeding in accordance with the Contract Documents and BC shall keep the City informed of the progress of the work.
- During the site visits, BC shall notify the City if BC believes that work should be rejected because such work will not produce a completed Project that conforms generally to the Contract Documents or that it will prejudice the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents.
- Provide field support during start-up. BC shall provide on-site personnel during equipment startups to provide assistance to the contractor and equipment vendors as needed and to confirm that equipment is performing as designed and expected. The work of this item shall also include the development of a process start-up plan that will be used a guide and to coordinate equipment startups. BC will schedule period site visits to coincide with startup activities. BC shall provide technical engineering support and on-site personnel for specific functional and performance testing that may be required by the Contract Documents to confirm that specified process systems are performing as designed and specified. This shall include providing assistance to the City in coordination of required testing with the contractor, City, and other agencies (as may be required). The work associated with this item shall include all the development of process start-up plans, testing forms/documentation, scheduling, observing testing, compiling results, and other activities required by the Contract Documents.
- Instrumentation check out services. BC shall perform checkout services of the instrumentation and control equipment installed by the contractor. BC shall witness and document control loop check-outs,

perform a check of the control strategy (remote manual/remote auto/final testing), and provide follow-up control systems work as needed after the system is started up and running. BC will perform checkouts in conjunction with periodic site visits and assumes no additional effort.

- Determination of substantial completion. Following notice from the Contractor that the Contractor considers the entire work ready for its intended use, BC and the City, accompanied by the Contractor, shall conduct an inspection to determine if the work is substantially complete. BC shall deliver a certificate of Substantial Completion to the City and Contractor after the resolution of any objections of the City and BC and after it is mutually agreed upon by the City and BC that the certificate of Substantial Completion shall be issued. Before BC issues a Certificate of Substantial Completion, submit to Contractor a list of observed items requiring completion or correction (Punch list). Determine whether necessary inspections and approvals by public agencies having jurisdiction over the Work have been performed and advise the City accordingly.
- Final site inspection. BC shall perform a final site inspection and walk-through of all the project areas with the City, CM, Resident and Contractor to determine final completion status. BC shall prepare a final report and submit it to the City for review and acceptance. BC shall assume one 4-hour day on site.
- Provide final notice of acceptability of the work. BC and City shall conduct a final inspection to determine if the completed work of Contractor is acceptable so that BC may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, BC shall indicate that the work is acceptable to the best of BC's knowledge, information and belief and based on the extent of the services performed and furnished by BC under this scope of services.

Deliverables: Meeting minutes, submittal reviews, RFI reviews, pay application review, record drawings, substantial and final completion recommendations

Overall Project Assumptions

1. The City's integrator will be responsible for integrating new signals resulting from this project, this would include HVAC related alarms and sensors and additional inputs.
2. BC is not responsible for additional effort that may be required for issues related to unknown conditions that may impact the design or construction.
3. Generally, BC shall assume a maximum of two (2) field visit per week through the duration of the active construction period (1 -year). However, it is assumed daily field fields will be required during a 3-month period while the rehab of Oldham Road Pump Station is underway.

Schedule

It assumed that the total construction contract period will be a 1 year & 6 months duration with 1 year of active construction.

Attachment A

Scope of Work for City of Newton Pump Station Rehabilitation CIP Project 2

May 27, 2022

The Brown and Caldwell (BC) scope of work is provided below. The objective of the project is to provide the City of Newton with engineering design services for critical rehabilitation and improvements work identified in the recent pump station condition and performance assessment.

Project Understanding

The proposed scope is comprised of engineering design services to address issues with critical equipment/infrastructure identified during the recent pump station condition and performance assessment.

Pump Station Rehabilitation

The scope for this project includes critical architectural repair work at Quinobequin Road Pump Station, process mechanical valve replacement work at Elliot Street Pump Station and pump replacement at Manet Road and Edgewater Park Pump Stations. The scope of this work will include the following:

Quinobequin Road

- Demolish existing slate roof and replace with an alternative roofing system.
- Repoint the existing brick chimney and other identified areas
- Demolish and replace the brick entrance steps
- Recaulking around openings and penetrations around the building exterior
- Repaving of the driveway
- Any other issues identified during a detailed site review conducted by BC's architectural staff.

Elliot Street Pump Station

- Replacement of pump isolation valves
- Replacement of pump discharge check valves

Manet Road Pump Station

- Replacement of both pumps
- Crack repair of the leak in the vicinity of the pump VFDS

Edgewater Park Pump Station

- Replacement of pumps and discharge and suction valves

Phase 100 Project and Design Management

The purpose of this task is to provide for the initiation and overall management of Project and Design activities. An overall schedule and work plan will be implemented so that work activities are completed in a properly-integrated and timely manner. In addition, this task includes those elements necessary to properly manage, lead, and control the Project.

- A project kickoff conference call will be organized to discuss the project goals and objectives, scope of work, deliverables, schedule, critical success factors, and establish lines of communications with the project team.
- A Project Schedule showing conceptual dates for deliverables and anticipated dates for workshops, QC reviews, meetings, and submittals will be prepared and provided.
- BC will share monthly status updates with City staff and provide information on the activities, information needs, schedule, and budget for the various tasks. The monthly status update will be included with the invoice.
- Conference calls will be scheduled as needed to resolve questions, obtain direction, and communicate with City staff.
- Communicate changes in scope of project if new information is identified that changes the proposed alternatives for evaluation or scope of conceptual design.
- BC will manage the health, safety, and environmental activities of its staff to achieve compliance with applicable health and safety laws and regulations. In accordance with standard procedures, BC will prepare Field Safety Instructions that contain fundamental health and safety information that must be followed by employees involved in field activities.
- BC will maintain Project records, manage and process Project communications, and coordinate Project administrative matters.
- As part of the Project Management Plan for this project, BC will develop and implement a quality assurance/quality control (QAQC) program. Senior reviewers will participate and perform internal QAQC review of work products for project deliverables and milestones. Issues identified during the formal internal QAQC review will be addressed prior to submittal to the City of Newton. Formal QAQC periods will be included in the project schedule and this project schedule will be revisited at all internal team meetings.

Phase 200 Evaluations

Objective: Confirm or adjust the critical projects identified in the project understanding section.

- Perform field visit at Quinobequin Road Pump Station with architectural design staff to confirm assumptions.
- Conduct a hazardous material assessment at Quinobequin Road to determine if hazardous construction material are present that may be disturbed by building improvements.

Activities: This task includes the following activities:

- Architectural design staff will perform a tour of the Quinobequin Road Pump Station.
- Hazardous materials sample collection and lab analysis

Deliverables:

- Architectural field review memo
- Hazardous material sampling results report

City of Newton responsibilities:

- Allow access to pump stations for field visits

Phase 300 Design Documents

Objective: Prepare detailed design drawings, specifications and contract documents at 60%, 90% and 100% design stages.

Activities: This task includes the following activities:

- Meetings with the City after delivery of the 60%, and 90% design documents.
- Review of available drawings previously furnished by the City.
- Preparation of final plans, sections, and job specific details drawings.
- Preparation of contract specifications.
- Preparation of a quantity take-off and opinion of probable construction cost provided with the delivery of the 60% design document and updated at the 90% design document.
- Obtaining Massachusetts Prevailing Wage Rates and inserting them into the specifications.

Deliverables: .PDFs and Four (4) hardcopy sets of review copies of the drawings, specifications and other contract documents during the 60%, 90% and 100% design.

- CADD files
- Design meeting minutes

City of Newton responsibilities:

- Assist with identifying key scheduling milestones
- Participate in meetings
- Review, and provide comments

Phase 500 Bidding Services

Objective: Support the City during the bidding phase by facilitating a pre-bid meeting, answering questions, issuing addenda, and reviewing bids and recommending award.

Activities: This task includes the following activities:

- Facilitate a pre-bid meeting.
- Formally respond to bidder questions.
- Prepare and distribute addenda as required to clarify, correct, or change the issued documents.
- Aid the City in securing bids, tabulating bid results, analyzing bid results, and making recommendations on the award of each construction contract.

Deliverables:

- Ten (10) sets of final construction documents (contract drawings, final specifications, and other documents) required for bidding and construction purposes
- Digital .pdf file of final construction documents
- Pre-bid meeting minutes

Overall Project Assumptions

1. Project documents will be developed into filed sub-bids in accordance with Massachusetts state law.
2. BC shall utilize the City's "front-end" documents, specifications and drawings will be developed in accordance with BC's standards.
3. BC assumes pdf plans are available for Manet Rd. Pump Station.
4. City of Newton will provide safe access to all required areas of the site for the purposes of project design.
5. City of Newton will review the draft deliverables for accuracy of understanding of the issues and data assumptions. City of Newton will provide one set of compiled written comments.
6. BC is not responsible for any schedule or cost impacts related to delays caused by protracted reviews, changes in scope of work, or other situations outside of our control.
7. BC is not responsible for additional effort that may be required for issues related to unknown conditions that may impact the design or construction.

Schedule

Project will commence with written notice to proceed (NTP) provided by the City of Newton. 6 months is estimated for design and bidding of the project.

Preliminary Drawing List

Pump Station Rehabilitation

Drawing No.	Title
G-000-01	Cover Sheet
G-000-02	Location plans – Quinobequin Rd. PS, Elliot St. PS, Manet Rd. PS, Edgewater Park PS
G-000-03	Abbreviations
G-000-04	General Notes and Symbols
G-000-05	Architectural Notes
G-000-06	Structural notes
G-000-07	Process Mechanical Notes and Symbols
G-000-08	Process Mechanical Notes Continued
A-000-01	Architectural Details
A-000-02	Architectural Details II
A-100-01	Quinobequin Rd. Pump Station Plan
A-100-02	Quinobequin Rd. Pump Station Roof Plan
A-100-03	Quinobequin Rd. Pump Station Elevations
M-000-01	Process Mechanical Details
M-200-01	Elliot St. Pump Station Pump Level – Demolition and Replacement - Plan
M-200-02	Elliot St. Pump Station Pump Level – Demolition and Replacement - Sections
M-300-01	Manet Rd. Pump Station Pump Level – Demolition and Replacement – Plan and Section
M-400-02	Edgewater Park Pump Station Pump Level – Demolition and Replacement – Plan and Section



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

RECEIVED
2022 SEP 14 PM 12:39

CITY CLERK
NEWTON, MA 02459

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rfuller@newtonma.gov

September 14, 2022

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Councilors:

I respectfully submit a docket item to your Honorable Council requesting changes to City Ordinances regarding trash and recycling (Chapter 11 and Chapter 17) to allow the City to create a mattress recycling program needed to comply with a significant upcoming change in MassDEP regulations for mattresses.

MassDEP has enacted regulations banning mattresses (and box springs) from disposal and requiring recycling effective November 1, 2022. The City has developed a new mattress recycling program to comply with the State regulations. This program will require ordinance changes to set a fee for curbside collection of mattresses and box springs and for drop-off at the City's Resource Recovery Center on Rumford Avenue.

Under the new program, residents can drop off mattresses and box springs for recycling at the Resources Recovery Center for \$35 per piece. Residents can also request curbside collection for \$50 per piece. A mattress recycling vendor that the City will contract with will perform weekly curbside collection and also pick up those stored at the Resources Recovery Center in a 20' shipping container. The mattresses and box springs will be transported to a recycling center.

A memo from Director of Sustainable Materials Management Waneta Trabert is attached detailing the current program, the new state requirements, the proposed new city program, and additional considerations.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

DEPARTMENT OF PUBLIC WORKS
DIVISION OF SUSTAINABLE MATERIALS MANAGEMENT
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449



To: Shawna Sullivan, DPW Deputy Commissioner
From: Waneta Trabert, Sustainable Materials Management Director
Subject: **Proposed Mattress Recycling Program**
Date: 8/31/22

- Mattresses are banned from disposal effective November 1, 2022 per MassDEP regulations and therefore must be recycled at end of life.
- The development of a new mattress recycling program is needed to comply with state regulations.
- An ordinance change is required to set the fee for mattress recycling. The cost of transporting mattresses is high because they are bulky and laborious to maneuver.

Current program:

- Mattresses are collected curbside upon request by residents for a fee of \$20 per piece
- Mattresses are sent for disposal at the Millbury waste-to-energy facility

What's Included in the Ban:

- All sizes of mattresses including California king, king, queen, full, twin XL, twin, and crib mattresses
- All memory foam mattresses and "mattresses in a box"
- All box springs

Not included in the Ban:

- Futon mattresses and fold-out sofa beds
- Mattress pads and toppers
- Any mattress that is excessively torn, punctured, soiled, or moldy
- Any mattress that is wet or infested with bed bugs or other pests

Proposed program:

- Residents can drop-off mattresses for recycling at a cost of \$35 per piece to the Resource Recovery Center
- Residents can request curbside collection of mattresses for \$50 per piece
- Mattresses will be stored at the Resource Recovery Center in a 20ft. shipping container
 - Resource Recovery Center staff will need to stack mattresses to make efficient use of space
- Curbside collection will be performed weekly by the mattress recycling vendor; they will also pick up mattresses from the storage container at the Resource Recovery Center each week

Anticipated additional program considerations:

- Illegal dumping of mattresses currently occurs with the bulky waste fee-based collection model. A slight increase in illegally dumped mattresses is likely. Illegally dumped mattresses will need to be picked up by city staff and brought to the storage container at the Resource Recovery Center.
- Mattresses that are deemed to be in unrecyclable condition (wet, moldy, otherwise contaminated) will need to be documented and put into the trash compactors at the Resource Recovery Center by DPW staff
- Communication to all city departments and NPS should be sent out by mid-October to prevent any mattresses from being disposed of at any sites with roll-off containers
- All public communications about the bulky waste collection program will be updated to remove mattresses; new public communications will be published with information about the new mattress program by the starting date of the program

Sec. 11-1. Definitions.

Bulky waste items: Bulky waste items are large items that are burnable, such as discarded or broken furniture, large toys, ~~mattresses~~, rugs, and other large or unwieldy refuse that cannot be placed in the assigned receptacle. Hard plastic and metal items are not bulky items.

Mattress: Any resilient material or combination of materials that is enclosed by ticking, used alone or in combination with other products, and that is intended for sleeping upon, including, but not limited to any foundation or box spring. Mattresses do not include any mattress pad, mattress topper, and futons and sofa beds.

Sec. 11-14. Bulky waste items and mattresses.

(a) Bulky waste items and mattresses may be removed from the curb and ~~disposed~~ properly managed ~~of~~ by the department of public works upon application to the commissioner of public works by the owner or occupant of a building or premises who shall pay a fee of twenty dollars (\$20.00) per bulky waste item and fifty dollars (\$50.00) per mattress. All materials set out for curbside removal shall be of such form and so prepared and placed as the commissioner of public works may specify or accept, otherwise they shall not be removed by the city.

(b) The commissioner of public works in his/her sole discretion may remove and ~~dispose~~ properly ~~manage~~ of bulky waste items and/or mattresses that have been set out for collection without application and in accordance with section 16. Failure to apply for removal of bulky waste items and/or mattresses shall be subject to penalties provided in section 9(a).

(c) Mattresses will be accepted at the Newton Resource Recovery Center upon application to the commissioner of public works by the owner or occupant of a building or premises in Newton who shall pay a fee of thirty-five dollars (\$35.00) per item.

Sec. 17-16. Fees to be paid to the Department of Public Works

- (a) Recycling and Trash – Non-profits See Sec. 11-6
- (b) White Goods (large appliances, scrap metal, including electronics) curbside recycling Pickup (Sec. 11-15)
per item, \$25.00
- (c) TV and computer monitor recycling drop off at Newton Resource Recovery Center per item, \$25.00
- (d) Residential curbside pickup of bulky waste items for disposal (Sec. 11-14)per item, \$20.00
- (e) Residential curbside pickup of mattresses recycling (Sec. 11-14).....per item, \$50.00
- (f) Mattress recycling drop off at Newton Resource Recovery Center (Sec. 11-14).....per item, \$35.00
- (ge) Awning, shades and marquee permit (Sec. 26-2)..... \$1.00



RUTHANNE FULLER
MAYOR

**City of Newton, Massachusetts
Office of the Mayor**

Telephone
(617) 796-1100
Telefax
(617) 796-1113
TDD
(617) 796-1089
E-mail
rfuller@newtonma.gov

August 29, 2022

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to transfer the sum of \$250,000 from account number 0111502-582500, Building Improvements, (Under \$75K projects) to a new 01C115 account. The 01C115 accounts are for non-lapsing projects which is the appropriate type of account for our under \$75K projects.

During the budget process we realized that the annual budget council order had been changed so that the language no longer allowed the Comptroller to reclassify this budgeted item to a 01C115 account. Beginning with the FY24 Budget, we will include the appropriate language in the Council Order.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in black ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor



CITY OF NEWTON, MASSACHUSETTS

PUBLIC BUILDINGS DEPARTMENT

52 ELLIOT STREET, NEWTON HIGHLANDS, MA 02461

Ruthanne Fuller, Mayor
Josh Morse
Building Commissioner

Telephone (617) 796-1600
Facsimile (617) 796-1601
TDD/tty # (617) 796-1608

July 1, 2022

Ruthanne Fuller, Mayor
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Re: FY 23 Budget – Under \$75K Projects line-item modification

Dear Mayor Fuller:

The Public Buildings Department requests that account number 0111502-582500, Building Improvements, (Under \$75K projects) in the amount of \$250,000 be modified by creating a new account 01C115.

Sincerely,

Josh Morse
Public Buildings Commissioner

cc: Maureen Lemieux, Chief Financial Officer
Alex Valcarce, Deputy Buildings Commissioner

CITY COUNCIL

RECEIVED

CITY OF NEWTON

DOCKET REQUEST FORM

2022 AUG 23 PM 4: 51

DEADLINE NOTICE: Council Rules require items to be docketed with the Clerk of the Council NO LATER THAN 7:45 P.M. ON THE MONDAY PRIOR TO A FULL COUNCIL MEETING.

To: Clerk of the City Council

Date: August 23, 2022

From (Docketer): Lara Kritzer, Community Preservation Program Manager

Address: Planning Department, Newton City Hall, 1000 Commonwealth Avenue Newton MA 02459

Phone: 617-796-1144

E-mail: lkritzer@newtonma.gov

Additional sponsors: Community Preservation Committee

1. Please docket the following item (it will be edited for length if necessary):

Recommendation from the Community Preservation Committee that \$75,000 in Community Preservation Act funding be appropriated from the FY23 Historic Resource Reserve Fund to the control of the Planning & Development Department to complete the first phase of the Jackson Homestead Basement Restoration Project by hiring a preservation consultant to develop plans to remediate the existing water and humidity issues in order to preserve the historic structure and protect its important collections.

2. The purpose and intended outcome of this item is:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Fact-finding & discussion | <input type="checkbox"/> Ordinance change |
| <input checked="" type="checkbox"/> Appropriation, transfer, | <input type="checkbox"/> Resolution |
| <input checked="" type="checkbox"/> Expenditure, or bond authorization | <input type="checkbox"/> License or renewal |
| <input type="checkbox"/> Special permit, site plan approval, | <input type="checkbox"/> Appointment confirmation |
| <input type="checkbox"/> Zone change (public hearing required) | <input type="checkbox"/> Other: _____ |

3. I recommend that this item be assigned to the following committees:

- | | | |
|---|---|--|
| <input type="checkbox"/> Programs & Services | <input checked="" type="checkbox"/> Finance | <input type="checkbox"/> Real Property |
| <input type="checkbox"/> Zoning & Planning | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Special Committee |
| <input checked="" type="checkbox"/> Public Facilities | <input type="checkbox"/> Land Use | <input type="checkbox"/> No Opinion |

4. This item should be taken up in committee:

Immediately (Emergency only, please). Please state nature of emergency:

- As soon as possible, preferably within a month
- In due course, at discretion of Committee Chair
- When certain materials are made available, as noted in 7 & 8 on reverse
- Following public hearing

5. I estimate that consideration of this item will require approximately:

- One half hour or less
- More than one hour
- More than one meeting
- Up to one hour
- An entire meeting
- Extended deliberation by subcommittee

6. The following people should be notified and asked to attend deliberations on this item. (Please check those with whom you have already discussed the issue, especially relevant Department Heads):

City personnel

Citizens (include telephone numbers/email please)

Lara Kritzer _____

Lisa Dady _____

Josh Morse _____

7. The following background materials and/or drafts should be obtained or prepared by the Clerk's office prior to scheduling this item for discussion:

8. I have or intend to provide additional materials and/or undertake the following research independently prior to scheduling the item for discussion. *

CPC Funding Recommendation and the Jackson Homestead Basement Rehabilitation Phase I Proposal and attachments

(*Note to docketer: Please provide any additional materials beyond the foregoing to the Clerk's office by 2 p.m. on Friday before the upcoming Committee meeting when the item is scheduled to be discussed so that Councilors have a chance to review all relevant materials before a scheduled discussion.)

Please check the following:

- 9. I would like to discuss this item with the Chairman before any decision is made on how and when to proceed.
- 10. I would like the Clerk's office to contact me to confirm that this item has been docketed. My daytime phone number is:
- 11. I would like the Clerk's office to notify me when the Chairman has scheduled the item for discussion.

Thank you.

Lara Kritzer
Signature of person docketing the item

[Please retain a copy for your own records]



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

440-22

Telephone
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney S. Heath
Director

Community Preservation Committee Funding Recommendation for the Jackson Homestead Basement Rehabilitation, Phase I

Date: August 16, 2022
From: Community Preservation Committee
To: The Honorable City Council
CC: Her Honor Mayor Ruthanne Fuller

PROJECT GOALS & ELIGIBILITY

CPA Historic Resource funding is requested to complete Phase I of the larger project to preserve, restore and rehabilitate the basement level of the ca. 1809 Jackson Homestead. This phase of work includes hiring a preservation consultant to develop plans which address the water infiltration and moisture issues which are damaging the foundation and endangering the collections stored in the basement. The ultimate goal of this project is to develop plans that address the water infiltration and humidity problems in a manner which meets the Secretary of the Interior's Standards for the historic structure, while also addressing the need for the appropriate climate controls and systems in the space for the protection and storage of the City's historic collections and archive materials.

The project is eligible for CPA funding for the preservation, rehabilitation and restoration of one of the City's most significant historic resources.

RECOMMENDED FUNDING At its monthly meeting on Tuesday, July 12, the Community Preservation Committee unanimously recommended, with a vote of 6 to 0, that \$75,000 in Community Preservation Act funding be appropriated from the FY23 Historic Resource Reserve Fund to the control of the Planning & Development Department to complete the first phase of the Jackson Homestead Basement Restoration Project by hiring a preservation consultant to develop plans to remediate the existing water and humidity issues in order to preserve the historic structure and protect its important collections.

Proposed CPA Funding Accounts for the Jackson Homestead Basement Renovation, Phase I			
Account Name	Account Number	Amount Currently Available	Proposed Amount for the JH Basement Renovation
Historic Resource FY23 Reserve Account	#58R10498 57900B	\$556,588	\$75,000
Total Project Funds			\$75,000

www.newtonma.gov/cpa

Lara Kritzer, Community Preservation Program Manager
lkritzer@newtonma.gov 617.796.1144

SPECIAL ISSUES CONSIDERED BY THE CPC

Community Needs: The Jackson Homestead is one of the City's most important historic structures and the home of its historic collections and archives. The Jackson Homestead is the history institution for all of Newton and the proposal considers it to be one of the City's "special public resources" which are called out in the Community Preservation Plan as a priority for support. The building is also listed as being of High Significance in the Newton Public Buildings Survey Phase II Analysis of Historical Significance.

This project has been on the City's to-do list for several years and is listed as Priority #211 on the City's Capital Improvement Plan(CIP) for FY23-FY27. The humidity and moisture problems have been ongoing, compounded recently by ductwork that generates condensation that has dripped on artifacts and walls and has raised the need for this work to a higher level of priority.

Historic Significance: The ca. 1809 Jackson Homestead is highly significant as the historically and architecturally intact home of an early Newton settler. The house was occupied and maintained by the Jackson family for nearly 300 years before it was given to the City in 1949. Since that time, the City has owned and maintained the property. Today it is the home of Historic Newton and houses the City's history museum and archive facilities. The property was originally listed on the National Register in 1973 and the individual listing was updated in 2003 to reflect its history as a stop on the Underground Railroad. The Jackson Homestead is also listed on the State Register of Historic Places, protected by a preservation restriction which was placed on the property in 1997, and considered to be of "High Significance" in City historic surveys.

Additional information on the history of the Jackson Homestead is available on Historic Newton's website at <https://www.newtonma.gov/government/historic-newton/visit-museum/jackson-homestead-and-museum/history-of-the-jackson-homestead> and on the CPA project page at: <https://www.newtonma.gov/home/showpublisheddocument/39723/637341404152600000>

Funding Uses and Sources: The project requests CPA funding for the first phase of a multi-phase project to restore the basement of the Jackson Homestead, preserve the building and the collections it houses, and restore the basement space to meet current museum requirements. The initial funds requested will be used to hire a consultant to study the current conditions and develop the plans, designs, and budget information necessary to address them. A draft Scope of Work for the project is included with the proposal materials.

This phase of the project is proposed to be primarily funded through CPA historic resource funds with matching funds to come from Public Buildings and Historic Newton staff time. Part of the consultant's work during this phase will be to develop a construction budget for the next phase of the project. This work will be completed in coordination with the Public Buildings Department, which will also be involved in the development of the project's construction budget.

Project Finances: The Jackson Homestead is a City property which is operated by Historic Newton. Maintenance of the site is conducted by Historic Newton with assistance from other City Departments, including the Public Buildings and Parks, Recreation, and Culture Departments. The regular maintenance costs for the site are included in the City's annual budget and the work included in this proposal is included in the City's CIP for FY23-FY27.

**CPC Funding Recommendation for Jackson Homestead Basement
Restoration Project, Phase I**

Accessibility: Historic Newton has also discussed the need to make this space and the overall building more accessible in the future. Accessibility may be added to the scope of the project in the future.

ADDITIONAL RECOMMENDATIONS *(funding conditions)*

1. CPA funding is limited to the hiring of consultants to assess the current condition of the Jackson Homestead’s foundation and basement space and develop plans and designs which remediate the water problems and rehabilitate the space to meet current museum standards.
2. The funding must be used within one year of the City Council’s approval of this recommendation. If this funding deadline cannot be met, the Applicants must submit a written request to extend that deadline to the CPC.
3. Any periodic reports or interim deliverables prepared as part of this project must be shared with the CPC for online posting.
4. A copy of the final report from the consultants must be submitted to the CPC for posting online.
5. Any CPA funds which are unused at the completion of Phase I of this project will be returned to the Newton Community Preservation Fund.

KEY OUTCOMES

The Community Preservation Committee will evaluate this project based on its success in developing a clear strategy for addressing the existing water infiltration and humidity issues which meet the Secretary of the Interior’s Stands for Rehabilitation while also meeting the climate control needs of its historic collections.

ATTACHMENTS

- June 2022 Proposal and selected attachments submitted to the CPC for the July 12, 2022 public hearing

Additional information not attached to this recommendation, including petitions and letters of support, are available on the CPC’s website at:

<https://www.newtonma.gov/government/planning/community-preservation-program/proposals-projects/museum/-fsiteid-1#!/>

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		
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: \$1,000,000	B. Other funds to be used: \$44,107	C. Total project cost (A+B): \$1,044,107
Project SUMMARY	<p>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> <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>		

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		
USE of CPA FUNDS		HISTORIC RESOURCES		
CHECK ALL THAT APPLY	Preserve	X		
	Rehabilitate/ Restore	X		
COMMUNITY NEEDS	<p>From each of at least 2 plans linked to the <u>Guidelines & Forms</u> 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> <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><i>Capital Improvement Plan (CIP)</i> – 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	<p>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.</p>			
Name & title or organization		Email	Phone	Mailing address
Josh Morse Commissioner of Public Buildings City of Newton		jmorse@newtonma.gov	617-796-1608	52 Elliot St. Newton MA 02461
Russel Feldman, AIA, NCARB Principal Emeritus TBA Architects, Inc.		RFeldman@tbaarchitects.com	617 429-5033	9 Damonmill Square, Suite 5C Concord, MA 01742
Lawrence Bauer, AIA Schwartz / Silver Architects		lbauer@sbgarch.com	617-542-6650 x240	75 Kneeland Street Boston, MA 02111

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	
SUMMARY CAPITAL/DEVELOPMENT BUDGET		
Uses of Funds		
Design & Engineering (17% of construction cost)		\$145,300
Construction		\$854,700
Public Buildings project management		\$33,070
Jackson Homestead / Historic Newton project management		\$11,037
D. TOTAL USES (should equal C. on page 1 and E. below)		\$1,044,107
Sources of Funds	Status (requested, expected, confirmed)	
CPA funding	Requested	\$1,000,000
In-kind salaries: Josh Morse and other Public Buildings staff	Confirmed	\$33,070
In-kind salaries: Lisa Dady (assisted by pro-bono expertise from Historic Newton's Buildings & Grounds Committee)	Confirmed	\$11,037
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

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.

Existing Conditions

The existing space is used for whole building heating, air conditioning and ventilation (HVAC), electrical service, water service, main sprinkler system supply piping and valves, and a small non accessible bathroom. Most of its area is used for museum gallery space, created in the 1980's.

The below-grade space is relatively high-ceilinged and has fieldstone walls, brick structural piers and an unsealed concrete slab on grade. There is a compliant accessible entrance along the north wall. The basement space suffers from water infiltration through the foundation walls and floor. The brick structural piers show damage from creeping damp due to the infiltration. Water infiltration is also damaging the stone mortar, as well as the wood windows and frames.

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 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.

Project Organization

We propose to complete the project through two design and engineering contracts. The first contract, commissioned by the City and supported largely by the City's CPC funds, will provide detailed analysis of the existing conditions and result in structural repairs and stabilization, new interior structure and wall, floor and ceiling finishes, lighting, power and HVAC. The second contract, commissioned by the non-profit Newton Historical Society, will include gallery interior and exhibit design and installation. The redesign will also result in a small storage space to replace to replace three awkward, damp, and underutilized closets as well as allow for collection storage in exhibit furniture and elsewhere. The two design contracts will be roughly concurrent and coordinated by Public Buildings and Jackson

Homestead staff, Historic Newton's Buildings and Grounds Committee, and supported by members of the Historic Newton community.

Scope of Construction

Although the final design approach has yet to be determined, our current expectation is that most of the construction work will be largely on the building interior. The fieldstone walls and floor will be sealed on the interior by a continuous membrane. New wall and floor framing, and interior wall surfaces and flooring will create a sealed interior gallery space as well as enclosures for the various utilities. Access stairs from the main floor of the Museum will be modified as required to adjust for the new floor level. We will also install new sealed windows and properly flashed frames.

The space between the new membrane and the interior face of the fieldstone walls and concrete floor will be configured to actively drain away any water that infiltrates the structure. Related site work will include modification of window wells to assure proper drainage and examination of the condition of previous infiltration efforts. Existing catch basins will be inspected, cleaned, and repaired if necessary.

The building's overall HVAC system will be assessed, upgraded or an additional unit installed to achieve museum-quality climate control. Additional capacity will be designed in light of the City's "green" goals, including increased efficiency and reduction of fossil fuel consumption. New ceilings and gallery lighting will be coordinated with the gallery design. While not a part of the Community Preservation Act funding, the new Newton history exhibit will replace a sorely outdated (both in content and design) display with a more engaging presentation of artifacts, audiovisual media, and other interactives; ultimately being a history experience that will make this community proud.

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.

Project

Historic Newton - Jackson Homestead Basement Rehabilitation

TITLE

275 Washington Street, Newton, MA 02458

Supplemental Attachments for HISTORIC RESOURCES PROPOSALS

26 March 2022

1. Analysis of Historical Significance (narrative; min. 1 paragraph - max. 1 page)

Jackson Homestead, built in 1809, is a National Register of Historic Places property Its significance is well described in the National Register nomination form:

"The Jackson Homestead is significant as an example of a property acquired by an early Newton settler, and occupied and maintained by his descendants for nearly 300 years.

Edward Jackson (1602-1681) was the fourth settler in Cambridge Village, now called Newton. He built a salt box house on the Homestead property in 1670 for his son, Sebas, and owned about 1600 acres at his death. An Indian trail crossed his land. He was "constantly present with the Rev. John Eliot at his lectures to the Indians, taking notes and answering questions". He owned two menservants and was probably the first slave owner in Newton. Forty-four of his Newton descendants were in the Revolutionary army.

Major Timothy Jackson (1756-1814) built the present house in 1809, using boards, hand-hewn beams and bricks from the old house where possible. He joined the Militia when 15 years old and became a Corporal two years later. While serving in the Revolution, he spent three years on the high seas aboard privateers and other war vessels, was captured several times and escaped after suffering severe hardships, including seven months in a British Army prison in New York. He settled down to farming in Newton at the age of 24. Later, he became a successful candle and soap manufacturer * and was able to leave a fine estate to his children. His civic activities included such positions as school teacher, member of the School Board, Selectman for six years. Moderator at town meetings. Justice of the Peace, and Deputy Sheriff.

William Jackson (1783-1855) was Timothy's son. In 1806 he married Hannah Woodward of Newton, who died in 1814 leaving five children. William later married Mary Bennett, moving to the Homestead in 1820. There were 14 children when Mr. Whipple of Boston took a remarkable Daguerreotype of the entire family in 1846. William's impressive public career included the following: Head of Temperance Society, first member and Deacon of Eliot Church, member of the 22nd and 23rd Congress, General Agent for the Boston and Worcester Railroad, member of the Newton School Board, President of the j Newton National Bank, owner of the soap and candle factory already established on this property, member of a real estate board dedicated to the development of Auburndale in 1848, member of the Liberal Party, and an Abolitionist who made his house an Underground Station for runaway slaves."

During the history of the Jackson Homestead, at least twelve brides were married in the parlour, and the dining room held as many as forty-two at Thanksgiving dinner. Bunk beds lined the wall of the first-floor nursery where the young Jacksons slept.

Jackson relatives lived here until about 1930. In 1949, a ninth-generation descendant gave the Homestead to the City of Newton. The furnishings represent those of a house of the early 1800's, including many things that belonged to the Jackson family. The house is relatively unchanged and is a good example of hip roofed Federal style with its original outbuildings. The Homestead is now used as a museum, where lectures are given and tours conducted as part of an active educational program.

2. Description of Historically Significant Features (keyed to attachment 1; max. 1 page)

Also from the National Register nomination form:

"The Jackson Homestead, on the corner of Washington Street and Jackson Road, has wide lawns on the front (south) and west sides, with about one half acre of fields to the rear (north); one-story outbuildings extend to the east. Large trees surround the house. In front the property is bounded by an elaborate wooden fence which is terminated at both ends by paneled square posts topped with urns; posts of the same design mark the center entrance. On Jackson Road the land is enclosed by a simple picket fence.

The 1809 house was built on a foundation of granite blocks brought from Quincy by oxcart. Inside are six fireplaces with hand carved mantel and a kitchen fireplace and oven used for cooking; hand-hewn beams, bricks and boards from the 1670 house; a 300-year-old well in the first floor laundry room; [and] the original front door..."

These features remain today.

3. Summary & Justification of Proposed Treatment (keyed to attachment 2; max. 1 page)

To be submitted with full proposal.

4. Newton Historical Commission confirmation of local historic significance, if the resource is not already on the National register of Historic Places.

N/A. The resource is on the National Register of Historic Places.

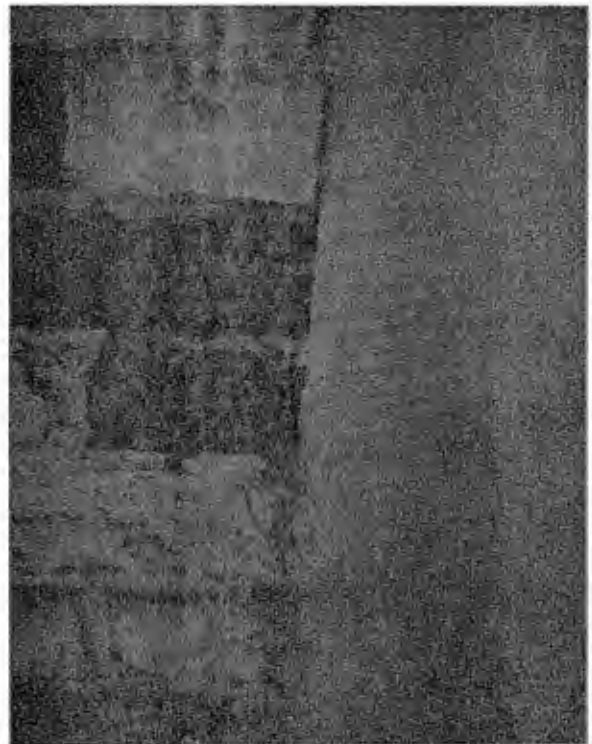
Project**Historic Newton - Jackson Homestead Basement Rehabilitation****TITLE**

275 Washington Street, Newton, MA 02458

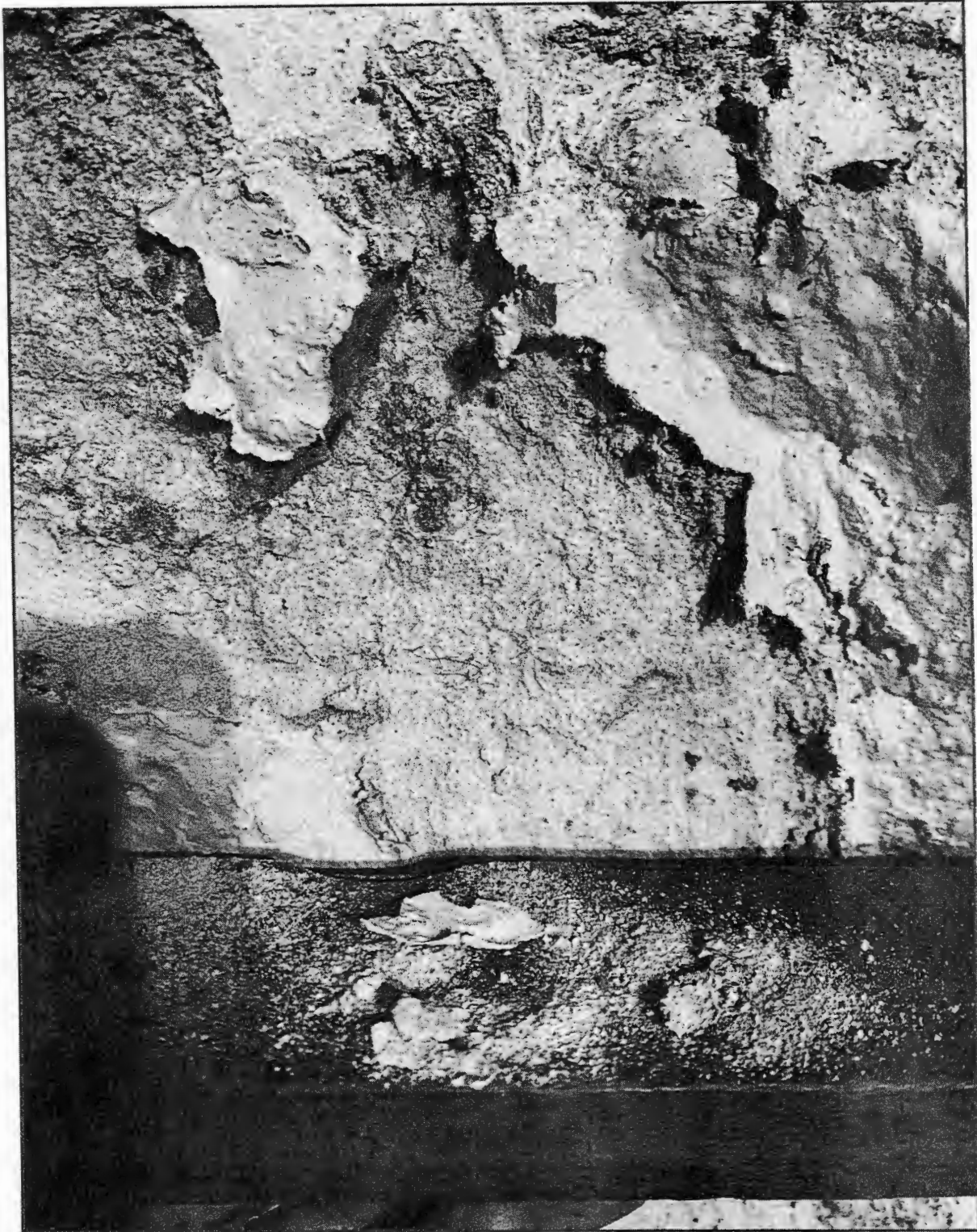
Attachment - Timeline

<u>Activity</u>	<u>Months</u>	
Preapplication Approval, Design & Engineering	1	
Application, Design & Engineering	3	
Application Approval, Award of Funds	2	
Contract Design Solicitation (including RFQ preparation)	4	
Contract Award, Signed	1	
Preliminary Design & Engineering	5	
CPC Application, Construction	2	
CPC Approval, Award of Funds, Construction	1	
Construction Contract Solicitation	3	
Construction Contract Award	1	
Mobilization	1	
Construction Phase	8	
Substantial Completion	10	months from date of award
Gallery Installation	3	
Occupancy	14	months from start of construction
Total Project Timeline, from start to finish:	37	months

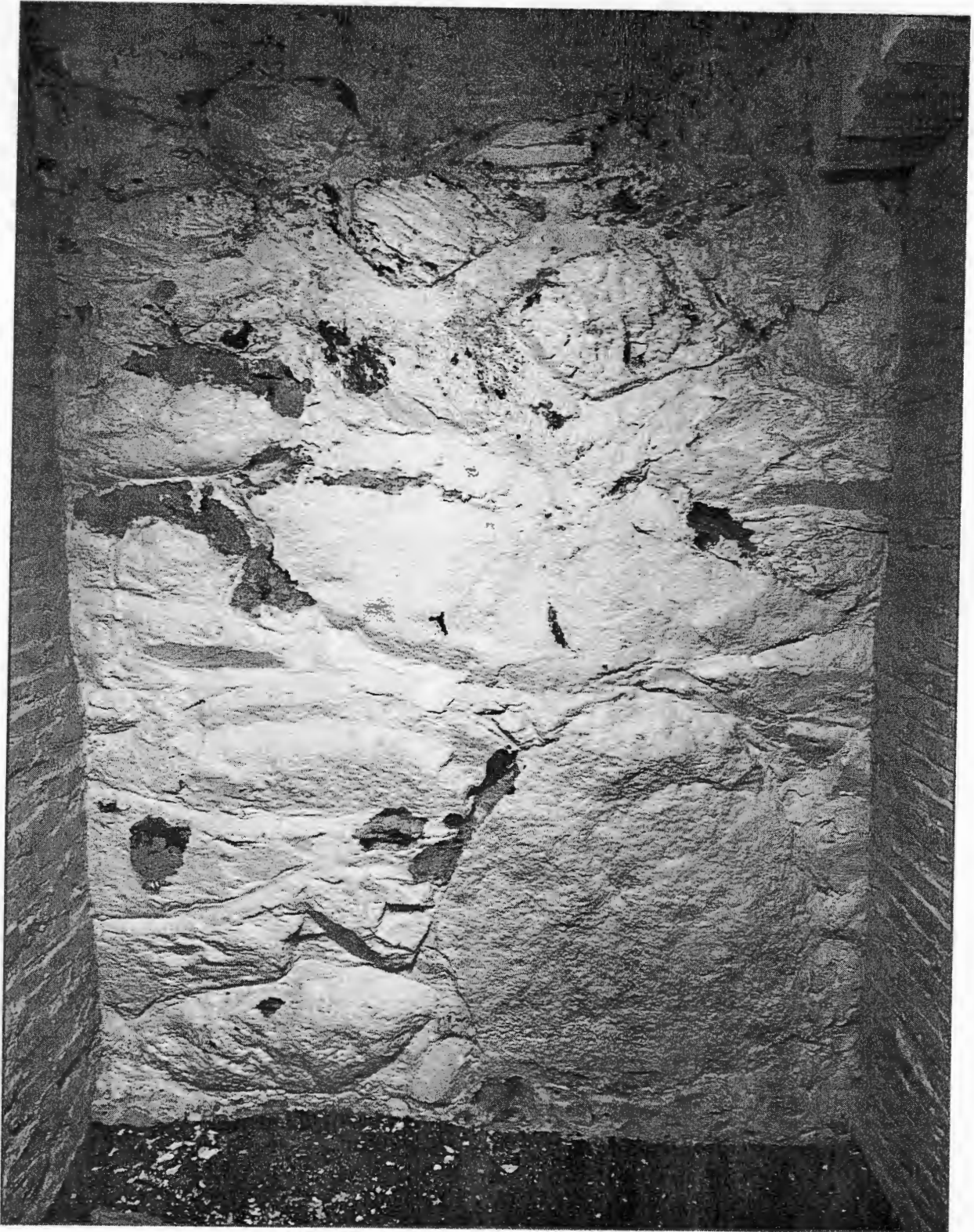
Project	Historic Newton - Jackson Homestead Basement Rehabilitation
TITLE	275 Washington Street, Newton, MA 02458



Foundation wall NE closet



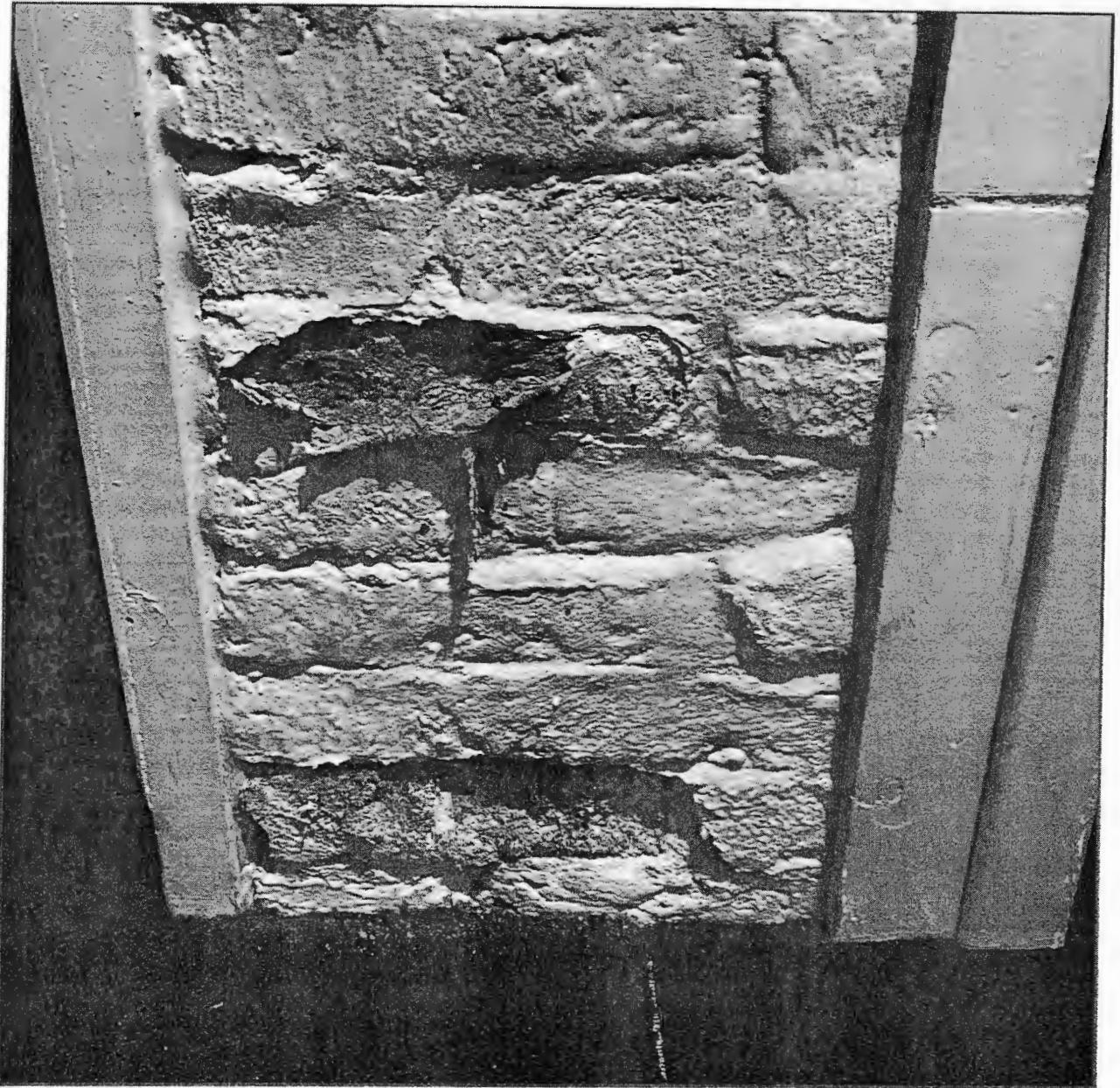
Fieldstone foundation wall, west. Mortar is crumbling and during rainy weather it is thoroughly wet (muddy).



Fieldstone foundation wall, west.



Foundation wall south



Foundation wall northwest

DRAFT consulting scope for Jackson Homestead Basement Rehabilitation Project

Phase 1: Feasibility Study

Qualifications

The prime consultant is to be experienced in the preservation of historic structures including wood-frame structures similar to the Jackson Homestead. The consultant team must be experienced in design and construction of museum spaces in buildings similar to the Jackson Homestead and able to propose high-performance mechanical solutions with estimates of associated temperature and humidity ranges that can be achieved in light of the proposed renovations.

Project Organization

The City of Newton will administer this contract through the Public Buildings Department (PBD), as managed by their project manager. The operating agency is the Historic Newton Department which operates the Museum and is directed by the Director. The Director will create a Review Committee of museum staff and members of the Joint Board of Historic Newton, along with PBD's Project Manager, which will provide information and review materials submitted by the Consultant. In addition, the Director, on behalf of the Owner's Review Committee, will commission a museum designer to develop a program and performance specifications for the exhibit on Newton History that will be housed in the proposed gallery.

Consultant Scope of Work

Task 1: Review of existing material, both historical information on the structure and information gathered as part of renovations and repair. Material to include:

1. HABS drawings of site, building plans, elevations and details, 1935
2. Photographs and drawings of the building and grounds
3. Plans and specifications of renovation of the building exterior performed by the city including:
 - a. Exterior and foundation prepared by TBA Architects, Inc., 1997
 - b. Renovation of the Jackson Room prepared by TBA Architects, Inc., **date**
 - c. Renovation of archive and access and safety system improvements to exterior prepared by Durkee, Brown, Viveiros & Werenfels Architects (D,B,V&W), 2011
 - d. HVAC repair and equipment most-recent replacement prepared by PBD's Contractor
 - e. Exterior envelope repair and repainting prepared by PBD, **date**
 - f. Record of relevant work orders performed recently

4. Prior master plans for JH reconfiguration and expansion
 - a. Space Needs Program Study for the Newton History Museum, prepared by Solomon+Bauer Architects, Inc., 2005
 - b. Long Range Plans for Maintenance and Operations of the Durant-Kenrick House and Jackson Homestead, 2017
 - c. Schematic studies by D,B,V&W, , date
5. Update/confirmation of existing conditions documents to assure that recommendations are based on the installed and dimensionally accurate conditions.

Task 2: Review of proposed program: work is to be coordinated with the consultant and Owner's Review Committee.

1. Building Stabilization
 - a. The building shows evidence of water infiltration from the fieldstone foundation walls and rising damp from below the existing concrete slab on grade, resulting in deterioration of the foundation wall, and of wood windows, frames and sills of the structure above. Brick walls and piers are deteriorating with spalling and crumbling due to rising damp. This has required exhibit materials be relocated to the main level, severely restricting the museum use of the lower level. Additionally, high humidity levels are migrating to the building above, damaging wood structural elements and compromising the museum's ability to properly store and preserve its collections.
 - b. Consultant is to recommend building system solutions to control water infiltration to the structure and building interior.
2. Exhibit Space
 - a. House a new exhibit on Newton history. Work will be coordinated with HN staff and an independent exhibit design consultant commissioned by the Newton Historical Society.
 - b. A goal of this aspect of the study is to maximize exhibit area and configure it to maintain flexibility. Reconfiguring existing utilities and service spaces can be considered.
 - c. Temperature and humidity control are critical components of the study. We recognize that the area under consideration is largely below grade with a fieldstone foundation and wood structure above. Alternative scopes of construction are to be considered in light of estimated temperature and humidity ranges that can be achieved.
3. Accessibility
 - a. Currently, the lower level is accessed from the back through a separate entrance, requiring either separate (street) parking or long walkway access. Main level access is provided by a ramp to the main entrance and reception. The building's upper level is currently not accessible.

- b. Explore options for providing access between two or three building levels. Options to consider include an interior lift, or a new lift constructed outside the historic building envelope. Reconfiguration of the existing lower-level stair access may be considered.
- 4. Storage
 - a. Identify areas for storage. Storage is to be configured for efficiency and flexibility. Consultant will identify the estimated range of temperature and humidity control for each proposed alternative.
- 5. Restroom
 - a. An existing, noncompliant restroom exists in the lower level (with a compliant restroom on the main floor). Consultant to consider building-wide compliance to determine whether this is required in the lower level.
- 6. Mechanical and Service
 - a. Currently, an existing mechanical closet houses a gas-fired boiler (installed **date**). Other utilities in the basement include an electrical panel, sprinkler valves and controls, and _____. Consultant to review existing systems and identify opportunities for higher performance to meet or advance the museum's goals for temperature and humidity control.

Task 3: Concept Plans and Outline Specifications: Consultant team is to provide draft conceptual plans and specifications and details sufficient to establish the parameters of a solution for final design and engineering.

1. Draft recommendations to include estimated costs for final design services and construction, with recommended spending priorities.
2. Meetings to discuss recommendations.
3. Revisions as required.
4. Final Report.

Schedule

Work on the feasibility study will commence immediately on award with progress milestones as follows:

Month	Scope	Deliverable
1	Contract Award	
2	Task 1	Confirmation Memo
3	Task 2	Draft Program Submitted
5	Task 3	Draft Plans and Cost Estimates
6		Final Report

Preapplication text on the project

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.

Existing Conditions

The existing space is used for whole building heating, air conditioning and ventilation (HVAC), electrical service, water service, main sprinkler system supply piping and valves, and a small non-accessible bathroom. Most of its area is used for museum gallery space, created in the 1980's. The below-grade space is relatively high-ceilinged and has fieldstone walls, brick structural piers and an unsealed concrete slab on grade. There is a compliant accessible entrance (but arguably sub-standard entrance from a Universal Design perspective) along the north wall. The basement space suffers from water infiltration through the foundation walls and floor. The brick structural piers show damage from creeping damp due to the infiltration. Water infiltration is also damaging the stone mortar, as well as the wood windows and frames. 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 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.

Project Organization

We propose to complete the project through two design and engineering contracts. The first contract, commissioned by the City and supported largely by the City's CPC funds, will provide detailed analysis of the existing conditions and result in structural repairs and stabilization, new interior structure and wall, floor and ceiling finishes, lighting, power and HVAC. The second contract, commissioned by the non-profit Newton Historical Society (NHS), will include gallery interior and exhibit design and installation. The redesign will also result in a small storage space to replace to replace three awkward, damp, and underutilized closets as well as allow for collection storage in exhibit furniture and elsewhere. The two design contracts will overlap in schedule and be coordinated by Public Buildings and Jackson Homestead staff, Historic Newton's Buildings and Grounds Committee, and supported by members of the Historic Newton community.

Scope of Construction

Although the final design approach has yet to be determined, our current expectation is that most of the construction work will be largely on the building interior. The fieldstone walls

and floor will be sealed on the interior by a continuous membrane. New wall and floor framing, and interior wall surfaces and flooring will create a sealed interior gallery space as well as enclosures for the various utilities. Access stairs from the main floor of the Museum will be modified as required to adjust for the new floor level. We will also install new sealed windows and properly flashed frames. The space between the new membrane and the interior face of the fieldstone walls and concrete floor will be configured to actively drain away any water that infiltrates the structure. Related site work will include modification of window wells to assure proper drainage and examination of the condition of previous infiltration efforts. Existing catch basins will be inspected, cleaned, and repaired if necessary. The building's overall HVAC system will be assessed, upgraded or an additional unit installed to achieve museum-quality climate control. Additional capacity will be designed with regard to the City's "green" goals, including increased efficiency and reduction of fossil fuel consumption. New ceilings and gallery lighting will be coordinated with the gallery design.

Jackson Homestead is truly an Historic Landmark, but with a deteriorating foundation it is at great risk. The main Newton history exhibit is sorely outdated (both in content and design). However, when this project is finalized, the entire building will be preserved through its foundational structures and new climate control, and the public will be served by an exhibit with more modern, diverse, and engaging presentations, for years to come.