



Hill International

Lincoln Elliot School - NECP School Building Committee

Meeting: December 13, 2018, 6PM

Location: Room 210, Education Center, 100 Walnut St, Newton

Attendees: Jonathan Yeo*, Rebecca Grossman*, Liam Hurley*, Diana Fisher Gomberg*, Nancy Ferrari*, Kathleen Browning*, Margaret Albright*, Kathy Shields*, Josh Morse*, Alex Valcarce, Julie Kirrane

* - Denotes Voting Member

Professional Team: Larry Spang – Arrowstreet
Mary Mahoney – Hill International (Hill)

Guests: Carol Schein

The meeting was called to order at 6:05PM.

1. Hill provided a brief introduction that included providing a progress report on the School Committee approving the Educational Programs for the Lincoln Eliot School and NECP and work perform on site options investigations.
2. Arrowstreet provided an overview of the Programming and Enrollment for NECP and Lincoln Eliot (LE) including:
 - a. NECP - Existing student capacity, students per class requirements, and number of classrooms for Integrated Classrooms, Stride Classrooms, and Related Services and Program Design Enrollment and need for 14-17 classrooms to support the Program. The space summary calculates a Total Building Gross Floor Area = 38,500 GFA.
 - b. LE - Student count per grade, students per class goals, and number of classrooms per grade for Kindergarten through 5 and Program Design Enrollment and need for 22 classrooms to support the Program. The space summary calculates a Total Building Gross Floor Area = 84,000 GFA.
3. Arrowstreet reviewed sites initially considered for project development including: 150 Jackson Road, location of the current NECP program, 191 Pearl Street, location of the current Lincoln Eliot program, 687 Watertown Street, the current Horace Mann site, and 100 Walnut Street, the current Education Center. Jonathan Yeo relayed site selection input and options considerations provided by City Council during its November project progress presentation and as a result inclusion of the Education Center and other City owned properties in the project site options evaluation. Arrowstreet reviewed site options building needs and constraints to serve the LE, NECP, and co-located LE-NECP educational programs.
4. Arrowstreet reviewed the Education Center, 100 Walnut Street, building and site including building use, site access, parking area, building programs and annex buildings. Additionally, the Education Center administrative programs and educational programs, employee counts, and infrastructure were reviewed. Administrative Program areas include School Department administration, meeting space used for professional development and by District, City Departments, and public meeting/hearings, and Information Technology infrastructure, specialized equipment, and IT service for the School Department and Police Department. Educational Programs space use, special needs, supports and controls were reviewed.

Committee discussion ensued regarding Education Center educational and administration program relocations. Relocation to school building(s) would cause displacement to other school programs and require re-purposing construction at the

Education Center, relocation space and for impacted school program re-assignment space. Appropriate space is not readily available at City properties and lease property would result in relocation fit-out and long term lease costs. IT Department relocation would be very difficult based on the service needs for the Police and School Department, as well as the infrastructure and equipment relocation costs. The Education Center meeting space use by School Department, City Department, professional development, and public hearings are important assets. Space for (91) Administrative Staff and (43) Instructional Staff, as well as that existing spaces have previously been retrofitted to support current programs are important considerations for preserving Education Center as it currently exists.

Committee discussions continued regarding past use of 100 Walnut Street as a school, mixed use administration and NECP facility, and evolution to its current Education Center administrative programs, including School Administration, Meeting Space, and Informational Technology, and educational programs including Central High School, Springboard Program, Citywide Community Connections, and Middle School "Harbor" Program and past investments to create spaces for its current use.

5. Other City owned properties considered for development were presented, including 74 Elliot Street, existing DPW Operations Center, 35 Walnut Street, existing Senior Center, and 90 Craft Street, DPW Garage, with considerations and constraints that eliminate the sites from further project consideration.
6. A preliminary site options and criteria evaluation matrix was reviewed, including site and program options under consideration:
 - a. Within the Lincoln-Eliot (LE) District:
 - i. 150 Jackson Rd: Co-Located LE and NECP, LE, and NECP
 - ii. 191 Pearl St: Co-Located LE and NECP, LE, and NECP
 - b. Outside the LE District:
 - i. 687 Watertown St: LE and NECP
 - ii. 100 Walnut St: Co-Located LE and NECP, LE, and NECP
7. Site options evaluation criteria and ratings were presented and reviewed including:
 - a. Criterion were developed based on the methodology used on previous school projects site evaluation, that was refined based on input from School Administrators, School Faculty, and City Departments, response received at School Committee and City Council presentations and ratings drafted by the professional team based on building/site investigations, education programming process, and meetings with City and School Department representatives.
 - b. Major Factors of considered include: General, Building, and Site Facts, Site, Educational, Community, Existing Building Conditions, and Cost and Schedule.
 - c. Summary of site criterion, overall ratings and general cost impacts were reviewed.

Committee discussion ensued regarding cost impacts associated with development of swing spaces to fit the needs of the NECP program and population, 687 Watertown St. size being inadequate for LE swing space, project and future needs for swing space, and upgrade requirements for temporary and extended occupancy for each space considered and program configuration. The goal of the evaluation is to determine the highest and best opportunities for each program within each building. General discussion ensued regarding the conditions and constraints of each site considered, best fit for each program, and considerations regarding swing space needs for school long range capital plan. Optimized land use was discussed including the constraints of site size, the particular site control and circulation needs of NECP, LE and Co-Located LE-NECP, build-out needs for LE and Co-Located LE-NECP, and open space opportunities for school and public use.

Discussions continued regarding the next phase of feasibility study that will include further investigation of existing conditions for preferred site(s) and program configuration(s), including traffic and site circulation study, site investigations



and planning, and program test fit. A feasibility study phase funding request will be presented to the City Council in January 2019 and the funding request will be contingent upon the scope of study: location(s) and program configuration(s) considered. Options for continued study were discussed and actions that would occur if a preferred option(s) is determined not feasible based on further study.

VOTE: On a motion by Ms. Fisher Gomberg, seconded by Mr. Hurley, the members of the Committee voted unanimously to approve the Site Criteria Evaluation Matrix as presented and authorize, contingent upon City Council funding, the Project Feasibility Study to proceed based on the Lincoln Eliot program located at 150 Jackson Road and the NECP program located at 687 Watertown Street.

The School Building Committee adjourned the meeting at 7:10 PM.

Next meeting of the School Building Committee will be held Thursday, January 31, 2019, 6PM, in room 210 at the Education Center, 100 Walnut Street, Newton.

To the best of my knowledge, these notes are a fair representation of the items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer. Submitted by: Mary Mahoney 12/14/18

Handouts:

- SBC Meeting Agenda for December 13, 2018
- SBC draft meeting minutes for October 11, 2018 and November 15, 2018.
- Lincoln-Eliot and NECP Site Criteria document, dated 12/13/2018