Town of Mansfield
January 7, 2013

- Square Footage Analysis
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  - Grant Impact
- Construction Cost Estimates
- Owner Project Management Services Proposal

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Square Footage Analysis

School	Total S.F.	S.F. Built Pre-1983	% Built Pre-1983*
Vinton Elementary School	34,520	20,229	58.60%
Goodwin Elementary School	37,446	27,918	74.56%
Southeast Elementary School	38,072	22,434	58.93%

*C.G.S. Section 10-282 (c) requires that to be eligible for renovation as new, 75% of the building must be at least 30 years old

Space Standards Analysis

School	Total S.F.	Maximum Allowable*	Excess
Vinton Elementary School	34,520	37,377	0
Goodwin Elementary School	37,446	28,712	8,734
Southeast Elementary School	38,072	34,532	3,540

*Maximum square footage is calculated for each school by prorating the highest enrollment projections with the current enrollment

Space Standards Grant Impact

	Vinton	Goodwin	Southeast
Reimbursement Rate	75.36%	75.36%	75.36%
Space Standards Reduction	0	.77	.91
Effective Reimbursement Rate	75%	58%	68%

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	Southeast		Goodwin (formerly Northwest)		Vinton	
	State Website	38,616	State Website	37,864	State Website	35,654
	Lawrence	38,072	Lawrence	37,446	Lawrence	34,520
Pre-1983	1957	10,806	1,957	14,367	1,950	8,618
	1965	6,475	1,965	7,881	1,957	6,656
	Interior Wall Pre 1983	1,583	Interior Wall Pre 1983	1,173	Interior Wall Pre 1983	1,140
	Corridor Pre 1983	3,570	Corridor Pre 1983	4,497	Corridor Pre 1983	3,815
	Subtotal	**22,434**	**Subtotal**	**27,918**	**Subtotal**	**20,229**
Post 1983	1990	9,229	1,990	7,098	1,990	12,167
	Portables (2000)	4,200	Interior Wall Post 1983	503	Interior Wall Post 1983	489
	Interior Wall Post 1983	679	Corridor Post 1983	1,927	Corridor Post 1983	1,635
	Corridor Post 1983	1,530				
	Subtotal	**15,638**	**Subtotal**	**9,528**	**Subtotal**	**14,291**
	CREC Total	**38,072**	**CREC Total**	**37,446**	**CREC Total**	**34,520**
	S.F. at least 30 years old	22,434	S.F. at least 30 years old	27,918	S.F. at least 30 years old	20,229
	% at least 30 years old	58.93%	% at least 30 years old	74.56%	% at least 30 years old	58.60%

Space Standard Space Specifications

Grades

Projected Enrollment	Pre-K & K	1	2	3	4	5	6	7	8	9	10	11	12
Y/N	Y	Y	Y	Y	Y	Y							

Allowable Square Footage per Pupil

		Pre-K & K	1	2	3	4	5	6	7	8	9	10	11	12
0	350	124	124	124	124	124	156	156	180	180	180	194	194	194
351	700	120	120	120	120	120	152	152	176	176	176	190	190	190
751	1500	116	116	116	116	116	148	148	170	170	170	184	184	184
1500 +		112	112	112	112	112	142	142	164	164	164	178	178	178

1. Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.
2. Using the figures on that line, complete the grid below for only those grades housed within the school

Pre-K & K	124	6	0
1	124	7	0
2	124	8	0
3	124	9	0
4	124	10	0
5	156	11	0
		12	0

(a) Total (grades Pre-K through 12)	776	
(b) Number of Grades Housed	6	
(c) Average [(a)/(b)]	129.33	
(d) Highest Projected 8-year Enrollment	289	Prorated for highest projected enrollment
(e) Maximum Sqaure Footage [(c)x(d)]	37,377	

3. Total Square footage at completion of the project:

a. Existing area constructed pre-1950.	0	
b. Multiply "a." by 80%	0	
c. Area (at completion of project) constructed 1950 or later.	34,520	
d. Square footage for space standards computation (b+c).		34,520

If line 2() is greater than line 3(d) there is no grant reduction.
If line 3(d) is greater than line 2(), divide line 2() by 3(d). N/A

Excess Square Footage 0

Space Standard Space Specifications

Grades

Projected Enrollment	Pre-K & K	1	2	3	4	5	6	7	8	9	10	11	12
Y/N	Y	Y	Y	Y	Y	Y							

Allowable Square Footage per Pupil

		Pre-K & K	1	2	3	4	5	6	7	8	9	10	11	12
0	350	124	124	124	124	124	156	156	180	180	180	194	194	194
351	700	120	120	120	120	120	152	152	176	176	176	190	190	190
751	1500	116	116	116	116	116	148	148	170	170	170	184	184	184
1500 +		112	112	112	112	112	142	142	164	164	164	178	178	178

1. Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.

2. Using the figures on that line, complete the grid below for only those grades housed within the school

Pre-K & K	124	6	0
1	124	7	0
2	124	8	0
3	124	9	0
4	124	10	0
5	156	11	0
		12	0

(a) Total (grades Pre-K through 12)	776	
(b) Number of Grades Housed	6	
(c) Average [(a)/(b)]	129.33	
(d) Highest Projected 8-year Enrollment	267	Prorated for highest projected enrollment
(e) Maximum Sqaure Footage [(c)x(d)]	34,532	

3. Total Square footage at completion of the project:

a. Existing area constructed pre-1950.	0
b. Multiply "a." by 80%	0
c. Area (at completion of project) constructed 1950 or later.	38,072

d. Square footage for space standards computation (b+c).	38,072
If line 2() is greater than line 3(d) there is no grant reduction. If line 3(d) is greater than line 2(), divide line 2() by 3(d).	0.91
Excess Square Footage	3,540

Space Standard Space Specifications

Grades

Projected Enrollment		Pre-K & K	1	2	3	4	5	6	7	8	9	10	11	12
Y/N		Y	Y	Y	Y	Y	Y							
Allowable Square Footage per Pupil														
		Pre-K & K	1	2	3	4	5	6	7	8	9	10	11	12
0	350	124	124	124	124	124	156	156	180	180	180	194	194	194
351	700	120	120	120	120	120	152	152	176	176	176	190	190	190
751	1500	116	116	116	116	116	148	148	170	170	170	184	184	184
1500 +		112	112	112	112	112	142	142	164	164	164	178	178	178

1. Under the column headed "Projected Enrollment", find the range within which your school's highest projected 8 year enrollment falls.
2. Using the figures on that line, complete the grid below for only those grades housed within the school

Pre-K & K	124	6	0
1	124	7	0
2	124	8	0
3	124	9	0
4	124	10	0
5	156	11	0
		12	0

(a) Total (grades Pre-K through 12)	776	
(b) Number of Grades Housed	6	
(c) Average [(a)/(b)]	129.33	
(d) Highest Projected 8-year Enrollment	222	Prorated for highest projected enrollment
(e) Maximum Sqaure Footage [(c)x(d)]	28,712	

3. Total Square footage at completion of the project:

a. Existing area constructed pre-1950.	0	
b. Multiply "a." by 80%	0	
c. Area (at completion of project) constructed 1950 or later.	37,446	
d. Square footage for space standards computation (b+c).		37,446
If line 2() is greater than line 3(d) there is no grant reduction. If line 3(d) is greater than line 2(), divide line 2() by 3(d).		0.77
Excess Square Footage		8,734

Construction Cost Estimates

- New Construction
  - $425 per square foot
  - Based on four schools with hard bids, currently under construction: Reggio Arts Magnet, International Magnet School, MPTPA, Public Safety Academy

- Renovate as new
  - $385 per square foot
  - Based on four professional cost estimates for CREC Aerospace Academy and Discovery Magnet School

Owner Project Management Services Proposal

- Detailed Facility Assessment and Replacement Reserves Cost Estimate
- Owner Program management Services
- Operational Cost Analysis of Three Approaches
- Other Services for Consideration
  - Owner Program Management Services (Pre-Referendum Services)
  - Post Referendum Services
  - Program Management Plan (PMP Development)

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CONSTRUCTION SERVICES
John Mena
Director

January 7, 2013

Mr. Matthew Hart, Town Manager
Town of Mansfield
4 South Eagleville Road
Mansfield, CT 06268

Ref: **Mansfield Public Schools (Goodwin Elementary, Southeast Elementary, and Vinton Elementary) Owner Program Manager Services Proposal**

Dear Mr. Hart:

We truly appreciate the opportunity to offer our services to Mansfield through you, to continue assisting by providing Owner Program Management services that include continuing the evaluation of potential construction options and other relevant services that could prove to be beneficial, in order for the Town to make a well informed decision on how to proceed. The proposal takes into account 3 elementary school buildings:

1. **Goodwin Elementary** – originally built in 1957, estimated to consist of 37,446SF.
2. **Southeast Elementary** – originally built in 1957, estimated to consist of 38,072SF.
3. **Vinton Elementary** – originally built in 1950, estimated to consist of 34,520SF.

**Information gathered from available plans*

As background, CREC is currently working on an analysis of the three schools mentioned above, to see if they qualify for "renovate-as-new" status (as per Chapter 173 of the CT General Statutes), and if not, what recommendations we can make on how to proceed. The results of this analysis will include a comparison of the "renovation" option as well as "new construction", with a financial model that will include general State reimbursement implications. We are not billing this fee in the spirit of cooperation and goodwill to the Town.

Once the Town has decided on a course of action, we are prepared to continue assisting in the capacity of Owner Program Manager (term "program" is used due to the effort encompassing more than one project) and offer services that we feel are relevant and necessary to the Town, in order to assist in a well informed decision on the proper course.

We offer the following services and options:

Detailed Facility Assessment and Replacement Reserves Cost Estimate
The service consists of looking at a "renovate-as-needed" approach, where a step-by-step plan can be devised that will maximize State reimbursement and limit construction work thereby controlling first-time/initial costs.

This includes an in-depth analysis and assessment of the following: site/civil (including utilities, parking, paving, drainage, erosion, topography, site improvements, and associated recommendations), building architectural and structural systems (including foundations, superstructure, roofing, exterior walls, exterior and interior stairs, exterior windows and doors, patio, terrace, common areas, entrances, corridors, and associated recommendations), and building mechanical and plumbing systems (including building heating, ventilating, and air-conditioning, building plumbing, domestic hot water, gas distribution, building electrical, building elevators and conveying systems, fire protection and security systems). This also includes a Replacement Reserves Cost Estimate (the basis for a renovate-as-needed plan – see

below) representing the recommended plan for replacement on a year-to-year basis, from year one to year twenty. A complete report will be the deliverable for this service.

The fees associated with these services are as follows:

Goodwin	$9,500
Southeast	$9,500
Vinton	$9,500
Total	$28,500 (includes travel and moderate printing costs)

Owner Program Management Services (Program Plan)
This service consists of working together with Mansfield Public Schools, its Board of Education, and the Town in developing and outlining a global and concerted plan that takes into consideration school operations, construction aspects if it involves multiple facilities, sequencing, and funding/reimbursement aspects. The goal is to document the program and the various steps needed for implementation.

The fees associated with this service are $11,200. This includes travel and moderate printing costs.

Operational Cost Analysis of New Construction, Renovate-as-New, and Renovate-as Needed Approaches
The value of this service is to provide information of operational costs that could be significant in rationalizing which construction approach makes the most sense. This will help to understand operational costs over a certain period of time for each approach.

This service will consist of preparing an energy model and an energy/utility consumption cost analysis for each scenario. Available incentive programs will also be researched as well.

The fees associated with these services can be negotiated if the Town believes this is a needed effort, in order to further due diligence efforts.

Other Services for Consideration

Owner Program Management Services (Pre-Referendum Services) - Project Inception to an approved referendum which includes:

- Management and coordination of all owner-held contracts (e.g. Architect, Environmental Consulting, etc.). We provide a single point of contact for the building committee.
- Procurement of services required by the Building Committee including RFQ and RFP process documentation (e.g. Architectural services) as required by the State of Connecticut's reimbursement guidelines, and public notices including State Contracting Portal.
- Contract/agreement assistance, review, and negotiation for all owner-held contracts
- Coordinate and attend all project meetings with architect, school staff, Board of Education staff, and other project consultants. This includes the various schemes the architect could prepare.
- Coordinating effort for preliminary space programming exercises, to confirm facility size required for programmatic needs and student population.
- Review/Consolidate all estimates and cost studies prepared by the project team.
- Review of proposed designs and analyzing ineligible, limited eligible, and town share costs impacts/exposure, including space standards analysis.
- Assist in developing different cost options for building committee consideration.

CONSTRUCTION SERVICES
John A. Mena
Director

- Building committee attendance.
- Assisting the building committee with clerical and administrative support (e.g. agendas, meeting minutes, communications, etc.).

Post Referendum Services - From an Approved Referendum to Grant Application Submittal which includes:

- Management and coordination of all owner-held contracts as required, including meetings required to acquire information for educational specifications.
- Coordination with Mansfield Public Schools and its Board of Education, including necessary approvals.
- Assistance with compiling and completing a complete set of Educational Specifications:
    - Finalize project space program and descriptions
    - Site requirements
    - Architectural requirements
    - MEP requirements
    - FF&E requirements for all spaces, including technology equipment (including computers, printers, phones, etc.)
    - Establishment of design guidelines and standards
    - Commissioning requirements
    - Performance criteria
- Assistance with compilation and coordination of all activities and required documentation for a complete grant application.
- Preparation of the grant application and coordination of all related information (e.g. 8-year projected enrollment), review and submittal of a completed grant application to the State of Connecticut, Department of Construction Services.

Program Management Plan (PMP) Development - Assistance with Review and Development of Project Processes & Procedures, and Project Management Plan Development, which includes:

- Review and development of all building committee procedures.
- Assistance with stakeholder establishment.
- Project review processes and procedures, including design process review.
- Protocols and procedures related to the coordination among all town entities (e.g. Building Committee, Town of Mansfield, Board of Education, and Mansfield Public Schools).
- Establishment/setup of the master project schedule.
- Establishment/setup of the master project budget, including budget detail report that identifies all project budget costs, cash flow study, and state reimbursement model.

The scope can be further refined and adjusted, if necessary, in order to better suit the Town's needs. If you have any questions, please contact me at your convenience.

Sincerely,

cc. S. Cruz-Serrano, R. LaFleur, R. Saunders