



**Acton-Boxborough Regional School District**  
**Superintendent's Office**  
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**Glenn A. Brand**  
*Superintendent of Schools*

**To: Acton-Boxborough Regional School Committee**  
**From: Glenn Brand**  
**Date: 12/02/14**  
**Re: Existing Conditions Study & Capital Planning**

One of the identified areas of priority that has been brought to my attention since my appointment has been the need for the district to solidify a broad but in-depth overview of our capital needs to support our buildings and programs in the years ahead. I have heard this 'call' from both members of the Committee and the administration, as well as from some citizens throughout the towns over the last few months during my transition.

As a regional school district, the financial commitment to multi-million dollar facilities is a very important one given that we are the primary caretakers of a total of eight (8) buildings along extensive campus infrastructure. The last time that the district had an assessment performed by an architect or engineer on our buildings was in the late 1990s. Within the current public facilities industry, in-depth assessments of facilities often adopt a variety of terms but one of the more preferred terms to adequately describe such work is that of an 'existing conditions' assessment. Such an assessment:

- Is completed by objective experts in the field who know schools and public facilities including engineers and architects.
- Thoroughly examines the current state of our buildings and their systems (i.e. HVAC), the envelope of our buildings (i.e. windows and roofs) and interior needs such as repair and renovation items.
- Will consider current spatial use of our facilities and examine student population projections to help make informed choices of the best use of space moving forward.
- Will compile such information in a priority order that will help the administration and the community prioritize capital-related needs given 'life-expectancy', compliance with existing building codes, and consideration of any needs related to instructional program delivery.

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A brief breakdown that provides a snapshot of our current buildings and their square footage includes the following:

High School - 400,000 sq ft with a remodel and addition in 2000/01

Junior High - 145,000 sq ft with a remodel and addition in 1998/99

Parker Damon - 140,000 sq ft with new construction in 1998

Blanchard - 69,000 sq ft with a remodel and addition in 1999

Gates - 54,000 sq ft with original construction in the early 1970's

Conant- 55,000 sq ft with original construction in the early 1970's

Douglas - 48,000 sq ft with original construction in the late 1960's

Administration Building - 37,000 sq ft with original construction in the late 1950's

Given the total number of buildings as square footage, we have been advised to anticipate that the projected costs to complete such a study will be approximately \$200,000.

At our meeting on December 4<sup>th</sup>, I will be joined by our Director of Facilities and Maintenance Mr. J.D. Head, to present a more detailed look at the types of deliverables that such an assessment will provide the district and why we believe that this represents a timely capital item to pursue at this important juncture in our regional district for FY16.

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