

**Acton-Boxborough Regional School District**

**EXISTING CONDITIONS STUDY &  
CAPITAL PLANNING**

*Acton-Boxborough Regional School Committee meeting  
12/4/14*

## Background

- A priority that has been shared with me is the desire to develop a comprehensive capital plan that articulates both short and long-term capital needs for the District.
- This is consistent with an important commitment to make as it relates to our necessary oversight of the most important assets in our two towns – the multi-million dollar facilities that represent our school buildings.
- Generally speaking, the District is responsible for overseeing the maintenance, general repair and replacement of all aspects of our schools and the campuses that surround our eight facilities.

## Snapshot of our Facilities

- The last time that the district had an assessment performed by an architect or engineer on our buildings was in the late 1990s.
- A brief breakdown that provides a snapshot of our current buildings and their square footage includes the following:

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- **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

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## What is an Existing Conditions Study?

- Within the industry, in-depth assessments of facilities often adopt a variety of terms
- One of the more preferred terms to adequately describe such work is that of an “existing conditions” 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

## Highlights of Deliverables

- Reviews educational specifications and engages faculty and staff in terms of future uses of educational space
- Examines population trends and projections alongside physical building capacity
- Assesses deficiencies in the buildings, systems and property of each school and establishes a replacement/repair schedule as part of a master plan
- Establishes a set of proposals or options that our district should consider
- Identifies options for seeking MSBA funding support

## Examples of Master Plan Studies

- Wilmington Public Schools -  
[http://www.wilmington.k12.ma.us/School\\_Master\\_Planning\\_StudyDraft\\_03312008.pdf](http://www.wilmington.k12.ma.us/School_Master_Planning_StudyDraft_03312008.pdf)
- Carlisle Public Schools  
<http://www.carlisle.k12.ma.us/district/facilities/FacilitiesMasterPlan.pdf>
- Lexington Public Schools/Town of Lexington  
<http://ci.lexington.ma.us/committees/TownwideFacilities/ReducedTownwide%20Facilities%20Master%20Planning%20Committee%20Final%20Report%20August%202013.pdf>

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## Next Steps:

- Originally, as part of establishing the FY15 budget, \$145,000 was set aside as capital that was intended to start the process of exploring the existing conditions of the facilities.
- Based upon a variety of factors, and additional information pertaining to the potential costs of a complete existing conditions study of all of our facilities, it is anticipated the cost could be closer to \$200,000.
- It is the intent to include in the FY16 budget a placeholder within our capital planning section of the budget to support the completion of an existing conditions study beginning after July 1, 2015.

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