DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

Meeting of the Dudley-Charlton Regional School Committee
Wednesday, March 26, at **6:30 PM**
Charlton Middle School
2 Oxford Road
Charlton, MA 01507

Minutes

I. Call Meeting to Order

The meeting was called to order at 6:30pm
In attendance:

Kelly Szela, Chair	Jeanne Costello, Vice-Chair
Cathleen Carmignani	Jaime Dell'Ovo
Maureen Chickering	Nicole Enberg
Caitlynn Panczyk	

II. Pledge of Allegiance

III. Moment of Silence

IV. Consent Agenda Items

a. Approval of the Warrant

b. Approval of Minutes Regular Meeting – March 5, 2025 with edits

c. Approval of Out of State Field Trip (Policy IJOA) – #126, Putnam, CT. - DMS

A motion by N. Enberg, seconded by J. Dell'Ovo to approve all consent agenda items was approved unanimously.

K. Szela - Yes	J. Costello - Yes
C. Carmignani - Yes	J. Dell'Ovo - Yes
M. Chickering - Yes	N. Enberg - Yes
C. Panczyk - Yes	

V. Communications

J. Dell'Ovo attended the Heroes Among Us Gala over the weekend, she stated it was a very nice event to recognize staff and members of our communities. She also participated in Community Reading Day at Charlton Elementary School and stated it was a nice morning spent in the 1st grade classroom.

M. Chickering stated she attended the SEPAC meeting on March 19th and it was very informative, the next meeting will be held on April 16th and will be a Q and A workshop.

N. Enberg volunteered at the CMS Book Fair last week and was happy to see other volunteers. She also attended the Heroes Among Us Gala and stated it was better than the previous years..

C. Carmignani saw the Show Choirs this year and wanted to congratulate CMS Show Choir for coming in first place all season at all the competitions. DMS team achieved silver status as well as the Shepherd Hill team.

K. Szela stated the John Paire golf tournament will be held on May 17th.

VI. Student Representative Report – Anthony Avoglia

- Spring sports are underway, Boys Lacrosse had their first game yesterday.
- National Honor Society's Kids Night Out was last Friday and a huge success with approximately 100 kids attending. NHS obtained multiple bins of hygiene products for Abby's House in Worcester.
- SHRHS Show Choir attended the NE Show Choir Showdown and won multiple awards.
- The More the Music Club will be putting on the Wizard of Oz May 9th and 10th at 7:00pm with SHRHS Show Choir and 4th graders as munchkins.
- Drama Club is putting on Late Bus May 2nd and 3rd, more info to come on that production.

VII. Superintendent's Report

- Superintendent Lamarche, Assistant Superintendent True and Director Harriman all participated as judges in the Lip Sync Competition last week at the high school. It was a great event with the students. Loretta Andre did a fantastic job setting it up.
- The Charlton Fire Sub-station construction has started, the workers will do everything they can not to interfere with the operations of the school. They will be using the current sign as a barrier for their construction site.
- MCAS assessment season has begun, while MCAS is no longer a graduation requirement in MA, the state will continue to collect data on student performance and achievement. These results are essential for several reasons: Federal Requirements and Accountability, School Performance and Rankings, Measuring Essential Skills, Scholarships and Student Opportunities and School and Community Reputation.
- The DCEF held the 3rd Annual Heroes Among Us Gala, Saturday March 22nd. Thank you to everyone who attended, supported, and helped make the evening such a success.

VIII. Public Comment

There was no public comment

IX. New Business

A. SHRHS Program of Studies Update – Principal Elwell

Principal Elwell stated course registration has begun, students are meeting with their guidance counselors individually to select courses for next year.

Principal Elwell spoke about some new courses for the upcoming school year including, C.P. Algebra Fundamentals, Songwriting, Honors Environmental Sustainability, Women's Health, Principles of Physics I Honors Accelerated, Principles of Physics II Honors Accelerated and Honors Introductory Physics.

J. Dell'Ovo asked if Women's Health is a half year elective and if it would take the place of a Health class. Principal Elwell stated this course is a new offering that will relate to the curriculum in place and if there isn't sufficient interest in this class, the class will not run.

C. Carmignani asked about the Math curriculum, Mrs. Piehl, the Math Coordinator at the High School was there to answer her questions.

She first asked if the Algebra Fundamental Foundations course was taught by special education teachers or co-taught. Mrs. Piehl stated it depends on how many students with IEPs are in the class, there are 2 groups of individuals in that course. C. Carmignani is concerned that if students are pulled from the Algebra I C.P. class into this new class, you'll end up tracking these students into their own track. Mrs. Piehl stated that the goal is not to remove them from being with their peers but to get them back on track so they're no longer failing.

C. Carmignani stated there are 6 different Math choices for students coming into the high school, she'd like to know how we will communicate with students and families to let them know how important the 8th grade math course is for their high school course choice. Mrs. Piehl stated if students have trouble with the transition of going to high school, they are encouraged to double up their sophomore year to make sure they are back on track.

A motion by N. Enberg, seconded by C. Carmignani to approve the SHRHS Program of Studies for the 2025-2026 academic school year was approved unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes

Principal Elwell stated, after meeting with both the Policy and Curriculum Sub-Committee's regarding proposals for the modified Competency Determination, now that MCAS is no longer required for graduation, he recommends that the following Competency Determination be made for the class of 2025 which is consistent with the existing graduation requirements:

4 credits in English
3 credits in Social Studies
4 credits in Math
3 credits in Science
3 courses in Physical Education and
5 Elective Offerings

A motion by C. Carmignani, seconded by N. Enberg to approve the Class of 2025 Competency Determination was approved unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes

B. DCRSD 2025-2030 Technology Plan – Director D'Arcangelo

Director D'Arcangelo refreshed the current Technology Plan and went over a list of things that have been accomplished over the last few years:

- Replaced all network switches in the District
- Replaced 233 wireless access points over the last couple of years
- Replaced M pont security software
- Replaced approximately 500 Windows computers

There are a few things that need to be worked on going forward:

- Maintaining the devices we have
- Since all hardware has been replaced, we need to reconfigure the entire network, something that could not be done until the hardware was replaced.
- Cybersecurity upgrades by adding additional layers of security to emails.

A motion by C. Panczyk, seconded by C. Carmignani to approve the 2025-2030 Technology Plan was approved unanimously.

K. Szela - Yes	J. Costello - Yes
C. Carmignani - Yes	J. Dell'Ovo - Yes
M. Chickering - Yes	N. Enberg - Yes
C. Panczyk - Yes	

C. Carmignani asked if the District has back-ups of our systems. Director D'Arcangelo answered yes, we have back-ups of our data, and other back-ups are handled by vendors.
C Carmignani asked if we have a classroom display replacement plan? Director D'Arcangelo stated all classrooms have projectors and some classrooms have interactive smartboards. Some classrooms that have old whiteboards will be getting LCD screens as replacements. There is no plan to outfit every classroom with an LCD screen right now.
N. Enberg asked if there are any grants or funding on a state level that could help with all the upgrades that will need to take place in the coming years. Director D'Arcangelo stated they do look into some grants, one of the projects was reimbursed 60% for 70% of the project completion. Director Joe DeSantis stated he is always looking at grants available for IT opportunities, one that has been applied for and is pending right now.

C. DCRSD 2027-2036 Capital Improvement Plan – Director Caron
Director Caron stated, there was a Facilities Condition Assessment done by Habib Associates last year. The Capital Improvement Plan is taken from the direct costs of those differences that are in that assessment, spread out over a 10 year period. Director Caron along with the head custodians from all schools got together to analyze and prioritize the plan.
Director Caron went over the spreadsheets provided that were broken down by town, Dudley and Charlton.

A motion by C. Carmignani, seconded by J. Dell'Ovo to approve the 2027-2036 Capital Improvement Plan, including feedback received from School Committee this evening was approved unanimously.

K. Szela - Yes	J. Costello - Yes
C. Carmignani - Yes	J. Dell'Ovo - Yes
M. Chickering - Yes	N. Enberg - Yes
C. Panczyk - Yes	

D. DCRSD 2025-2030 Curriculum Review Plan – Assistant Superintendent True
Assistant Superintendent True put together a Curriculum Review Plan that has 4 phases:

- Planning - Recognizing, looking thru data and the Curriculum Review Process, where there's a need for new curriculum.
- Articulating/Developing - Articulating the vision for what is coming up. Working together with teachers, department heads and principals for what we want to see for new programs.
- Implementation/Monitor - First year of implementation of a new curriculum. Getting feedback from teachers and using data to find out if we're seeing improvement with this new curriculum.
- Evaluation - Evaluate the curriculum for a new curriculum need.

This process should take roughly 5 years to go through. Once there's a new curriculum it should take about 5 years before you need to look at a new one. Assistant Superintendent True believes a high priority is looking at the high school level programming. She believes the middle school's are all set right now with high quality instructional materials.

C. Carmignani would like to see a row at each level on the Curriculum Review Plan for SEL Health and Physical Education as well as for Unified Arts so we can understand where we are with that curriculum also.
J. Costello asked that the Curriculum Plan include the special education programs. Assistant Superintendent True stated that her and Director Harriman are conducting an audit of all special education programs to see how we are positioned with those programs. She will add the special education programs to the Curriculum Review Plan.

A motion by J. Costello, seconded by C. Carmignani to approve the 2025-2030 Curriculum Review Plan, including feedback received from School Committee this evening was approved unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes

E. Acceptance of a Donation – SHRHS Athletics and Cheer – Director DeSantis
Director DeSantis stated SHRHS was given a $5000.00 donation from the Fels Family Foundation, we thank the family for this generous donation.

A motion by C. Carmignani, seconded by J. Dell'Ovo to approve the SHRHS Athletics and Cheer donation was approved unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes

F. Policies for Action
   a. IKF - Graduation Requirements (new)

A motion by C. Panczyk, seconded by J. Dell'Ovo to approve Policy IKF was approved unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes

b. JRA - Student Records (new)
c. JRA-R - Student Records (new)

A motion by M. Chickering, seconded by N. Enberg to approve both Policy JRA and JRA-R was approved unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo - Yes
N. Enberg - Yes

X. Adjourn

A motion by N. Enberg , seconded by J. Dell'Ovo to adjourn the meeting at 8:15 pm was passed unanimously.

K. Szela - Yes
C. Carmignani - Yes
M. Chickering - Yes
C. Panczyk - Yes
J. Costello - Yes
J. Dell'Ovo
N. Enberg - Yes

The items listed, which may be discussed at the meeting, are those reasonably anticipated by the chair. Not all items listed may, in-fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law. The School Committee may vote on all items listed on this agenda.

2024-2025 School Committee Goals

Fiscal Responsibility

1. *The DCRSD School Committee will vote to improve a revised 10- year Capital Plan to reflect the needs identified in the 2024 architectural review of all seven schools.*
2. *The DCRSD School Committee will incorporate completed and forthcoming reports, reviews, and evaluations (e.g., Education Resource Strategies, Facilities Conditions Report) into long-range planning. This planning will guide the development of a Fiscal Year 2026 budget, structured to preserve the integrity of existing programs and prioritizing expenditures to provide a comprehensive educational experience for all students.*

Enhance Educational Excellence

1. *The DCRSD School Committee will support hiring, developing and utilizing staff that drive positive school culture and help create a unified district.*
2. *The DCRSD School Committee will support professional development opportunities that align with the District mission for exceptional teaching and learning for all students.*

3. *The DCRSD School Committee will ensure that all students have access to innovative platforms and technologies.*
4. *The DCRSD School Committee will continue their oversight of the implementation of policy IGA Curriculum Evaluation, Development and Adoption to review, revise or adapt high quality instructional materials for all students.*

Enhance Community Outreach and Stakeholder Engagement

1. *The DCRSD School Committee will continue to evolve their roles as community liaisons to strengthen relationships with local boards and organizations.*

Next Meeting Dates

School Committee Meeting: Wednesday, April 9, 2025 – SHRHS
Budget and Finance Subcommittee: Tuesday, April 15, 2025 10:00 AM- Video Conference
Policy Review Subcommittee: Thursday, March 26, 2025, 4:00 PM District Office
Curriculum Subcommittee for Teaching and Learning: TBD - Video Conference
Capital Outlay/Safety Subcommittee: Wednesday, April 30, 2025 8:00 AM - Video Conference

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Future Agenda Items: FY26 Budget Planning (ongoing), SEPAC (Apr.), School Choice Vote (Apr.), Enrollment of DCRSD Staff Students (Apr.), Superintendent's Evaluation (Apr.), Draft – District Improvement Plan (Apr.), Superintendent's Evaluation (Apr.)

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II. Pledge of Allegiance

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V. Communications

VI. Student Representative Report – Anthony Avoglia

VII. Superintendent's Report

VIII. Public Comment

IX. New Business

A. SHRHS Program of Studies Update – Principal Elwell

B. DCRSD 2025-2030 Technology Plan – Director D'Arcangelo

C. DCRSD 2027-2036 Capital Improvement Plan – Director Caron

D. DCRSD 2025-2030 Curriculum Review Plan – Assistant Superintendent True

E. Acceptance of a Donation – SHRHS Athletics and Cheer – Director DeSantis

F. Policies for Action
   a. IKF - Graduation Requirements (new)
   b. JRA - Student Records (new)
   c. JRA-R - Student Records (new)

X. Adjourn

The items listed, which may be discussed at the meeting, are those reasonably anticipated by the chair. Not all items listed may, in-fact be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law. The School Committee may vote on all items listed on this agenda.

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From: **Form Approvals** districtoffice@dcrsd.org
Subject: Request #126 for your review
Date: March 17, 2025 at 10:47 AM
To: ktrue@dcrsd.org

REQUEST #126 | RECIPIENTS: 3 of 6 | MAR 05, 2025

Field Trip/Event Form - Day Trips, In or Out of State and Overnight

You have been requested to review the following:

Principal/School:	gdesto@dcrsd.org
Email Address:	kbonner@dcrsd.org
Field Trip/Event Title:	Anne Frank theater production
Field Trip/Event Date Please note that you request must be submitted two-weeks prior to the date entered for a day trip, and, six months prior to the date entered for an out-of-state or overnight trip.:	May 01, 2025
Departure Time:	8:00 AM
Return Time:	1:30 PM
Address/Destination of Field Trip/Event Must include street address, city/town and state:	Location is Bradley Playhouse, 8 Front Street, Putnam, CT 06260
Grade/Group:	8
Location Contact/Telephone Number:	(860) 928-7887
Number of Students:	140- entire 8th grade
Number of Chaperones/Adults Proper supervision and adult/student ratio is 10-12 students per adult chaperone. Work with your building office staff to ensure all chaperons have an up-to-date CORI.:	10
List the Names of the Chaperones/Adults:	Kelly Bonner, Anthony McDonald, Deb Para,

	Jaime Dumont, Katie Kobel, Stacy Lynch, Steve Ide, Mike Manske, Leah Adamuska, Kristen Lavitt
Do All Chaperones/Adults have an up-to-date CORI through DCRSD.:	Yes
Three weeks prior to the event/field-trip, the Special Education Coordinator must receive a list of attending students. The Special Education Coordinator will review the needs of students and identify accommodations or supports that may be needed to ensure each student can access and participate in the planned activities. If this does not occur, the trip/event may be canceled to prevent civil rights violations.:	Understood (by checking this box you take full responsibility and liability if this did not occur)
Three weeks prior to the event/field-trip, your school nurse must receive a list of attending students. The school nurse will review the needs of students and identify accommodations or supports that may be needed to ensure each student can access and participate in the planned activities. If this does not occur, the trip/event may be canceled to prevent civil rights violations.:	Understood (by checking this box you take full responsibility and liability if this did not occur)
Total Cost of the Field Trip/event including transportation:	Tickets are $5.00 per student and the busses are $1670
Per Student Cost:	$5.00 + lunch
Funding Source:	Dudley PTO
As a result of selecting this field-based curriculum experience or event in accordance with School Committee Policy IJOA, how will your students benefit and what will your students know and be able to do as a result?:	The 8th grade has just completed an extensive WWII unit. We have read the play we will be attending, and this is an opportunity to see it performed professionally.
Additional Funding Source or N/A:	Students/Families
In accordance with School Committee Policy IJOA, what are your student follow-up activities or lessons?:	This field trip ISA the follow up to the unit we have done. There will be follow up conversations comparing- contrasting the play to the reading and film.
Are substitute(s) required in School for the School Day as a Result of this Field Trip/Event. If so Please Explain and Identify the Number of Substitutes Required as an Added Cost to the Request:	No

Administrative Assistant/School: dzieminski@dcrsd.org

Approval history

In progress

Copy Sent to dzieminski@dcrsd.org
Approved by gdesto@dcrsd.org

Approve | Decline | Comment

This is an automated email sent by formapprovals.com; do not reply to or forward this email. You are receiving this email because you are a workflow participant of this request. Your form administrator is districtoffice@dcrsd.org

As we enter the MCAS assessment season, it's important to understand that the Massachusetts Comprehensive Assessment System remains a requirement in 2025 under both state and federal law. While MCAS is no longer a graduation requirement in Massachusetts, the state will continue to collect data on student performance and achievement. These results remain essential for several key reasons:

1. Federal Requirements and Accountability
The MCAS fulfills legal requirements by tracking student progress and ensuring our schools remain accountable for student learning.

2. School Performance and Rankings
MCAS results significantly influence how our schools are evaluated. All student scores impact school ratings, guide resource allocation, and inform improvement efforts. MCAS data remains as a key measure of school performance.

3. Measuring Essential Skills
MCAS assesses how well students are mastering established curriculum standards, which emphasize core competencies such as reading, math, science, critical thinking, problem-solving, and communication. These skills remain essential for success in college, careers, and life.

4. Scholarships and Student Opportunities
Grade 10 MCAS scores continue to be used in awarding John and Abigail Adams Scholarships. These scholarships cover tuition at all Massachusetts state colleges and universities.

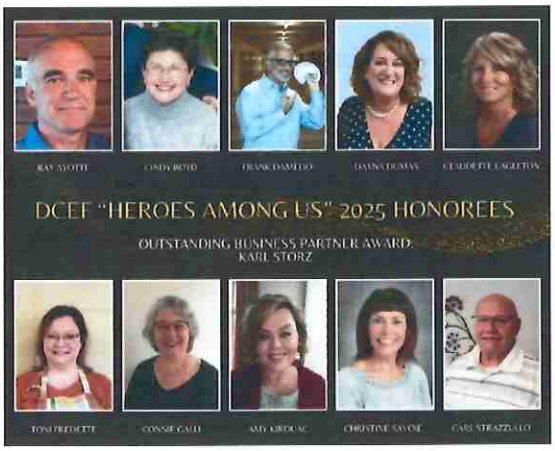
5. School and Community Reputation
Strong student MCAS performance enhances a school's reputation, benefiting all students as they apply to colleges and jobs. High-performing schools elevate the reputation of the Dudley-Charlton district, fostering community pride and, in turn, supporting local economic growth.

In conclusion, as we approach this year's MCAS assessments, it is essential that we recognize their continued value in supporting student success and school improvement. The data gathered from these assessments provides meaningful insight into how well we are preparing all students for the future. By approaching MCAS with a shared commitment to growth, we affirm our dedication to educational excellence across the Dudley-Charlton district and ensure that every student is positioned to thrive.

The Dudley-Charlton Education Foundation held its 3rd Annual "Heroes Among Us" Award & Recognition Dinner on Saturday, March 22, 2025, at the Wellsworth Hotel. This annual celebration has truly become a signature event, recognizing individuals who make a significant impact on the educational experience within the Dudley-Charlton Regional School District.

We were proud to honor this year's outstanding recipients from the DCRSD community. The evening featured a heartfelt awards ceremony, dinner, dancing, and both silent and live auctions.

Thank you to everyone who attended, supported, and helped make the evening such a success. Your energy, generosity, and commitment to our schools made it a night to remember!





Respectfully Submitted:

Steven M. Lamarche
Superintendent

Here a few important dates in 2025.

April
Friday, April 18, 2025 – Early Release Day for all students – Good Friday
Monday, April 21 – Friday, April 25, 2025 – Spring Vacation Week

May
Friday, May 23, 2025 – Early Release Day for all students – Professional Development
Monday, May 26, 2025 – Memorial Day – No School

June
Sunday, June 1, 2025 – Class of 2025 Commencement
Monday, June 16, 2025 – Current 180th day of school – Early Release Day for all students

Shepherd Hill Regional High School
Program of Studies Highlights
2025-2026 Academic Year

The talented faculty of Shepherd Hill Regional High School offer the following for consideration.

NEW! **C.P. ALGEBRA FUNDAMENTALS** - Students will work to understand patterns, relations, and functions as related to the number systems; gain proficiency in working with radicals and integer exponents; understand the connections between proportional relationships and linear equations; analyze and solve linear equations and pairs of simultaneous linear equations; understand the different ways to communicate mathematical ideas, including graphical, tabular, and algebraic; define, evaluate, and compare functions; and use functions to model relationships between quantities. Topics include identifying number systems and patterns, converting integer exponents and radicals, investigating relationships between variables, defining and using linear equations, defining functions based on models, solving simultaneous equations, working with different ways of communicating mathematical ideas and solving basic algebraic equations. (1 Credit)

NEW! **SONGWRITING** - Students will learn about the anatomy of a song. This is broken into its parts, rhyming schemes, the flows, the metaphors, and the deeper meanings. There will be daily writing exercises coupled with analysis of well-constructed songs to train students in the art of digging to find unique ways to say things that have already been said a million other times. Students will learn the basics of music fundamentals- chord progressions, the first steps to create melody and orchestration, the ability to read and write simple rhythms and notes so that there is some fluidity and understanding on the piano, guitar, and drums. Students will work alone, in small groups, in large groups, and as a full class to create a portfolio of songs that they can then record, perform at a concert, or else just have as a permanent reminder of their progress in this art form. (.5 Credit)

NEW! **HONORS ENVIRONMENTAL SUSTAINABILITY** - Environmental Sustainability (ES) is a high school-level specialization course in PLTW Engineering. In ES, students investigate and design solutions to solve real-world challenges related to clean drinking water, a stable food supply, and renewable energy. Students are introduced to environmental issues and use the engineering design process to research and design potential solutions. Utilizing the activity, project, problem-based (APB) teaching and learning pedagogy, students transition from completing structured activities to solving open-ended projects and problems that require them to develop planning, documentation, communication, and other professional skills. (1 Credit)

NEW! **WOMEN'S HEALTH** - This course is designed to thoroughly and transparently teach women's anatomy and physiology, minimize and/or eliminate fear and misinformation surrounding women's health, and provide valuable resources that can be used throughout their lives. Although most topics specifically relate anatomically and physiologically to females, some topics, such as Early Development, Anatomy and Physiology, and Puberty, will also address male anatomy and physiology. (.5Credit)

"Committed to excellence...with pride and unity!"

Shepherd Hill Regional High School
Program of Studies Highlights
2025-2026 Academic Year

The talented faculty of Shepherd Hill Regional High School offer the following for consideration.

NEW! PRINCIPLES OF PHYSICS I HONORS ACCELERATED - This accelerated course covers the fundamental physics concepts in mechanics through scientific principles and laboratory work, emphasizing the application of algebra-based mathematics to core physics topics. The curriculum is designed to move at a fast pace, requiring strong math and problem-solving skills. Content includes kinematics, dynamics, energy, and momentum. (.5 Credit)

NEW! PRINCIPLES OF PHYSICS II HONORS ACCLERATED - This accelerated course explores fundamental physics concepts beyond mechanics, focusing on scientific principles and laboratory work. It emphasizes the application of algebra-based mathematics to essential physics topics. The curriculum is designed to move at a fast pace, requiring strong math and problem-solving skills. Content includes electricity, magnetism, waves (sound and optics), and fluids. (.5 Credit)

UPDATED HONORS INTRODUCTORY PHYSICS - Objectives: This course covers the fundamental concepts of physics through scientific principles and laboratory work, with an emphasis on applying algebra-based mathematics to core physics topics. Content includes waves, electricity and magnetism, heat and heat transfer, work and energy, forces, motion, and momentum. (1 Credit)

"Committed to excellence...with pride and unity!"

Shepherd Hill Regional High School

Memo

To: DCRSD School Committee

From: Mr. Elwell

Cc: Mr. Lamarche, Mrs. True, Mrs. Harriman

Date: March 24, 2025

Re: Class of 2025 Competency Determination (C.D.)

Class of 2025

The Guidance Department conducted a comprehensive records review of the Class of 2025. Six students did not meet the former MCAS C.D. requirement.

- Four students have not earned a passing score in Science (Biology or Physics).
- One student has not earned a passing score in Math.
- One student has not earned a passing score in both Math and Science.

Based on the Guidance Department's review of the student records, I recommend the following C.D. for the Class of 2025, which is consistent with the existing 22 credit Graduation Requirements in the Shepherd Hill Program of Studies.

1. Four credits in English
2. Three credits in Social Studies
3. Four credits in Math
4. Three credits in Science
5. Three courses in Physical Education unless medically excused
6. Five elective offerings

Class of 2026

I recommend that we await further guidance from DESE before making any additional changes.

Program Requirements

All students must carry enough courses during a school year to accumulate a minimum of 6.50 (6.00 for seniors) credits. A greater number of courses for credit may be elected, if they serve the best interest of the student, have the approval of the parents and counselor, and there is availability in the course.

Restrictions

- No more than four music performance credits (Band, Chorus, Ensembles) may be applied to the minimum number of credits required for graduation.
- Three different Physical Education Courses need to be completed in order to be applied to credits required for graduation.

Shepherd Hill Graduation Requirements

1. Four credits in English
2. Three credits in Social Studies; a passing grade in U.S. History 2 is required
3. Four credits in Math
4. Three credits in Science
5. Three courses in Physical Education unless medically excused
6. All students are expected to meet the minimum program requirement established by local School Committee policy. The feasibility of a transfer student completing the minimum requirements of particular departments may be affected by the curriculum of the prior school as well as the timing of enrollment at Shepherd Hill. Any exceptions to the requirements will be made on an individual basis by a committee consisting of the Principal, Director of Student Resources and appropriate Department Coordinator.

MassCore Recommended Curriculum

Content	Credits Upon Graduation
English	4
Mathematics	4
Science	3
Social Studies	3
World Language	2
The Arts	1
Other Elective	5
Total Credits	22

Massachusetts State University Requirements

New Standards Beginning Fall 2016

17 units including:

4 years English	4 units
4 years Mathematics	4 units
3 years Science (3 lab)	3 units
2 years Social Studies	2 units
**2 years World Language	2 units
Academic Electives	2 units

**A World Language is not yet a requirement for graduation, however all students planning to attend a four-year college are advised to select at least two years of the same language.

High School Promotion and Graduation

The minimum number of credits for promotion and graduation are as follows:

To be considered a ***sophomore*** ⇒ 5.00
To be considered a ***junior*** ⇒ 10.00
To be considered a ***senior*** ⇒ 15.75
For ***graduation*** ⇒ 22.00

Dudley-Charlton Regional School District

Technology Plan 2025-2030

Revised: 3/21/25

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District Overview

The Dudley-Charlton Regional School District (DCRSD) is a K-12 regional school district comprised of mostly students who live in the towns of Dudley and Charlton as well as school choice students. The District is responsible for the education of approximately 3,500 students. The District is comprised of the following seven schools.

Schools

Town of Dudley	Town of Charlton
Mason Road School 20 Mason Road Dudley, MA 01571 Phone: 508-943-4312 Grades: PK-1	Charlton Elementary School 9 Burlingame Road Charlton, MA 01507 Phone: 508-248-7774 Grades: PK-1
Dudley Elementary School 16 School Street Dudley, MA 01571 Phone: 508-943-3351 Grades: 2-4	Heritage School 34 Oxford Road Charlton, MA 01507 Phone: 508-248-4884 Grades: 2-4
Dudley Middle School 70 Dudley-Oxford Road Dudley, MA 01571 Phone: 508- 943-2224 Grades: 5-8	Charlton Middle School 2 Oxford Road Charlton, MA 01507 Phone: 508-248-1423 Grades: 5-8
Shepherd Hill Regional High School 68 Dudley Oxford Road Dudley, MA 01571 Phone: 508-943-6700 Grades: 9-12	

District Web Site: www.dcrsd.org

Technology Plan Summary

Areas of focus have been identified within both District and individual school improvement plans and the technology personnel and plan must support these efforts. District initiatives identified within this plan focus on networking, infrastructure, end-user devices and online resources.

The following plan builds upon the existing technological infrastructure, enhances the ability for teachers and students to access appropriate hardware, software and services, increases ongoing support for all members of the District and further supports students in reaching a higher level of achievement. This technology plan will enable the Dudley-Charlton Regional School District to seek federal and local government funding to help support our growing technological needs.

The plan will be reviewed within the district on an annual basis and will incorporate emerging technologies as they evolve. This will allow the District to not only meet today's demands but to meet the demands of the future in a timely and responsible manner.

Introduction

While the Dudley-Charlton Regional School District continues to operate within a per pupil expenditure that is far below the state average, the District is committed to providing the best available technology to both staff and students in order to support student achievement. To this end, the District IT Department's plan and budget are reviewed annually with input from District administrators and staff. Utilizing the state DESE curriculum standards, research of current technological trends and evaluation of existing innovations, a proposed operating budget is presented to District administrators. Every effort is made to design a budget request that is based on internally identified areas of need, industry best practices and the reality of the District's financial constraints.

The District administration recognizes the importance of technology at all levels of the organization and is concerned about keeping our infrastructure up to date. This plan is one means of keeping the District technology infrastructure current in a planned and orderly fashion while maintaining sufficient flexibility to respond to new and evolving technologies.

The distribution of technology throughout the District is based on not only need but also standardization. Standardizing hardware and software purchases throughout the District minimizes re-training in the use of software and hardware and allocates more time to actual learning as well as allowing efficient management and maintenance by the IT Department. These standards are re-assessed on an annual basis and held up to private sector standards, standards at equivalent school districts and emerging technologies so that they stay current and usable.

Technology Goals

The DCRSD IT Department is committed to:

- Developing a realistic, fundable technology plan.
- Facilitating appropriate information exchange between the District's professionals, parents and students.
- Creating a sustainable, long-term budget for technology to support a District-wide technology replacement schedule.
- Increasing the number of qualified technical support personnel District-wide.
- Standardizing technology purchases/replacements in order to reduce inventory and support requirements.

Infrastructure

Network Infrastructure

The District currently has a 1Gbps fiber optic WAN (Wide Area Network) connecting all seven District schools. The wide area network is comprised of fiber optic cable installed in August of 2006 and maintained by Spectrum Business.

Each individual school has a LAN (Local Area Network) comprised of 1Gbps and 2.5Gbps switches connecting all classrooms with category 6e and 6A cabling. All switches were replaced in 2024. All wiring closets in each building are connected by 10Gbps fiber optic cabling. All ethernet and fiber cables were installed in 2018-2019. All classrooms have at least 4 working network jacks while all administrative areas have at least two.

The District maintains a single Microsoft Active Directory domain with domain controllers located in four of the seven schools. This allows users to access their data from any building and easily share information with anyone in the district.

Planned Enhancements

- **1 to 2 Years -** The District needs to complete the network upgrade that was started in 2022. The entire network needs to be redesigned now that all network hardware has been replaced. Most of this will be accomplished through programming the current hardware. However, there may be some additional hardware components that need to be purchased. If allowed, the IT Department believes most of this can be accomplished using the remaining Technology funds from the FY25 budget.
- **3 to 5 Years -** The District will continue to monitor, maintain and evaluate its core network infrastructure.

Wireless Connectivity

The District currently has 233 Extreme Networks wireless access points deployed throughout all seven schools. These are managed access points allowing staff to connect District wireless devices to the network. All access points in Charlton Elementary, Mason Road and Dudley Elementary were replaced with WiFi 6 models in 2022. All access points in Heritage, Charlton Middle, Dudley Middle and Shepherd Hill were replaced with WiFi 6E models in 2024. Each school also has a password protected “guest” network available for students, staff and presenters to connect non-District devices to the internet.

Planned Enhancements

- **1 to 2 Years -** The District needs to complete the network upgrade that was started in 2022. The entire network needs to be redesigned now that all network hardware has been replaced. Most of this will be accomplished through programming the current hardware. However, there may be some additional hardware components that need to be purchased. If allowed, the IT Department believes most of this can be accomplished using the remaining Technology funds from the FY25 budget.
- **3 to 5 Years -** The District will continue to monitor, maintain and evaluate its core network infrastructure and possibly look to replace the access points at Charlton Elementary, Mason Road and Dudley Elementary.

Internet Connectivity

The District has two 5Gbps/5Gbps fiber internet circuits shared by all seven schools, one at Charlton Middle and the other at Shepherd Hill.

Planned Enhancements

- **1 to 2 Years -** None planned.
- **3 to 5 Years -** The District will continue to monitor its bandwidth and upgrade the fiber connection as needed as it plans for increased need.

Cybersecurity

Firewalls and Content Filtering

The District currently has two Sophos XGS6500 advanced threat protection firewalls, one at Charlton Middle and the other at Shepherd Hill. These firewalls protect the two fiber internet circuits used by all seven schools and provide content filtering to all devices connected to the District network. The Sophos devices allow us to easily block or allow websites as needed. All internet traffic is filtered, both incoming and outgoing, as required by law.

Planned Enhancements

- **1 to 2 Years -** None planned.
- **3 to 5 Years -** The District will replace its current firewall/content filter as required due to demand, licensing and equipment failure.

AntiVirus/Anti-malware Protection

The District switched to Sophos Intercept X Advanced with XDR to protect our Windows computers and Windows servers in 2022. Intercept X is a next-gen threat protection system that allows us to centrally manage all Windows computers on our network, monitor status with regard to viruses and protection level, automatically lockdown infected devices and run detailed reports.

Planned Enhancements

- **1 to 2 Years -** The District plans to look into adding additional layers of protection to the network as well as email (Google Workspace). Specifically, adding email virus/malware scanning through a third-party product.
- **3 to 5 Years -** The District will continually monitor and evaluate the overall effectiveness of its endpoint and email protection, installing updates and replacing it as needed.

Hardware

Staff Devices

All staff have access to a Windows computer and/or Chromebook for use while in the schools. All office staff, counselors, nurses and teachers have a desktop computer or laptop running Windows 10 or 11 specifically assigned to them. In 2024 we assigned a Chromebook to every counselor, nurse, teacher and secretary that requested one to be used in addition to their Windows **desktop** computer. All classrooms have projectors and many staff have document cameras and/or interactive whiteboards in their rooms.

Planned Enhancements

- **1 to 2 Years -** The District will continue to replace aging/off warranty devices as funding permits.
- **3 to 5 Years -** The District will continue to replace aging/off warranty devices as funding permits.

Student Devices

Students have access to a number of different general access devices. There are 12 student computer labs located throughout the District. These labs contain a total of 317 desktop computers running Windows 11. There are also 65 Chromebook carts containing a total of 1935 Chromebooks and 6 iPad carts containing a total of 180 iPads. There are also hundreds of other devices used by students throughout the District that are not housed in labs or mobile carts. There are over 2,200 student devices that are suitable to be used for state computer-based testing.

Planned Enhancements

- **1 to 2 Years -** The District will continue to replace aging/off warranty devices as funding permits. Most student devices mentioned above are off warranty and beginning to show their age. The District needs to begin replacing some of these device ASAP and not wait for them to completely fail.
- **3 to 5 Years -** The District will continue to replace aging/off warranty devices as funding permits. Of the 1,935 shared Chromebooks (on mobile carts), there are 1,800 that will no longer be supported by Google in four years and most likely will not be functional in two.

Device Replacement

The District will continue to replace aging devices as funding permits. Our goal is to keep all devices under warranty which we are currently not close to meeting. If the District can't keep all devices under warranty, it at the very least must replace devices when they fail or are no longer supported by the hardware/software manufacturers. The District has a large number of Windows computers that are over five years old. Approximately 350 of the 1,000 Windows computers are over five years old and are off warranty. There are 1,800 Chromebooks on the mobile carts that will reach "end of life" in 2029. Any Chromebook not replaced by then, will be removed from the District network and Google management console and disposed of. Most if not all of those Chromebooks will stop working long before 2029. All servers will be reviewed each year for potential upgrades due to changes in technology and to maintain network stability. A report to the Superintendent and Director of Finance & Operations will take place during the budget planning process.

Planned Enhancements

- **1 to 2 Years -** The District must increase the number of devices replaced each year. This applies to all device like computers, printers, Chromebooks, tablets, interactive whiteboards, document cameras, projectors, etc. The District needs to come up with a reasonable replacement plan for approximately 2,000 shared Chromebooks on mobile carts that will no longer be supported by Google in 2029 and will most likely be dead in less than two years. These devices cannot be replaced all at once.
- **3 to 5 Years -** The District must increase the number of devices replaced each year. This applies to all device like computers, printers, Chromebooks, tablets, interactive whiteboards, document cameras, projectors, etc.

Device Disposal

The District disposes of all old technology items that have reached the end of their useful life. All devices that reach their "end of life" and are no longer supported by the hardware/software manufacturer are removed from the District network immediately. After the School Committee approves disposal, the IT Department schedules a recycle company to remove the items at no charge to the District.

Planned Enhancements

- **1 to 2 Years -** None planned.
- **3 to 5 Years** - None planned.

Printing

The District has approximately 94 network laser printers, 22 local printers and 20 network copy machines. Networked color laser printers are available to all computers in the labs, libraries and main offices. Monochrome laser printers are located throughout the schools in common areas/print centers. There are also a significant number of smaller personal laser printers in locations where confidential printing was required. The District uses an outside vendor for printer maintenance and toner replacement.

Planned Enhancements

- **1 to 2 Years -** The District will evaluate and if necessary, begin upgrading printers throughout the District.
- **3 to 5 Years** - The District will evaluate and if necessary, begin upgrading printers throughout the District.

Software

Productivity and Administrative Software

Microsoft Windows 11 is now the standard operating system on most District computers. As Windows 10 quickly approaches it's "end of life" (10/14/25), the District will finish migrating the remaining Windows 10 computers (that support 11) to Windows 11. Any computers that can't be upgraded to Windows 11 will be removed before the start of the 25-26 school year. Microsoft Office 2021 or 2024 has become the district's standard productivity suite. As computers are upgraded to Windows 11, they will also be upgraded to Office 2024.

Staff and administrators have 24x7 access to web-based applications like the District's Student Information Systems (SchoolBrains and eSped), as well as access to a number of other student/staff management systems like Mosaic, TeachPoint and SchoolSpring. The District has also moved to a new web-based finance application.

Planned Enhancements

- **1 to 2 Years -** The District will upgrade or remove the remaining Windows 10 computers before the start of the 25-26 school year.
- **3 to 5 Years -** The District will evaluate its administrative software and upgrade as necessary.

Web Presence

The District's website (www.dcrsd.org) is managed by the District Webmaster as well as by District and school office staff. The District uses a content management system provided by FinalSite which allows each school to maintain their own webpage on the District's website.

Planned Enhancements

- **1 to 2 Years -** None planned.
- **3 to 5 Years -** The District will expand the use of its website to include additional resources as appropriate.

Email and Collaboration

The District uses the Google Workspace for Education suite of web-based email and collaboration tools including Gmail, Google Drive and Google Classroom. The District pays for the Google Workspace for Education Plus subscription. Each student has 20GB of online storage while each staff member has 100GB.

Planned Enhancements

- **1 to 2 Years -** None planned.
- **3 to 5 Years -** The District will continue to monitor, maintain and evaluate its email and collaboration suite.

Educational Software

The District has purchased subscriptions for a number of web-based programs for instruction and assessment. Whenever possible, the District chooses to use web-based application services over locally installed applications since students can use them in school and at home. The schools maintain a list and the licenses for all educational software used at their buildings. The software approval procedure for staff to request additional software can be found in Appendix A of this document.

Planned Enhancements

- **1 to 2 Years -** The District office and school administrators will continue to monitor, maintain and evaluate student educational software.
- **3 to 5 Years -** The District office and school administrators will continue to monitor, maintain and evaluate student educational software.

Technical Support

Help Desk

Technical support is coordinated by the IT Department through a web-based Help Desk application. The Help Desk application is available through a link on the District's home page as well as from a number of other locations on District devices. Users log in with an account associated with their school, create a ticket, and explain the problem. A member of the IT Department responds within a short period of time based on priority and workload. The IT Department's staff of three employees close an average of approximately 2,800 support requests per year. This does not include projects, emergency network issues or other problems that have been addressed while in the buildings completing work on other Help Desk tickets.

Planned Enhancements

- **1 to 2 Years -** None planned.
- **3 to 5 Years -** The IT Department will continually monitor and evaluate the overall effectiveness of its Help Desk software, updating it as needed.

Technology Staff

As of March 2025, the IT Department which is responsible for seven schools across two towns consists of:

- One full-time Technology Director
- One full-time Senior Network Computer Technician
- One full-time Network Computer Technician

The IT Department is currently responsible for maintaining approximately 1,000 computers. 2,500 Chromebooks, 450 iPads and over 2,000 additional user devices including, printers, monitors, tablets, projectors, interactive whiteboards and document cameras used by approximately 600 staff members and over 3,500 students. The IT Department is responsible for

maintaining the entire network infrastructure including all network switches, routers, firewalls and servers. The IT Department is also responsible for creating and maintaining all domain, email, student information system, absence management system, exterior door access (key fob), IT Help Desk and DESE Security Portal accounts, as well as maintaining all aspects of most of those systems. The IT Department is also responsible for a number of other non-technical duties at this time.

The number of computers and peripherals continues to grow and incidents of use by staff members and students continue to increase. At the same time, the IT Department has not increased in size in almost eighteen years. In 2007 the department was increased to three employees. At that time, there were approximately 1,000 computers and 14 networked printers. None of the other devices existed. There were no wireless networks or student devices (Chromebooks, iPads, etc.). There was a single 10Mbps broadband internet connection shared by all seven schools that was occasionally used to check email and research information on the internet. There was no web-based curriculum and no computer-based testing (MCAS, Access for ELL. PLTW, AP, etc.)

Planned Enhancements

- **1 to 2 Years -** The District needs to add an additional computer repair and support technician.
- **3 to 5 Years -** The District should look into adding a network/server level support technician.

Finance

E-Rate

Each year the Dudley-Charlton Regional School District seeks Category one E-Rate funding from the federal government to help defray the cost of internet service, firewalls and content filtering. The District also seeks Category two E-Rate funding to cover some of the cost of replacing network equipment like network switches, wireless access points, and network cables.

Each year the District will apply for E-Rate funding for the following year. However, the local budget for each fiscal year will be developed to include adequate funding for both the reimbursed and non-reimbursed portions. E-Rate funding is used to offset the overall technology budget request.

Budget

The District must prepare an annual budget that will support the technology plan. The budget requests include hardware replacement, additional hardware, software upgrades, and maintenance fees for continuing day-to-day operations. Network maintenance and various projects must be in alignment with the direction laid out in this document. To create a sustainable, long-term budget for technology devices and software is a challenge.

In order to provide students of the Dudley-Charlton Regional School District with an education which is appropriate for 21st century learners, we must attain budgetary support for the following:

- Additional hardware for staff and students (software and licensing must be included with hardware)
- A realistic replacement policy that is actually maintained which will allow us to keep all District devices current
- Updated software for staff and students
- Network infrastructure improvements

- Additional web-based software and services
- School based Instructional Technology Specialists responsible for training staff on the use of technology in the classroom
- Additional Technology Support Technicians

Appendix

Appendix A - Software Approval Procedure

When requesting access to new software, including Windows applications, web services, iPad apps and Google Chrome extensions/add-ons, staff should have a conversation with their principal or manager (for District office staff) to see if the requested software is something the principal/manager approves of and to determine next steps.

If the principal/manager approves the use of the software.

- If the software has already been approved by the District (possibly discussed in ad-council).
    - If there is no additional cost the staff member can request the installation through the IT Help Desk.
    - If there is an additional cost, the principal must request the purchase and installation through the IT Help Desk and provide a school account to charge.
- If the software has **not** already been approved by the District, the principal may need to discuss with ad-council before approving the request. Once approved, the principal/manager needs to notify the IT Department that it's been approved.
    - If there is no additional cost the staff member can request the installation through the IT Help Desk.
    - If there is an additional cost, the principal must request the purchase and installation through the IT Help Desk and provide a school account to charge.

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

TO: School Committee

FROM: Joseph Caron - Facilities Director

Dan D'Arcangelo - I/T Director

Joseph DeSantis - Director of Finance & Operations

DATE: March 26, 2025

SUBJECT: Capital Improvement Plan

In May of 2024, Habeeb & Associates was contracted to conduct a Facilities Condition Assessment and Student Capacity Report, as approved by the towns of Dudley and Charlton, on all seven schools within the Dudley-Charlton Regional School District. The Facilities Condition Assessment was developed to address the physical structure, mechanical, electrical, plumbing, fire protection and sewage disposal systems of the schools and surrounding site areas. This assessment describes current conditions and provides priority recommendations and budget estimates for repair or replacement of deficient building components and systems, which are intended to be used for short and long-term capital planning. The goal being to utilize this assessment in context with the facilities goals, as defined by the Dudley-Charlton Regional School District, for the development of a 10-year Capital Improvement Plan.

The Facilities Condition Assessment summarizes DCRSD's aging infrastructure on a per school basis, and graded the needs of each facility on a scale of immediacy. As part of the district's response to the Facilities Assessment, the Facilities Director, along with Head Custodians of each school, organized each school's needs and projected these needs into a 10-year Capital Improvement Plan. The Capital Improvement Plan tries to remain cognizant of factors such as project order of operations, recurring administrative costs and project need immediacy. I/T capital needs, which were not on the Facilities Condition Assessment, have additionally been included as part of the overall Capital Improvement Plan, as certain I/T infrastructure needs are considered capital in nature and are outside the scope of general operational budgeting. Each item within the Capital Improvement Plan is numbered to correlate to the specific area of need within the Facilities Condition Assessment.

It's important to understand with rising inflation, wage rates and cost escalation, prolonged deterioration from deferred maintenance becomes more costly over time. Building materials damaged by water infiltration and freeze-thaw cycles that are not replaced will continue to deteriorate indefinitely until complete failure occurs. This Capital Improvement Plan seeks to address these issues before a catastrophic failure occurs.

Dudley Charlton Regional School District
Capital Improvement Plan
Town of Dudley Totals

2027-2036

	Project Name	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
				Future Plan Years									
			2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	Mason Road	**$7,313,085**	$3,296,250	$1,132,915	$761,873	$351,570	$126,150	$182,004	$212,240	$490,623	$310,210	$449,250	
	Dudley Elementary	**$10,301,840**	$4,163,300	$512,717	$1,042,000	$732,883	$373,300	$331,050	$404,740	$726,917	$764,218	$1,250,715	
	Dudley Middle	**$8,916,865**	$167,050	$1,193,935	$362,850	$397,100	$1,124,370	$2,140,332	$2,469,834	$465,350	$506,110	$89,934	
	Shepherd Hill High School @46.21%(FY2025 enrollment)	**$13,427,081**	$888,354	$1,115,793	$4,694,012	$995,974	$844,399	$1,332,487	$817,982	$697,836	$1,147,055	$893,189	
	TOTAL PROJECT COSTS	**$39,958,871**	**$8,514,954**	**$3,955,360**	**$6,860,735**	**$2,477,527**	**$2,468,219**	**$3,985,873**	**$3,904,796**	**$2,380,726**	**$2,727,593**	**$2,683,088**	

Dudley Charlton Regional School District
Capital Improvement Plan
Town of Charlton Totals

2027-2036

	Project Name	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
				Future Plan Years									
			2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	Charlton Elementary	**$12,735,762**	$715,530	$733,160	$639,425	$1,604,300	$2,768,300	$957,072	$1,085,000	$786,535	$1,612,550	$1,833,890	
	Heritage	**$52,439,800**	$993,950	$4,092,500	$39,693,000	$1,169,170	$1,734,200	$620,291	$991,618	$1,432,310	$1,499,111	$213,650	
	Charlton Middle	**$13,401,907**	$400,250	$138,488	$1,577,000	$323,480	$4,362,185	$1,730,516	$2,671,639	$614,780	$1,033,869	$549,700	
	Shepherd Hill High School @53.79%(FY2025 enrollment)	**$15,629,575**	$1,034,074	$1,298,821	$5,463,988	$1,159,348	$982,908	$1,551,060	$952,158	$812,305	$1,335,210	$1,039,703	

Dudley Charlton Regional School District
Capital Improvement Plan
Mason Road

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Granite Curbing: Granite curbing is damaged in few areas. Replace with new granite curbs.	2000	$1,280							$1,280				
	1.2 Bituminous sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.	2000	$35,100							$35,100				
	1.3 Concrete sidewalks: Remove and replace deteriorated sections of the concrete sidewalks.	2000	$73,710							$73,710				
	1.4 Accessible Van Parking: Create one accessible van parking space.	2000	$6,500							$6,500				
	1.5 Catch Basin / Manhole: Rebuild sinking manhole and reset storm drainage cover.	2000	$32,500							$32,500				
	1.6 Wood Fiber Playground Surfacing: Wood mulch is compacted and depleted. Remove and replace with poured in place rubber surfacing.	2000	$71,500										$71,500	
	1.7 Concrete Loading Dock: Patch/repair and seal loading dock.	2000	$3,900							$3,900				
	1.8 Drainage Issue at Parking lot East Side: The drainage appears to be inadequate. Conduct storm drainage study.	2000	$26,000							$26,000				
	1.9 Fuel Oil Tank: Remove existing abandoned underground fuel oil tank, backfill and infill pavement.	1962	$32,500							$32,500				
	1.10 Fencing: Replace damaged sections of chain link fence.	2000	$36,660									$36,660		
	2.1 Membrane PVC Roof System: The existing PVC roof is at the end of its life expectancy. Replace with new PVC roof system.	2000	$3,295,500	$3,295,500										
	2.2 Staining and Efflorescence: Power wash and clean at various locations of the masonry veneer wall, approximately 40% to 50% of 14,000 SF.	2000	$136,500								$136,500			
	2.3 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	2000	$2,340								$2,340			
	2.4 Window Glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	2000	$32,500								$32,500			
	2.5 Window and Door Perimeter Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	2000	$37,050								$37,050			
	2.6 Masonry Joints Sealant: Remove and replace deteriorated sealant joints with new sealants and backer rods.	2000	$12,675								$12,675			
	2.7 Paint Underside of Exposed Roof Deck: Prepare, prime and paint underside of exterior soffit and beams.	2000	$3,900								$3,900			
	2.8 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	2000	$12,870									$12,870		
	2.9 Exterior Door and Frame not ADA Compliant: Remove existing door and frame and replace with ADA compliant unequal pair.	2000	$4,290									$4,290		
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		$312,000										$312,000	
	3.2 Floor cracked between new and old building: Remove VCT flooring, add expansion joint, level subfloor and replace VCT flooring**.**	1963/ 1999	$1,430						$1,430					
	3.3 ADA issue at radon piping: Radon piping interferes with accessibility clearance requirements. Reroute radon piping.	1999	$15,600						$15,600					

	3.4 Bathroom towel holders encroaching on ADA clearance: Relocate towel holder.	**1999**	**$4,225**						**$4,225**					
	3.5 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.	**1999**	**$62,400**					**$62,400**						
	3.6 Cracks in VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.	**1999**	**$819**						**$819**					
	3.7.1 ADA Toilet Partitions: Existing partitions are deteriorating.		**$18,720**						**$18,720**					
	3.7.2 Standard Toilet Partitions: Deteriorating partition screens.		**$20,800**						**$20,800**					
	3.7.3 Urinal Screen: Install accessible toilet partition screens.		**$3,380**						**$3,380**					
	3.8 Inadequate Guardrail Design: Guardrail missing 1' extensions at top and bottom.		**$37,440**									**$37,440**		
	3.9 Sinks in Staff Rooms and Classrooms not ADA Compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		**$83,980**						**$83,980**					
	3.10 Door into Exitway Vestibule: Remove existing deteriorating door and frame and replace with new.	**1963/ 1999**	**$1,950**									**$1,950**		
	3.11 Interior Doors: Some rusting present at classroom toilet room doors. Recommend replacing frames.		**$15,600**									**$15,600**		
	4.1 Hot Water Boilers: Boilers have cracked sections**.** Replace with new units.	**1999**	**$1,040,000**		**$1,040,000**									
	4.2 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	**$650**									**$650**		
	4.3 Circulating Pumps: Circulating pumps are approaching end of expected useful service life. Replace pumps.	**1999**	**$59,865**		**$59,865**									
	4.4 Hot Water Distribution Piping: Copper piping is leaking and corroded. Replace with new distribution piping.	**1999**	**$233,708**								**$233,708**			
	4.5 Classroom Sinks: Classroom sinks are non-accessible. Replace with new accessible sinks.	**1999**	**$31,200**								**$31,200**			
	4.6 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1999**	**$467,415**			**$467,415**								
	5.2 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1999**	**$60,000**			**$60,000**								
	5.3 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1999**	**$303,820**				**$303,820**							
	5.4 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1999**	**$233,708**			**$233,708**								
	5.5 Theatrical Lighting and Sound: Lighting and sound systems are obsolete. Replace with new systems.	**1999**	**$65,000**										**$65,000**	
	6.1 Carpet Machine: Machine is past usefull life. Replace with new**.**	**1999**	**$22,000**				**$22,000**							
	6.2 Floor Scrubber Machine: Machine is past usefull life. Replace with new.	**1999**	**$25,000**				**$25,000**							
	6.3 John Deere Tractor	**1999**	**$0**											Runs well
	6.4 Mower	**2019**	**$0**											Runs well
	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$335,100**	**$750**	**$33,050**	**$750**	**$750**	**$63,750**	**$33,050**	**$750**	**$750**	**$200,750**	**$750**	
	TOTAL PROJECT COSTS		**$7,313,085**	**$3,296,250**	**$1,132,915**	**$761,873**	**$351,570**	**$126,150**	**$182,004**	**$212,240**	**$490,623**	**$310,210**	**$449,250**	

Dudley Charlton Regional School District
Capital Improvement Plan
Dudley Elementary

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Drives and Walks: Paving is cracked and showing its age. Replace bituminous paving on existing base at drives and parking lots.	2000	$623,623								$623,623			
	1.2 Bituminous Curbing: Replace bituminous curbing at drives and parking lots.	2000	$39,000								$39,000			
	1.3 Precast Concrete Curbs: Remove and replace deteriorated concrete curb at various locations throughout the site.	2000	$1,404								$1,404			
	1.4 Granite Curbing: Existing granite curbs are generally in good condition. Some sections need to be replaced/reset.	2000	$960								$960			
	1.5 Concrete sidewalks Concrete sidewalks are generally in good condition. Some areas need to be patched/repaired.	2000	$4,680								$4,680			
	1.6 Catch Basin / Manhole: Some catch basins and manholes are in poor condition and need to be rebuilt.	2000	$13,000								$13,000			
	1.7 Catch Basin / Manhole: Some catch basin / manhole are in fair condition but need adjustment.	2000	$16,250								$16,250			
	1.8 Storm Drainage: Storm drainage appears to be inadequate. Report of overflow and flooding in the classroom. Conduct storm drainage study.	2000	$26,000								$26,000			
	1.9 Accessible Entrance Approach: Existing ramp needs minor patching/repair.	2000	$2,600						$2,600					
	1.11 Fencing: Chain link fencing around play areas in good condition. Provide poison ivy control.	2000	$7,000		$7,000									
	1.12 Playground: Planground is past usful life. Replace with new equipment.		$65,000					$65,000						
	2.1 PVC Roofs: The existing PVC roof is at the end of its life expectancy. There is significant ponding throughout the roof areas. Replace with new PVC roofing system.	2000	$4,157,400	$4,157,400										
	2.2 Brick Masonry Mortar Joints: Mortar joints are failing in some areas. Repoint brick masonry walls.		$35,100		$35,100									
	2.3 Damaged Brick Walls: Replace cracked bricks.		$52,000		$52,000									
	2.4 Staining, Effloresecence and Moss: Power wash and clean at various locations of the masonry veneer wall, approximately 40% to 50% of 20,400 SF.		$195,000		$195,000									
	2.5 Deteriorating Steel Lintels: Replace rusting steel lintels.		$32,500		$32,500									
	2.6 Rust Steel Lintels: Paint all steel lintels on the exterior wall.		$91,650		$91,650									
	2.7 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	2000	$25,000					$25,000						
	2.8 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	2000	$5,000					$5,000						
	2.9 Window glazing: Existing windows are in fair condition. Some units need to be reglazed or replaced.	2000	$16,250						$16,250					
	2.10 Glass Block: Existing glass blocks at the gym are leaking. Replace all with aluminum window system.		$152,750						$152,750					
	2.11 Window and Door Perimeter Sealants: Remove and replace deteriorated sealant joints with new sealant and backer rods.	2000	$91,650						$91,650					

	2.12 Masonry Joints Sealants: Remove all deteriorated masonry sealant joints and replace with new sealant and backer rod.	**2000**	**$8,190**		**$8,190**										
	2.15 Exterior Stairs: Remove one existing stair and replace with new cast-in-place reinforced concrete stair with frost-protected footings.	**2000**	**$19,500**		**$19,500**										
	2.16 Exterior Handrails: Replace/add new galvanized steel handrails.	**2000**	**$1,560**							**$1,560**					
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		**$59,280**										**$59,280**		
	3.2 Unsightly Gym Ceiling: Remove old paint and repaint.		**$20,670**		**$20,670**										
	3.3 Cracking Masonry: Patch and repoint cracks and joints as needed.		**$8,307**		**$8,307**										
	3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.		**$238,290**							**$238,290**					
	3.6 Urinal Screen: Install accessible toilet fixtures.		**$5,070**							**$5,070**					
	3.7 Sinks in Staff and classrooms not ADA compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide knee space access to sink.		**$118,560**							**$118,560**					
	3.8 General Office Door: Remove existing door leaves and replace with unequal pair to meet accessibility requirements.		**$3,900**							**$3,900**					
	4.1 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**2000**	**$1,300**					**$1,300**							
	4.2 Variable Frequency Drives (VFDs): VFDs are obsolete technology. Replace with new.	**2000**	**$91,000**					**$91,000**							
	4.3 Art Room Sinks: Sinks at Art Room are non-accessible. Replace with accessible sinks.	**2000**	**$9,360**							**$9,360**					
	4.4 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**2000**	**$1,124,435**										**$1,124,435**		
	4.5 Kitchen Grease Trap: 1500 gal. precast concrete grease trap is failing. Remove and replace grease trap.	**2000**	**$26,000**							**$26,000**					
	4.6 Chimney Cap: Chimney currently does not have a cap allowing water intrusion in boiler room. Add cap.		**$3,900**	**$3,900**											
	4.7 Boilers: Boilers have cracked sections and are beyond their useful service life expectancy. Replace boilers with new.	**2000**	**$1,040,000**			**$1,040,000**									
	5.1 Fluorescent Lighting: T8 parabolic and CFL lighting is inefficient. Replace with LED.	**2025**	**$0**												A retrofit LED project was completed with National Grid
	5.2 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**2000**	**$60,000**					**$60,000**							
	5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**2000**	**$562,218**									**$562,218**			
	5.4 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**2000**	**$730,883**				**$730,883**								
	5.5 Theatrical Lighting: Incandescent lighting is excessively hot and not used. Replace with LED system.	**2000**	**$65,000**										**$65,000**		
	6.1 John Deere Utility Tractor	**2000**	**$0**												Still works very well
	6.2 John Deere x350 Tractor	**2024**	**$0**												New
	6.3 Windsor ommodore Duo Carpet Machine	**2008**	**$25,000**					**$25,000**							
	6.4 Windsor Floor Scrubber	**2005**	**$25,000**						**$25,000**						

	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$400,600**	**$2,000**	**$42,800**	**$2,000**	**$2,000**	**$101,000**	**$42,800**	**$2,000**	**$2,000**	**$202,000**	**$2,000**	
	TOTAL PROJECT COSTS		**$10,301,840**	**$4,163,300**	**$512,717**	**$1,042,000**	**$732,883**	**$373,300**	**$331,050**	**$404,740**	**$726,917**	**$764,218**	**$1,250,715**	

Dudley Charlton Regional School District
Capital Improvement Plan
Dudley Middle

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Drives and Walks: Paving is cracked and heavily deteriorated with potholes and heaves. Replace bituminous paving and base.	1998	$1,358,500							$1,358,500				
	1.2 Granite Curbing: Existing granite curbs are in good condition. Some sections need to be replaced/reset.	1998	$5,117							$5,117				
	1.3 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.	1998	$210,600							$210,600				
	1.4 Bituminous sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.	1998	$104,000							$104,000				
	1.5 Concrete walks: Remove and replace deteriorated areas of the concrete walk.	1998	$87,750									$87,750		
	1.6 Catch Basin / Manhole: Rebuild sinking manhole and reset storm drainage cover.	1998	$110,500							$110,500				
	1.7 Accessible Parking Identification: Add missing or replace broken signage at accessible parking spaces.	1998	$2,600							$2,600				
	1.8 Drainage Issue at Play Fields: The drainage appears to be inadequate. Conduct storm drainage study.	1998	$26,000								$26,000			
	1.9 Fencing: Fencing is generally in good condition. Some sections needs repair/replacement.	1998	$2,444										$2,444	
	1.10 Road Leading to School Building: The road leading to the school building is in fair condition, provide maintenance.	1998	$20,000							$20,000				
	2.1 Staining, Efflorescence and Moss: Power wash and clean at various locations of the masonry veneer wall, approximately 40% to 50% of 51,200 SF total.	1998	$499,200					$499,200						
	2.2 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	1998	$80,000					$80,000						
	2.3 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	1998	$3,900				$3,900							
	2.4 Window Glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	1998	$6,500				$6,500							
	2.5 Window and Door Perimeter Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	1998	$73,125				$73,125							
	2.6 Masonry Joints Sealant: Remove and replace failing sealant joints with new sealants and backer rods.	1998	$83,850					$83,850						
	2.7 Water Infiltration at Masonry Wall: It was reported that the leak occurred during a wind-driven rain. Per existing details, the wind-driven rain appears to enter the wall at the louver and drops or travels along the perimeter beam before dropping at a low point. Replace louver with storm resistant louver.	1998	$222,950					$222,950						
	2.8 Concrete Loading Dock: Loading dock is in fair condition. Remove and replace bituminous apron with concrete.		$42,120					$42,120						
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace stained suspended acoustic ceiling with new 2' x 4' ceiling system.		$36,400										$36,400	
	3.2 Unsightly Painted Walls: Paint in pumphouse is degraded, remove existing and repaint.		$3,120										$3,120	

	3.3 Unsightly Painted Ductwork: Painted ductwork in gym is deteriorated, remove existing and repaint.		$3,640										$3,640	
	3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.		$386,100								$386,100			
	3.5 VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.		$31,200	$31,200										
	3.6 Ceramic Tile Flooring: Tile at locker room to gym connection shows damage. Recommend replacing.		$2,000										$2,000	
	3.7 Crack in Terrazzo Floor: Existing terrazzo flooring contains cracks in several locations at entry.		$7,000										$7,000	
	3.8 Sinks in Staff rooms and classrooms not ADA compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		$182,780									$182,780		
	3.9 Classroom Door Approach: Additional lockers have been added in the hallways outside of classrooms resulting in ADA approach clearance issues. Recommend removing 1 to 2 lockers to provide clearance.		$13,000									$13,000		
	3.10 Interior Doors to Exitways: Damaged vertical rod, recommend replacing hardware.		$780									$780		
	3.11 Interior Door to Gym: Door is damaged and does not close easily, recommend replacing.		$1,950									$1,950		
	4.1 Exhaust Fans: Rooftop exhaust fans are beyond expected useful service life. Replace exhaust fans.	1999	$112,125				$112,125							
	4.2 Boilers: All boilers have replacement sections and are approaching end of expected useful service life. Replace existing boilers.	1999	$1,040,000		$1,040,000									
	4.3 Circulating Pumps: Circulating pumps are approaching end of expected useful service life. Replace pumps.	1999	$139,685		$139,685									
	4.4 ACCU-1: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	1999	$19,500				$19,500							
	4.5 ACCU-2: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	1999	$19,500				$19,500							
	4.6 ACCU-3: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	1999	$19,500				$19,500							
	4.7 ACCU-4: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	1999	$39,000				$39,000							
	4.8 ACCU-5: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	1999	$8,450				$8,450							
	4.9 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	1999	$1,288,534						$1,288,534					
	4.10 Fire Pump: Control panel is obsolete. Replace control panel.	1999	$13,000			$13,000								
	4.11 Water Service Pump: Pump and control panel are beyond expected useful service life. Replace both.	1999	$15,600			$15,600								
	4.12 Inaccessible Drinking Fountains in Gym: Install accessible drinking fountains**.**	1998	$28,080										$28,080	
	4.13 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	1999	$2,600									$2,600		
	5.1 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	1999	$42,250				$42,250							

	5.2 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1999**	**$837,548**						**$837,548**					
	5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1999**	**$644,267**							**$644,267**				
	5.4 Lighting: Upgrade second floor fluorescent lighting to LED.	**2025**	**$0**											A retrofit project was completed with National Grid
	5.5 Pump House FACP: FACP at pump house is obsolete. Replace control panel.	**1999**	**$13,000**	**$13,000**										
	5.6 Transfer Switch: Faulty standby generator transfer switch trips when transferring load back to normal power. Replace transfer switch.	**1999**	**$15,600**	**$15,600**										
	Water Tower Repair	**1999**	**$85,000**	**$85,000**										
	Gym Floor - Sand, paint, refinish	**1999**	**$20,000**	**$20,000**										
	Shed - Exterior Storage	**1999**	**$35,000**					***$35,000***						
	ADA Field Paths		**$15,000**									**$15,000**		
	Chiller	**1999**	**$250,000**			**$250,000**								
	John Deere 5210 Tractor	**1999**	**$70,000**			**$70,000**								
	Exmark Mower	**2013**	**$15,000**					**$15,000**						
	John Deere Snowblower	**1999**	**$5,000**										**$5,000**	
	Tenet Floor Machine	**2024**	**$0**											After 2036
	Windsor Carpet Machine	**2024**	**$0**											After 2036
	CAT Scissor Lift	**1999**	**$0**											After 2036
	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$516,500**	**$2,250**	**$14,250**	**$14,250**	**$53,250**	**$146,250**	**$14,250**	**$14,250**	**$53,250**	**$202,250**	**$2,250**	
	TOTAL PROJECT COSTS		**$8,916,865**	**$167,050**	**$1,193,935**	**$362,850**	**$397,100**	**$1,124,370**	**$2,140,332**	**$2,469,834**	**$465,350**	**$506,110**	**$89,934**	

Dudley Charlton Regional School District
Capital Improvement Plan
Charlton Elementary

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	Costs Incurred in Each Year										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Drives and Walks: Paving is cracked and showing its age. Replace bituminous paving on existing base at drives, walks, and parking lots.	1995	$481,195							$481,195				
	1.2 Bituminous Curbing: Bituminous curbs along the road are damaged. Replace bituminous curbing at entrances and parking lots.	1995	$11,700							$11,700				
	1.3 Granite Curbing: Existing granite curbs are in good condition. Some sections need replaced/reset.	1995	$960							$960				
	1.4 Concrete sidewalks: Concrete sidewalks are deteriorated and cracked. Replace with new concrete sidewalks.	1995	$24,570							$24,570				
	1.5 Accessible Van Parking: Create one accessible van parking space.	1995	$6,500							$6,500				
	1.6 Accessible Parking Identification: Add missing or replace broken signage at accessible parking spaces.	1995	$1,300							$1,300				
	1.7 Accessible Curb Cuts: Provide curb cut at sidewalk to building entrance. Existing does not appear to have a proper side slope.	1995	$2,600							$2,600				
	1.8 Site Lighting: There is no existing site lighting. Add pole-mounted site lights for improved night visibility.		$62,400										$62,400	
	1.9 Site Drainage: It was reported that water from the church parking lot is draining down to the old leeching field. As a result this area and the adjacent playground is always soggy. Conduct storm drainage study.		$26,000							$26,000				
	1.10 Fencing: Chain link fences are generally in good condition with minor repairs/reset needed at the play area.	1995	$33,605										$33,605	
	1.11 Wood Fiber Playground Surfacing: Wood mulch is compacted and depleted. Remove and replace with poured in place rubber surfacing.		$130,000										$130,000	
	2.1 EPDM Roofs: The existing EPDM roofing membrane has been leaking and is at the end of its life expectancy. Replace with new PVC roofing system.	1988	$2,611,050					$2,611,050						
	2.2 Metal Roof System: The existing metal standing seam roofing system is at the end of its life expectancy. Replace with new roofing system.	1988	$84,500					$84,500						
	2.3 Damaged Masonry Walls: Replace cracked veneer brick and CMU block, about 3% to 4% of the entire 24,400 SF total exterior wall area.	1988	$158,600				$158,600							
	2.4 Masonry Mortar Joints: Mortar joints are failing especially at CMU veneer. Repoint about 20% to 40% of the entire 24,400 SF total exterior wall area.	1988	$585,000				$585,000							
	2.5 Masonry Joint Sealant: Remove deteriorated joint sealant at masonry wall and replace with new sealants and backer rods.	1988	$13,650				$13,650							
	2.6 Staining and Efflorescence: Power wash and clean at various locations of the masonry veneer wall, approximately 70% to 80% of the 24,400 SF total wall areas.	1988	$370,500				$370,500							
	2.7 Seal Masonry Walls: Clean the entire exterior wall and apply masonry primer and sealer.	1988	$475,800				$475,800							

	2.8 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	**1988**	**$8,580**						**$8,580**					
	2.9 Window Glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	**1988**	**$1,625**						**$1,625**					
	2.10 Window and Door Perimeter Sealants: Remove and replace deteriorated sealant joints with new sealant and backer rods.	**1988**	**$42,900**						**$42,900**					
	2.11 Leaking Roof Drain at Interior Stair: Repair roof leaks.	**1988**	**$2,600**	**$2,600**										
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.	**1988**	**$338,624**						**$338,624**					
	3.2 Cracking Gypsum Wall: Patch as needed and repaint**.**	**1988**	**$585**						**$585**					
	3.3 Unsightly Painted Walls: Paint walls**.**	**1988**	**$1,950**						**$1,950**					
	3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.	**1988**	**$166,608**						**$166,608**					
	3.5 VAT Flooring: Abate VAT flooring and install new VCT**.**	**1988**	**$20,000**										**$20,000**	
	3.6 Cracking Masonry: Patch and repoint cracks and joints as needed.	**1988**	**$10,000**										**$10,000**	
	3.7 Inadequate Guardrail Height: Guardrails are too low. Add to existing or replace to height of 42".	**1988**	**$78,975**										**$78,975**	
	3.8 Sinks in Staff Rooms and Classrooms not ADA Compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.	**1988**	**$123,500**										**$123,500**	
	3.9 Interior Doors: Existing wooden classroom doors swell and become difficult to open.	**1988**	**$56,550**	**$56,550**										
	3.10 Urinal Screens: Existing urinal partitions are significantly deteriorated and do not meet existing requirements, recommend replacing.	**1988**	**$15,000**			**$15,000**								
	3.11 Student Desks & Chairs: Desks are beyond useful life. Replce with new	**1988**	**$90,000**										**$90,000**	
	4.1 Fire Sprinkler System: Building lacks a fire sprinkler system. Install a fire sprinkler system in all areas.		**$564,720**										**$564,720**	
	4.2 Exhaust Fans: Exhaust fans are beyond their useful service life expectancy. Replace existing exhaust fans.	**1988**	**$35,880**	**$35,880**										
	4.3 Inaccessible Drinking Fountains: Install accessible drinking fountains**.**	**1957**	**$14,040**										**$14,040**	
	4.4 Boilers: Boilers are beyond their useful service life expectancy. Replace existing boilers.	**1957 1988**	**$650,000**		**$650,000**									
	4.5 Heating System Distribution Piping: Piping is original and beyond useful service life expectancy. Replace all areas in 1957 building.	**1957**	**$352,950**			**$352,950**								
	4.6 Circulator Pumps: Hot water circulating pumps are beyond their useful life expectancy. Replace pumps.	**1988**	**$39,910**		**$39,910**									
	4.7 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1957**	**$705,900**										**$705,900**	
	4.8 Unit Ventilators: Unit ventilators are failing and beyond useful service life. Replace all units.	**1957 1988**	**$239,525**			**$239,525**								
	4.9 Cooling Systems: Packaged rooftop units are beyond useful service life expectancy. Replace all.	**1988**	**$31,200**			**$31,200**								
	4.10 Domestic Water Heater: Indirect boiler water heater is failing. Replace indirect heater with new.	**1988**	**$30,000**	**$30,000**										

	4.11 Domestic Water Distribution Piping: Piping is original and beyond useful life expectancy. Replace all areas in 1957 building.	**1957**	**$352,950**						**$352,950**					
	4.12 Sanitary Drain Piping: Piping is original and beyond useful service life expectancy. Replace all areas in 1957 building.	**1957**	**$1,411,800**									**$1,411,800**		
	4.13 Plumbing Fixtures: Plumbing fixtures in 1957 building are original and non-accessible. Replace all with accessible fixtures.	**1957**	**$131,950**								**$131,950**			
	4.14 Kitchen Exhaust Hood: Kitchen hood is non-functional and lacks a fire suppression system. Install new hood with Ansul system.	**1988**	**$162,500**	**$162,500**										
	4.15 Kitchen Sink: 2-bay sink is non-compliant with health code. Replace with 3-bay sink.	**1988**	**$6,500**	**$6,500**										
	4.16 Kitchen Counters: Butcher block tray slide is non-sanitary. Replace with NSF stainless steel.		**$6,500**	**$6,500**										
	4.17 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	**$1,300**	**$1,300**										
	5.1 Electric Distribution: 1957 building has original distribution panels and wiring. Replace panels and wiring, all areas.	**1957**	***$247,065***							***$247,065***				
	5.2 Convenience Receptacles: Classrooms in original 1957 building have inadequate number of receptacles for electronic devices. Add receptacles at room perimeter.	**1957**	**$282,360**							**$282,360**				
	5.3 Standby Generator: LP standby generator is approaching end of useful service life. Replace with new generator and transfer switch.	**1988**	**$195,000**								**$195,000**			
	5.4 Fluorescent Lighting: T8 and T5 lighting is inefficient. Replace with LED.	**2025**	**$0**											Just did a retrofit project with National Grid
	5.5 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1988**	**$60,000**	**$60,000**										
	5.6 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1957**	**$352,950**	**$352,950**										
	5.7 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1988**	**$458,835**								**$458,835**			
	6.1													
	6.2													
	6.3													
	6.4													
	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$364,500**	**$750**	**$43,250**	**$750**	**$750**	**$72,750**	**$43,250**	**$750**	**$750**	**$200,750**	**$750**	
	TOTAL PROJECT COSTS		**$12,735,762**	**$715,530**	**$733,160**	**$639,425**	**$1,604,300**	**$2,768,300**	**$957,072**	**$1,085,000**	**$786,535**	**$1,612,550**	**$1,833,890**	

Dudley Charlton Regional School District
Capital Improvement Plan
Heritage

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Drives and Walks: Paving is cracked and heavily deteriorated with potholes and heaves. Replace bituminous paving and base.	1989	$1,322,750					$1,322,750						
	1.2 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.	1989	$176,800					$176,800						
	1.3 Precast Concrete Curbs: Remove and replace deteriorated concrete curb at various locations throughout the site.	1989	$39,000					$39,000						
	1.4 Bituminous sidewalks: Bituminous sidewalks are heavily deteriorated and cracked, creating a safety hazard. Replace with new bituminous sidewalks.	1989	$29,900					$29,900						
	1.5 Concrete sidewalks: Remove and replace deteriorated sections of the concrete sidewalks.	1989	$157,950						$157,950					
	1.6 Concrete Stairs: Patch and repair spalling concrete and seal.	1989	$6,500						$6,500					
	1.7 Accessible Van Parking: Create accessible van parking space.	1989	$6,500					$6,500						
	1.8 Exterior Handrails: Exterior handrails are missing extensions, creating a safety hazard. Replace with new handrails.	1989	$3,900										$3,900	
	1.9 Catch Basin / Manhole: Rebuild sinking manhole and reset storm drainage cover.	1989	$19,500					$19,500						
	1.10 Fencing: Fencing is generally in good condition. Repair/replace any damaged sections of the chain link fence.	1989	$611						$611					
	1.11 Pea Gravel Playground Surfacing: Pea gravel is depleted. Remove and replace with poured in place rubber surfacing.	1989	$6,500										$6,500	
	1.12 Concrete Loading Dock: Remove and replace spalling concrete slab at the loading dock.	1989	$14,040						$14,040					
	1.13 Parking Lot and Play Field Drainage: The drainage for these two areas appears to be inadequate. Conduct storm drainage study.	1989	$39,000					$39,000						
	1.14 Septic System and Leaching Field: The system appears to be in working order**.** Perform routine maintenance**.**	1989	$6,500										$6,500	
	2.1 Membrane EPDM Roof System: Replace original existing EPDM roof with new PVC roof system.	1989	$929,500		$929,500									
	2.2 Standing Seam Metal Roof System: Replace original existing metal roof with new PVC roof system.	1989	$3,126,500		$3,126,500									
	2.3 Snow Guards: Replace snow guards as part of roofing replacement.	1989	$16,250		$16,250									
	2.4 Skylight: The existing skylight is leaking. Repair and reseal.	1989	$6,500		$6,500									
	2.5 Deteriorating CMU Veneer Walls: Remove existing CMU veneer, repair insulation and air & vapor retarder. Install new rainscreen wall cladding system.	1989	$39,650,000			$39,650,000								
	2.6 Exterior Egress Doors and Sidelights: Doors and frames are rusting at bottom. Replace doors and frames	1989	$83,200							$83,200				
	2.7 Exterior Doors Weather Stripping: Replace weather stripping, 90% of exterior doors.	1989	$3,900							$3,900				
	2.8 Window Glazing: Repair and replace broken seals at window glazing.	1989	$162,500							$162,500				

	2.9 Window and Door Perimeter Sealants: Remove all deteriorated sealant joints at existing openings and replace with new sealants and backer rods.	**1989**	**$68,250**							**$68,250**				
	2.10 Masonry Joints Sealants: Remove and replace deteriorated sealants with new sealants and backer rods.	**1989**	**$29,250**			**$29,250**								
	2.11 Accessible Concrete Ramp: Replace deteriorating concrete ramp.	**1989**	**$93,600**						**$93,600**					
	2.12 Exterior Stairs: Remove existing stairs and replace with new cast-in-place.	**1989**	**$26,000**						**$26,000**					
	2.13 Exterior Handrails: Replace/add new galvanized steel handrails.	**1989**	**$1,560**						**$1,560**					
	2.14 Paint Underside of Exposed Roof Deck: Prepare, prime and paint underside of metal roof deck and beams.	**1989**	**$39,000**								**$39,000**			
	2.15 CMU Retaining Wall at Exterior Stair and Ramps: Replace deteriorating retaining walls.	**1989**	**$36,400**								**$36,400**			
	2.16 Greenhouse Structure: Attached greenhouse has extensive waterproofing failure.Greenhouse is no longer in use. Recommend removing in its entirety.	**1989**	**$26,000**								**$26,000**			
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		**$204,360**								**$204,360**			
	3.2 Peeling and damaged paint: Remove existing flaking paint and repaint.		**$16,640**								**$16,640**			
	3.3 Unsightly Exposed Entry Ceiling: Remove degrading paint and repaint.		**$2,925**								**$2,925**			
	3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.		**$357,794**							**$357,794**				
	3.5 VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.		**$124,800**							**$124,800**				
	3.6 Ceramic Tile Flooring: Tile flooring is worn or cracked and beyond its useful life. Remove and install new tile floor.		**$18,720**							**$18,720**				
	3.7 Terrazzo Floor: Visible cracks at rear vestibule.		**$104**							**$104**				
	3.8 Synthetic Gym Floor: Floor is worn and beyond its useful life. Remove and replace with new flooring.		**$158,600**							**$158,600**				
	3.9.1 ADA Toilet Partitions: Install accessible toilet partitions.		**$23,400**						**$23,400**					
	3.9.2 Standard Toilet Partitions: Install accessible toilet partitions.		**$37,440**						**$37,440**					
	3.9.3 Urinal Screen: Install accessible toilet partitions.		**$11,830**						**$11,830**					
	3.10 Inadequate Guardrail Design and height: Guardrails are mounted too low and are missing 12" extensions at top and bottom.		**$65,520**						**$65,520**					
	3.11 Sinks in Staff rooms and classrooms not ADA compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		**$133,380**						**$133,380**					
	3.12 Interior Doors into stairwells: Damaged door frames do not close or have difficulty closing. Recommend replacing.		**$7,800**						**$7,800**					
	4.1 Fire Sprinkler System: Building lacks a fire sprinkler system. Install a fire sprinkler system in all areas.		**$902,512**								**$902,512**			
	4.2 Exhaust Fans: Exhaust fans are beyond their useful service life expectancy. Replace existing exhaust fans.	**1987**	**$26,910**						**$26,910**					
	4.3 Boilers: Boilers have cracked sections and are beyond their useful service life expectancy. Replace boilers with new.	**1987**	**$1,040,000**				**$1,040,000**							
	4.4 Circulator Pumps: Hot water circulating pumps are beyond their useful life expectancy. Replace pumps.	**1987**	**$79,820**				**$79,820**							

	4.5 Cooling Tower: Cooling tower is failing. Replace with new unit and pumps.	**1987**	**$325,000**	**$325,000**										
	4.6 Heat Pumps: Heat pumps are failing and beyond useful service life. Replace with new units.	**1987**	**$609,700**	**$609,700**										
	4.8 Mechanical Room Tank: Tank is corroded. Replace with new.	**1987**	**$32,500**	**$32,500**										
	5.1 Standby Generator: Standby generator is approaching end of useful service life. Replace with new generator and transfer switch.	**1987**	**$195,000**										**$195,000**	
	5.2 Fire Alarm System: Upgrade fire alarm devices, 11 zones.	**1987**	**$155,123**								**$155,123**			
	5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1987**	**$564,070**									**$564,070**		
	5.4 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.		**$733,291**									**$733,291**		
	6.1 John Deere 4700 Tractor w/mower & plow	**2000**												
	6.2 John Deere Z915E Zero Turn Mower	**2017**												
	6.3 Commodore Duo Carpet Machine	**2013**												
	6.4 Cub Cadet 36" Snow Blower	**2010**												
	6.5 Kent Floor Scrubber	**2000**	**$25,000**	**$25,000**										
	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$459,700**	**$1,750**	**$13,750**	**$13,750**	**$49,350**	**$100,750**	**$13,750**	**$13,750**	**$49,350**	**$201,750**	**$1,750**	
	TOTAL PROJECT COSTS		**$52,439,800**	**$993,950**	**$4,092,500**	**$39,693,000**	**$1,169,170**	**$1,734,200**	**$620,291**	**$991,618**	**$1,432,310**	**$1,499,111**	**$213,650**	

Dudley Charlton Regional School District
Capital Improvement Plan
Charlton Middle School

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	Costs Incurred in Each Year										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Drives and Walks: Paving is cracked and heavily deteriorated with potholes and heaves. Replace Bituminous Paving and base.	1998	$2,187,900					$2,187,900						
	1.2 Granite Curbing: Existing granite curbs are in good condition. Some sections need replaced/reset.	1998	$2,665					$2,665						
	1.3 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.	1998	$384,800					$384,800						
	1.4 Bituminous Sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.	1998	$110,500					$110,500						
	1.5 Concrete Sidewalks: Remove and replace deteriorated sections of the concrete sidewalks.	1998	$35,100					$35,100						
	1.6 Catch Basin / Manhole: Some catch basins/manholes are in fair condition but need adjustment.	1998	$32,500					$32,500						
	1.7 Accessible Parking Identification: Add missing or replace broken signage at accessible parking spaces.	1998	$10,400					$10,400						
	1.8 Drainage Issue at Parking lot: The drainage appears to be inadequate. The maintenance staff indicated snow/ice build-up. This could accelerate the deterioration of the bituminous parking lot. Conduct storm drainage study.	1998	$26,000					$26,000						
	1.9 Drainage Issue at Unenclosed Courtyard: The existing grade does not provide enough slope to drain away from the building. Install a French drain along the perimeter wall and drain to a retention pond.	1998	$39,000				$39,000							
	1.10 Fencing: Fencing is generally in good condition. Some sections need repair/replacement.		$12,220										$12,220	
	2.1 Staining and Efflorescence: Power wash and clean at various locations of the masonry veneer wall, approximately 5% to 10% of 65,200 SF total.	1998	$127,140										$127,140	
	2.2 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	1998	$21,450										$21,450	
	2.3 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	1998	$4,680										$4,680	
	2.4 Window glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	1998	$32,500										$32,500	
	2.5 Window and Door Perimeter Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	1998	$107,250										$107,250	
	2.6 Masonry Joints Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	1998	$120,900										$120,900	
	2.7 Water Infiltration at Masonry Wall: It was reported that the leak occurred during a wind-driven rain. Per existing details, the wind-driven rain appears to enter the wall at the louver and drops or travels along the perimeter beam before dropping at a low point. Replace louver with storm resistant louver.	1998	$118,560										$118,560	
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system in kitchen.		$22,880									$22,880		

	3.2 Unsightly Gym Ductwork: Existing paint is flaking off. Repaint.		**$12,480**									**$12,480**		
	3.3 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.	**1998**	**$634,959**									**$634,959**		
	3.4 VCT Flooring: VCT flooring is worn and has begun lifting in some places. Remove and install new VCT.	**1998**	**$63,134**		**$63,134**									
	3.5 Terrazzo Floor: Existing Terrazzo Floor is Cracked. Patch and repair**.**	**1998**	**$354**		**$354**									
	3.6 Classroom AV Equipment: Classrooms use outdated CRT screens. Recommend replacing.	**1998**	**$156,000**								**$156,000**			
	3.7.1 Accessible Toilet Partitions: Existing toilet partitions are significantly deteriorated. Recommend replacing.	**1998**	**$28,080**								**$28,080**			
	3.7.2 Standard toilet partitions: Existing toilet partitions are significantly deteriorated. Recommend replacing.	**1998**	**$45,760**								**$45,760**			
	3.7.3 Urinal Screens: Existing urinal partitions are significantly deteriorated and do not meet existing requirements. Recommend replacing.	**1998**	**$13,520**								**$13,520**			
	3.8 Interior Casework and Sinks: Most sinks in staff locations and classrooms do not meet ADA requirements. Modify existing casework at these locations to meet requirements and replace existing sink with new sink.	**1998**	**$286,520**								**$286,520**			
	4.1 Exhaust Fans: Rooftop Exhaust fans are beyond expected useful service life. Replace exhaust fans.	**1999**	**$134,550**									**$134,550**		
	4.2 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	**$9,000**				**$9,000**							
	4.3 Inaccessible Drinking Fountains in Gym: Install accessible drinking fountains**.**	**1998**	**$28,080**				**$28,080**							
	4.4 Boilers: All boilers have replacement sections and are approaching end of expected useful service life. Replace existing boilers.	**1999**	**$1,560,000**			**$1,560,000**								
	4.5 Chiller & Circulating Pumps: Chiller & Circulating pumps are end of expected useful service life. Replace pumps.	**1999**	**$275,000**	**$275,000**										
	4.6 ACCU-1: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	**$19,500**	**$19,500**										
	4.7 ACCU-2: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	**$20,800**	**$20,800**										
	4.8 ACCU-3: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	**$8,450**	**$8,450**										
	4.9 ACCU-4: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	**$39,000**	**$39,000**										
	4.10 ACCU-5: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	**$32,500**	**$32,500**										
	4.11 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1999**	**$2,654,639**							**$2,654,639**				
	4.12 Fire Pump: Water pressure is inadequate. Replace pump.	**1999**	**$65,000**				**$65,000**							
	4.13 Fire Protection Storage Tank: Tank is failing. Replace tank.	**1999**	**$97,500**				**$97,500**							
	4.14 Elevator: Replace faulty safety switch.	**2024**	**$0**											Completed in 2024
	5.1 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1999**	**$70,000**		**$70,000**									
	5.2 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1999**	**$1,725,516**						**$1,725,516**					

	5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1999**	**$1,327,320**					**$1,327,320**						
	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$697,800**	**$5,000**	**$5,000**	**$17,000**	**$84,900**	**$245,000**	**$5,000**	**$17,000**	**$84,900**	**$229,000**	**$5,000**	
	TOTAL PROJECT COSTS		**$13,401,907**	**$400,250**	**$138,488**	**$1,577,000**	**$323,480**	**$4,362,185**	**$1,730,516**	**$2,671,639**	**$614,780**	**$1,033,869**	**$549,700**	

Dudley Charlton Regional School District
Capital Improvement Plan
Shepherd Hill High School

2027-2036

Fund	Project Name	Year Installed	Total Estimated Project Costs	*Costs Incurred in Each Year*										Notes
					Future Plan Years									
				2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	
	1.1 Drives and Walks: Paving is cracked and deteriorated with potholes and heaves. Replace bituminous paving and base.		$1,658,800									$1,658,800		
	1.2 Granite Curbing: Existing granite curbs are in fair to poor condition. Some areas need to be replaced/reset.		$53,300									$53,300		
	1.3 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.		$46,800									$46,800		
	1.4 Bituminous sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.		$91,000									$91,000		
	1.5 Catch Basin / Manhole: Some catch basins/manholes are in fair condition but need adjustment.	1998	$16,250									$16,250		
	1.6 Basketball Court: The basketball courts are in fair to poor condition. Patch and repair.	1998	$21,840									$21,840		
	1.7 Tennis Courts: The tennis courts are in fair to poor condition. Patch and repair.	1998	$49,400									$49,400		
	1.8 Fencing: Fencing is generally in good condition. Some sections need repair/replacement.		$3,055									$3,055		
	1.9 Accessible Parking Identification: Add signage at accessible parking spaces.		$9,100									$9,100		
	1.10 Drainage Issue at Play Fields: The drainage appears to be inadequate. Conduct storm drainage study.		$26,000									$26,000		
	2.1 Modified Bitumen Roofing: The existing roof is at the end of its life expectancy. Replace with new PVC roofing system.	1998	$10,140,000			$10,140,000								
	2.2 Staining and Efflorescence: Power wash and clean at various locations of a brick veneer masonry wall, approximately 40% to 50% of 62,000 SF.		$604,500								$604,500			
	2.3 Damaged Brick Veneer: There is damaged brick veneer throughout the exterior walls. Replace with new.		$26,000								$26,000			
	2.4 Damaged Masonry Mortar Joints: There are damaged masonry mortar joints throughout the exterior walls. Replace with new.		$23,400								$23,400			
	2.5 Deteriorating Steel Lintels: Some lintels at exterior doors are rusting and sagging and need to be replaced.	1973	$31,850								$31,850			
	2.6 Exterior Egress Doors: Doors and frames are rusting at the bottom. Replace frames and doors.	1973 2012	$42,900								$42,900			
	2.7 Exterior Doors Weather Stripping: Replace weather stripping on 90% of exterior doors.	2012	$102,050								$102,050			
	2.8 Window Balancing System: Window balancing has failed and windows are hard to open. Replace with new balancing system.	2012	$32,500								$32,500			
	2.9 Window Glazing: Repair and replace glazing at windows with a broken seal.	2012	$32,500								$32,500			
	2.10 Window and Door Perimeter Sealants: Remove and replace deteriorated sealant joints with new sealants and backer rods.	2012	$73,125								$73,125			
	2.11 Masonry Joints Sealant: Remove and replace failing sealant joints with new sealants and backer rods.		$19,500								$19,500			
	2.12 Water Infiltration at Unit Ventilation: Replace louver with storm resistant louver.		$31,200								$31,200			

	2.13 Concrete Loading Dock: Loading dock is in poor condition. Remove and replace bituminous apron with concrete.		**$9,360**								**$9,360**			
	3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		**$93,600**								**$93,600**			
	3.2 Unsightly Painted Walls: Paint walls**.**		**$2,600**								**$2,600**			
	3.3 Stair Treads: Replace damaged or missing stair treads**.**		**$48,048**								**$48,048**			
	3.4 VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.		**$468**								**$468**			
	3.5 Synthetic Gym Floor: Floor is worn and beyond its useful life. Remove and replace with new flooring.		**$104,000**								**$104,000**			
	3.6 Urinal Screen: Install accessible toilet partition screens.		**$27,040**								**$27,040**			
	3.7 Non-ADA single occupant restrooms: Modify to meet accessibility guidelines.		**$97,500**								**$97,500**			
	3.8 Inadequate Guardrail Design: Guardrails mounted too low and missing extensions. Replace to meet guidelines.		**$252,720**									**$252,720**		
	3.9 Classroom Door Approach: Additional lockers have been added in the hallways outside of classrooms resulting in ADA approach clearance issues. Recommend removing 1 to 2 lockers to provide clearance.		**$2,600**							**$2,600**				
	3.10 Classroom door approach: Doors and walls have been placed in such a way as to not provide enough clearance as required by accessibility guidelines.		**$65,000**							**$65,000**				
	3.11 Sinks in Staff Rooms and Classrooms not ADA Compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		**$98,800**							**$98,800**				
	3.12 Unsightly Finishes in Restrooms: Provide new finishes.		**$585,000**							**$585,000**				
	3.13 Doors and Hardware: Doors have inconsistent, or missing hardware.		**$6,240**							**$6,240**				
	4.1 Fire Sprinkler System: Building lacks a complete fire sprinkler system. Install a fire sprinkler system in all areas.	**1973**	**$1,926,892**										**$1,926,892**	
	4.2 Boilers: Boilers are original equipment and are beyond expected useful service life. Replace boilers.	**1973**	**$1,040,000**	**$1,040,000**										
	4.3 Circulation Pumps: Hot water circulation pumps are beyond expected useful service life. Replace pumps.	**1973**	**$59,865**	**$59,865**										
	4.4 Piping: Copper hot water piping is corroded and leaking. Replace piping all areas.	**1973**	**$1,204,307**					**$1,204,307**						
	4.5 Unit Ventilators: Unit ventilators are beyond expected useful service life. Replacement parts no longer available. Replace unit ventilators at classrooms.	**1973**	**$816,563**	**$816,563**										
	4.6 Exhaust Fans: Rooftop exhaust fans are beyond expected useful service life. Replace exhaust fans.	**1973**	**$107,640**						**$107,640**					
	4.7 Building Management System: Pneumatic temperature controls are obsolete. Replacement parts no longer available. Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1973**	**$2,408,614**		**$2,408,614**									
	4.8 Lab Waste Neutralization: Laboratory sink drains not equipped with acid neutralization. Add chip tanks to each lab sink.	**1973**	**$109,200**							**$109,200**				
	4.9 Nurse Office Toilets: Toilets are not accessible. Renovate toilet rooms with accessible fixtures.	**1973**	**$52,000**							**$52,000**				
	4.10 Toilet Rooms: Toilet rooms are not accessible. Renovate toilet rooms with accessible fixtures.	**1973**	**$364,000**							**$364,000**				

	4.11 Kitchen Equipment: Approximately 60% of kitchen equipment is original. Replace with new equipment.	**1973**	**$455,000**							**$455,000**				
	4.12 Lab Sinks: Laboratory sinks are not accessible. Replace sinks with accessible units.	**1973**	**$9,750**							**$9,750**				
	4.13 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1973**	**$4,550**							**$4,550**				
	5.1 Switchgear: Electric switchgear is original Federal Pacific equipment and a known fire hazard. Replace switchgear with new equipment.	**1973**	**$1,204,307**				**$1,204,307**							
	5.2 Electric Distributon: Electrical distribution panels are original Federal Pacific equipment and a known fire hazard. Replace distribution panels with new.	**1973**	***$843,015***				***$843,015***							
	5.3 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.		**$78,000**					**$78,000**						
	5.4 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.		**$1,565,600**						**$1,565,600**					
	5.5 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1973**	**$1,204,307**						**$1,204,307**					
	5.6 Lighting: Upgrade fluorescent lighting to LED.	**2025**	**$0**											LED project completed 2025
	5.7 Fire Alarm: Heat detectors are original and obsolete. Replace with new.	**1973**	**$130,000**					**$130,000**						
	5.8 Standby Power: Circulator pumps and boilers are switched manually to generator. Add automatic transfer to standby power.	**1973**	**$60,000**					**$60,000**						
	Football Field and Track: Field is due for maintenance and repairs	**2014**	**$40,000**					**$40,000**						
	7.1 IT Network Infrastructure: Replace servers, UPS's, wireless access points, network switches and network cables (ethernet and fiber)		**$845,000**	**$6,000**	**$6,000**	**$18,000**	**$108,000**	**$315,000**	**$6,000**	**$18,000**	**$108,000**	**$254,000**	**$6,000**	
	TOTAL PROJECT COSTS		**$29,056,656**	**$1,922,428**	**$2,414,614**	**$10,158,000**	**$2,155,322**	**$1,827,307**	**$2,883,547**	**$1,770,140**	**$1,510,141**	**$2,482,265**	**$1,932,892**	

$29,056,656

HABEEB & ASSOCIATES
ARCHITECTS

FACILITIES CONDITION ASSESSMENT AND STUDENT CAPACITY REPORT

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

68 Dudley-Oxford Road, Dudley, MA 01571

Charlton Elementary School
9 Burlingame Road, Charlton, MA 01507

Heritage School
34 Oxford Road, Charlton, MA 01507

Charlton Middle School
2 Oxford Road, Charlton, MA 01507

Mason Road School
20 Mason Road, Dudley, MA 01571

Dudley Elementary School
16 School Street, Dudley, MA 01571

Dudley Middle School
70 Dudley-Oxford Road, Dudley, MA 01571

Shepherd Hill Regional High School
68 Dudley-Oxford Road, Dudley, MA 01571

FINAL REPORT: May 30, 2024
H&A JN 2327.01

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- Charlton Middle School 98
- Dudley Middle School 116
- Shepherd Hill Regional High School 134

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Dudley-Charlton Regional School District

Superintendent of Schools

Steven Lamarche

Facilities Director

Joseph Caron

Head Custodians

Scott Cushing, Charlton Elementary School

Craig Smith, Mason Road

Christopher Tittle, Heritage School

Wayne Tower, Dudley Elementary School

James Rivera, Charlton Middle School

Mark Andre, Dudley Middle School

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Description of Scope

Habeeb & Associates Architects conducted a Facilities Condition Assessment and prepared a Student Capacity Report for the Dudley-Charlton Regional School District at the following schools:

- Charlton Elementary School
- Mason Road School
- Heritage School
- Dudley Elementary School
- Charlton Middle School
- Dudley Middle School
- Shepherd Hill Regional High School



Student Capacity Report

A Space Needs Assessment was prepared for analysis of current space utilization to determine student capacities at each school. Available spaces and class sizes were compared with educational program needs using the Massachusetts School Building Authority (MSBA) Space Standard Guidelines.

Facilities Condition Assessment

The Facilities Condition Assessment was developed to address the physical structure and mechanical, electrical, plumbing, fire protection and sewage disposal systems of the schools and surrounding site areas. This Assessment describes current conditions and provides priority recommendations and budget estimates for repair or replacement of deficient building components and systems that shall be used for short and long-term capital planning. It is recommended that this Assessment be used in context with the facilities goals as defined by the Dudley-Charlton Regional School District for the development of a 10-year Capital Improvement Plan.

Methodology

The Facilities Condition Assessment is based upon visual inspection, review of available drawings and documents, plus interviews with facilities personnel. Habeeb & Associates Architects conducted interviews with Joseph Caron, Facilities Director and the Head Custodian at each school during the week of February 19, 2024 followed by a tour of the facility. Existing deficiencies and concerns were observed, noted, and photographed by the design team.

Deficiencies observed were related to age of building systems and components, usage, code requirements and improvements recommended to provide an environment suitable for 21st Century learning practices. The worksheets and photographs included in the Facilities Condition Assessment detail the recommendations and associated costs for addressing the deficiencies identified. Estimated costs for projects to be completed in future years contain escalation factors to account for inflation.

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This Executive Summary categorizes the recommended capital improvements at the seven schools which encompass the Dudley-Charlton Regional School District, including the school buildings and surrounding site elements. In the aggregate, the schools total more than 750,000 square feet in area and represent varying levels of deficiencies and deterioration. Charlton Elementary and Dudley Elementary Schools are the oldest schools in the district, both dating to 1957. Additions were built at Charlton Elementary and Dudley Elementary in 1987 and 1999, respectively. Mason Road is the next oldest, constructed in 1962 with an addition in 1999. Charlton Middle, the largest school in the district is over 200,000 square feet and was constructed in 1999 along with Dudley Middle School. Shepherd Hill Regional High School, the second largest school in the district with over 185,000 square feet, was completed in 1973.

This Summary categorizes the recommended capital improvements for the School District based on staff interviews, field observations and review of available documents. Work Items identified by this Assessment are assigned a Scope category based on urgency, ongoing maintenance, life-cycle costs, and other concerns that compromise the learning environment. In summary, scopes are categorized by the following descriptions:

- Scope 1 – Immediately Necessary/ Critical
- Scope 2 – Necessary/ Not Yet Critical (2-5 years)
- Scope 3 – Recommended (6-10 years)

Refer to Section 5, How to Read This Assessment for detailed Scope descriptions and calculation methodology.

In general, all schools are well maintained by the custodial and facilities staff. The Head Custodians and Facilities Director were very knowledgeable about building history and ongoing issues. Many items of concern are being addressed or are in process, such as pavement replacement at the Heritage School, water tank replacement at the Dudley Middle School and fire alarm upgrades at multiple schools.

All schools have some need for repair or replacement of pavements, walkways and curbs which will continue to deteriorate and should be addressed for pedestrian safety. Most schools in the district have similar needs for building envelope work to address deteriorating masonry walls and leaking roofs. Building interiors have predictable interior finish deterioration, including carpets and sagging acoustic tile ceilings. Many ceilings are stained from ongoing roof leaks.



The older schools lack accessible features in the original buildings, primarily toilet rooms, and classroom sinks. Charlton Elementary and Shepherd Hill lack fire sprinkler systems, which would need to be installed with a major renovation project. Older mechanical system equipment is beyond expected useful service life and should be considered for replacement to address ongoing maintenance, life cycle cost and energy use. Replacement parts and knowledgeable service technicians are increasingly unavailable for obsolete pneumatic control systems. All schools can benefit by replacing multiple independent mechanical control systems with an integrated energy management system.

Updated VOIP phone, paging/timeclock, and security systems are recommended for all schools. Schools that still use fluorescent lighting can benefit from the energy and maintenance cost savings from upgrading to LED lighting and controls. Fire alarm systems and emergency egress lighting are generally up to date or are in the process of being upgraded. Critical life safety equipment including standby generators and fire pumps should be considered for replacement when approaching the end of useful service life. No issues were identified with data systems which are up to date in all schools.

Category	Scope 1	Scope 2	Scope 3	Total
Executive Summary				
1. CHARLTON ELEMENTARY SCHOOL	6,440,980	6,676,252	929,591	14,046,823
2. MASON ROAD SCHOOL	4,631,673	2,933,707	258,635	7,824,015
3. HERITAGE SCHOOL	6,636,403	44,587,655	1,186,042	52,410,100
4. DUDLEY ELEMENTARY SCHOOL	4,191,200	6,682,002	141,050	11,014,252
5. CHARTON MIDDLE SCHOOL	4,730,505	7,308,837	412,360	12,451,702
6. DUDLEY MIDDLE SCHOOL	1,460,290	6,692,431	226,460	8,379,181
7. SHEPHERD HILL REGIONAL HIGH SCHOOL	15,561,037	14,466,995	2,905,402	32,933,434
Total:	43,652,088	89,347,879	6,059,540	139,059,507
[1] Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	48,126,427	108,705,356	7,372,357	164,204,140

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

The Heritage school requires the most work among the seven schools in the district. Approximately $52.4m of work is estimated, primarily because of the deteriorating exterior walls and water infiltration issues. The concrete block masonry walls were reported to be built without an integral water repellant as specified, which has contributed to excessive moisture infiltration and freeze/thaw damage. The metal roofing is also failing and should be replaced. The boilers, cooling tower and water-source heat pumps are also failing and are beyond useful service life.

Shepherd Hill Regional High School is over 50 years old and requires approximately $33m in updates. The assessment team noted the brick masonry and interior surfaces were in remarkably good condition for a building of this age with such heavy use. Shepherd Hill has no sprinkler system, and the membrane roofing needs replacement. Most of the mechanical system is original equipment with obsolete pneumatic controls, including the boilers and classroom unit ventilators. Copper piping and sanitary drain lines are expected to start failing in a building of this age and should be considered for replacement if a major renovation is planned. The school requires renovations for accessibility throughout, including toilet rooms, classroom sinks and elevator upgrades. Electrical switchgear and distribution panels are original Federal Pacific equipment. These panels are a known fire hazard and should be replaced.



Charlton and Dudley Elementary Schools are the oldest schools in the district, both constructed in 1957 with additions in 1988 and 1999, respectively. Due to predictable age deterioration, both schools need a significant amount of work, primarily the building envelope, mechanical and electrical systems. Charlton Elementary lacks a sprinkler system and has much of the original 1957 equipment including the classroom unit ventilators and copper piping. Estimated costs to address deficiencies are $14m at Charlton Elementary and $11m at Dudley Elementary.

Charlton Middle School and Dudley Middle School were built at the same time in 1999 with similar design features. Heavily deteriorated drives, walkways and curbing were noted along with surface drainage issues in the parking lot at Charlton Middle. A lack of positive drainage in the outdoor courtyard at Charlton Middle appears to be contributing to interior water infiltration resulting in delaminated floor tile. Ongoing water infiltration during driving rain was noted at the second-floor level at both schools. Carpet is worn and should be replaced in all areas. Several issues were identified at the pump houses including inadequate fire pump pressure and a failing water storage tank at Charlton Middle. An obsolete fire pump control panel and water pumps at risk of imminent failure were reported at Dudley Middle. Both schools have roof mounted air-cooled condensing units which are failing due to prolonged weather exposure. Boilers are approaching the end of useful service life and should be planned for replacement. Estimated costs to address deficiencies are $12.5m at Charlton Middle and $8.4m at Dudley Middle.

Mason Road Elementary is the smallest and second oldest school in the district, constructed in 1962. The building envelope requires the most attention, including a complete membrane roof replacement. Exterior sealants, weatherstripping and failed glazing units need replacement similar to other schools. Most of the acoustic tile ceiling is stained from roof leaks and sagging. The carpet is worn and should be replaced in all areas. Corrosion causing leaking copper piping was noted and needs to be monitored for replacement as needed.

With rising inflation, wage rates and cost escalation, prolonged deterioration from deferred maintenance becomes more costly over time. Building materials damaged by water infiltration and freeze-thaw cycles that are not replaced will continue to deteriorate indefinitely until complete failure occurs. Health and safety should always be given top priority by addressing potential tripping hazards at exterior areas and floor surfaces and by maintaining ventilation and life safety systems. Fire pumps, water tanks and associated components of sprinkler systems should always be inspected and in good working order. Accessible site and building elements should be provided where non-compliant elements are noted. Finally, planning for replacement of mechanical equipment and control systems beyond or approaching the end of useful service life should be considered along with replacement of fluorescent lighting with energy efficient LED and obsolete communication and security systems.



In meetings with the Dudley-Charlton Regional School District (DCRSD), it was determined that a set of space criteria would be established to provide for consistency and parity among the elementary schools. Habeeb & Associates Architects utilized the Massachusetts School Building Authority (MSBA) Space Standard Guidelines to establish standard sizes for all educational and support spaces. The quantities for all educational space types were determined by using projected enrollment numbers and program space needs identified by Dudley Charlton Regional School District. It was determined that each school should have sufficient classrooms to realize the following targets for optimal and equitable class size:

- Grade PK-K: approximately 16 students or less per classroom
- Grade 1-4: approximately 20 students per classroom
- Grades 5-8: approximately 24 students per classroom
- Grades 9-12: approximately 24 students per classroom



To achieve class size targets for a maximum enrollment of 559 students in pre-kindergarten through first grade (97 pre-kindergarten students, 261 students in kindergarten plus 201 students in grade 1), DCRSD Schools require 22-24 classrooms for pre-kindergarten - kindergarten and 10-12 classrooms for grade 1. The Middle Schools, grades 5-8, with a maximum enrollment of 1,155 students require 48-51 classrooms. Shepherd Hill Regional High School has ample capacity to accommodate future enrollments with a maximum student enrollment of 1,306 students.

It was determined that each elementary school should have a gymnasium, cafeteria, library/media center. One classroom in each building should be provided for Art, Music with instrumental practice spaces, and a STEM Room equipped with a sink.

Dudley-Charlton Regional School District identified the following space needs for Student Support Services:

Elementary Schools (PK-1): Charlton Elementary, Mason Road Schools

- Self-Contained SPED: 1 per designated school @ 950 sf
- Special Education Room: 1 per school @ 500 sf
- SPED Resource Rooms: 4 per school @ 250 sf ea.

Elementary Schools (2-4): Dudley Elementary and Heritage Schools

- Self-Contained SPED: 1 per designated school @ 950 sf
- Special Education Room: 2 per school @ 500 sf ea.
- SPED Resource Rooms: 4 per school @ 250 sf ea.
- STEM Room: 1 per school @ 1080 sf

Middle Schools (5-8): Charlton Middle and Dudley Middle Schools

- Self-Contained SPED: 1 per designated school @ 950 sf
- Special Education Room: 6 per school @ 500 sf ea.
- Science Classroom: 1 per school @ 1440 sf

High School (9-12): Shepherd Hill Regional High School

- STEM Room: 2 per school @ 1080 sf ea.
- Science Classroom: 9 per school @ 1440 sf ea.

EXISTING SCHOOL CAPACITY CHART

The following chart is an evaluation of each of the seven schools' capacities based upon the Educational Space Program Outline, MSBA Space Standard Guidelines for education facilities, and the enrollment data as of Fall 2023.

Class Size per MSBA Guidelines

- Pre-kindergarten-Kindergarten = 16 students
- Elementary School Classroom = 20 students
- Middle School Classroom = 24 students
- High School Classroom = 24 students. Capacity determined by 80% utilization of teaching stations. (teaching stations x 24)(0.8) = Effective Operating Capacity

Legend

Space is inadequate

This group removes 3 classrooms from existing total

This group removes 4 classrooms from existing total

This group removes 6 classrooms from existing total

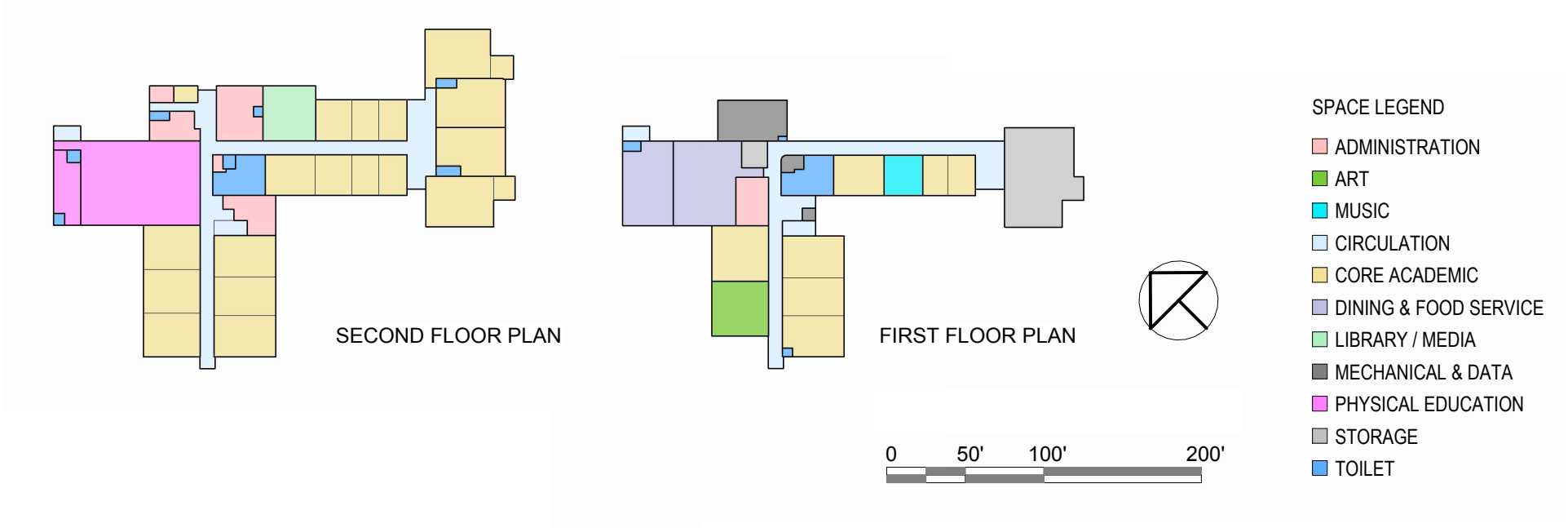
		Charlton ES PK-1			Mason Road in Dudley PK-1			Heritage School in Charlton 2-4			Dudley ES 2-4			Charlton MS 5-8			Dudley MS 5-8			Shepherd Hill Regional HS 9-12		
	Building size	54300 SF			35,955 SF			86,780 SF			86,495 SF			112,011 SF			99,118 SF			185,278 SF		
	Construction	1957 & 1987			~1962 & ~1999			1987			~1957 & 1999			1999			~1999			~1973		
	Site size	7.1 acres			28.5 acres			87.1** acres			15.1 acres			87.1** acres			90.39* acres			90.39* acres		
	Proposed classroom area equivalent (SF)	Existing	Plan	Capacity	Existing	Plan	Capacity	Existing	Plan	Capacity	Existing	Plan	Capacity	Existing	Plan	Capacity	Existing	Plan	Capacity	Existing	Plan	Capacity
Classrooms 1-8	950	17	14	280	7	4	80	34	30	600	22	18	360	51	45	1080	32	26	624			
HS Teaching Stations	750-1250																			68		1306
PK - K with toilet	1200	4		64	8		128															
Media Center	2300	1154			1365			4100			2020			5700			3380			8900		
Gym	6000	3800						4925			5200			7600			6850			14000		
Cafeteria	15 net SF per student	152			180			206			133			284			193			478		
Art Room	1200	1			1			1			1			2			1			2		
Music	1200	1			2			2						2			1			2		
Auditorium		0			1			1			1			1			1			1		
SPED Classroom	950		1			1			1			1			1			1				
SPED Room	500		1			1			2			2			3			3				
SPED Resource Rooms	250		4			4			4			4			6			6				
STEM Room	1080		0			0			1			1			0			0		2		
Science Classrooms	1440		0			0			0			0			1			1		9		
Current Enrollment		328			231			448			333			603			552			937		
Effective Operating Capacity				344			208			600			360			1080			624			1306

*Dudley Middle School & Shepherd Hill Regional High School

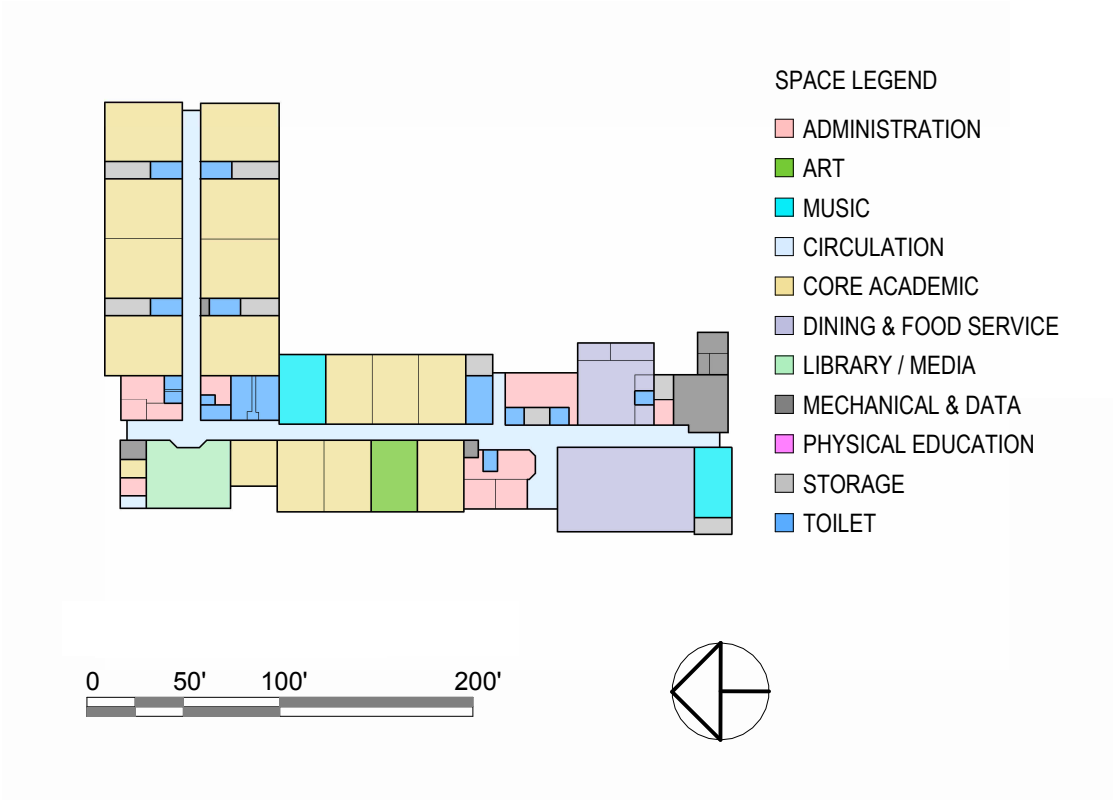
**Heritage School & Charlton Middle School

SPACE UTILIZATION PLANS

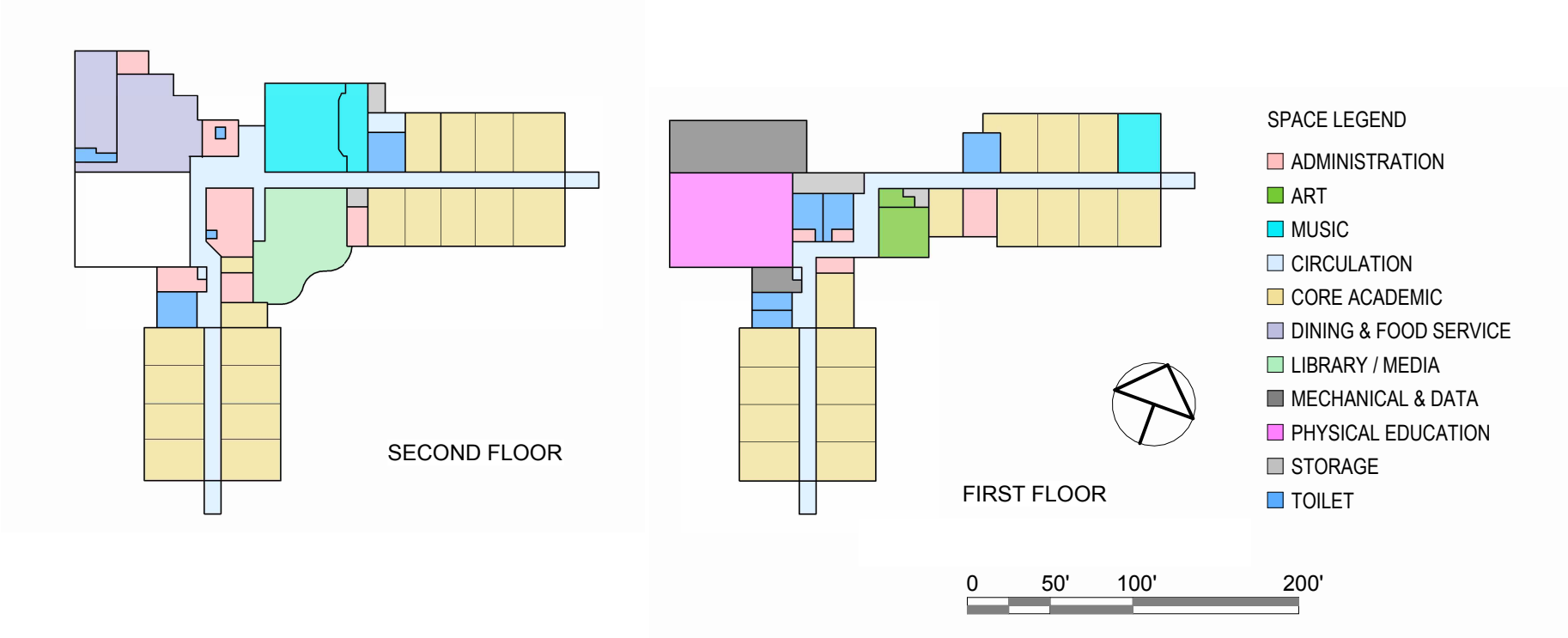
CHARLTON ELEMENTARY SCHOOL



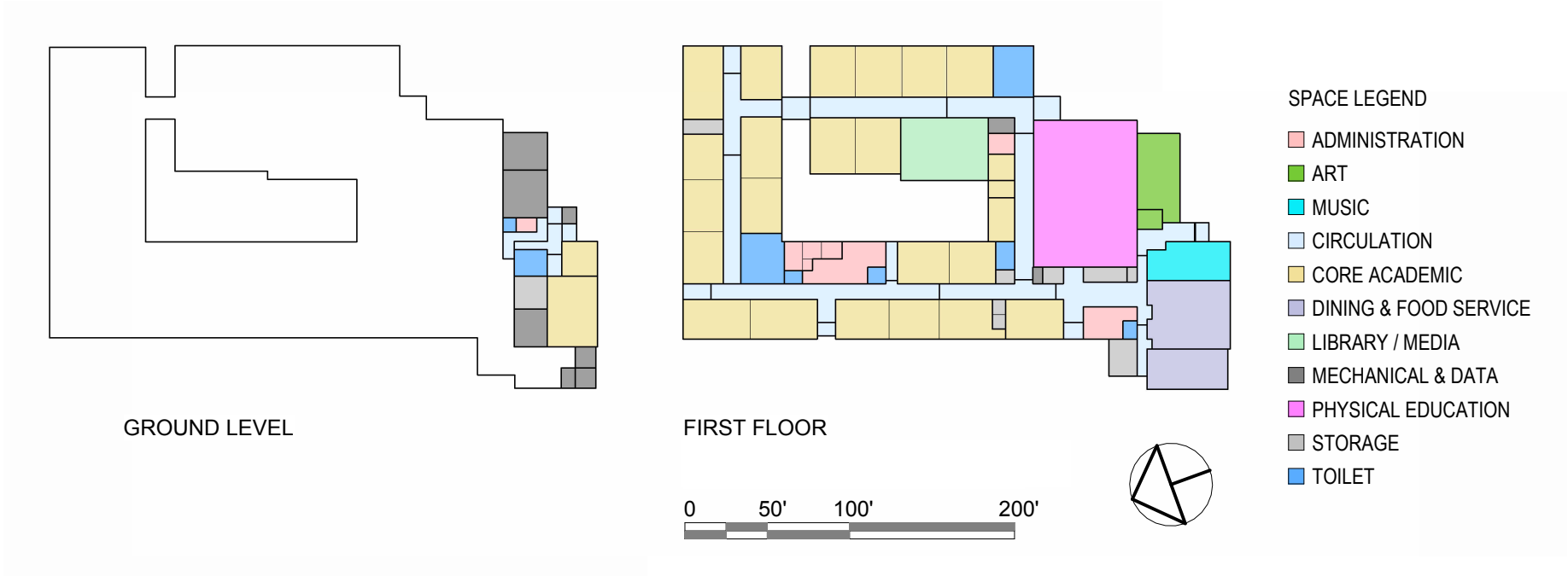
MASON ROAD SCHOOL



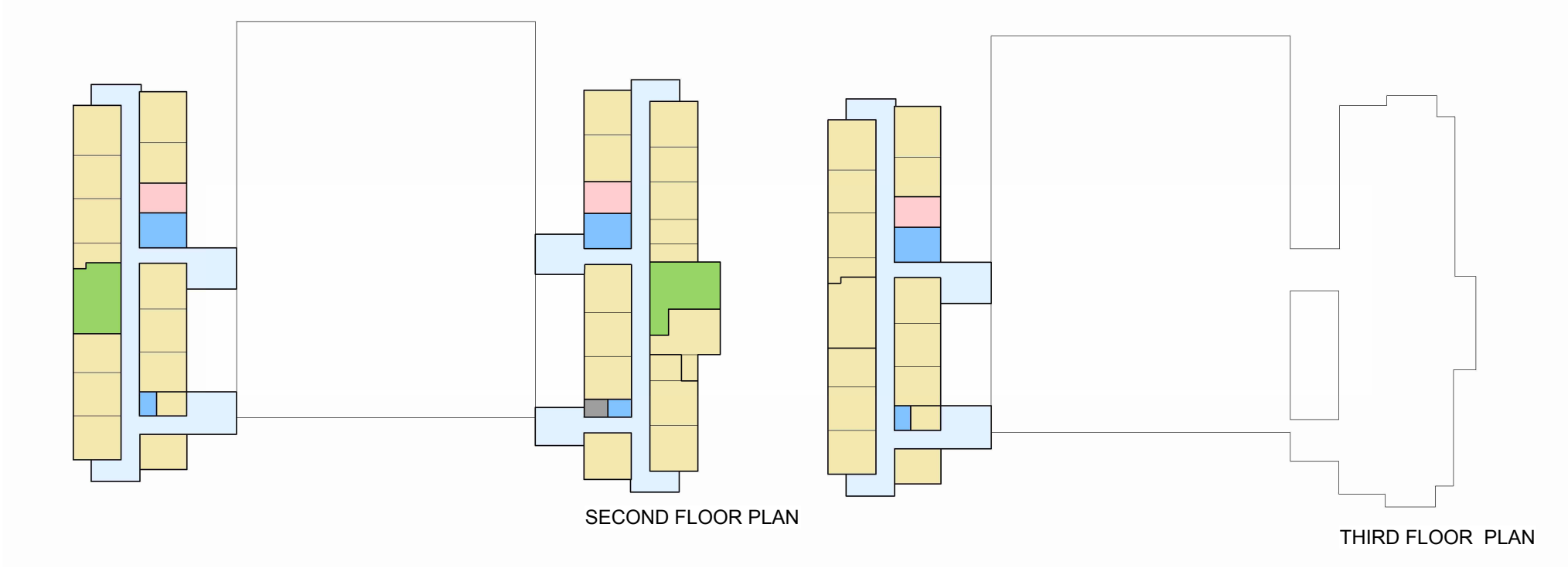
HERITAGE SCHOOL



DUDLEY ELEMENTARY SCHOOL

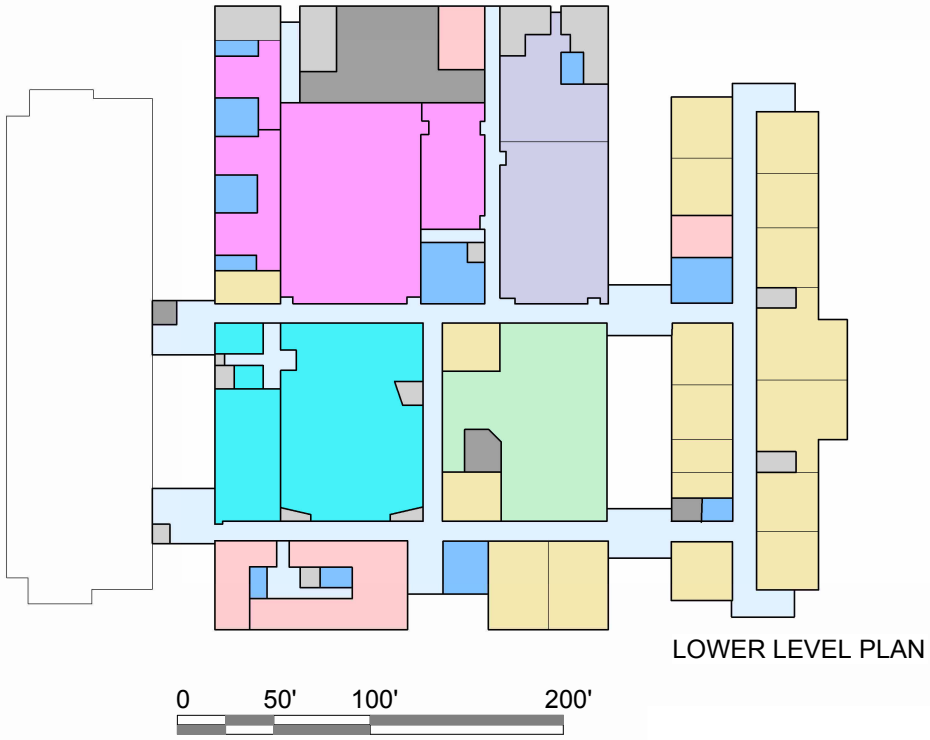


CHARLTON MIDDLE SCHOOL



SECOND FLOOR PLAN

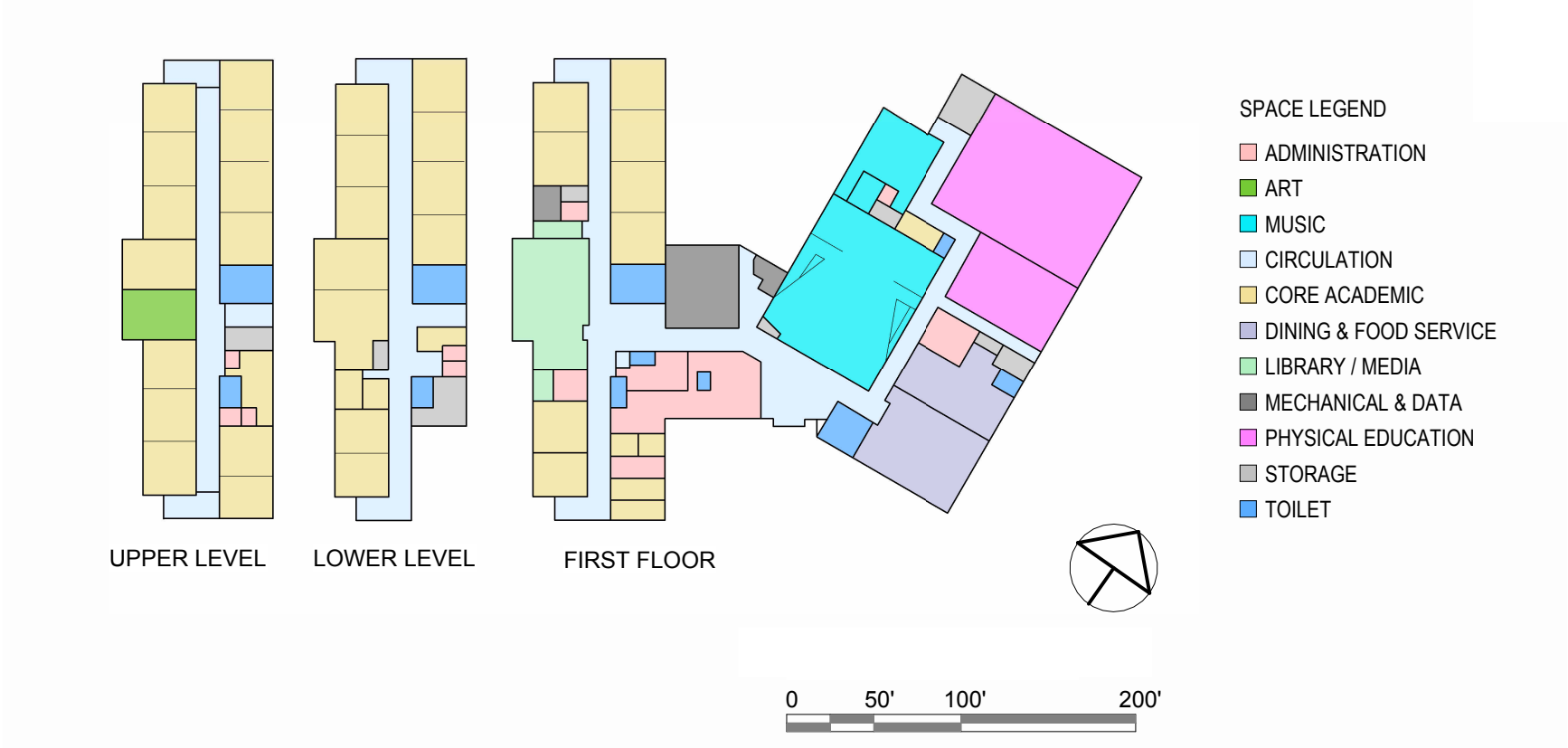
THIRD FLOOR PLAN



SPACE LEGEND

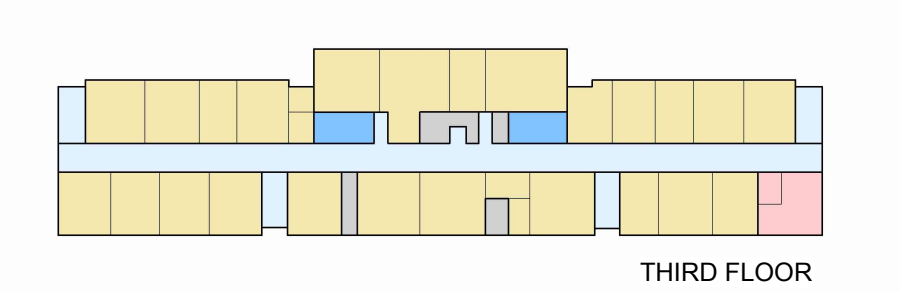
- ADMINISTRATION
- ART
- MUSIC
- CIRCULATION
- CORE ACADEMIC
- DINING & FOOD SERVICE
- LIBRARY / MEDIA
- MECHANICAL & DATA
- PHYSICAL EDUCATION
- STORAGE
- TOILET

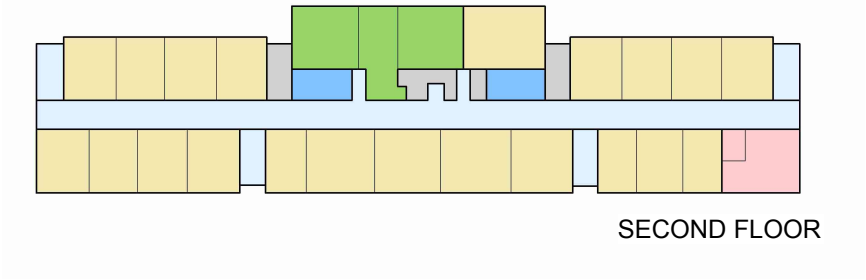
DUDLEY MIDDLE SCHOOL

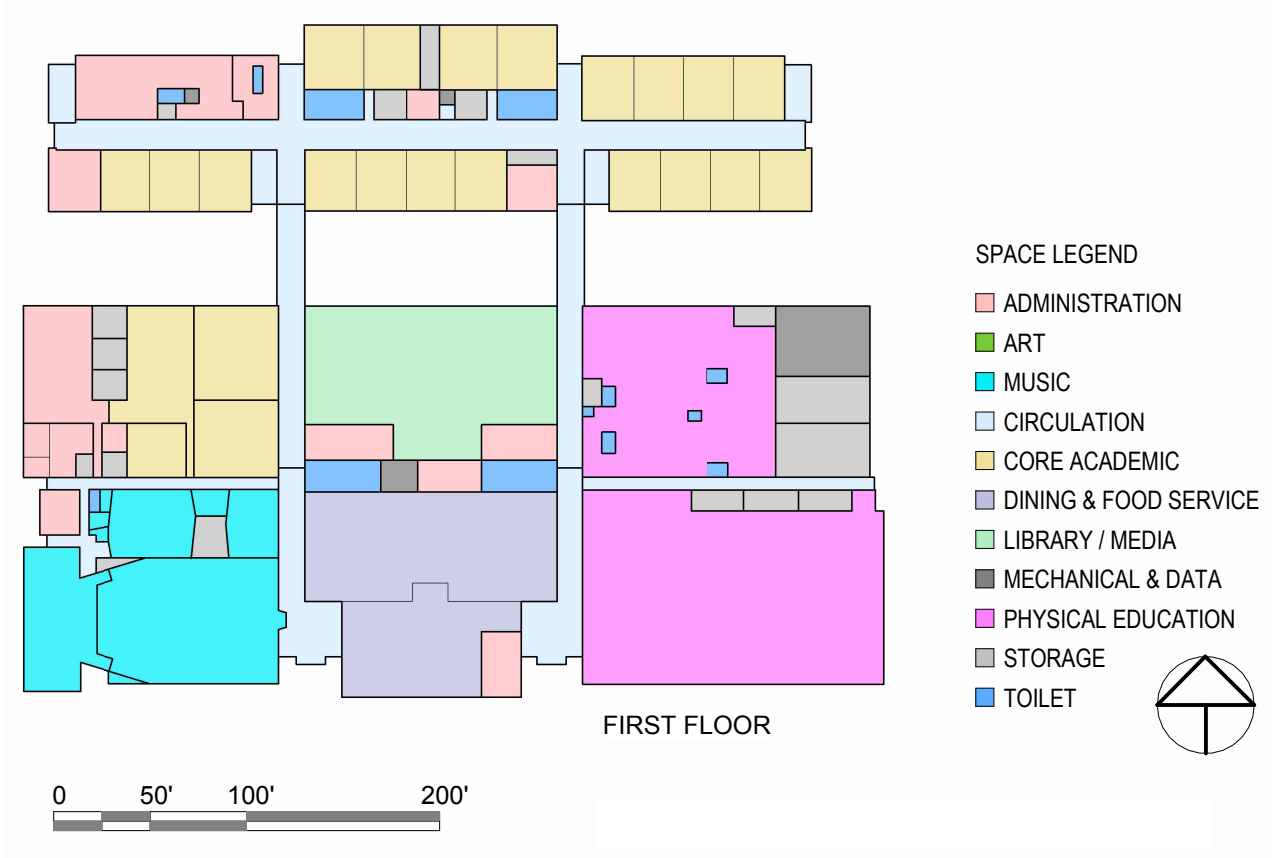


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SHEPHERD HILL REGIONAL HIGH SCHOOL






SPACE LEGEND
ADMINISTRATION
ART
MUSIC
CIRCULATION
CORE ACADEMIC
DINING & FOOD SERVICE
LIBRARY / MEDIA
MECHANICAL & DATA
PHYSICAL EDUCATION
STORAGE
TOILET
FIRST FLOOR
0
50'
100'
200'

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HOW TO READ THIS ASSESSMENT

EXECUTIVE SUMMARY

The *Executive Summary* recaps the *Total Inflated* row from the bottom of the Building Summary sheets. These costs are then totaled at the bottom to indicate a combined proposed capital expenditure per scope. This is intended to make it easier for the reader to review and compare the overall costs for each of the scopes.

SUMMARY

The *Summary* recaps the *Total* row from the bottom of each category for the subject building, separated into scopes. This is intended to make it easier for the reader to review and compare the overall costs for each of the categories together with the scopes for the subject building.

FACILITY CONDITION ASSESSMENT

The following is a list and brief description of the column and row headings of the Capital Asset Assessment sheets.

Description

The *Descriptions* are the work items identified during our inspection. They usually consist of the building component and its deficiencies; and a recommendation for correcting the deficiency.

Quantity

The number of items: (For example, if the work item is for ”unit ventilators replacement” the building in question may have a *Quantity* of 60 unit ventilators to be replaced).

Unit

The *Units* are identified by a two-letter code. The unit codes are as follows:

- SF – Square Foot
- SY – Square Yard
- LF – Linear Foot
- LS – Lump Sum
- EA – Each.

Unit Cost

The *Unit Cost* is the cost of one *Quantity* of a work item. Unit costs are preliminary construction cost estimates only and are generally based on the following references: *Means Square Foot Cost Data; Means Construction Costs Data*; in house cost data; professional experience; and information provided by various contractors and suppliers.

Total

The *Total* column is determined by the following equation: QUANTITY x UNIT = TOTAL.

Total with Soft Costs

This assessment provides preliminary construction costs associated with *Soft Costs*. *Soft Costs* generally include a contingency, (typically 10% to 15%) for unforeseen conditions; indirect administrative expenses such as legal costs, printing and advertising (typically 5% to 10%); and architectural and engineering costs (typically 10% to 15%) for a total soft cost estimate. We used a *Soft Cost* of 30% of the *total* cost in this assessment. The *Total with Soft Costs* is determined by the following equation: TOTAL x 1.30 = TOTAL W/ SOFT COST.

Some projects may require higher or lower *Soft Costs* depending on the type and extent of project selected. Work items listed are provided as a guide to develop repair and renovation projects with preliminary construction cost estimates. The actual scope of a project could include a combination of work items, i.e. new ceilings and new lighting. Some other projects may require finishes, e.g. painting, which may not necessarily be broken out for that project.

Scope 1 – Necessary/Not Yet Critical

- Predictable deterioration
- Potential downtime
- Associated damage or higher costs if deferred further

Scope 2 – Recommended

- Sensible improvements to existing conditions that are not required for the basic function of the facility
- Overall usability improvement
- Long term maintenance cost reduction

Scope 3 – Does Not Meet Current Codes for new construction but “Grandfathered”

- No action required at this time. However, if a substantial renovation or a substantial building addition is performed in the future, building codes may require this corrective work in addition to the work planned.

Totals Column (work items)
The *Totals* column is the sum of the Scopes columns *1, 2,* and *3,* for each work item. The *Totals* column also shares the sum of the *Total* row and *Total Inflated* rows at the lower right corner.

Total Row (scopes)
The *Total* row is the sum of the Scopes columns *1, 2, 3,* and *Totals* column, for each category. The *Total* row and *Total Inflated* rows are totaled at the lower right corner.

Total Inflated Row
The *Total Inflated* row is the sum of the Scopes columns *1, 2, and 3 Totals* column for each category multiplied by a coefficient to determine the inflated cost and then compounded annually.

Scope 1 is shown with an inflation factor of 5% for work to be performed within a 2 yr period.
Scope 2 is shown with an inflation factor of 4% for work to be performed within a 5 yr period.
Scope 3 is shown with an inflation factor of 4% for work to be performed within a 5 yr period.

The *Total* row and *Total Inflated* rows are totaled at the lower right corner.

The Assessment is broken into five categories with specific evaluation concerns in each:

1. Site
- Storm Drainage
- Drives and Walks
- Landscaping
- Site Improvements
- Play Areas
- Sanitary System
- Accessible Parking and Entrance Approach

2. Building Envelope
- Roofs
- Exterior Walls
- Windows
- Exterior Entrances and Doors
- Thermal Insulation
- Accessible Egress and Ingress
- Building Structural System

3. Building Interiors
- Floor Finishes
- Wall Finishes
- Ceiling Finishes
- Interior Doors and Exitways
- Code Compliance Issues
- Accessibility
- Hazardous Material Remediation

4. Mechanical
- Domestic Hot Water Generation
- Cold Water Services
- Gas Services
- Piping for Plumbing Systems
- Plumbing Fixtures
- Heat Generation
- Cooling System
- Piping for Heating Systems
- Temperature Controls
- Ventilation
- Accessible Plumbing Fixtures

5. Electrical
- Main Services and Distribution
- Convenience Power
- Fire Alarm Systems
- Lighting Systems
- Emergency Lighting Systems
- Communications Systems
- Computer Network & Technology Systems
- Site Lighting
- Accessible Electrical Devices
- Security System

BUILDING DATA

CHARLTON ELEMENTARY SCHOOL

GENERAL INFORMATION:	
Building:	Charlton Elementary School
Address:	9 Burlingame Road, Charlton, MA 01507
Director of Public Facilities:	Joseph Caron
Head Custodian:	Scott Cushing
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	Type: 2B
BUILDING HISTORY:	
Original Building:	1957 29,000 SF
Addition:	1987 25,300 SF
SITE / BUILDING AREA:	
Site Area:	7.1 Acres
Total Building Area:	54,300 SF
Lower Level Area:	22,900 SF
Ground Floor Area:	31,400 SF
SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving- circular driveway (front). Parking on west side.
Walkways:	Concrete sidewalks.
Lighting:	West parking lot flood lighting attached to west wall of building.
Storm Drainage:	Surface.
Sanitary System:	Onsite Septic and leach field - south of building.
Play Areas:	1 paved playground. 1 playground with mulch play surfacing. Play equipment.
Standby Power:	LP generator and transfer switch 1988. Egress lighting, cooler, freezer, water booster pumps, fire alarm system, office lighting and power, Head-end room/data system.
Lighting:	T8 fluorescent typical. T5 in gymnasium. LED exterior.
Fire Alarm:	Manual with heat and smoke detectors.



ARCHITECTURAL COMPONENTS:

Foundation:	Reinforced concrete.
Super Structure:	Masonry walls with steel roof structure.
Floor Structure:	Concrete slab on-grade. Concrete on steel deck.
Roof Structure:	Mostly flat roofs sloping towards roof drains. sloped roof portion over entry way. Roof structure consisting of tapered insulation over metal deck over steel joists.
Exterior Walls:	1957 Construction: Brick veneer finish over concrete masonry 1987 Addition: 4” Brick veneer finish over 2” insulation over 6” CMU.
Roofing:	3-Ply roof system with aggregate
Window Systems:	Mostly aluminum frames with double pane insulating glazing. Original construction windows, wood frame with single pane glazing.
Exterior Doors	Hollow metal door and frame.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS (continued):		MECHANICAL / ELECTRICAL COMPONENTS:	
Interior Doors	Wood doors w/ hollow metal frames.	Water Service:	2" domestic water service.
Stairs:	Concrete filled steel pan.	Domestic Hot Water:	Boiler indirect.
Floors:	Carpet, Tile, VCT.	Fire Suppression:	None.
Interior Walls:	Concrete block masonry. Plaster finish.	Heating Systems:	Oil fired boilers 1957, 1988. New burners installed 1988. Hot water unit ventilators, cabinet heaters, and unit heaters. Electric heat at offices, library, nurse. (3) Packaged RTUs. Pneumatic control system. Split system at head-end room.
Wall Finishes:	Paint over plaster and concrete block masonry.		
Ceiling Finishes:	Mostly ACT with some plaster.		
Conveying Systems:	2-stop passenger elevator.	Cooling Systems:	Air-conditioning at offices, library, nurse.
		Electric Service:	1200 amp service. Switchgear 1988, original panels and distribution in 1957 building.
		Paging/Timeclock System:	1988 analog system.
		Alarm Monitoring:	Boilers, cooler, freezer, domestic hot water heater, heating loop (web-based).

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Charlton Elementary School**
1. SITE	0	770,430	10,400	780,830
2. BUILDING ENVELOPE	2,698,150	1,656,655	0	4,354,805
3. BUILDING INTERIORS	0	566,072	208,481	774,553
4. MECHANICAL	3,300,765	1,160,900	710,710	5,172,375
5. ELECTRICAL	442,065	2,522,195	0	2,964,260
[1]Total	6,440,980	6,676,252	929,591	14,046,823
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	7,101,180	8,122,681	1,130,990	16,354,851

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**CHARLTON ELEMENTARY SCHOOL**
1.1 Drives and Walks: Paving is cracked and showing its age. Replace bituminous paving on existing base at drives, walks, and parking lots.	**1995**	6,730	SY	55.00	370,150	481,195		481,195		481,195
1.2 Bituminous Curbing: Bituminous curbs along the road are damaged. Replace bituminous curbing at entrances and parking lots.	**1995**	450	LF	20.00	9,000	11,700		11,700		11,700
1.3 Granite Curbing: Existing granite curbs are in good condition. Some sections need replaced/reset.	**1995**	18	LF	41.00	738	960		960		960
1.4 Concrete sidewalks: Concrete sidewalks are deteriorated and cracked. Replace with new concrete sidewalks.	**1995**	210	SY	90.00	18,900	24,570		24,570		24,570
1.5 Accessible Van Parking: Create one accessible van parking space.	**1995**	1	EA	5,000.00	5,000	6,500			6,500	6,500
1.6 Accessible Parking Identification: Add missing or replace broken signage at accessible parking spaces.	**1995**	2	EA	500.00	1,000	1,300			1,300	1,300
1.7 Accessible Curb Cuts: Provide curb cut at sidewalk to building entrance. Existing does not appear to have a proper side slope.	**1995**	1	EA	2,000.00	2,000	2,600			2,600	2,600
1.8 Site Lighting: There is no existing site lighting. Add pole-mounted site lights for improved night visibility.		8	EA	6,000.00	48,000	62,400		62,400		62,400

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**CHARLTON ELEMENTARY SCHOOL**
1.9 Site Drainage: It was reported that water from the church parking lot is draining down to the old leeching field. As a result this area and the adjacent playground is always soggy. Conduct storm drainage study.		1	LS	20,000.00	20,000	26,000		26,000		26,000
1.10 Fencing: Chain link fences are generally in good condition with minor repairs/reset needed at the play area.	**1995**	550	LF	47.00	25,850	33,605		33,605		33,605
1.11 Wood Fiber Playground Surfacing: Wood mulch is compacted and depleted. Remove and replace with poured in place rubber surfacing.		2,000	SY	50.00	100,000	130,000		130,000		130,000
Total							0	770,430	10,400	780,830
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	937,346	12,653	949,999

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**CHARLTON ELEMENTARY SCHOOL**	
2.1 EPDM Roofs: The existing EPDM roofing membrane has been leaking and is at the end of its life expectancy. Replace with new PVC roofing system.	**1988**	30,900	SF	65.00	2,008,500	2,611,050	2,611,050			2,611,050
2.2 Metal Roof System: The existing metal standing seam roofing system is at the end of its life expectancy. Replace with new roofing system.	**1988**	1,000	SF	65.00	65,000	84,500	84,500			84,500
2.3 Damaged Masonry Walls: Replace cracked veneer brick and CMU block, about 3% to 4% of the entire 24,400 SF total exterior wall area.	**1988**	1,220	SF	100.00	122,000	158,600		158,600		158,600
2.4 Masonry Mortar Joints: Mortar joints are failing especially at CMU veneer. Repoint about 20% to 40% of the entire 24,400 SF total exterior wall area.	**1988**	10,000	SF	45.00	450,000	585,000		585,000		585,000
2.5 Masonry Joint Sealant: Remove deteriorated joint sealant at masonry wall and replace with new sealants and backer rods.	**1988**	700	LF	15.00	10,500	13,650		13,650		13,650
2.6 Staining and Efflorescence: Power wash and clean at various locations of the masonry veneer wall, approximately 70% to 80% of the 24,400 SF total wall areas.	**1988**	19,000	SF	15.00	285,000	370,500		370,500		370,500
2.7 Seal Masonry Walls: Clean the entire exterior wall and apply masonry primer and sealer.	**1988**	24,400	SF	15.00	366,000	475,800		475,800		475,800
2.8 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	**1988**	2	EA	3,300.00	6,600	8,580		8,580		8,580

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**CHARLTON ELEMENTARY SCHOOL**	
2.9 Window Glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	**1988**	5	SF	250.00	1,250	1,625		1,625		1,625
2.10 Window and Door Perimeter Sealants: Remove and replace deteriorated sealant joints with new sealant and backer rods.	**1988**	2,200	LF	15.00	33,000	42,900		42,900		42,900
2.11 Leaking Roof Drain at Interior Stair: Repair roof leaks.	**1988**	1	LS	2,000.00	2,000	2,600	2,600			2,600
Total							2,698,150	1,656,655	0	4,354,805
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,974,710	2,015,574	0	4,990,284

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**CHARLTON ELEMENTARY SCHOOL**	
3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.	**1988**	32,560	SF	8.00	260,480	338,624		338,624		338,624
3.2 Cracking Gypsum Wall: Patch as needed and repaint.	**1988**	30	LF	15.00	450	585		585		585
3.3 Unsightly Painted Walls: Paint walls.	**1988**	750	SF	2.00	1,500	1,950		1,950		1,950
3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.	**1988**	21,360	SF	6.00	128,160	166,608		166,608		166,608
3.5 VAT Flooring: Abate VAT flooring and install new VCT.	**1988**	40	SF	18.00	720	936			936	936
3.6 Cracking Masonry: Patch and repoint cracks and joints as needed.	**1988**	30	LF	45.00	1,350	1,755		1,755		1,755
3.7 Inadequate Guardrail Height: Guardrails are too low. Add to existing or replace to height of 42".	**1988**	135	LF	450.00	60,750	78,975			78,975	78,975
3.8 Sinks in Staff Rooms and Classrooms not ADA Compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.	**1988**	25	EA	3,800.00	95,000	123,500			123,500	123,500
3.9 Interior Doors: Existing wooden classroom doors swell and become difficult to open.	**1988**	29	EA	1,500.00	43,500	56,550		56,550		56,550

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**CHARLTON ELEMENTARY SCHOOL**	
3.10 Urinal Screens: Existing urinal partitions are significantly deteriorated and do not meet existing requirements, recommend replacing.	**1988**	6	EA	650.00	3,900	5,070			5,070	5,070
Total							0	566,072	208,481	774,553
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	688,713	253,649	942,362

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL									**CHARLTON ELEMENTARY SCHOOL**	
4.1 Fire Sprinkler System: Building lacks a fire sprinkler system. Install a fire sprinkler system in all areas.		54,300	SF	8.00	434,400	564,720			564,720	564,720
4.2 Exhaust Fans: Exhaust fans are beyond their useful service life expectancy. Replace existing exhaust fans.	**1988**	8	EA	3,450.00	27,600	35,880	35,880			35,880
4.3 Inaccessible Drinking Fountains: Install accessible drinking fountains**.**	**1957**	2	EA	5,400.00	10,800	14,040			14,040	14,040
4.4 Boilers: Boilers are beyond their useful service life expectancy. Replace existing boilers.	**1957 1988**	1	LS	500,000	500,000	650,000	650,000			650,000
4.5 Heating System Distribution Piping: Piping is original and beyond useful service life expectancy. Replace all areas in 1957 building.	**1957**	54,300	SF	5.00	271,500	352,950	352,950			352,950
4.6 Circulator Pumps: Hot water circulating pumps are beyond their useful life expectancy. Replace pumps.	**1988**	2	EA	15,350.00	30,700	39,910	39,910			39,910
4.7 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1957**	54,300	SF	10.00	543,000	705,900		705,900		705,900
4.8 Unit Ventilators: Unit ventilators are failing and beyond useful service life. Replace all units.	**1957 1988**	22	EA	8,375.00	184,250	239,525	239,525			239,525
4.9 Cooling Systems: Packaged rooftop units are beyond useful service life expectancy. Replace all.	**1988**	2	EA	12,000	24,000	31,200	31,200			31,200

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL									**CHARLTON ELEMENTARY SCHOOL**	
4.10 Domestic Water Heater: Indirect boiler water heater is failing. Replace indirect heater with new.	**1988**	1	LS	7,500	7,500	9,750	9,750			9,750
4.11 Domestic Water Distribution Piping: Piping is original and beyond useful life expectancy. Replace all areas in 1957 building.	**1957**	54,300	SF	5.00	271,500	352,950	352,950			352,950
4.12 Sanitary Drain Piping: Piping is original and beyond useful service life expectancy. Replace all areas in 1957 building.	**1957**	54,300	SF	20.00	1,086,000	1,411,800	1,411,800			1,411,800
4.13 Plumbing Fixtures: Plumbing fixtures in 1957 building are original and non-accessible. Replace all with accessible fixtures.	**1957**	29	EA	3,500.00	101,500	131,950			131,950	131,950
4.14 Kitchen Exhaust Hood: Kitchen hood is non-functional and lacks a fire suppression system. Install new hood with Ansul system.	**1988**	1	LS	125,000	125,000	162,500	162,500			162,500
4.15 Kitchen Sink: 2-bay sink is non-compliant with health code. Replace with 3-bay sink.	**1988**	1	LS	5,000.00	5,000	6,500	6,500			6,500
4.16 Kitchen Counters: Butcher block tray slide is non-sanitary. Replace with NSF stainless steel.		1	LS	5,000.00	5,000	6,500	6,500			6,500
4.17 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	2	EA	500.00	1,000	1,300	1,300			1,300

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL										**CHARLTON ELEMENTARY SCHOOL**
4.18 Kitchen Equipment: 70% of kitchen equipment is beyond useful service life expectancy. Replace obsolete equipment with new.	**1988**	1	LS	350,000	350,000	455,000		455,000		455,000
Total							3,300,765	1,160,900	710,710	5,172,375
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							3,639,093	1,412,412	864,687	5,916,193

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL									**CHARLTON ELEMENTARY SCHOOL**	
5.1 Electric Distribution: 1957 building has original distribution panels and wiring. Replace panels and wiring, all areas.	**1957**	54,300	SF	3.50	190,050	247,065	247,065			247,065
5.2 Convenience Receptacles: Classrooms in original 1957 building have inadequate number of receptacles for electronic devices. Add receptacles at room perimeter.	**1957**	54,300	SF	4.00	217,200	282,360		282,360		282,360
5.3 Standby Generator: LP standby generator is approaching end of useful service life. Replace with new generator and transfer switch.	**1988**	1	LS	150,000	150,000	195,000	195,000			195,000
5.4 Fluorescent Lighting: T8 and T5 lighting is inefficient. Replace with LED.	**1957 1988**	54,300	SF	20.00	1,086,000	1,411,800		1,411,800		1,411,800
5.5 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1988**	25	EA	500.00	12,500	16,250		16,250		16,250
5.6 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1957**	54,300	SF	5.00	271,500	352,950		352,950		352,950
5.7 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1988**	54,300	SF	6.50	352,950	458,835		458,835		458,835
Total							442,065	2,522,195	0	2,964,260
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							487,377	3,068,636	0	3,556,013

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

CHARLTON ELEMENTARY SCHOOL - SITE



1.1 Deteriorated bituminous drive and parking.



1.2 Bituminous curbs along the road are damaged.



1.4 Concrete sidewalks are deteriorated and cracked.



1.5 Create accessible van parking space.



1.7 Provide curb cut at sidewalk to building entrance.



1.9 Site drainage issue.

CHARLTON ELEMENTARY SCHOOL – BUILDING ENVELOPE



2.1 The existing EPDM roofing membrane has been leaking.



2.3 Damaged Masonry Walls.



2.4 Mortar joints are failing.



2.6 Staining and efflorescence.



2.9 Window glazing failed and leaked.



2.11 Leaking roof drain in stairwell.

CHARLTON ELEMENTARY SCHOOL – INTERIOR



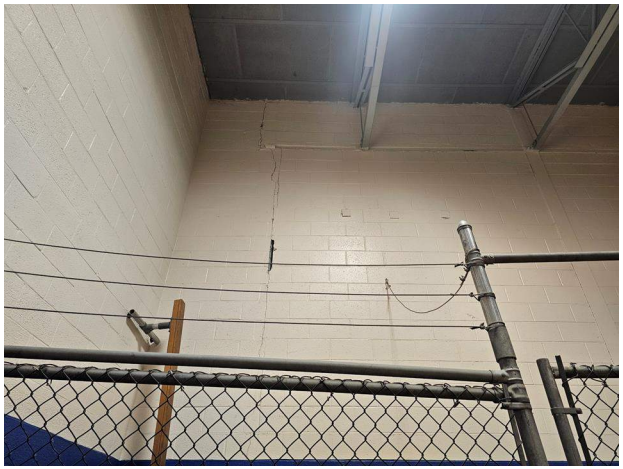
3.1 Unsightly stained and sagging ceiling tiles.



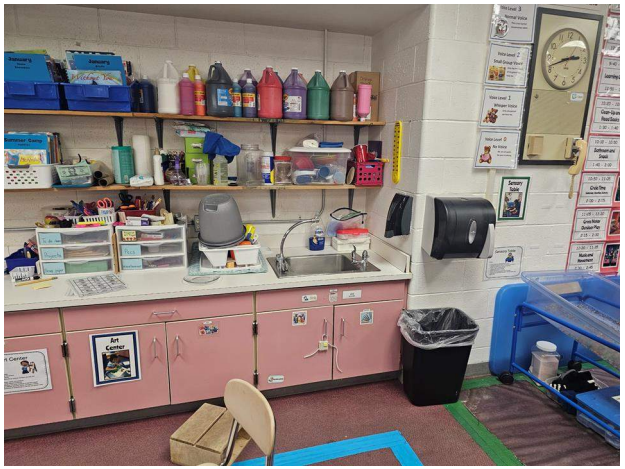
3.2 Cracking in plaster walls.



3.3 Unsightly flaking wall paint.



3.6 Cracks in Masonry Gym wall.



3.8 Non ADA counter at sink.

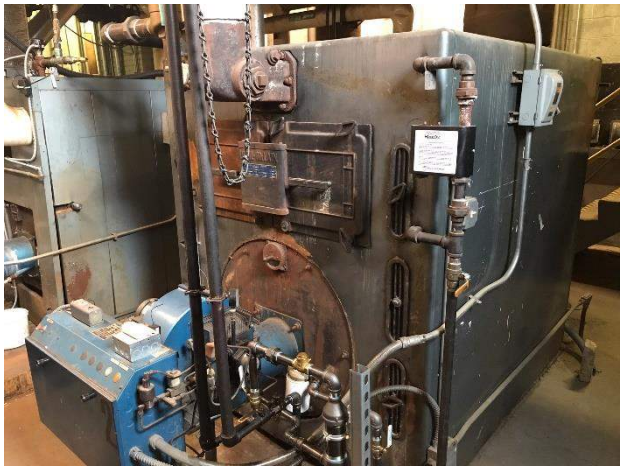


3.10 Missing Urinal Screens.

CHARLTON ELEMENTARY SCHOOL – MECHANICAL



4.2 Exhaust fans are beyond useful service life. Replace with new.



4.4 Boilers are beyond useful service life. Replace with new.



4.6 Hot water circulating pumps are beyond useful service life. Replace with new.



4.7 Facility lacks integrated HVAC controls. Update to fully integrated BMS.



4.9 Packaged rooftop units are beyond useful service life. Replace with new.



4.10 Indirect boiler water heater is failing. Replace with new.

CHARLTON ELEMENTARY SCHOOL – ELECTRICAL



5.1 1957 building has original distribution panels and wiring.



5.2 Classrooms in original 1957 building have inadequate number of receptacles.



5.3 LP standby generator is approaching end of useful service life.



5.4 T8 and T5 lighting is inefficient. Replace with LED.



5.5 Phone system is obsolete technology. Upgrade system with VOIP.



5.6 Existing paging/timeclock systems are non-integrated and obsolete technology.

BUILDING DATA

MASON ROAD SCHOOL

GENERAL INFORMATION:	
Building:	Mason Road School
Address:	20 Mason Road, Dudley, MA 01571
Director of Public Facilities:	Joseph Caron
Head Custodian:	Craig Smith
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	Type 2B
BUILDING HISTORY:	
Original Building:	1962 18,600 SF
Addition:	1999 17,655 SF
SITE / BUILDING AREA:	
Site Area:	28.50 Acres
Total Building Area:	35,955 SF
Ground Floor Area:	35,955 SF
SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving at circular driveway at front and parking lot in rear.
Walkways:	Bituminous paving.
Lighting:	Light poles and bollard lighting.
Storm Drainage	Catch basins to on-site storm water infiltration.
Sanitary System:	4”-6” town sanitary drain.
Play Areas:	(1) playground area, mulch play surfacing, playground equipment, (1) basketball backstop.



ARCHITECTURAL COMPONENTS:	
Foundation:	Reinforced concrete.
Super Structure:	Structural steel.
Floor Structure:	Concrete slab on grade.
Roof Structure:	Existing: 7 ½” roof panels, supported with steel beams. New: Roofing and insulation on metal deck over structural steel.
Exterior Walls:	Mostly 8” reinforced concrete masonry units (CMU) w/ 4” brick veneer and air space.
Roofing:	Bond T&G roofing.
Window Systems:	Aluminum frames w/ single pane glazing.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS (continued):		MECHANICAL / ELECTRICAL COMPONENTS:	
Exterior Doors	Hollow metal frames with aluminum doors	Water Service:	6” town water.
Interior Doors	Hollow metal frames with solid core wood doors.	Domestic Hot Water:	Gas fired domestic water heater w/ 80 gal. storage tank (2000).
Stairs:	Concrete stairs at exterior doors.	Fire Suppression:	Fully sprinklered.
Floors:	Carpet, Tile, VCT	Heating Systems:	(2) gas-fired hot water boilers. Unit ventilators.
Interior Walls:	Mostly CMU, some sections 2x4 wood stud framing.	Cooling Systems:	Air handling units (AHU) above stage and library. Packaged RTUs at offices, library, nurse, and guidance rooms. Split system at head-end room.
Wall Finishes:	Paint over CMU.		
Ceiling Finishes:	Mostly ACT, some painted gyp ceilings.	Electric Service:	800 amp, 3-phase service.
Conveying Systems:	Vertical wheelchair lift at stage.	Standby Power:	Natural gas generator (2000). Boiler, pumps, egress lighting, exit signs, cooler, freezer.
		Lighting:	T8 fluorescent parabolic.
		Fire Alarm:	FACP, smoke and heat detectors replaced 2023.
		Security:	Avigilon system (3) door video intercoms with access control. (1) CCTV camera at lobby.
		Radon Mitigation:	Underslab mitigation system, (8) exhaust fans.

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Mason Road School**
1. SITE	0	280,650	39,000	319,650
2. BUILDING ENVELOPE	3,295,500	237,835	4,290	3,537,625
3. BUILDING INTERIORS	1,950	392,249	184,145	578,344
4. MECHANICAL	1,334,223	467,415	31,200	1,832,838
5. ELECTRICAL	0	1,555,558	0	1,555,558
[1]Total	4,631,673	2,933,707	258,635	7,824,015
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	5,106,419	3,569,303	314,669	8,990,392

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**MASON ROAD SCHOOL**
1.1 Granite Curbing: Granite curbing is damaged in few areas. Replace with new granite curbs.	**2000**	24	LF	41.00	984	1,280		1,280		1,280
1.2 Bituminous sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.	**2000**	540	SY	50.00	27,000	35,100		35,100		35,100
1.3 Concrete sidewalks: Remove and replace deteriorated sections of the concrete sidewalks.	**2000**	630	SY	90.00	56,700	73,710		73,710		73,710
1.4 Accessible Van Parking: Create one accessible van parking space.	**2000**	1	EA	5,000.00	5,000	6,500			6,500	6,500
1.5 Catch Basin / Manhole: Rebuild sinking manhole and reset storm drainage cover.	**2000**	5	EA	5,000.00	25,000	32,500		32,500		32,500
1.6 Wood Fiber Playground Surfacing: Wood mulch is compacted and depleted. Remove and replace with poured in place rubber surfacing.	**2000**	1,100	SY	50.00	55,000	71,500		71,500		71,500
1.7 Concrete Loading Dock: Patch/repair and seal loading dock.	**2000**	1	LS	3,000.00	3,000	3,900		3,900		3,900
1.8 Drainage Issue at Parking lot East Side: The drainage appears to be inadequate. Conduct storm drainage study.	**2000**	1	LS	20,000.00	20,000	26,000		26,000		26,000
1.9 Fuel Oil Tank: Remove existing abandoned underground fuel oil tank, backfill and infill pavement.	**1962**	1	LS	25,000.00	25,000	32,500			32,500	32,500

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**MASON ROAD SCHOOL**
1.10 Fencing: Replace damaged sections of chain link fence.	**2000**	600	LF	47.00	28,200	36,660		36,660		36,660
Total							0	280,650	39,000	319,650
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	341,454	47,449	388,903

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE										**MASON ROAD SCHOOL**
2.1 Membrane PVC Roof System: The existing PVC roof is at the end of its life expectancy. Replace with new PVC roof system.	**2000**	39,000	SF	65.00	2,535,000	3,295,500	3,295,500			3,295,500
2.2 Staining and Efflorescence: Power wash and clean at various locations of the masonry veneer wall, approximately 40% to 50% of 14,000 SF.	**2000**	7,000	SF	15.00	105,000	136,500		136,500		136,500
2.3 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	**2000**	180	LF	10.00	1,800	2,340		2,340		2,340
2.4 Window Glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	**2000**	100	SF	250.00	25,000	32,500		32,500		32,500
2.5 Window and Door Perimeter Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	**2000**	1,900	LF	15.00	28,500	37,050		37,050		37,050
2.6 Masonry Joints Sealant: Remove and replace deteriorated sealant joints with new sealants and backer rods.	**2000**	650	LF	15.00	9,750	12,675		12,675		12,675
2.7 Paint Underside of Exposed Roof Deck: Prepare, prime and paint underside of exterior soffit and beams.	**2000**	200	SF	15.00	3,000	3,900		3,900		3,900
2.8 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	**2000**	3	EA	3,300.00	9,900	12,870		12,870		12,870

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**MASON ROAD SCHOOL**	
2.9 Exterior Door and Frame not ADA Compliant: Remove existing door and frame and replace with ADA compliant unequal pair.	**2000**	1	EA	3,300.00	3,300	4,290			4,290	4,290
Total							3,295,500	237,835	4,290	3,537,625
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							3,633,289	289,363	5,219	3,927,871

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**MASON ROAD SCHOOL**	
3.1 Unsightly 2' x 4' SAT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		30,000	SF	8.00	240,000	312,000		312,000		312,000
3.2 Floor cracked between new and old building: Remove VCT flooring, add expansion joint, level subfloor and replace VCT flooring.	**1963/ 1999**	11	SF	100.00	1,100	1,430		1,430		1,430
3.3 ADA issue at radon piping: Radon piping interferes with accessibility clearance requirements. Reroute radon piping.	**1999**	8	EA	1,500.00	12,000	15,600			15,600	15,600
3.4 Bathroom towel holders encroaching on ADA clearance: Relocate towel holder.	**1999**	13	EA	250.00	3,250	4,225			4,225	4,225
3.5 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.	**1999**	8,000	SF	6.00	48,000	62,400		62,400		62,400
3.6 Cracks in VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.	**1999**	42	SF	15.00	630	819		819		819
3.7.1 ADA Toilet Partitions: Existing partitions are deteriorating.		8	EA	1,800.00	14,400	18,720			18,720	18,720
3.7.2 Standard Toilet Partitions: Deteriorating partition screens.		10	EA	1,600.00	16,000	20,800			20,800	20,800
3.7.3 Urinal Screen: Install accessible toilet partition screens.		4	EA	650.00	2,600	3,380			3,380	3,380
3.8 Inadequate Guardrail Design: Guardrail missing 1' extensions at top and bottom.		64	LF	450.00	28,800	37,440			37,440	37,440

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**MASON ROAD SCHOOL**	
3.9 Sinks in Staff Rooms and Classrooms not ADA Compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		17	EA	3,800.00	64,600	83,980			83,980	83,980
3.10 Door into Exitway Vestibule: Remove existing deteriorating door and frame and replace with new.	**1963/ 1999**	1	EA	1,500.00	1,500	1,950	1,950			1,950
3.11 Interior Doors: Some rusting present at classroom toilet room doors. Recommend replacing frames.		8	EA	1,500.00	12,000	15,600		15,600		15,600
Total							1,950	392,249	184,145	578,344
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,150	477,231	224,041	703,421

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL										**MASON ROAD SCHOOL**
4.1 Hot Water Boilers: Boilers have cracked sections. Replace with new units.	**1999**	1	LS	800,000	800,000	1,040,000	1,040,000			1,040,000
4.2 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	1	EA	500.00	500	650	650			650
4.3 Circulating Pumps: Circulating pumps are approaching end of expected useful service life. Replace pumps.	**1999**	3	EA	15,350.00	46,050	59,865	59,865			59,865
4.4 Hot Water Distribution Piping: Copper piping is leaking and corroded. Replace with new distribution piping.	**1999**	35,955	SF	5.00	179,775	233,708	233,708			233,708
4.5 Classroom Sinks: Classroom sinks are non-accessible. Replace with new accessible sinks.	**1999**	16	EA	1,500.00	24,000	31,200			31,200	31,200
4.6 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1999**	35,955	SF	10.00	359,550	467,415		467,415		467,415
Total							1,334,223	467,415	31,200	1,832,838
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							1,470,981	568,682	37,960	2,077,622

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL									**MASON ROAD SCHOOL**	
5.1 Fluorescent Lighting: T8 lighting is inefficient. Replace with LED.	**1999**	35,955	SF	20.00	719,100	934,830		934,830		934,830
5.2 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1999**	28	EA	500.00	14,000	18,200		18,200		18,200
5.3 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1999**	35,955	SF	6.50	233,708	303,820		303,820		303,820
5.4 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1999**	35,955	SF	5.00	179,775	233,708		233,708		233,708
5.5 Theatrical Lighting and Sound: Lighting and sound systems are obsolete. Replace with new systems.	**1999**	1	LS	50,000.00	50,000	65,000		65,000		65,000
Total							0	1,555,558	0	1,555,558
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	1,892,574	0	1,892,574

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

MASON ROAD SCHOOL - SITE



1.1 Damaged granite curbing.



1.2 Cracked bituminous sidewalk.



1.4 Create one accessible van parking space.



1.5 Sinking catch basin / manhole.



1.6 Wood fiber on the playground area.



1.10 Damaged section of chain link fence.

MASON ROAD SCHOOL – BUILDING ENVELOPE



2.1 Existing PVC roofing system.



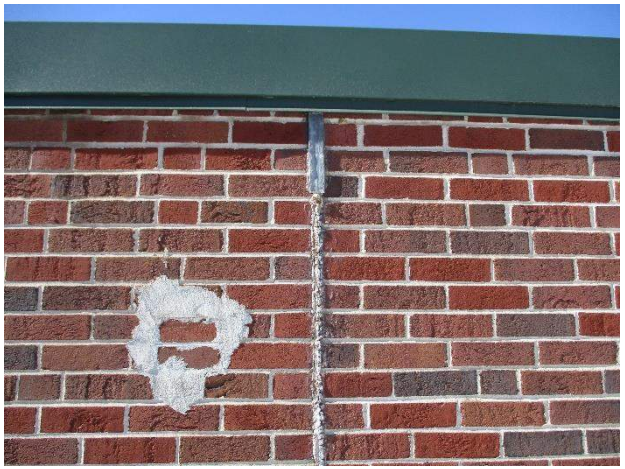
2.2 Staining and Efflorescence.



2.3 Failing weather stripping on exterior doors.



2.5 Failing perimeter sealant joints.

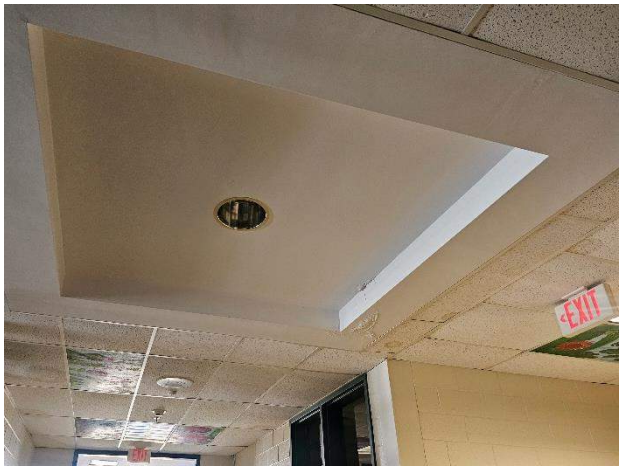


2.6 Deteriorated masonry sealant joints.



2.8 Rusted door and frame at the bottom.

MASON ROAD SCHOOL – INTERIOR



3.1 Significant water damage at ACT ceiling.



3.2 Cracking where old building meets new building.



3.3 Radon piping encroaching on ADA pull clearance.



3.4 Paper towel holders encroaching in ADA clearance.



3.5 Worn carpets in classrooms.



3.6 Cracking at VCT flooring in classroom.

MASON ROAD SCHOOL – INTERIOR CONTINUED



3.7.1 Existing partitions are deteriorating.



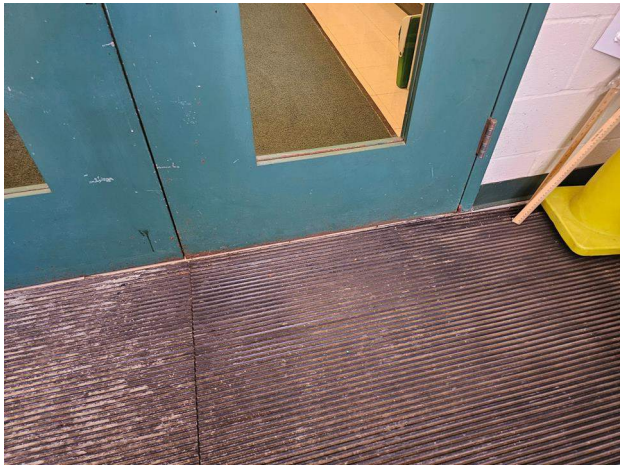
3.7.3 Urinals missing screens.



3.8 Handrails missing extensions at top and bottom.



3.9 Non-ADA compliant casework at sinks in classrooms and staffrooms.



3.10 Rusting door and frames at exit way vestibule.



3.11 Rusting door frames in classroom bathrooms.

MASON ROAD SCHOOL – MECHANICAL



4.1 Boilers have cracked sections. Replace with new units.



4.2 Cleaning chemical mixers in janitorial closets are required to have backflow preventers.



4.3 Circulating pumps are approaching end of expected useful service life.



4.4 Copper piping is leaking and corroded. Replace with new piping.



4.5 Classroom sinks are non-accessible. Replace with new accessible sinks.



4.6 Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.

MASON ROAD SCHOOL – ELECTRICAL



5.1 T8 parabolic lighting is inefficient. Replace with LED.



5.3 Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.



5.4 Existing paging/timeclock systems are non-integrated and obsolete.



5.5 Theatrical lighting and sound system is obsolete. Replace with new systems.

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BUILDING DATA

HERITAGE SCHOOL

GENERAL INFORMATION:	
Building:	Heritage School
Address:	34 Oxford Road, Charlton, MA. 01507
Director of Public Facilities:	Joseph Caron
Head Custodian:	Christopher Tittle
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	Type 2B
BUILDING HISTORY:	
Original Building:	1989
SITE / BUILDING AREA:	
Site Area:	87.10 Acres (Lot combined with Charlton Middle School 135.48 Acres)
Total Building Area:	86,780 SF
Lower Level Area:	39,780 SF
Ground Floor Area:	47,000 SF



ARCHITECTURAL COMPONENTS:

SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving - circular driveway (side) and parking lot at front.
Walkways:	Concrete.
Lighting:	LED light poles and building mounted fixtures.
Storm Drainage	Catch basins to storm drainage system.
Sanitary System:	Septic system.
Play Areas:	Metal fenced in playground equipment; 1 playground area with pea stone surface.1 baseball field.

Foundation:	Reinforced concrete.
Super Structure:	Structural steel.
Floor Structure:	Concrete on steel deck.
Roof Structure:	Steel framing with metal deck with 3” composite and 1.5” perlite board (at built up roof) or 2.5” Rigid insulation (at metal roof).
Exterior Walls:	6-8” CMU with insulation layer and 4” Split face or scored CMU.
Roofing:	Mostly sloping metal roof, some built up roofing.
Window Systems:	Hollow metal frame, combination of single and double pane windows.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS (continued):		MECHANICAL / ELECTRICAL COMPONENTS:	
Exterior Doors	Hollow metal frames with metal doors.	Water Service:	City water.
Interior Doors	Mostly hollow metal frames with wood doors.	Domestic Hot Water:	Indirect boiler hot water storage tanks.
Stairs:	Exterior: Reinforced concrete. Interior: Concrete filled steel pan.	Fire Suppression:	None.
Floors:	Carpet, VCT, Tile, Terrazzo	Heating Systems:	(2) Oil fired boilers. 65 water source heat pumps. 2 vertical heat pumps.
Interior Walls:	Concrete masonry units (CMU).	Cooling Systems:	Chiller and cooling tower. 65 water source heat pumps.
Wall Finishes:	Paint over CMU.	Electric Service:	2000 amp service, 3 phase/277v.
Ceiling Finishes:	Approximately half ACT, half painted gyp board.	Standby Power:	Diesel generator (1987). Coolers, freezers, egress lighting, exit signs.
Conveying Systems:	None.	Lighting:	LED.
		Fire Alarm:	12 zone. FACP upgraded 2022. 1 zone devices upgraded.

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Heritage School**
1. SITE	0	1,819,051	10,400	1,829,451
2. BUILDING ENVELOPE	4,172,350	40,124,500	1,560	44,298,410
3. BUILDING INTERIORS	0	891,743	271,570	1,163,313
4. MECHANICAL	2,113,930	455,000	902,512	3,471,442
5. ELECTRICAL	350,123	1,297,361	0	1,647,484
[1]Total	6,636,403	44,587,655	1,186,042	52,410,100
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	7,316,634	54,247,700	1,443,001	63,007,336

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**HERITAGE SCHOOL**
1.1 Drives and Walks: Paving is cracked and heavily deteriorated with potholes and heaves. Replace bituminous paving and base.	**1989**	18,500	SY	55.00	1,017,500	1,322,750		1,322,750		1,322,750
1.2 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.	**1989**	6,800	LF	20.00	136,000	176,800		176,800		176,800
1.3 Precast Concrete Curbs: Remove and replace deteriorated concrete curb at various locations throughout the site.	**1989**	1,000	LF	30.00	30,000	39,000		39,000		39,000
1.4 Bituminous sidewalks: Bituminous sidewalks are heavily deteriorated and cracked, creating a safety hazard. Replace with new bituminous sidewalks.	**1989**	460	SY	50.00	23,000	29,900		29,900		29,900
1.5 Concrete sidewalks: Remove and replace deteriorated sections of the concrete sidewalks.	**1989**	1,350	SY	90.00	121,500	157,950		157,950		157,950
1.6 Concrete Stairs: Patch and repair spalling concrete and seal.	**1989**	1	LS	5,000.00	5,000	6,500		6,500		6,500
1.7 Accessible Van Parking: Create accessible van parking space.	**1989**	1	EA	5,000.00	5,000	6,500			6,500	6,500
1.8 Exterior Handrails: Exterior handrails are missing extensions, creating a safety hazard. Replace with new handrails.	**1989**	50	LF	60.00	3,000	3,900			3,900	3,900
1.9 Catch Basin / Manhole: Rebuild sinking manhole and reset storm drainage cover.	**1989**	3	EA	5,000.00	15,000	19,500		19,500		19,500

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**HERITAGE SCHOOL**
1.10 Fencing: Fencing is generally in good condition. Repair/replace any damaged sections of the chain link fence.	**1989**	10	LF	47.00	470	611		611		611
1.11 Pea Gravel Playground Surfacing: Pea gravel is depleted. Remove and replace with poured in place rubber surfacing.	**1989**	100	SY	50.00	5,000	6,500		6,500		6,500
1.12 Concrete Loading Dock: Remove and replace spalling concrete slab at the loading dock.	**1989**	30	SY	360.00	10,800	14,040		14,040		14,040
1.13 Parking Lot and Play Field Drainage: The drainage for these two areas appears to be inadequate. Conduct storm drainage study.	**1989**	1	LS	30,000.00	30,000	39,000		39,000		39,000
1.14 Septic System and Leaching Field: The system appears to be in working order. Perform routine maintenance.	**1989**	1	LS	5,000.00	5,000	6,500		6,500		6,500
Total							0	1,819,051	10,400	1,829,451
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	2,213,154	12,653	2,225,807

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE										**HERITAGE SCHOOL**
2.1 Membrane EPDM Roof System: Replace original existing EPDM roof with new PVC roof system.	**1989**	11,000	SF	65.00	715,000	929,500	929,500			929,500
2.2 Standing Seam Metal Roof System: Replace original existing metal roof with new PVC roof system.	**1989**	37,000	SF	65.00	2,405,000	3,126,500	3,126,500			3,126,500
2.3 Snow Guards: Replace snow guards as part of roofing replacement.	**1989**	500	LF	25.00	12,500	16,250	16,250			16,250
2.4 Skylight: The existing skylight is leaking. Repair and reseal.	**1989**	1	LS	5,000.00	5,000	6,500	6,500			6,500
2.5 Deteriorating CMU Veneer Walls: Remove existing CMU veneer, repair insulation and air & vapor retarder. Install new rainscreen wall cladding system.	**1989**	305,000	SF	100.00	30,500,000	39,650,000		39,650,000		39,650,000
2.6 Exterior Egress Doors and Sidelights: Doors and frames are rusting at bottom. Replace doors and frames	**1989**	5	EA	12,800.00	64,000	83,200		83,200		83,200
2.7 Exterior Doors Weather Stripping: Replace weather stripping, 90% of exterior doors.	**1989**	300	LF	10.00	3,000	3,900		3,900		3,900
2.8 Window Glazing: Repair and replace broken seals at window glazing.	**1989**	500	SF	250.00	125,000	162,500		162,500		162,500
2.9 Window and Door Perimeter Sealants: Remove all deteriorated sealant joints at existing openings and replace with new sealants and backer rods.	**1989**	3,500	LF	15.00	52,500	68,250		68,250		68,250

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE										**HERITAGE SCHOOL**
2.10 Masonry Joints Sealants: Remove and replace deteriorated sealants with new sealants and backer rods.	**1989**	1,500	LF	15.00	22,500	29,250		29,250		29,250
2.11 Accessible Concrete Ramp: Replace deteriorating concrete ramp.	**1989**	200	SY	360.00	72,000	93,600	93,600			93,600
2.12 Exterior Stairs: Remove existing stairs and replace with new cast-in-place.	**1989**	1	EA	20,000.00	20,000	26,000		26,000		26,000
2.13 Exterior Handrails: Replace/add new galvanized steel handrails.	**1989**	20	LF	60.00	1,200	1,560			1,560	1,560
2.14 Paint Underside of Exposed Roof Deck: Prepare, prime and paint underside of metal roof deck and beams.	**1989**	2,000	SF	15.00	30,000	39,000		39,000		39,000
2.15 CMU Retaining Wall at Exterior Stair and Ramps: Replace deteriorating retaining walls.	**1989**	140	LF	200.00	28,000	36,400		36,400		36,400
2.16 Greenhouse Structure: Attached greenhouse has extensive waterproofing failure.Greenhouse is no longer in use. Recommend removing in its entirety.	**1989**	1	LS	20,000.00	20,000	26,000		26,000		26,000
Total							4,172,350	40,124,500	1,560	44,298,410
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							4,600,016	48,817,589	1,898	53,419,503

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS										**HERITAGE SCHOOL**
3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		19,650	SF	8.00	157,200	204,360		204,360		204,360
3.2 Peeling and damaged paint: Remove existing flaking paint and repaint.		1,600	SF	8.00	12,800	16,640		16,640		16,640
3.3 Unsightly Exposed Entry Ceiling: Remove degrading paint and repaint.		150	SF	15.00	2,250	2,925		2,925		2,925
3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.		45,871	SF	6.00	275,226	357,794		357,794		357,794
3.5 VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.		8,000	SF	12.00	96,000	124,800		124,800		124,800
3.6 Ceramic Tile Flooring: Tile flooring is worn or cracked and beyond its useful life. Remove and install new tile floor.		720	SF	20.00	14,400	18,720		18,720		18,720
3.7 Terrazzo Floor: Visible cracks at rear vestibule.		16	LF	5.00	80	104		104		104
3.8 Synthetic Gym Floor: Floor is worn and beyond its useful life. Remove and replace with new flooring.		4,880	SF	25.00	122,000	158,600		158,600		158,600
3.9.1 ADA Toilet Partitions: Install accessible toilet partitions.		10	EA	1,800.00	18,000	23,400			23,400	23,400
3.9.2 Standard Toilet Partitions: Install accessible toilet partitions.		18	EA	1,600.00	28,800	37,440			37,440	37,440
3.9.3 Urinal Screen: Install accessible toilet partitions.		14	EA	650.00	9,100	11,830			11,830	11,830

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS										**HERITAGE SCHOOL**
3.10 Inadequate Guardrail Design and height: Guardrails are mounted too low and are missing 12" extensions at top and bottom.		112	LF	450.00	50,400	65,520			65,520	65,520
3.11 Sinks in Staff rooms and classrooms not ADA compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		27	EA	3,800.00	102,600	133,380			133,380	133,380
3.12 Interior Doors into stairwells: Damaged door frames do not close or have difficulty closing. Recommend replacing.		4	EA	1,500.00	6,000	7,800		7,800		7,800
Total							0	891,743	271,570	1,163,313
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	1,084,942	330,406	1,415,348

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL										**HERITAGE SCHOOL**
4.1 Fire Sprinkler System: Building lacks a fire sprinkler system. Install a fire sprinkler system in all areas.		86,780	SF	8.00	694,240	902,512			902,512	902,512
4.2 Exhaust Fans: Exhaust fans are beyond their useful service life expectancy. Replace existing exhaust fans.	**1987**	6	EA	3,450.00	20,700	26,910	26,910			26,910
4.3 Boilers: Boilers have cracked sections and are beyond their useful service life expectancy. Replace boilers with new.	**1987**	1	LS	800,000	800,000	1,040,000	1,040,000			1,040,000
4.4 Circulator Pumps: Hot water circulating pumps are beyond their useful life expectancy. Replace pumps.	**1987**	4	EA	15,350.00	61,400	79,820	79,820			79,820
4.5 Cooling Tower: Cooling tower is failing. Replace with new unit and pumps.	**1987**	1	LS	250,000	250,000	325,000	325,000			325,000
4.6 Heat Pumps: Heat pumps are failing and beyond useful service life. Replace with new units.	**1987**	67	EA	7,000.00	469,000	609,700	609,700			609,700
4.7 Kitchen Equipment: Equipment is beyond useful service life expectancy. Replace obsolete equipment with new.	**1987**	1	LS	350,000	350,000	455,000		455,000		455,000
4.8 Mechanical Room Tank: Tank is corroded. Replace with new.	**1987**	1	LS	25,000.00	25,000	32,500	32,500			32,500
Total							2,113,930	455,000	902,512	3,471,442
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,330,608	553,577	1,098,044	3,982,229

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL										**HERITAGE SCHOOL**
5.1 Standby Generator: Standby generator is approaching end of useful service life. Replace with new generator and transfer switch.	**1987**	1	LS	150,000	150,000	195,000	195,000			195,000
5.2 Fire Alarm System: Upgrade fire alarm devices, 11 zones.	**1987**	79,550	SF	1.50	119,325	155,123	155,123			155,123
5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1987**	86,780	SF	5.00	433,900	564,070		564,070		564,070
5.4 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.		86,780	SF	6.50	564,070	733,291		733,291		733,291
Total							350,123	1,297,361	0	1,647,484
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							386,011	1,578,438	0	1,964,449

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

HERITAGE SCHOOL - SITE



1.1 Heavily deteriorated paving.



1.5 Cracked concrete sidewalk.



1.6 Spalling concrete at exterior stair.



1.7 Create accessible van parking space.



1.8 Exterior handrails with missing extensions.



1.13 Inadequate drainage at lower play field.

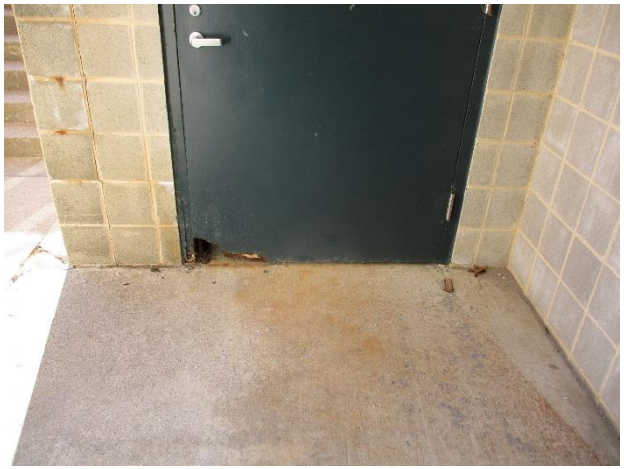
HERITAGE SCHOOL – BUILDING ENVELOPE



2.1 Existing EPDM roofing system.



2.5 Deteriorating CMU Veneer Wall.



2.6 Doors and frames rusting at bottom.



2.8 Window glazing with broken seal.



2.11 Deteriorating concrete ramp.



2.14 Paint underside of exposed roof deck.

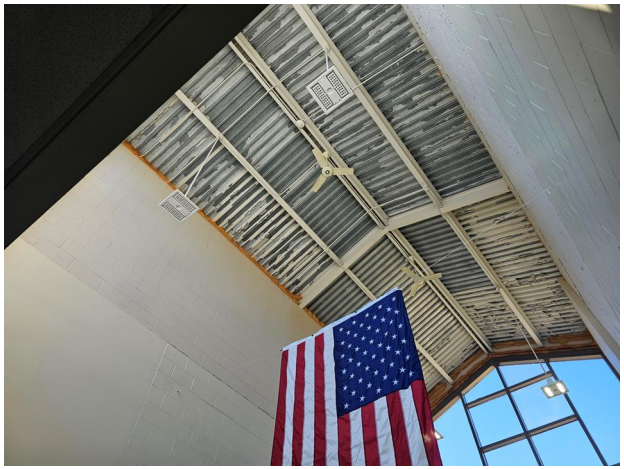
HERITAGE SCHOOL – INTERIOR



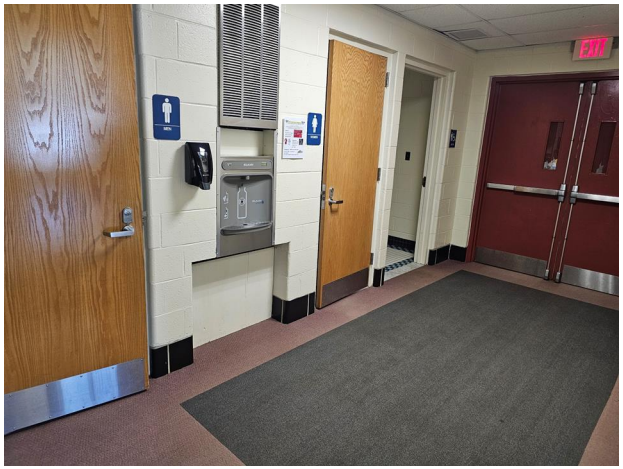
3.1 Stained and sagging ACT Ceiling.



3.2 Unsightly peeling paint at entry.



3.3 Unsightly ceiling at entry.



3.4 Original worn carpet throughout building.



3.5 Worn and lifting VCT.



3.6 Cracked ceramic tile.

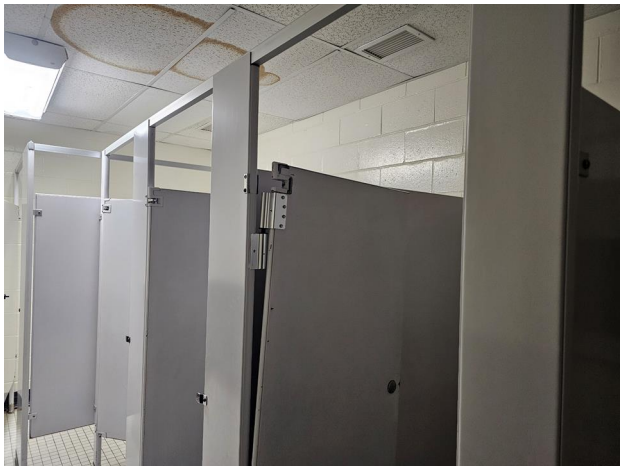
HERITAGE SCHOOL – INTERIOR CONTINUED



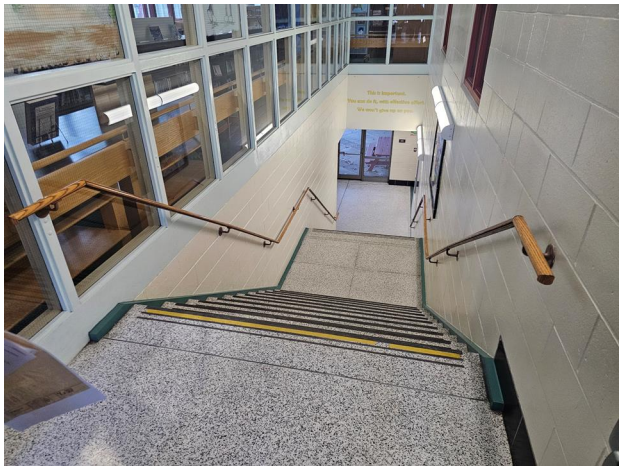
3.7 Cracked terrazzo at rear entry vestibule.



3.8 Deteriorated gym flooring.



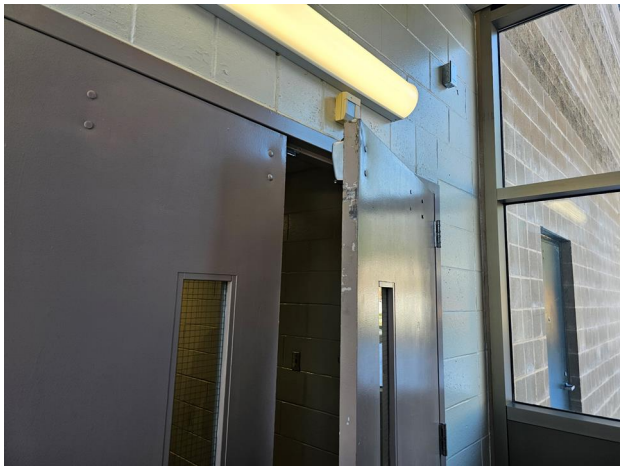
3.9 Degrading toilet partitions.



3.10 Inadequate handrail design.



3.11 Non ADA sinks in classrooms.



3.12 Damaged door frames at stairwells.

HERITAGE SCHOOL – MECHANICAL



4.3 Boilers have cracked sections and are beyond their useful service life expectancy.



4.4 Hot water circulating pumps are beyond their useful life expectancy.



4.5 Cooling tower is failing. Replace with new unit and pumps.



4.7 Replace obsolete kitchen equipment with new.



4.8 Tank is corroded. Replace with new.

HERITAGE SCHOOL – ELECTRICAL



5.1 Standby generator is approaching end of useful service life.



5.3 Existing paging/timeclock systems are non-integrated, unsynchronized and obsolete.

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BUILDING DATA

DUDLEY ELEMENTARY SCHOOL

GENERAL INFORMATION:	
Building:	Dudley Elementary School
Address:	16 School Street, Dudley, MA 01571
Director of Public Facilities:	Joseph Caron
Head Custodian:	Wayne Tower
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	2B
BUILDING HISTORY:	
Original Building:	circa 1957
Addition:	1999
SITE / BUILDING AREA:	
Site Area:	15.17 Acres
Total Building Area:	86,495 SF
Lower Level Area:	38,125 SF
Ground Floor Area:	48,370 SF
SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving- circular driveway with parking.
Walkways:	Concrete.
Lighting:	LED Light poles along paved drive and parking, light bollards at front, and building mounted light fixtures (2013).
Storm Drainage	Catch basins at paved parking, road, and courtyard. Infiltration field provided on site.
Sanitary System:	6” town sanitary drain.
Play Areas:	Wood and metal playground equipment. 1 Paved playground area. 2 basketball backstops. 2 baseball fields.



ARCHITECTURAL COMPONENTS:	
Foundation:	Reinforced concrete.
Super Structure:	Structural steel.
Floor Structure:	Concrete slab on grade. Wood framing over crawlspace at gymnasium.
Roof Structure:	1 ½” metal deck over steel structure.
Exterior Walls:	8” reinforced concrete masonry w/ 4” brick veneer and 2” insulation.
Roofing:	Single-ply membrane over rigid insulation.
Window Systems:	Aluminum frames w/ insulated glazing or aluminum faced insulated panel.
Exterior Doors	Hollow metal frames with metal door.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS (continued):		MECHANICAL / ELECTRICAL COMPONENTS:	
Interior Doors	Mostly hollow metal frames with metal door.	Water Service:	6” town water service w/ backflow preventer.
Stairs:	Concrete stairs at exterior, concrete filled steel pan at basement.	Domestic Hot Water:	Gas-fired 100 gal. condensing domestic water heater (2019).
Floors:	VCT, Tile, Carpet.	Fire Suppression:	Fully sprinklered.
Interior Walls:	8” concrete masonry units (CMU).	Heating Systems:	Oil-fired hot water boilers (2). 12,000 gal. oil tank. Unit ventilators and radiators (2000). New circulator pumps (2019). (2) air handlers at gymnasium. Automated Logic controls.
Wall Finishes:	Painted CMU.		
Ceiling Finishes:	Mostly ACT with some painted gyp board ceilings.	Cooling Systems:	(3) DX air handlers at office, computer lab, library.
Conveying Systems:	2-stop hydraulic passenger elevator. Wheelchair lift in cafeteria and auditorium.	Electric Service:	800 amp. Switchgear replaced 2000.
		Standby Power:	Diesel generator (2000). Coolers, freezers, egress lighting, exit signs, boilers, pumps, fire alarm.
		Lighting:	T8 and compact fluorescent.
		Fire Alarm:	Addressable system. FACP replaced 2011. Devices replaced 2023.

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Dudley Elementary School**
1. SITE	2,600	798,367	2,600	803,567
2. BUILDING ENVELOPE	4,157,400	708,370	1,560	4,867,330
3. BUILDING INTERIORS	0	326,859	127,530	454,389
4. MECHANICAL	31,200	1,215,435	9,360	1,255,995
5. ELECTRICAL	0	3,632,971	0	3,632,971
[1]Total	4,191,200	6,682,002	141,050	11,014,252
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	4,620,798	8,129,677	171,609	12,922,084

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**DUDLEY ELEMENTARY SCHOOL**
1.1 Drives and Walks: Paving is cracked and showing its age. Replace bituminous paving on existing base at drives and parking lots.	**2000**	8,722	SY	55.00	479,710	623,623		623,623		623,623
1.2 Bituminous Curbing: Replace bituminous curbing at drives and parking lots.	**2000**	1,500	LF	20.00	30,000	39,000		39,000		39,000
1.3 Precast Concrete Curbs: Remove and replace deteriorated concrete curb at various locations throughout the site.	**2000**	36	LF	30.00	1,080	1,404		1,404		1,404
1.4 Granite Curbing: Existing granite curbs are generally in good condition. Some sections need to be replaced/reset.	**2000**	18	LF	41.00	738	960		960		960
1.5 Concrete sidewalks Concrete sidewalks are generally in good condition. Some areas need to be patched/repaired.	**2000**	40	SF	90.00	3,600	4,680		4,680		4,680
1.6 Catch Basin / Manhole: Some catch basins and manholes are in poor condition and need to be rebuilt.	**2000**	2	EA	5,000.00	10,000	13,000		13,000		13,000
1.7 Catch Basin / Manhole: Some catch basin / manhole are in fair condition but need adjustment.	**2000**	5	EA	2,500.00	12,500	16,250		16,250		16,250
1.8 Storm Drainage: Storm drainage appears to be inadequate. Report of overflow and flooding in the classroom. Conduct storm drainage study.	**2000**	1	LS	20,000.00	20,000	26,000		26,000		26,000
1.9 Accessible Entrance Approach: Existing ramp needs minor patching/repair.	**2000**	1	LS	2,000.00	2,000	2,600			2,600	2,600

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE									**DUDLEY ELEMENTARY SCHOOL**	
1.10 Site Lighting: Existing site lighting is in good condition. Minor repairs may be required.	**2000**	1	EA	6,000.00	6,000	7,800		7,800		7,800
1.11 Fencing: Chain link fencing around play areas in good condition. Provide poison ivy control.	**2000**	1	LS	500.00	500	650		650		650
1.12 Wood Fiber Playground Surfacing: Wood mulch is compacted and depleted. Remove and replace with poured in place rubber surfacing.		1,000	SY	50.00	50,000	65,000		65,000		65,000
1.13 Drainage at Exterior Door: Drainage at the exterior door at the ramp appears to be clogged. It was reported that water leaked into the classroom. Recommendation is to snake the drain and clear the clog.	**2000**	1	LS	2,000.00	2,000	2,600	2,600			2,600
Total							2,600	798,367	2,600	803,567
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,867	971,336	3,163	977,365

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**DUDLEY ELEMENTARY SCHOOL**	
2.1 PVC Roofs: The existing PVC roof is at the end of its life expectancy. There is significant ponding throughout the roof areas. Replace with new PVC roofing system.	**2000**	49,200	SF	65.00	3,198,000	4,157,400	4,157,400			4,157,400
2.2 Brick Masonry Mortar Joints: Mortar joints are failing in some areas. Repoint brick masonry walls.		600	SF	45.00	27,000	35,100		35,100		35,100
2.3 Damaged Brick Walls: Replace cracked bricks.		400	SF	100.00	40,000	52,000		52,000		52,000
2.4 Staining, Efflorescence and Moss: Power wash and clean at various locations of the masonry veneer wall, approximately 40% to 50% of 20,400 SF.		10,000	SF	15.00	150,000	195,000		195,000		195,000
2.5 Deteriorating Steel Lintels: Replace rusting steel lintels**.**		50	LF	500.00	25,000	32,500		32,500		32,500
2.6 Rust Steel Lintels: Paint all steel lintels on the exterior wall.		4,700	SF	15.00	70,500	91,650		91,650		91,650
2.7 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames**.**	**2000**	2	EA	3,300.00	6,600	8,580		8,580		8,580
2.8 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	**2000**	200	EA	10.00	2,000	2,600		2,600		2,600
2.9 Window glazing: Existing windows are in fair condition. Some units need to be reglazed or replaced.	**2000**	50	SF	250.00	12,500	16,250		16,250		16,250

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**DUDLEY ELEMENTARY SCHOOL**	
2.10 Glass Block: Existing glass blocks at the gym are leaking. Replace all with aluminum window system.		470	SF	250.00	117,500	152,750		152,750		152,750
2.11 Window and Door Perimeter Sealants: Remove and replace deteriorated sealant joints with new sealant and backer rods.	**2000**	4,700	LF	15.00	70,500	91,650		91,650		91,650
2.12 Masonry Joints Sealants: Remove all deteriorated masonry sealant joints and replace with new sealant and backer rod.	**2000**	420	LF	15.00	6,300	8,190		8,190		8,190
2.13 Concrete Ramp: Minor patch/repair of spalling concrete ramp.	**2000**	1	LS	1,000.00	1,000	1,300		1,300		1,300
2.14 Concrete Loading Dock: Loading dock is in fair condition. Minor patching/repair.		1	LS	1,000.00	1,000	1,300		1,300		1,300
2.15 Exterior Stairs: Remove one existing stair and replace with new cast-in-place reinforced concrete stair with frost-protected footings.	**2000**	1	EA	15,000.00	15,000	19,500		19,500		19,500
2.16 Exterior Handrails: Replace/add new galvanized steel handrails.	**2000**	20	LF	60.00	1,200	1,560			1,560	1,560
Total							4,157,400	708,370	1,560	4,867,330
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							4,583,534	861,840	1,898	5,447,272

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**DUDLEY ELEMENTARY SCHOOL**	
3.1 Unsightly 2' x 4' SAT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		5,700	SF	8.00	45,600	59,280		59,280		59,280
3.2 Unsightly Gym Ceiling: Remove old paint and repaint.		5,300	SF	3.00	15,900	20,670		20,670		20,670
3.3 Cracking Masonry: Patch and repoint cracks and joints as needed.		142	LF	45.00	6,390	8,307		8,307		8,307
3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.		30,550	SF	6.00	183,300	238,290		238,290		238,290
3.5 VCT Flooring: Portion of existing VCT flooring is cracked, replace.		20	SF	12.00	240	312		312		312
3.6 Urinal Screen: Install accessible toilet fixtures.		6	EA	650.00	3,900	5,070			5,070	5,070
3.7 Sinks in Staff and classrooms not ADA compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide knee space access to sink.		24	EA	3,800.00	91,200	118,560			118,560	118,560
3.8 General Office Door: Remove existing door leaves and replace with unequal pair to meet accessibility requirements.		1	EA	3,000.00	3,000	3,900			3,900	3,900
Total							0	326,859	127,530	454,389
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	397,674	155,160	552,834

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL										**DUDLEY ELEMENTARY SCHOOL**
4.1 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**2000**	2	EA	500.00	1,000	1,300	1,300			1,300
4.2 Variable Frequency Drives (VFDs): VFDs are obsolete technology. Replace with new.	**2000**	7	EA	10,000.00	70,000	91,000		91,000		91,000
4.3 Art Room Sinks: Sinks at Art Room are non-accessible. Replace with accessible sinks.	**2000**	4	EA	1,800	7,200	9,360			9,360	9,360
4.4 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**2000**	86,495	SF	10.00	864,950	1,124,435		1,124,435		1,124,435
4.5 Kitchen Grease Trap: 1500 gal. precast concrete grease trap is failing. Remove and replace grease trap.	**2000**	1	LS	20,000.00	20,000	26,000	26,000			26,000
4.6 Chimney Cap: Chimney currently does not have a cap allowing water intrusion in boiler room. Add cap.		1	EA	3,000.00	3,000	3,900	3,900			3,900
Total							31,200	1,215,435	9,360	1,255,995
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							34,398	1,478,763	11,388	1,524,548

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL									**DUDLEY ELEMENTARY SCHOOL**	
5.1 Fluorescent Lighting: T8 parabolic and CFL lighting is inefficient. Replace with LED.	**2000**	86,495	SF	20.00	1,729,900	2,248,870		2,248,870		2,248,870
5.2 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**2000**	40	EA	500.00	20,000	26,000		26,000		26,000
5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**2000**	86,495	SF	5.00	432,475	562,218		562,218		562,218
5.4 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**2000**	86,495	SF	6.50	562,218	730,883		730,883		730,883
5.5 Theatrical Lighting: Incandescent lighting is excessively hot and not used. Replace with LED system.	**2000**	1	LS	50,000.00	50,000	65,000		65,000		65,000
Total							0	3,632,971	0	3,632,971
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	4,420,065	0	4,420,065

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

DUDLEY ELEMENTARY SCHOOL - SITE



1.1 Paving is cracked and showing its age.



1.3 Remove and replace deteriorated curb.



1.6 Basin / manhole are in poor condition and need to be rebuilt.



1.9 Existing ramp need minor patch / repair.



1.12 Existing mulch filled playground is not accessible and in poor condition.



1.13 Drainage at the exterior door at the ramp appears to be clogged

DUDLEY ELEMENTARY SCHOOL – BUILDING ENVELOPE



2.1 The existing PVC roof is at the end of its life expectancy.



2.2 Mortar joints are failing in some areas.



2.3 Damaged brick veneer.



2.4 Staining, Efflorescence and Moss.



2.10 Damaged glass block.

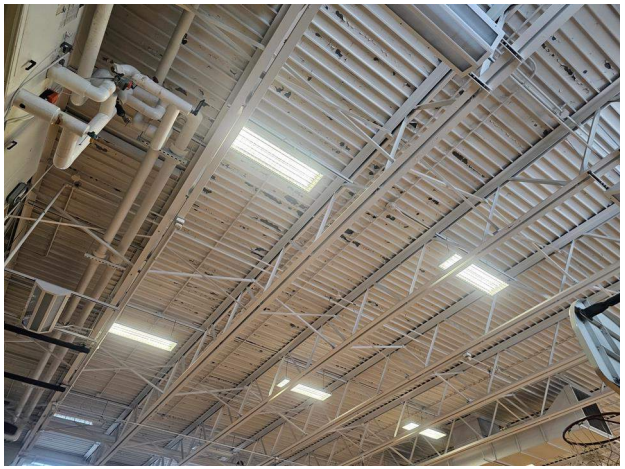


2.15 Exterior concrete stair deteriorating.

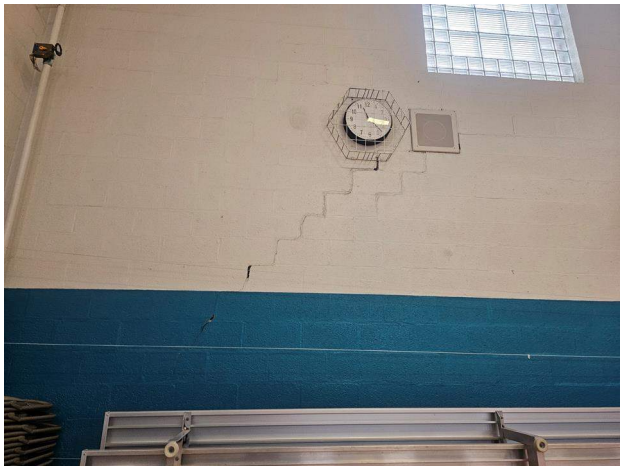
DUDLEY ELEMENTARY SCHOOL – INTERIOR



3.1 Stained SAT ceiling panels.



3.2 Peeling paint at gym ceiling.



3.3 Cracking at masonry wall.



3.5 Crack in VCT flooring.



3.6 Urinal screens missing.



3.7 Existing casework at sink does not meet accessibility requirements.

DUDLEY ELEMENTARY SCHOOL – MECHANICAL



4.2 VFDs are obsolete technology. Replace with new.



4.3 Sinks at Art Room are non-accessible. Replace with accessible sinks.



4.4 Facility lacks integrated HVAC controls. Provide fully integrated BMS.



4.6 Chimney lacks a cap allowing water intrusion in boiler room.

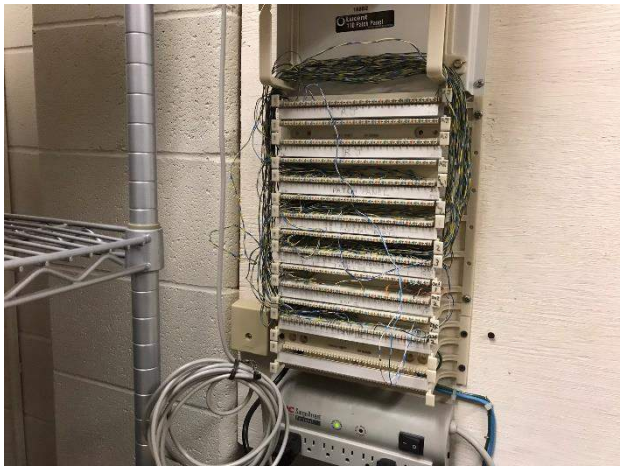


4.6 Chimney lacks a cap allowing water intrusion in boiler room.

DUDLEY ELEMENTARY SCHOOL – ELECTRICAL



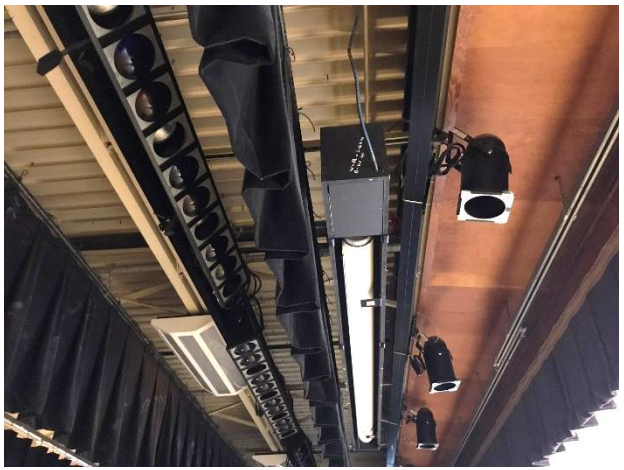
5.1 T8 parabolic lighting is inefficient. Replace with LED.



5.2 Phone system is obsolete technology. Upgrade system with VOIP.



5.3 Existing paging/timeclock systems are non-integrated, unsynchronized and obsolete.



5.5 Incandescent lighting is excessively hot and not used. Replace with LED system.

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BUILDING DATA

CHARLTON MIDDLE SCHOOL

GENERAL INFORMATION:	
Building:	Charlton Middle School
Address:	2 Oxford Road, Charlton, MA. 01507
Director of Public Facilities:	Joseph Caron
Head Custodian:	James Rivera
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	Type 2B
BUILDING HISTORY:	
Original Building:	1999
Addition:	N/A
SITE / BUILDING AREA:	
Site Area:	87.10 Acres (Lot combined with Heritage School 135.48 Acres)
Total Building Area:	204,203 SF
Lower Level Area:	156,247 SF
First Floor Area:	44,236 SF
2nd Floor Area:	3,720 SF
SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving- circular driveway at front surrounding parking lot and circular paving surrounding school.
Walkways:	Concrete walkways.
Lighting:	LED light poles and building mounted fixtures.
Storm Drainage	Manholes and catch basins located around building and in parking lot.
Sanitary System:	Septic system with ejector pump.
Play Areas:	1 soccer field, 1 baseball field, 1 softball field, 2 tennis courts, 1 basketball court.
Irrigation:	Landscape areas in front of building and soccer fields irrigated. Two irrigation pumps are located in pump house.



ARCHITECTURAL COMPONENTS:	
Foundation:	4-6” reinforced concrete slab on grade.
Super Structure:	Structural steel.
Floor Structure:	4” Structural concrete slab on 1 ½” deck.
Roof Structure:	Low slope roofing sloping to drains, on metal deck on steel structure.
Exterior Walls:	8” reinforced concrete masonry units (CMU) with insulation layer and brick masonry veneer.
Roofing:	90 mil EPDM roof, over HD coverboard and rigid insulation and 1 ½” metal deck. Replaced 2024.
Window Systems:	Prefinished aluminum windows with insulated glazing.
Exterior Doors	Hollow metal frames with metal doors.
Interior Doors	Hollow metal frames with 50% metal and 50%solid wood doors.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS:		MECHANICAL / ELECTRICAL COMPONENTS:	
Stairs:	Concrete filled steel pan.	Water Service:	Town water.
Floors:	Carpet, VCT, terrazzo.	Domestic Hot Water:	Indirect domestic hot water heater supplied by (1) of (3) boilers. (3) storage tanks.
Interior Walls:	6-8" CMU.	Fire Suppression:	Building is protected with wet-type automatic sprinklers and fire pump fed from 100,000 Gallon on site storage tank to supplement low supply from city.
Wall Finishes:	Paint over CMU.		
Ceiling Finishes:	Mostly ACT, some gyp board ceilings.	Heating Systems:	(2) oil-fired hot water boilers with (1) standby boiler. Unit ventilators at classrooms. Circulation pumps equipped with VFDs. Gymnasium, Auditorium, Media, Cafeteria and Music department heated with air handling units (AHUs). 12,000 Gallon below ground oil tank.
Conveying Systems:	2 hydraulic passenger elevators.		
		Cooling Systems:	Chiller and cooling tower. Unit ventilators at classrooms. Gymnasium, Auditorium, Media, Cafeteria and Music department cooled with AHUs.
		Electric Service:	1200 amp service.
		Standby Power:	Diesel standby generator with 275 gallon tank serves egress lighting, boilers, fire pump, freezers, refrigerators, and ovens.
		Lighting:	Fluorescent. LED replacement lighting pending.
		Fire Alarm:	FACP replaced 2020. Fire alarm devices being replaced on an ongoing basis, approximately 90% complete.
		Security:	Avigilon system with CCTV, video intercom w/ access control.

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Charlton Middle School**
1. SITE	2,572,700	257,985	10,400	2,841,085
2. BUILDING ENVELOPE	118,560	413,920	0	532,480
3. BUILDING INTERIORS	0	889,807	373,880	1,263,687
4. MECHANICAL	2,039,245	2,654,639	28,080	4,721,964
5. ELECTRICAL	0	3,092,486	0	3,092,486
[1]Total	4,730,505	7,308,837	412,360	12,451,702
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	5,215,382	8,892,318	501,699	14,609,399

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**CHARLTON MIDDLE SCHOOL**
1.1 Drives and Walks: Paving is cracked and heavily deteriorated with potholes and heaves. Replace Bituminous Paving and base.	**1998**	30,600	SY	55.00	1,683,000	2,187,900	2,187,900			2,187,900
1.2 Granite Curbing: Existing granite curbs are in good condition. Some sections need replaced/reset.	**1998**	50	LF	41.00	2,050	2,665		2,665		2,665
1.3 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.	**1998**	14,800	LF	20.00	296,000	384,800	384,800			384,800
1.4 Bituminous Sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.	**1998**	1,700	SY	50.00	85,000	110,500		110,500		110,500
1.5 Concrete Sidewalks: Remove and replace deteriorated sections of the concrete sidewalks.	**1998**	300	SY	90.00	27,000	35,100		35,100		35,100
1.6 Catch Basin / Manhole: Some catch basins/manholes are in fair condition but need adjustment.	**1998**	10	EA	2,500.00	25,000	32,500		32,500		32,500
1.7 Accessible Parking Identification: Add missing or replace broken signage at accessible parking spaces**.**	**1998**	16	EA	500.00	8,000	10,400			10,400	10,400
1.8 Drainage Issue at Parking lot: The drainage appears to be inadequate. The maintenance staff indicated snow/ice build-up. This could accelerate the deterioration of the bituminous parking lot. Conduct storm drainage study.	**1998**	1	LS	20,000.00	20,000	26,000		26,000		26,000

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**CHARLTON MIDDLE SCHOOL**
1.9 Drainage Issue at Unenclosed Courtyard: The existing grade does not provide enough slope to drain away from the building. Install a French drain along the perimeter wall and drain to a retention pond.	**1998**	1	LS	30,000.00	30,000	39,000		39,000		39,000
1.10 Fencing: Fencing is generally in good condition. Some sections need repair/replacement.		200	LF	47.00	9,400	12,220		12,220		12,220
Total							2,572,700	257,985	10,400	2,841,085
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,836,402	313,878	12,653	3,162,933

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**CHARLTON MIDDLE SCHOOL**	
2.1 Staining and Efflorescence: Power wash and clean at various locations of the masonry veneer wall, approximately 5% to 10% of 65,200 SF total.	**1998**	6,520	SF	15.00	97,800	127,140		127,140		127,140
2.2 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	**1998**	5	EA	3,300.00	16,500	21,450		21,450		21,450
2.3 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	**1998**	300	LF	12.00	3,600	4,680		4,680		4,680
2.4 Window glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	**1998**	100	SF	250.00	25,000	32,500		32,500		32,500
2.5 Window and Door Perimeter Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	**1998**	5,500	LF	15.00	82,500	107,250		107,250		107,250
2.6 Masonry Joints Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	**1998**	6,200	LF	15.00	93,000	120,900		120,900		120,900

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**CHARLTON MIDDLE SCHOOL**	
2.7 Water Infiltration at Masonry Wall: It was reported that the leak occurred during a wind-driven rain. Per existing details, the wind-driven rain appears to enter the wall at the louver and drops or travels along the perimeter beam before dropping at a low point. Replace louver with storm resistant louver.	**1998**	76	EA	1,200.00	91,200	118,560	118,560			118,560
Total							118,560	413,920	0	532,480
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							130,712	503,597	0	634,309

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**CHARLTON MIDDLE SCHOOL**	
3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system in kitchen.		2,200	SF	8.00	17,600	22,880		22,880		22,880
3.2 Unsightly Gym Ductwork: Existing paint is flaking off. Repaint.		3,200	SF	3.00	9,600	12,480		12,480		12,480
3.3 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.	**1998**	81,405	SF	6.00	488,430	634,959		634,959		634,959
3.4 VCT Flooring: VCT flooring is worn and has begun lifting in some places. Remove and install new VCT.	**1998**	4,047	SF	12.00	48,564	63,134		63,134		63,134
3.5 Terrazzo Floor: Existing Terrazzo Floor is Cracked. Patch and repair**.**	**1998**	34	SF	8.00	272	354		354		354
3.6 Classroom AV Equipment: Classrooms use outdated CRT screens. Recommend replacing.	**1998**	60	EA	2,000	120,000	156,000		156,000		156,000
3.7.1 Accessible Toilet Partitions: Existing toilet partitions are significantly deteriorated. Recommend replacing.	**1998**	12	EA	1,800.00	21,600	28,080			28,080	28,080
3.7.2 Standard toilet partitions: Existing toilet partitions are significantly deteriorated. Recommend replacing.	**1998**	22	EA	1,600.00	35,200	45,760			45,760	45,760
3.7.3 Urinal Screens: Existing urinal partitions are significantly deteriorated and do not meet existing requirements. Recommend replacing.	**1998**	16	EA	650.00	10,400	13,520			13,520	13,520

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**CHARLTON MIDDLE SCHOOL**	
3.8 Interior Casework and Sinks: Most sinks in staff locations and classrooms do not meet ADA requirements. Modify existing casework at these locations to meet requirements and replace existing sink with new sink.	**1998**	58	EA	3,800.00	220,400	286,520			286,520	286,520
Total							0	889,807	373,880	1,263,687
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	1,082,586	454,882	1,537,468

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL									**CHARLTON MIDDLE SCHOOL**	
4.1 Exhaust Fans: Rooftop Exhaust fans are beyond expected useful service life. Replace exhaust fans.	**1999**	30	EA	3,450.00	103,500	134,550	134,550			134,550
4.2 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	6	EA	500.00	3,000	3,900	3,900			3,900
4.3 Inaccessible Drinking Fountains in Gym: Install accessible drinking fountains.	**1998**	4	EA	5,400.00	21,600	28,080			28,080	28,080
4.4 Boilers: All boilers have replacement sections and are approaching end of expected useful service life. Replace existing boilers.	**1999**	1	LS	1,200,000	1,200,000	1,560,000	1,560,000			1,560,000
4.5 Circulating Pumps: Circulating pumps are approaching end of expected useful service life. Replace pumps.	**1999**	9	EA	15,350.00	138,150	179,595	179,595			179,595
4.6 ACCU-1: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	15,000.00	15,000	19,500	19,500			19,500
4.7 ACCU-2: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	16,000.00	16,000	20,800	20,800			20,800
4.8 ACCU-3: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	6,500.00	6,500	8,450	8,450			8,450
4.9 ACCU-4: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	30,000.00	30,000	39,000	39,000			39,000

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL									**CHARLTON MIDDLE SCHOOL**	
4.10 ACCU-5: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	25,000.00	25,000	32,500	32,500			32,500
4.11 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1999**	204,203	SF	10.00	2,042,030	2,654,639		2,654,639		2,654,639
4.12 Fire Pump: Water pressure is inadequate. Replace pump.	**1999**	1	LS	50,000	50,000	65,000	65,000			65,000
4.13 Fire Protection Storage Tank: Tank is failing. Replace tank.	**1999**	1	LS	75,000	75,000	97,500	97,500			97,500
4.14 Elevator: Replace faulty safety switch.	**1999**	1	LS	10,000	10,000	13,000	13,000			13,000
Total							2,039,245	2,654,639	28,080	4,721,964
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,248,268	3,229,774	34,164	5,512,205

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL									**CHARLTON MIDDLE SCHOOL**	
5.1 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1999**	61	EA	500.00	30,500	39,650		39,650		39,650
5.2 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1999**	204,203	SF	6.50	1,327,320	1,725,516		1,725,516		1,725,516
5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1999**	204,203	SF	5.00	1,021,015	1,327,320		1,327,320		1,327,320
Total							0	3,092,486	0	3,092,486
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	3,762,482	0	3,762,482

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

CHARLTON MIDDLE SCHOOL - SITE



1.1 Cracked and heavily deteriorated paving.



1.5 Deteriorated concrete sidewalk.



1.6 Sinking Manhole.



1.7 Missing signage at accessible parking spaces.



1.8 Drainage Issue at Parking lot.



1.9 Drainage Issue at Unenclosed Courtyard.

CHARLTON MIDDLE SCHOOL – BUILDING ENVELOPE



2.1 Staining and Efflorescence.



2.2 Door and frame are rusting at the bottom.



2.5 Failing perimeter sealant joint.



2.6 Failing masonry sealant joint.



2.7 Water infiltration at the louver.



2.7 Water infiltration at the louver, staining ACT ceiling.

CHARLTON MIDDLE SCHOOL – INTERIOR



3.2 Peeling paint at ductwork in gym, recommend repainting.



3.3 Original carpet lifting and bunching throughout school.



3.4 Lifting VCT tiles In stairwells.



3.5 Significant cracking at terrazzo floor in entry way.



3.7 Deteriorated toilet partitions and non-compliant urinal screens.



3.8 Non ADA compliant sinks in staff areas and classrooms.

CHARLTON MIDDLE SCHOOL – MECHANICAL



4.4 All boilers have replacement sections and are approaching end of useful service life.



4.5 Circulating pumps are approaching end of expected useful service life.



4.6 Air Cooled Condensing Units are failing and beyond end of useful service life.



4.11 Facility lacks integrated HVAC controls and energy management system.



4.12 Fire pump water pressure is inadequate. Replace pump.



4.13 Fire Protection Storage Tank is failing and needs replacement.

CHARLTON MIDDLE SCHOOL – ELECTRICAL



5.1 Phone system is obsolete technology. Upgrade system with VOIP.



5.2 Upgrade security system with integrated electronic system consisting of intrusion, card access, and CCTV.



5.3 Existing paging/timeclock systems are non-integrated and obsolete.

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BUILDING DATA

DUDLEY MIDDLE SCHOOL

GENERAL INFORMATION:	
Building:	Dudley Middle School
Address:	70 Dudley Oxford Road, Dudley, MA 01571
Director of Public Facilities:	Joseph Caron
Head Custodian:	Mark Andre
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	Type 2B
BUILDING HISTORY:	
Original Building:	1999
Addition:	N/A
SITE / BUILDING AREA:	
Site Area:	90.39 Acres (Lot combined with Shepherd Hill Regional HS)
Total Building Area:	99,118 SF
Lower Level Area:	19,294 SF
First Floor Area:	58,841 SF
2nd Floor Area:	20,983 SF
SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving circular driveway at front surrounding parking lot.
Walkways:	Concrete walkways.
Lighting:	LED light poles and building mounted fixtures.
Storm Drainage	Manholes and catch basins located around building and in parking lot.
Sanitary System:	Town Sewer.
Play Areas:	Soccer and softball fields.



ARCHITECTURAL COMPONENTS:	
Foundation:	4” reinforced concrete slab on grade.
Super Structure:	Structural steel.
Floor Structure:	4” Structural concrete slab on 1 ½” deck.
Roof Structure:	Low slope roofing sloping to drains, on metal deck on steel structure.
Exterior Walls:	8” reinforced concrete masonry units (CMU) with insulation layer and brick masonry veneer.
Roofing:	Single ply roof membrane over HD coverboard and rigid insulation and 1 ½” metal deck.
Window Systems:	Prefinished aluminum windows with insulated glazing.
Exterior Doors	Hollow metal frames with metal doors.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS:		MECHANICAL / ELECTRICAL COMPONENTS:	
Interior Doors	Hollow metal frames with 50% metal and 50% solid wood doors.	Water Service:	Town water. On site water storage tank supplied by well pump, booster pumps and filtration system.
Stairs:	Concrete filled steel pan.	Domestic Hot Water:	(2) 80 gal. indirect hot water storage tanks.
Floors:	Carpet, VCT, terrazzo.	Fire Suppression:	Building is protected with wet-type automatic sprinklers. Detached pump house with diesel fire pump and 100,000 gal. storage tank.
Interior Walls:	6-8" CMU.	Heating Systems:	(2) Oil-fired boilers (1999). Propane unit heater at pump house. Unit ventilators at classrooms and fan coil units. Gymnasium, Auditorium, Media, Cafeteria, Music, Locker Rooms, Offices heated with air handling units (AHUs). 12,000 Gallon below ground oil tank. VFDs on pumps.
Wall Finishes:	Paint over CMU.		
Ceiling Finishes:	Mostly ACT, some gyp board ceilings.		
Conveying Systems:	1 hydraulic passenger elevator.	Cooling Systems:	Chiller. Cooling tower (replaced 2018). Unit ventilators at classrooms and fan coil units. Split system AC at computer room (2022). Gymnasium, Auditorium, Media, Cafeteria, Music, Locker Rooms, Offices cooled with air handling units (AHUs).
		Electric Service:	800 amp service.
		Standby Power:	Diesel standby generator serves egress lighting, boilers, fire pump, freezers, refrigerators, and ovens.
		Lighting:	LED First and Third Floor, Gymnasium, Canopy. T8 fluorescent other areas.
		Fire Alarm:	FACP replaced 2022. All fire alarm devices replaced 2024. Pump house FACP (1999).
		Security:	Avigilon system with CCTV, video intercom w/ access control.

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Dudley Middle School**
1. SITE	0	1,911,411	2,600	1,914,011
2. BUILDING ENVELOPE	0	961,675	0	961,675
3. BUILDING INTERIORS	2,730	461,188	195,780	659,698
4. MECHANICAL	1,428,960	1,288,534	28,080	2,745,574
5. ELECTRICAL	28,600	2,069,623	0	2,098,223
[1]Total	1,460,290	6,692,431	226,460	8,379,181
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	1,609,970	8,142,366	275,523	10,027,859

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**DUDLEY MIDDLE SCHOOL**
1.1 Drives and Walks: Paving is cracked and heavily deteriorated with potholes and heaves. Replace bituminous paving and base.	**1998**	19,000	SY	55.00	1,045,000	1,358,500		1,358,500		1,358,500
1.2 Granite Curbing: Existing granite curbs are in good condition. Some sections need to be replaced/reset.	**1998**	96	LF	41.00	3,936	5,117		5,117		5,117
1.3 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.	**1998**	8,100	LF	20.00	162,000	210,600		210,600		210,600
1.4 Bituminous sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.	**1998**	1,600	SY	50.00	80,000	104,000		104,000		104,000
1.5 Concrete walks: Remove and replace deteriorated areas of the concrete walk.	**1998**	750	SY	90.00	67,500	87,750		87,750		87,750
1.6 Catch Basin / Manhole: Rebuild sinking manhole and reset storm drainage cover.	**1998**	17	EA	5,000.00	85,000	110,500		110,500		110,500
1.7 Accessible Parking Identification: Add missing or replace broken signage at accessible parking spaces.	**1998**	1	LS	2,000.00	2,000	2,600			2,600	2,600
1.8 Drainage Issue at Play Fields: The drainage appears to be inadequate. Conduct storm drainage study.	**1998**	1	LS	20,000.00	20,000	26,000		26,000		26,000
1.9 Fencing: Fencing is generally in good condition. Some sections needs repair/replacement.	**1998**	40	LF	47.00	1,880	2,444		2,444		2,444

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**DUDLEY MIDDLE SCHOOL**
1.10 Road Leading to School Building: The road leading to the school building is in fair condition, provide maintenance.	**1998**	1	LS	5,000.00	5,000	6,500		6,500		6,500
Total							0	1,911,411	2,600	1,914,011
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	2,325,524	3,163	2,328,687

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE										**DUDLEY MIDDLE SCHOOL**
2.1 Staining, Efflorescence and Moss: Power wash and clean at various locations of the masonry veneer wall, approximately 40% to 50% of 51,200 SF total.	**1998**	25,600	SF	15.00	384,000	499,200		499,200		499,200
2.2 Exterior Egress Doors: Some doors and frames are rusting at the bottom. Replace doors and frames.	**1998**	7	EA	3,300.00	23,100	30,030		30,030		30,030
2.3 Exterior Doors Weather Stripping: Replace weather stripping on exterior doors.	**1998**	300	LF	10.00	3,000	3,900		3,900		3,900
2.4 Window Glazing: Existing windows are in fair condition. Some units need reglazing or replacement.	**1998**	20	SF	250.00	5,000	6,500		6,500		6,500
2.5 Window and Door Perimeter Sealants: Remove and replace failing sealant joints with new sealants and backer rods.	**1998**	3,750	LF	15.00	56,250	73,125		73,125		73,125
2.6 Masonry Joints Sealant: Remove and replace failing sealant joints with new sealants and backer rods.	**1998**	4,300	LF	15.00	64,500	83,850		83,850		83,850
2.7 Water Infiltration at Masonry Wall: It was reported that the leak occurred during a wind-driven rain. Per existing details, the wind-driven rain appears to enter the wall at the louver and drops or travels along the perimeter beam before dropping at a low point. Replace louver with storm resistant louver.	**1998**	49	EA	3,500.00	171,500	222,950		222,950		222,950

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE										**DUDLEY MIDDLE SCHOOL**
2.8 Concrete Loading Dock: Loading dock is in fair condition. Remove and replace bituminous apron with concrete.		90	SY	360.00	32,400	42,120		42,120		42,120
Total							0	961,675	0	961,675
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	1,170,025	0	1,170,025

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**DUDLEY MIDDLE SCHOOL**	
3.1 Unsightly 2' x 4' SAT Ceilings: Replace stained suspended acoustic ceiling with new 2' x 4' ceiling system.		3,500	SF	8.00	28,000	36,400		36,400		36,400
3.2 Unsightly Painted Walls: Paint in pumphouse is degraded, remove existing and repaint**.**		1,200	sf	2.00	2,400	3,120		3,120		3,120
3.3 Unsightly Painted Ductwork: Painted ductwork in gym is deteriorated, remove existing and repaint.		1,400	sf	2.00	2,800	3,640		3,640		3,640
3.4 Worn Carpet: The original carpet is past its effective useful life. Replace with new carpet.		49,500	SF	6.00	297,000	386,100		386,100		386,100
3.5 VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.		2,000	SF	12.00	24,000	31,200		31,200		31,200
3.6 Ceramic Tile Flooring: Tile at locker room to gym connection shows damage. Recommend replacing.		18	SF	20.00	360	468		468		468
3.7 Crack in Terrazzo Floor: Existing terrazzo flooring contains cracks in several locations at entry.		25	SF	8.00	200	260		260		260
3.8 Sinks in Staff rooms and classrooms not ADA compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		37	EA	3,800.00	140,600	182,780			182,780	182,780

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS										**DUDLEY MIDDLE SCHOOL**
3.9 Classroom Door Approach: Additional lockers have been added in the hallways outside of classrooms resulting in ADA approach clearance issues. Recommend removing 1 to 2 lockers to provide clearance.		20	EA	500.00	10,000	13,000			13,000	13,000
3.10 Interior Doors to Exitways: Damaged vertical rod, recommend replacing hardware.		2	EA	300.00	600	780	780			780
3.11 Interior Door to Gym: Door is damaged and does not close easily, recommend replacing.		1	EA	1,500.00	1,500	1,950	1,950			1,950
Total							2,730	461,188	195,780	659,698
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							3,010	561,106	238,196	802,312

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL										**DUDLEY MIDDLE SCHOOL**
4.1 Exhaust Fans: Rooftop exhaust fans are beyond expected useful service life. Replace exhaust fans.	**1999**	25	EA	3,450.00	86,250	112,125	112,125			112,125
4.2 Boilers: All boilers have replacement sections and are approaching end of expected useful service life. Replace existing boilers.	**1999**	1	LS	800,000	800,000	1,040,000	1,040,000			1,040,000
4.3 Circulating Pumps: Circulating pumps are approaching end of expected useful service life. Replace pumps.	**1999**	7	EA	15,350.00	107,450	139,685	139,685			139,685
4.4 ACCU-1: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	15,000.00	15,000	19,500	19,500			19,500
4.5 ACCU-2: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	15,000.00	15,000	19,500	19,500			19,500
4.6 ACCU-3: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	15,000.00	15,000	19,500	19,500			19,500
4.7 ACCU-4: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	30,000.00	30,000	39,000	39,000			39,000
4.8 ACCU-5: Air Cooled Condensing Unit is failing and beyond end of useful service life. Replace unit.	**1999**	1	LS	6,500.00	6,500	8,450	8,450			8,450
4.9 Building Management System: Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1999**	99,118	SF	10.00	991,180	1,288,534		1,288,534		1,288,534

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL										**DUDLEY MIDDLE SCHOOL**
4.10 Fire Pump: Control panel is obsolete. Replace control panel.	**1999**	1	LS	10,000.00	10,000	13,000	13,000			13,000
4.11 Water Service Pump: Pump and control panel are beyond expected useful service life. Replace both.	**1999**	1	LS	12,000.00	12,000	15,600	15,600			15,600
4.12 Inaccessible Drinking Fountains in Gym: Install accessible drinking fountains**.**	**1998**	4	EA	5,400.00	21,600	28,080			28,080	28,080
4.13 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1999**	4	EA	500.00	2,000	2,600	2,600			2,600
Total							1,428,960	1,288,534	28,080	2,745,574
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							1,575,428	1,567,699	34,164	3,177,291

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL										**DUDLEY MIDDLE SCHOOL**
5.1 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.	**1999**	65	EA	500.00	32,500	42,250		42,250		42,250
5.2 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.	**1999**	99,118	SF	6.50	644,267	837,548		837,548		837,548
5.3 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1999**	99,118	SF	5.00	495,590	644,267		644,267		644,267
5.4 Lighting: Upgrade second floor fluorescent lighting to LED.	**1999**	20,983	SF	20.00	419,660	545,558		545,558		545,558
5.5 Pump House FACP: FACP at pump house is obsolete. Replace control panel.	**1999**	1	LS	10,000.00	10,000	13,000	13,000			13,000
5.6 Transfer Switch: Faulty standby generator transfer switch trips when transferring load back to normal power. Replace transfer switch.	**1999**	1	LS	12,000.00	12,000	15,600	15,600			15,600
Total							28,600	2,069,623	0	2,098,223
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							31,532	2,518,013	0	2,549,544

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

DUDLEY MIDDLE SCHOOL - SITE



1.1 Deteriorated paving.



1.3 Damaged bituminous curbing.



1.5 Deteriorated concrete walks.



1.6 Sinking catch basin.

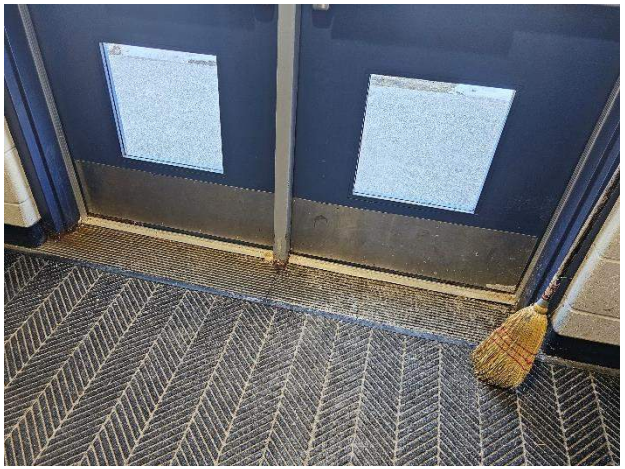


1.7 Damaged signage at accessible parking spaces.

DUDLEY MIDDLE SCHOOL – BUILDING ENVELOPE



2.1 Staining, Efflorescence and Moss.



2.2 Door and frame are rusting at the bottom.



2.3 Failing weather stripping on exterior doors.



2.5 Failing perimeter sealant joints.



2.6 Failing masonry sealant joints.

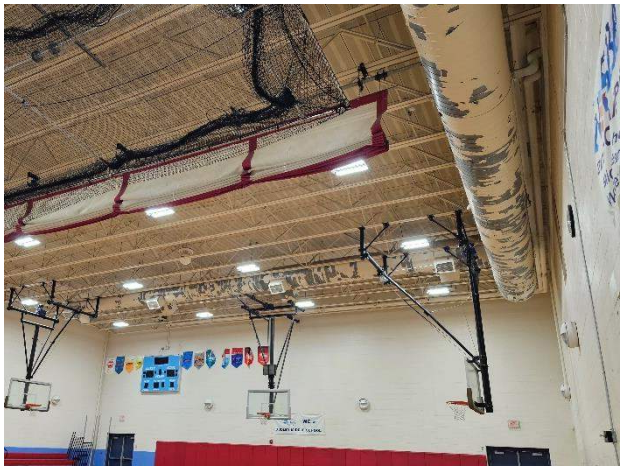


2.8 Bituminous apron at loading dock.

DUDLEY MIDDLE SCHOOL – INTERIOR



3.1 Damaged and stained ACT.



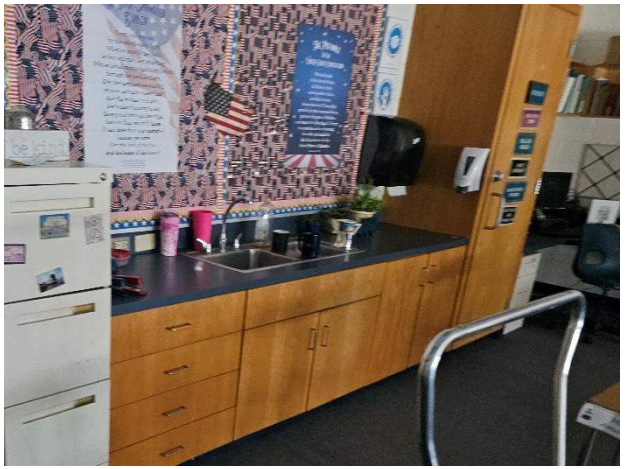
3.3 Degrading paint on gym ductwork.



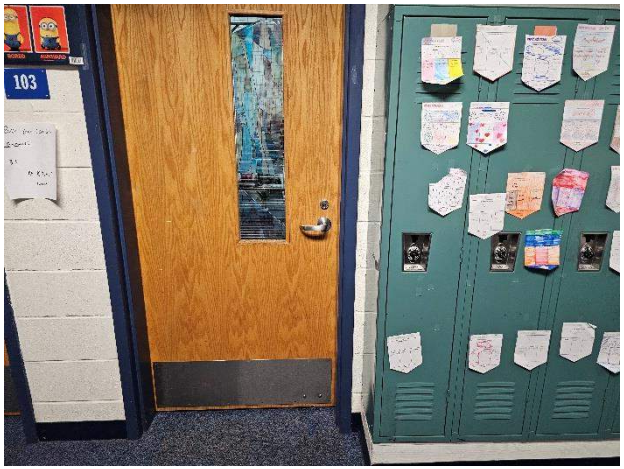
3.6 Cracked tile at locker room entry.



3.7 Cracked terrazzo.

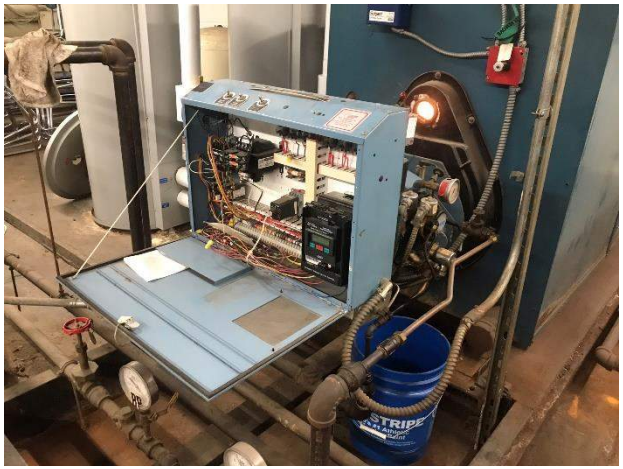


3.8 Non ADA compliant sinks in classrooms.



3.9 ADA clearance issue at classrooms.

DUDLEY MIDDLE SCHOOL – MECHANICAL



4.2 All boilers have replacement sections and are approaching end of useful service life.



4.3 Circulating pumps are approaching end of expected useful service life.



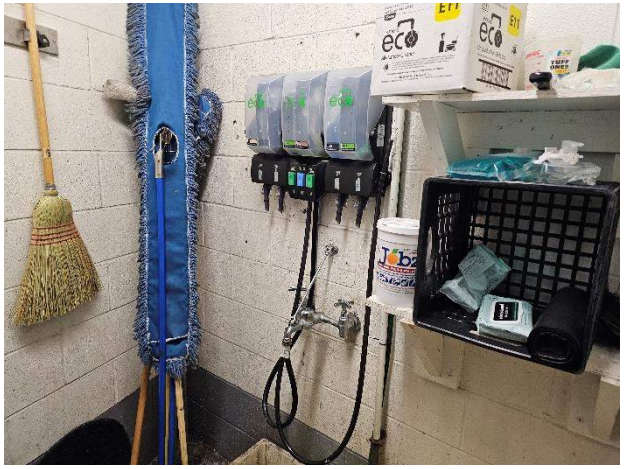
4.9 Facility lacks integrated HVAC controls and energy management system.



4.10 Fire pump control panel is obsolete. Replace with new.



4.11 Water service pump and control panel are beyond expected useful service life.



4.13 Backflow preventers are required on chemical mixers.

DUDLEY MIDDLE SCHOOL – ELECTRICAL



5.2 Upgrade security with integrated intrusion, card access, and CCTV system.



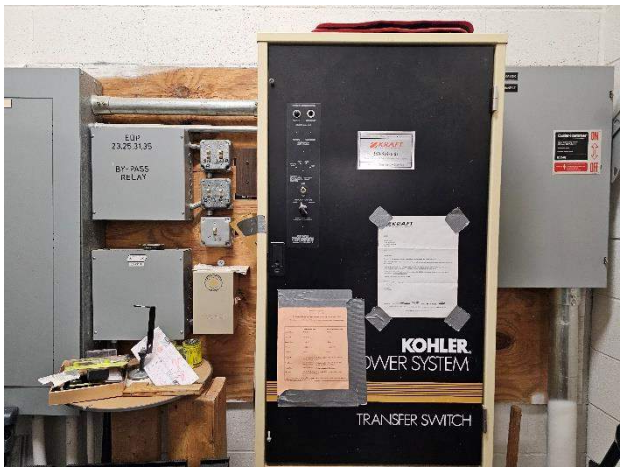
5.3 Existing paging/timeclock systems are non-integrated and obsolete.



5.4 Upgrade second floor fluorescent lighting to LED.



5.5 FACP at pump house is obsolete. Replace control panel.



5.6 Faulty standby generator transfer switch trips when transferring load back to normal power. Replace transfer switch.

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BUILDING DATA

SHEPHERD HILL REGIONAL HIGH SCHOOL

GENERAL INFORMATION:	
Building:	Shepherd Hill Regional High School
Address:	68 Dudley Oxford Road, Dudley, MA 01571
Director of Public Facilities:	Joseph Caron
Head Custodian:	Gregory Duval
CODE CLASSIFICATION:	
Occupancy:	Educational
Construction Type:	Type 2B
BUILDING HISTORY:	
Original Building:	1973
SITE / BUILDING AREA:	
Site Area:	90.39 Acres (Lot combined with Dudley Middle School)
Total Building Area:	185,278 SF
First Floor Area:	117,834 SF
2nd Floor Area:	33,722 SF
3rd Floor Area:	33,722 SF
SITE COMPONENTS:	
Parking/Driveways:	Bituminous paving- circular driveway at front surrounding parking lot.
Walkways:	Concrete walkways.
Lighting:	Light poles and exterior building lights.
Storm Drainage	Catch basins located around building and in parking lot.
Sanitary System:	8” sanitary lines connecting to city sewer.
Play Areas:	3 paved basketball courts, 6 tennis courts, 1 football field, 1 football practice field, 2 soccer fields, softball field.



ARCHITECTURAL COMPONENTS:	
Foundation:	4” reinforced concrete slab on grade.
Super Structure:	Structural steel.
Floor Structure:	3” reinforced concrete over corrugated deck.
Roof Structure:	Flat roofing sloping to drains, on metal deck on steel structure.
Exterior Walls:	8” CMU with Brick masonry veneer.
Roofing:	Built up roof membrane, over rigid insulation, on 1 ½” metal deck.
Window Systems:	Prefinished aluminum windows with single pane glazing.
Exterior Doors	Hollow metal frames with metal doors.

BUILDING DATA (CONTINUED)

ARCHITECTURAL COMPONENTS:		MECHANICAL / ELECTRICAL COMPONENTS:	
Interior Doors	Hollow metal frames with approximately half metal and half solid wood doors.	Water Service:	Building supplied by 6” water main located at Dudley Oxford Road.
Stairs:	Concrete filled steel pan.	Domestic Hot Water:	(4) Electric hot water heaters (2009).
Interior Walls:	6-8” Concrete masonry units (CMU).	Fire Suppression:	Building is partially sprinklered at Gymnasium and vocational shops only with wet-type automatic sprinklers.
Wall Finishes:	Paint over plaster and CMU.	Heating Systems:	(2) Oil-fired boilers. 15,000 gal. oil tank. Unit ventilators at classrooms.
Ceiling Finishes:	Mostly ACT, some gyp board ceilings.	Cooling Systems:	Library, Cafeteria, Offices, Auditorium, Air handling units (AHUs) replaced 2009.
Conveying Systems:	1 Hydraulic Elevator.	Electric Service:	3000 Amp main service. Federal Pacific switchgear.
		Standby Power:	No. 2 fuel oil fired standby generator rebuilt 2018. Serves egress lighting at corridors, stairs, exit signs. Circulator pumps and boilers switched manually.
		Lighting:	T8 Fluorescent lighting typical. T5 lighting at gymnasiums, LED at auditorium.
		Fire Alarm:	FACP replaced 2019. Heat detectors original devices.
		Security:	Avigilon system with CCTV, video intercom w/ access control (2012).

Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				**Shepherd Hill Regional High School**
1. SITE	0	1,966,445	9,100	1,975,545
2. BUILDING ENVELOPE	10,140,000	1,028,885	0	11,168,885
3. BUILDING INTERIORS	6,240	833,716	543,660	1,383,616
4. MECHANICAL	3,232,925	2,972,814	2,352,642	8,558,381
5. ELECTRICAL	2,181,872	7,665,135	0	9,847,007
[1]Total	15,561,037	14,466,995	2,905,402	32,933,434
[1]Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually	17,156,043	17,601,311	3,534,866	38,292,221

[1]Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
1.1 Drives and Walks: Paving is cracked and deteriorated with potholes and heaves. Replace bituminous paving and base.		23,200	SY	55.00	1,276,000	1,658,800		1,658,800		1,658,800
1.2 Granite Curbing: Existing granite curbs are in fair to poor condition. Some areas need to be replaced/reset.		1,000	LF	41.00	41,000	53,300		53,300		53,300
1.3 Bituminous Curbing: Bituminous curbing is damaged. Replace bituminous curbing at parking lots.		1,800	LF	20.00	36,000	46,800		46,800		46,800
1.4 Bituminous sidewalks: Bituminous sidewalks are deteriorated and cracked. Replace with new bituminous sidewalks.		3,500	SY	20.00	70,000	91,000		91,000		91,000
1.5 Catch Basin / Manhole: Some catch basins/manholes are in fair condition but need adjustment.	**1998**	5	EA	2,500.00	12,500	16,250		16,250		16,250
1.6 Basketball Court: The basketball courts are in fair to poor condition. Patch and repair.	**1998**	1,680	SF	10.00	16,800	21,840		21,840		21,840
1.7 Tennis Courts: The tennis courts are in fair to poor condition. Patch and repair.	**1998**	3,800	SF	10.00	38,000	49,400		49,400		49,400
1.8 Fencing: Fencing is generally in good condition. Some sections need repair/replacement.		50	LF	47.00	2,350	3,055		3,055		3,055
1.9 Accessible Parking Identification: Add signage at accessible parking spaces**.**		14	EA	500.00	7,000	9,100			9,100	9,100

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE										**SHEPHERD HILL REGIONAL HIGH SCHOOL**
1.10 Drainage Issue at Play Fields: The drainage appears to be inadequate. Conduct storm drainage study.		1	LS	20,000.00	20,000	26,000		26,000		26,000
Total							0	1,966,445	9,100	1,975,545
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							0	2,392,481	11,072	2,403,553

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
2.1 Modified Bitumen Roofing: The existing roof is at the end of its life expectancy. Replace with new PVC roofing system.		120,000	SF	65.00	7,800,000	10,140,000	10,140,000			10,140,000
2.2 Staining and Efflorescence: Power wash and clean at various locations of a brick veneer masonry wall, approximately 40% to 50% of 62,000 SF.		31,000	SF	15.00	465,000	604,500		604,500		604,500
2.3 Damaged Brick Veneer: There is damaged brick veneer throughout the exterior walls. Replace with new.		200	SF	100.00	20,000	26,000		26,000		26,000
2.4 Damaged Masonry Mortar Joints: There are damaged masonry mortar joints throughout the exterior walls. Replace with new.		400	SF	45.00	18,000	23,400		23,400		23,400
2.5 Deteriorating Steel Lintels: Some lintels at exterior doors are rusting and sagging and need to be replaced.	**1973**	49	LF	500.00	24,500	31,850		31,850		31,850
2.6 Exterior Egress Doors: Doors and frames are rusting at the bottom. Replace frames and doors.	**1973 2012**	10	EA	3,300.00	33,000	42,900		42,900		42,900
2.7 Exterior Doors Weather Stripping: Replace weather stripping on 90% of exterior doors.	**2012**	7,850	LF	10.00	78,500	102,050		102,050		102,050
2.8 Window Balancing System: Window balancing has failed and windows are hard to open. Replace with new balancing system.	**2012**	50	EA	500.00	25,000	32,500		32,500		32,500

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE								**SHEPHERD HILL REGIONAL HIGH SCHOOL**		
2.9 Window Glazing: Repair and replace glazing at windows with a broken seal.	**2012**	100	SF	250.00	25,000	32,500		32,500		32,500
2.10 Window and Door Perimeter Sealants: Remove and replace deteriorated sealant joints with new sealants and backer rods.	**2012**	3,750	LF	15.00	56,250	73,125		73,125		73,125
2.11 Masonry Joints Sealant: Remove and replace failing sealant joints with new sealants and backer rods.		1,000	LF	15.00	15,000	19,500		19,500		19,500
2.12 Water Infiltration at Unit Ventilation: Replace louver with storm resistant louver.		20	EA	1,200.00	24,000	31,200		31,200		31,200
2.13 Concrete Loading Dock: Loading dock is in poor condition. Remove and replace bituminous apron with concrete.		20	SY	360.00	7,200	9,360		9,360		9,360
Total							10,140,000	1,028,885	0	11,168,885
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							11,179,350	1,251,796	0	12,431,146

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
3.1 Unsightly 2' x 4' ACT Ceilings: Replace sagging / stained suspended acoustic ceiling with new 2' x 4' ceiling system.		9,000	SF	8.00	72,000	93,600		93,600		93,600
3.2 Unsightly Painted Walls: Paint walls.		1,000	sf	2.00	2,000	2,600		2,600		2,600
3.3 Stair Treads: Replace damaged or missing stair treads.		1,056	LF	35.00	36,960	48,048		48,048		48,048
3.4 VCT Flooring: VCT flooring is worn and beyond its useful life. Remove and install new VCT.		30	SF	12.00	360	468		468		468
3.5 Synthetic Gym Floor: Floor is worn and beyond its useful life. Remove and replace with new flooring.		5,000	SF	16.00	80,000	104,000		104,000		104,000
3.6 Urinal Screen: Install accessible toilet partition screens.		32	EA	650.00	20,800	27,040			27,040	27,040
3.7 Non-ADA single occupant restrooms: Modify to meet accessibility guidelines.		6	EA	12,500.00	75,000	97,500			97,500	97,500
3.8 Inadequate Guardrail Design: Guardrails mounted too low and missing extensions. Replace to meet guidelines.		432	LF	450.00	194,400	252,720			252,720	252,720
3.9 Classroom Door Approach: Additional lockers have been added in the hallways outside of classrooms resulting in ADA approach clearance issues. Recommend removing 1 to 2 lockers to provide clearance.		4	EA	500.00	2,000	2,600			2,600	2,600

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
3.10 Classroom door approach: Doors and walls have been placed in such a way as to not provide enough clearance as required by accessibility guidelines.		25	EA	2,000.00	50,000	65,000			65,000	65,000
3.11 Sinks in Staff Rooms and Classrooms not ADA Compliant: Remove existing casework and counters at sink. Replace with new casework and countertop providing 30" min. wide kneespace access to sink.		20	EA	3,800.00	76,000	98,800			98,800	98,800
3.12 Unsightly Finishes in Restrooms: Provide new finishes.		3,000	SF	150.00	450,000	585,000		585,000		585,000
3.13 Doors and Hardware: Doors have inconsistent, or missing hardware.		24	EA	200.00	4,800	6,240	6,240			6,240
Total							6,240	833,716	543,660	1,383,616
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							6,880	1,014,343	661,446	1,682,668

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
4.1 Fire Sprinkler System: Building lacks a complete fire sprinkler system. Install a fire sprinkler system in all areas.	**1973**	185,278	SF	8.00	1,482,224	1,926,892			1,926,892	1,926,892
4.2 Boilers: Boilers are original equipment and are beyond expected useful service life. Replace boilers.	**1973**	1	LS	800,000	800,000	1,040,000	1,040,000			1,040,000
4.3 Circulation Pumps: Hot water circulation pumps are beyond expected useful service life. Replace pumps.	**1973**	3	EA	15,350.00	46,050	59,865	59,865			59,865
4.4 Piping: Copper hot water piping is corroded and leaking. Replace piping all areas.	**1973**	185,278	SF	5.00	926,390	1,204,307	1,204,307			1,204,307
4.5 Unit Ventilators: Unit ventilators are beyond expected useful service life. Replacement parts no longer available. Replace unit ventilators at classrooms.	**1973**	75	EA	8,375.00	628,125	816,563	816,563			816,563
4.6 Exhaust Fans: Rooftop exhaust fans are beyond expected useful service life. Replace exhaust fans.	**1973**	24	EA	3,450.00	82,800	107,640	107,640			107,640
4.7 Building Management System: Pneumatic temperature controls are obsolete. Replacement parts no longer available. Facility lacks integrated HVAC controls and energy management system. Provide fully integrated BMS.	**1973**	185,278	SF	10.00	1,852,780	2,408,614		2,408,614		2,408,614
4.8 Lab Waste Neutralization: Laboratory sink drains not equipped with acid neutralization. Add chip tanks to each lab sink.	**1973**	28	EA	3,000.00	84,000	109,200		109,200		109,200

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
4.9 Nurse Office Toilets: Toilets are not accessible. Renovate toilet rooms with accessible fixtures.	**1973**	2	EA	20,000.00	40,000	52,000			52,000	52,000
4.10 Toilet Rooms: Toilet rooms are not accessible. Renovate toilet rooms with accessible fixtures.	**1973**	80	EA	3,500.00	280,000	364,000			364,000	364,000
4.11 Kitchen Equipment: Approximately 60% of kitchen equipment is original. Replace with new equipment.	**1973**	1	LS	350,000	350,000	455,000		455,000		455,000
4.12 Lab Sinks: Laboratory sinks are not accessible. Replace sinks with accessible units.	**1973**	5	EA	1,500.00	7,500	9,750			9,750	9,750
4.13 Back-flow Preventers at Chemical Mixers: Chemical mixers in janitorial closets are required to have backflow preventers.	**1973**	7	EA	500.00	3,500	4,550	4,550			4,550
Total							3,232,925	2,972,814	2,352,642	8,558,381
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							3,564,300	3,616,883	2,862,349	10,043,531

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL									**SHEPHERD HILL REGIONAL HIGH SCHOOL**	
5.1 Switchgear: Electric switchgear is original Federal Pacific equipment and a known fire hazard. Replace switchgear with new equipment.	**1973**	185,278	SF	5.00	926,390	1,204,307	1,204,307			1,204,307
5.2 Electric Distributon: Electrical distribution panels are original Federal Pacific equipment and a known fire hazard. Replace distribution panels with new.	**1973**	185,278	SF	3.50	648,473	843,015	843,015			843,015
5.3 Phone System: Phone system is obsolete technology. Upgrade system with VOIP.		120	EA	500.00	60,000	78,000		78,000		78,000
5.4 Security System: Upgrade security system with integrated electronic security system consisting of intrusion, card access, and CCTV.		185,278	SF	6.50	1,204,307	1,565,600		1,565,600		1,565,600
5.5 Paging/Timeclock System: Existing systems are non-integrated, unsynchronized and obsolete. Replace with new integrated system.	**1973**	185,278	SF	5.00	926,390	1,204,307		1,204,307		1,204,307
5.6 Lighting: Upgrade fluorescent lighting to LED.	**1973**	185,278	SF	20.00	3,705,560	4,817,228		4,817,228		4,817,228
5.7 Fire Alarm: Heat detectors are original and obsolete. Replace with new.	**1973**	200	EA	500.00	100,000	130,000	130,000			130,000

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	[1]Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL								**SHEPHERD HILL REGIONAL HIGH SCHOOL**		
5.8 Standby Power: Circulator pumps and boilers are switched manually to generator. Add automatic transfer to standby power.	**1973**	1	LS	3,500.00	3,500	4,550	4,550			4,550
Total							2,181,872	7,665,135	0	9,847,007
Total Inflated @ 5% for Scope 1, 4% for Scopes 2-3 and Compounded Annually							2,405,514	9,325,809	0	11,731,323

[1]Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

SHEPHERD HILL REGIONAL HIGH SCHOOL - SITE



1.1 Deteriorating bituminous paving.



1.2 Granite curbs in fair condition.



1.4 Cracked bituminous sidewalks.



1.5 Sinking basins/manhole.



1.6 Paving cracked at the tennis courts.



1.9 Missing signage at accessible parking spaces.

SHEPHERD HILL REGIONAL HIGH SCHOOL – BUILDING ENVELOPE



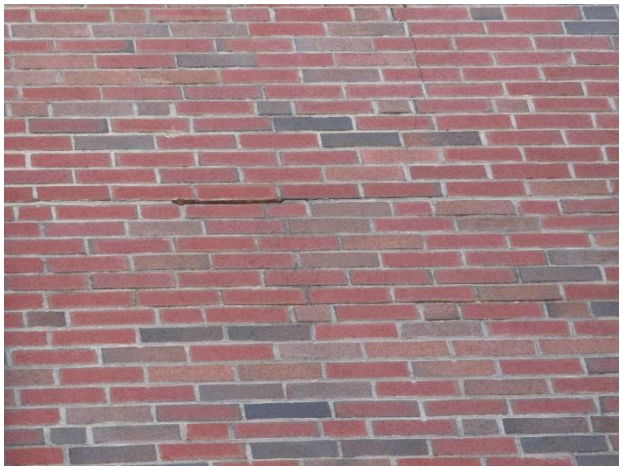
2.1 Failing existing modified bituminous roofing.



2.2 Staining and efflorescence.



2.3 Damaged brick veneer.



2.4 Cracked mortar joints.



2.5 Sagging lintel at exterior door.



2.11 Failing masonry sealant joint.

SHEPHERD HILL REGIONAL HIGH SCHOOL - INTERIOR



3.1 Stained ceiling tiles.



3.2 Deteriorated/water damaged paint at stairwells.



3.3 Stair treads are deteriorating.



3.4 Cracked VCT flooring.



3.5 Gym floor is worn and damaged.

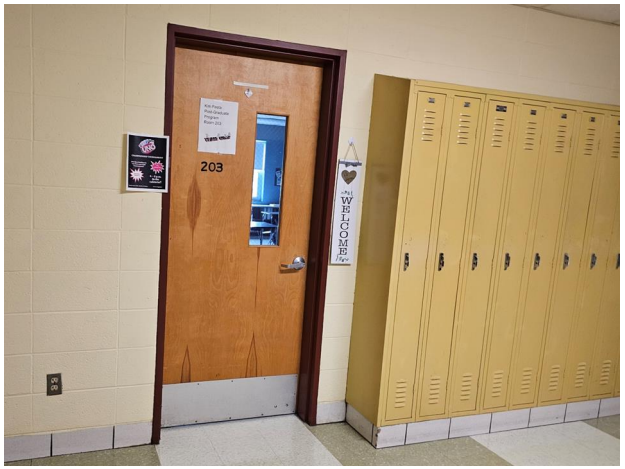


3.6 Urinal screens missing.

SHEPHERD HILL REGIONAL HIGH SCHOOL – INTERIOR CONTINUED



3.7 Single occupant restrooms do not meet accessibility requirements.



3.9 Additional lockers have been added encroaching into accessibility clearance at doors.



3.10 Door and wall placement does not provide adequate accessibility clearance.



3.11 Casework at sinks do not meet accessibility requirements.



3.12 Deteriorated finishes in restrooms.



3.13 Non-latching hardware at egress stair.

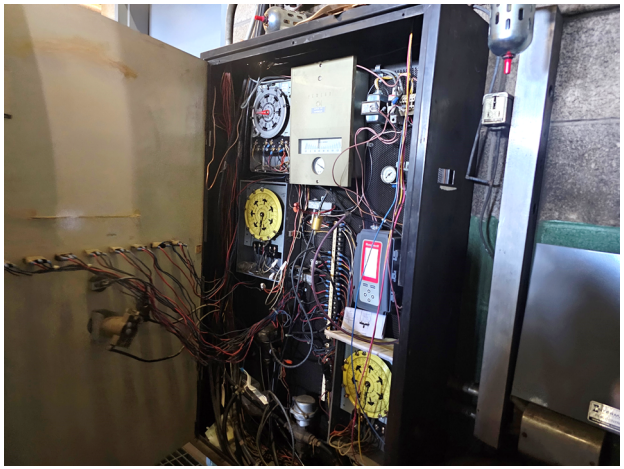
SHEPHERD HILL REGIONAL HIGH SCHOOL - MECHANICAL



4.2 Boilers are original and beyond expected useful service life. Replace with new.



4.3 Hot water circulating pumps are beyond useful service life. Replace with new.



4.7 Pneumatic temperature controls are obsolete. Replacement parts no longer available.



4.10 Toilet rooms are not accessible, renovate with accessible fixtures.



4.11 Approximately 60% of kitchen equipment is original. Replace with new equipment.



4.12 Lab sinks are not accessible. Replace with accessible units.

SHEPHERD HILL REGIONAL HIGH SCHOOL - ELECTRICAL



5.1 Switchgear is Federal Pacific and a known fire hazard. Replace with new equipment.



5.2 Electric distribution is original Federal Pacific and known fire hazard. Replace with new.



5.3 Phone system is obsolete. Replace with VOIP.



5.5 Existing systems are non-integrated, unsynchronized, and obsolete. Replace with new integrated system.



5.6 Upgrade parabolic fluorescent lighting to LED.



5.8 Circulator pumps and boilers are switched manually to generator. Add automatic transfer to standby power.

DCRSD Curriculum Development and Review Plan
2025-2030

Introduction to the Curriculum Development and Review Plan

The curriculum development and review process is essential to ensuring a high-quality, standards-aligned education for all students in our K-12 district. This structured, four-phase approach allows us to systematically assess, develop, implement, and evaluate curriculum across all content areas. By following this cycle, we ensure that our curriculum remains current, research-based, and responsive to the evolving needs of our students, educators, and community.

Phase I: Planning focuses on identifying key trends, analyzing assessment data, and reviewing national, state, and local standards. This phase helps establish a strong foundation for curriculum revisions by gathering insights into student performance, instructional resources, and best practices.

Phase II: Articulating/Developing involves defining program philosophies, setting grade-level and course goals, and selecting or revising curriculum materials. During this phase, educators collaborate to develop and sequence objectives, identify assessment tools, and pilot instructional resources.

Phase III: Implement & Monitor ensures that the newly developed or revised curriculum is effectively put into practice. This includes providing professional development, monitoring implementation, and making adjustments based on educator feedback and student needs.

Phase IV: Evaluation is a reflective process in which educators assess the strengths and areas for growth in the curriculum and instructional materials. This phase helps inform future curriculum studies and ensures continuous improvement.

By engaging in this ongoing cycle, our district remains committed to providing rigorous, equitable, and effective learning experiences that support student success at all levels.

DCRSD Curriculum Review Plan
2025-2030

Curriculum Review Cycle Phases

Phase I Planning	● Identifying Key Issues and Trends in the Specific Content Area ● Assessing Needs and Issues ***Review and gather information on the following:*** ● National, state, and local assessment results ● Current scope and sequence ● MA Curriculum Frameworks/National Frameworks ● End of year expectations ● Current textbooks and resource materials ● Evaluations by EdReports ad CURATE
Phase II Articulating / Developing	● Articulating a K-12 Program Philosophy ● Defining K-12 Program, Grade-Level and Course Goals ● Developing and Sequencing of Grade-Level and Course Objectives ● Developing and/or Identifying Assessment Items and Instruments to Measure Student Progress ● Grade level curricula and courses are selected/revised in accordance with state frameworks, national trends and current best practice. ● Curriculum is selected/written by grade level/content area teams and reviewed by instructional coaches, Principals and the Assistant Superintendent ● Resource materials are identified, piloted and acquired in preparation for Phase III.

Phase III Implement & Monitor	• New or revised curriculum is implemented district- and/or school wide. • Monitor the implementation of the curriculum and its scope and sequence. • New materials and programs may be implemented. Professional development on new materials and programs may be provided. • Curriculum will be implemented for 4-5 years before it moves to Phase IV.
Phase IV Evaluation	• Teachers evaluate strengths/weaknesses in their curriculum and/or newly adopted materials and/or programs. • Prepare to begin a new curriculum study the following year.

Elementary Level						
	24-25	25-26	26-27	27-28	28-29	29-30
English Language Arts	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop	Phase III Implement & Monitor
Mathematics	Phase IV Evaluate	Phase I Plan	Phase II Develop	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor
Science	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop	Phase III Implement & Monitor	Phase III Implement & Monitor
Social Studies/History	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop
Preschool	Phase II Develop	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor

Middle School Level						
	24-25	25-26	26-27	27-28	28-29l	29-30
English Language Arts	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase I Plan
Mathematics	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop
Science	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan
Social Studies/History	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop	Phase III Implement & Monitor	Phase III Implement & Monitor

High School Level						
	24-25	25-26	26-27	27-28	28-29l	29-30
English Language Arts	Phase IV Evaluate	Phase I	Phase II Develop	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor
Mathematics	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop	Phase III Implement & Monitor	Phase III Implement & Monitor
Science	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop	Phase III Implement & Monitor
Social Studies/History	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase III Implement & Monitor	Phase IV Evaluate	Phase I Plan	Phase II Develop

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

TO: School Committee

FROM: Joseph DeSantis - Director of Finance & Operations

DATE: March 26, 2025

SUBJECT: Finance Director Update

E. Donation – Shepherd Hill Regional High School: Shepherd Hill Regional High School has been presented with a donation of $5,000 from the Fels Family Foundation. We thank the donor for their very generous contribution.

Dudley-Charlton Regional School District

IKF – GRADUATION REQUIREMENTS

To graduate from the Dudley-Charlton Regional School District, students must fulfill the credit requirements specified in the Shepherd Hill Regional High School Program of Studies and comply with all state accountability standards.

Competency Determination and Course Requirements

Graduation from Shepherd Hill Regional High School requires students to demonstrate competency in the core subjects of mathematics, science and technology, history and social science, English, foreign languages, and the arts. Students must also complete the minimum coursework outlined by the MassCore framework, which is designed to align high school studies with college and workforce expectations.

The specific credit requirements and course offerings will be detailed in the Shepherd Hill Regional High School Program of Studies, which shall be presented annually to the School Committee for approval.

Elective Credits and Additional Requirements

In addition to meeting the competency determination in core subjects, students must earn the required number of credits as specified in the Program of Studies. School administration may establish additional requirements related to specific programs, and students are encouraged to select electives that align with their individual interests and post-secondary goals.

Transfer Students

The ability of transfer students to complete specific departmental requirements may be influenced by the curriculum of their previous school and the timing of their enrollment at Shepherd Hill Regional High School. Exceptions to graduation requirements will be considered on an individual basis by a committee consisting of the Principal, a member of the Guidance Department, and the relevant Department Coordinator.

LEGAL REFS.: M.G.L. 69:1D

Dudley-Charlton Regional School District

Distributed 03.05.2025

File: JRA - STUDENT RECORDS (NEW)

To provide students with appropriate instruction and educational services, it is necessary for the school district to maintain extensive and sometimes personal information about them and their families. It is essential that pertinent information in these records be readily available to appropriate school personnel, be accessible to the student´s parent/guardian and/or the student in accordance with law, and yet be guarded as confidential information.

Student health records are part of a student's temporary record and as such are protected from disclosure to third parties without the written consent of the eligible student or parent/guardian. These records are accessible to the eligible student, the student's parent/guardian authorized school personnel.

Under G. L. c.111, s.70F, a health care provider cannot disclose information about an individual's AIDS/HIV status without specific, informed, written consent of the individual. Therefore, it is recommended that school nurses keep this information in a separate confidential part of the health record, as personal nursing notes. Under 603 CMR 23.04, information that is maintained in the personal files of a school employee is not part of the student record if it is not accessible to or revealed (written or orally) to authorized school personnel or third parties. The information may be shared with the student and with a substitute or replacement nurse without becoming a part of the student's temporary record.

The Superintendent will provide for the proper administration of student records in keeping with state and federal requirements and shall obtain a copy of the state student records regulations. The temporary record of each student will be destroyed no later than seven years after the student transfers, graduates or withdraws from the School District. Written notice to the eligible student and their parent/guardian of the approximate date of destruction of the temporary record and their right to receive the information in whole or in part, shall be made at the time of such transfer, graduation, or withdrawal. The student´s transcript may only be destroyed 60 years following their graduation, transfer, or withdrawal from the school district.

The Committee wishes to make clear that all individual student records of the school district are confidential. This extends to giving out individual addresses and telephone numbers.

LEGAL REFS: Family Educational Rights and Privacy Act of 1974,

P.L. 93-380, Amended

P.L. 103-382, 1994

M.G.L. 66:10; 71:34A, B, D, E, H

603 CMR 23.00

M.G. L. c.111, s.70F

603 CMR 23.04

Dudley-Charlton Regional School District

Distributed 03.05.2025

File: JRA-R - STUDENT RECORDS (NEW)

603 CMR 23.00 is promulgated by the Board of Education pursuant to its powers under M.G.L. c.71, s.34D which directs that "the board of education shall adopt regulations relative to the maintenance of student records by the public elementary and secondary schools of the Commonwealth," and under M.G.L. c.71, s.34F which directs that "the board of education shall adopt regulations relative to the retention, duplication and storage of records under the control of school committees, and except as otherwise required by law may authorize the periodic destruction of any such records at reasonable times." 603 CMR 23.00 was originally promulgated on February 10, 1975, and was reviewed and amended in June 1995. 603 CMR is in conformity with federal and state statutes regarding maintenance of and access to student records and is to be construed harmoniously with such statutes.

Application of Rights

603 CMR 23.00 is promulgated to ensure parent/guardian and students´ rights of confidentiality, inspection, amendment, and destruction of students´ records and to assist local school systems in adhering to the law. 603 CMR 23.00 should be liberally construed for these purposes.

1. These rights shall be the rights of the student upon reaching 14 years of age or upon entering the ninth grade, whichever comes first. If a student is under the age of 14 and has not yet entered the ninth grade, these rights shall belong to the student´s parent/guardian.

2. If a student is from 14 through 17 years or has entered the ninth grade, both the student and his/her parent/guardian, or either one acting alone, shall exercise these rights.

3. If a student is 18 years of age or older, he/she alone shall exercise these rights, subject to the following. The parent/guardian may continue to exercise the rights until expressly limited by such student. Such student may limit the rights and provisions of 603 CMR 23.00 which extend to his/her parent/guardian, except the right to inspect the student record, by making such request in writing to the school Principal or Superintendent of Schools who shall honor such request and retain a copy of it in the student record. Pursuant to M.G.L. c.7l, s.34E, the parent/guardian of a student may inspect the student record regardless of the student´s age.

4. Notwithstanding 603 CMR 23.01(1) and 23.01(2), nothing shall be construed to mean that a school committee cannot extend the provisions of 603 CMR 23.00 to students under the age of 14 or to students who have not yet entered the ninth grade.

Definition of Terms

The various terms as used in 603 CMR 23.00 are defined below:

Access: shall mean inspection or copying of a student record, in whole or in part.

Authorized school personnel: shall consist of three groups:

1. School administrators, teachers, counselors and other professionals who are employed by the School Committee or who are providing services to the student under an agreement between the School Committee and a service provider, and who are working directly with the student in an administrative, teaching, counseling and/or diagnostic capacity. Any such personnel who are not employed directly by the School Committee shall have access only to the student record information that is required for them to perform their duties.

2. Administrative office staff and clerical personnel, including operators of data processing equipment or equipment that produces microfilm/microfiche, who are either employed by the School Committee or are employed under a School Committee service contract, and whose duties require them to have access to student records for purposes of processing information for the student record. Such personnel shall have access only to the student record information that is required for them to perform their duties.

3. The evaluation team that evaluates a student.

Eligible student: shall mean any student who is 14 years of age or older or who has entered 9th grade, unless the School Committee acting pursuant to 603 CMR 23.01(4) extends the rights and provisions of 603 CMR 23.00 to students under the age of 14 or to students who have not yet entered 9th grade.

Evaluation Team: shall mean the team, which evaluates school-age children pursuant to M.G.L. c.71B (St. 1972, c.766) and 603 CMR 28.00.

Parent: shall mean a student´s father or mother, or guardian, or person or agency legally authorized to act on behalf of the child in place of or in conjunction with the father, mother, or guardian. Any parent who by court order does not have physical custody of the student, is considered a non-custodial parent for purposes of M.G.L. c. 71, s.34H and 603 CMR 23.00. This includes parents who by court order do not reside with or supervise the student, even for short periods of time.

Release: shall mean the oral or written disclosure, in whole or in part, of information in a student record.

School-age child with special needs: shall have the same definition as that given in M.G.L. c. 71B (St. 1972, c.766) and 603 CMR 28.00.

School committee: shall include a school committee, a board of trustees of a charter school, a board of trustees of a vocational-technical school, a board of directors of an educational collaborative and the governing body of an M.G.L. c.71B (Chapter 766) approved private school.

Student: shall mean any person enrolled or formerly enrolled in a public elementary or secondary school or any person age three or older about whom a school committee maintains information. The term as used in 603 CMR 23.00 shall not include a person about whom a school committee maintains information relative only to the person´s employment by the School Committee.

The student record: shall consist of the transcript and the temporary record, including all information, recording and computer tapes, microfilm, microfiche, or any other materials, regardless of physical form or characteristics concerning a student that is organized on the basis of the student´s name or in a way that such student may be individually identified, and that is

kept by the public schools of the Commonwealth. The terms as used in 603 CMR 23.00 shall mean all such information and materials regardless of where they are located, except for the information and materials specifically exempted by 603 CMR 23.04.

The temporary record: shall consist of all the information in the student record which is not contained in the transcript. This information clearly shall be of importance to the educational process. Such information may include standardized test results, class rank (when applicable), extracurricular activities, and evaluations by teachers, counselors, and other school staff.

Third party: shall mean any person or private or public agency, authority, or organization other than the eligible student, his/her parent/guardian, or authorized school personnel.

Log of Access: A log shall be kept as part of each student´s record. If parts of the student record are separately located, a separate log shall be kept with each part. The log shall indicate all persons who have obtained access to the student record, stating: the name, position and signature of the person releasing the information; the name, position and, if a third party, the affiliation if any, of the person who is to receive the information; the date of access; the parts of the record to which access was obtained; and the purpose of such access. Unless student record information is to be deleted or released, this log requirement shall not apply to:

a. Authorized school personnel under 603 CMR 23.02(9)(a) who inspect the student record;

b. Administrative office staff and clerical personnel under 603 CMR 23.02(9)(b), who add information to or obtain access to the student record; and

c. School nurses who inspect the student health record.

Access of Third Parties. Except for the provisions of 603 CMR 23 .07(4)(a) through 23 .07(4)(h), no third party shall have access to information in or from a student record without the specific, informed written consent of the eligible student or the parent. When granting consent, the eligible student or parent/guardian shall have the right to designate which parts of the student record shall be released to the third party. A copy of such consent shall be retained by the eligible student or parent and a duplicate placed in the temporary record. Except for the information described in 603 CMR 23 .07(4)(a), personally identifiable information from a student record shall only be released to a third party on the condition that he/she will not permit any other third party to have access to such information without the written consent of the eligible student or parent.

a. A school may release the following directory information: a student´s name, address, telephone listing, date and place of birth, major field of study, dates of attendance, weight and height of members of athletic teams, class, participation in officially recognized activities and sports, degrees, honors and awards, and post-high school plans without the consent of the eligible student or parent; provided that the school gives public notice of the types of information it may release under 603 CMR 23 .07 and allows eligible students and parents a reasonable time after such notice to request that this information not be released without the prior consent of the eligible student or parent. Such notice may be included in the routine information letter required under 603 CMR 23.10.

Access Procedures for Non-Custodial Parents. As required by M.G.L. c.71, s.34H, a non-custodial parent may have access to the student record in accordance with the following provisions.

a. A non-custodial parent is eligible to obtain access to the student record unless:

1. The parent has been denied legal custody based on a threat to the safety of the student or to the custodial parent, or

2. The parent has been denied visitation or has been ordered to supervised visitation, or

3. The parent´s access to the student or to the custodial parent has been restricted by a temporary or permanent protective order, unless the protective order (or any subsequent order modifying the protective order) specifically allows access to the information contained in the student record.

b. In order to obtain access, the non-custodial parent must submit a written request for the student record to the high school principal annually. The initial request must include the following:

1. A certified copy of the court order or judgment relative to the custody of the student that either indicates that the requesting parent is eligible to receive access as set forth in 603 CMR 23.07(5)(a), or a certified copy of a court order specifically ordering that the student records be made available to the non-custodial parent, and

2. An affidavit from the non-custodial parent that said court order or judgment remain in effect and that there is no temporary or permanent order restricting access to the custodial parent or any child in the custodial parent´s custody.

c. The non-custodial parent must submit a written request for access each year stating that said parent continues to be entitled to unsupervised visitation with the student and is eligible to obtain access as set forth in 603 CMR 23 .07(5)(a).

d. Upon receipt of the request (initial and annual) the school must immediately notify the custodial parent by certified and first class mail, in English• and the primary language of the custodial parent, that it will provide the non-custodial parent with access after 21 days, unless the custodial parent provides the principal with documentation that the non-custodial parent is not eligible to obtain access as set forth in 603 CMR 23 .07(5)(a).

e. The school must delete the address and telephone number of the student and custodial parent from student records provided to non-custodial parents. In addition, such records must be marked to indicate that they shall not be used to enroll the student in another school.

f. Upon receipt of a court order which prohibits the distribution of information pursuant to M.G.L. c.71, s.34H, the school shall notify the non-custodial parent that it shall cease to provide access to the student record to the non-custodial parent.

At least once during every school year, the school shall publish and distribute to students and their parents in their primary language a routine information letter informing them of the following:

a. The standardized testing programs and research studies to be conducted during the year and other routine information to be collected or solicited from the student during the year.

b. The general provisions of 603 CMR 23.00 regarding parent and student rights, and that copies of 603 CMR 23.00 are available to them from the school.

LEGAL REFS: Family Educational Rights and Privacy Act of 1974,

P.L. 93-380, Amended

P.L. 103-382, 1994

M.G.L. 66:10 71:34 A, B, D, E, H

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