

PROJECT APPLICATION FORM – 2011

Applicant: Acton Municipal Properties **Submission Date:** 11/14/11

Applicant's Address, Phone Number and Email **Purpose: (Please select all that apply)**

Dean A. Charter

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Open Space

Community Housing

Historic Preservation

Recreation

Town Committee (if applicable): _____

Project Name: Windsor Building interior restoration

Project Location/Address: 18 Windsor Avenue

Amount Requested: \$ \$225,000

Project Summary: In the space below, provide a brief summary of the project.

This request is for funds to create a public meeting space on the ground floor of the Windsor Building. The first phase of this project (exterior restoration) was funded in part with CPA funds (\$70,000) and Municipal Properties operation budget (\$39,047). That work has been completed, and the building is now a credit, rather than a deficit, to the West Acton Village.

Under the plan proposed the ground floor would be completely rehabilitated and a public meeting space created for use by Town boards and committees and others. Without a viable use for the building there is a possibility that in the years to come the structure will be allowed to deteriorate.

Estimated Date for Commencement of Project: July 1, 2012

Estimated Date for Completion of Project: November 30, 2013

Capital Improvement Program Proposal – Detail

Department Name	Municipal Properties	Project	Windsor Building historic restoration and reuse		
		Fiscal Year	2013		
Department Head	Dean Charter	Cost	\$225,000		
		Priority	2	of	6

1. Description

Full restoration of the ground floor of the Windsor Building, which was built as West Acton Fire Station in 1903. This is a follow along project to the exterior restoration, funded by CPA in FY 2011. When restored and rehabilitated, the ground floor will serve as meeting room space for public meetings and activity space for other functions, such as programs for the West Acton Citizens' Library. The upper floor will be used for long term records storage. Project placed on Capital Plan in 2008 for funding in FY 2010.

2. Useful Life 40 years

3. Purpose (Please 'X' one of the Boxes and Describe, if Applicable)

Schedule Replacement	Increase Personnel Efficiency
# New or Expanded Service	Replace Obsolete or Unsafe Equipment
Other (Please Explain)	(Explain Disposal of Old Equipment)

4. Justification

This building is over 100 years old, and in the heart of the West Acton Historic District and West Acton village. The project will provide much needed meeting room and activity space for Town functions. Reuse of building in this area is in keeping with "Green" concepts and village initiative

5. How Was this Project's Priority Determined?

Age and condition of building, opportunity to reestablish public use

6. Estimated Cost **\$225,000**
Less Trade-In (If Applicable)
Net Cost

7. Are Non-Town Revenues Available to Reduce Cost?

Yes. This would be a valid CPA funded historic preservation project, and an application will be submitted

8. If this Project is Delayed, What will be the Effect on your Department?

Little impact on Municipal Properties, but we would continue to have a marginally used building

9. Please Describe the Effect of this Project on your Operating Budget.

<u>Personnel Budget</u>	<u>Expense Budget</u>
Increase #	Increase #
Decrease	Decrease

10. Attachments, if Applicable. See budget that shows work already completed.

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Steven L. Lerner, AIA
 Christian J. Ladds, AIA
 Kathleen A. Bartels, AIA
 R. Drayton Fair, AIA

West Acton Windsor Building
Preliminary Project Budget Summary
Scheme #1
 November 3, 2008

- General Exterior Restoration / Repair
- Ground Floor Accessibility and Renovation
- Minimal Second Floor Restoration / Repair

Total Project Budget **\$306,000.00**

225,000

Probable Construction Costs		\$256,900.00
• General Demolition		\$10,000.00
• Basement Structural Repair		\$8,000.00
• New entry ramp, vestibule, door		\$65,000.00
• New HP unisex toilet		\$25,000.00
• Scrape and Paint exterior		\$10,000.00
• Restore windows & add wood storms		\$25,000.00
• New roof		\$15,000.00
• Reconstruct front facade		\$15,000.00
• Central AC		\$17,000.00
• Interior Paint		\$7,000.00
• Plaster Repairs		\$5,000.00
• Sand & restore wood floors		\$7,000.00
• Electric upgrade		\$15,000.00
• Restore ceiling on ground floor		\$12,000.00
• New First Floor Kitchenette		\$5,000.00
Subtotal		\$239,000.00
Construction Contingency (7.5%)		\$18,000.00

203,900

Fees & Expenses **\$49,000.00**

20,000

Fees		
• Basic Architect / Engineering Fees		\$36,000.00
Expenses		
• Reimbursable Expenses Allowance (Print, Phone, Fax, etc.)		\$2,500.00
• Additional Presentation Materials Allowance		-0-
• Survey Allowance		\$2,500.00
• Document Printing		\$3,000.00
• Testing @ Construction Allowance		\$1,500.00
• Hazardous Material Survey/Documentation		\$1,500.00
• Hazardous Material Removal		-0-
• Clerk of the Works Allowance		-0-
Subtotal		\$47,000.00
Project Expenses Contingency (5%)		\$2,000.00