

Memorandum

Date: December 20, 2017

To: CRA Board

From: Tom Evans, Executive Director

RE: Historic Restoration of the Exterior of 105 Windsor Street (former Boardman School)

Introduction:

Over the course of the past two years the City of Cambridge (City) and the CRA staff have had a series of conversations regarding the future use of the City-owned property at 105 Windsor Street (the Property). In the fall of 2016 the CRA began technical analysis of the property and also started to organize a focused planning effort regarding the future use of the building as a form of non-profit office / service center. Preliminary exploration findings have proven that a number of capital repairs and improvements are needed to maintain the integrity of the building.

This past summer the CRA submitted an application for Community Preservation Act (CPA) funds toward the preservation of the Property through building envelop restoration. The submission was approved for \$255,000. The CPA mandates that a percentage of funding go towards affordable housing, open space and historical restoration. The CRA understands that the Port community would like a thorough community planning process to provide context for the programming the future uses for the Property to best serve the neighborhood.

The CRA has proposed to invest the CPA granted funds towards exterior restoration of this historical building in 2018, as a separate project ahead of the interior renovations. As CPA funds are not eligible to be used for the design phase of this project the CRA will need to commit resources to the design and other soft costs of the Project. The CRA staff has continued to have discussions with the representatives from non-profit organizations serving the Port as well as City staff regarding how it can best assist with the planning process for interior improvements and programming.

Project Details:

In 2016, the CRA requested that Daedalus Projects, Inc. (DPI) draft a summary detailing the cost for repairs and improvements to the envelope of the building. These estimated totals were used in the formal request to the City for the CPA funds that will be used invested into the restoration project. Listed below are costs for repairs and site improvements needed to be completed to the exterior of 105 Windsor Street:

Exterior Repairs

Exterior Brick Facade Repointing	\$87,301.00
Chimney Repairs and Repointing	\$10,000.00
Window Openings	\$7,000.00
Entrance	\$1,000.00
Slate Roof Repair	\$21,324.00
Fascia and Gutter Repairs	\$13,242.00
Exterior Repairs Total	\$140,000.00

Site Improvements

Replace Entrance Door	\$5,000.00
Demolition of Ramp Railings	\$11,400.00
New Concrete Ramp	\$4,250.00
Strip Footing, Foundation Wall	\$52,500.00
Pipe Guardrail and Railings	\$36,750.00
Restore Paved Surfacing	\$5,000.00
Site Improvements Total	\$115,000.00

Prior to construction beginning, a hazardous material and existing conditions survey will be done to identify the critical improvements required. The CRA will need to seek a design team through a Designer Selection process to produce accurate construction documents for the three major components of the building envelope improvements (roof, exterior masonry, and window) and additional site work that the budget allows.

Consulting Services Scope:

The CRA currently has DPI contracted as a “House Doctor” building engineering consultant. The CRA Board requested that any services performed under this scope above 10,000 be brought before the Board for approval. As a consultant on this first phase of the restoration project, staff proposes to utilize DPI to provide construction project management services to the CRA. The Scope of Services (Attachment A) that DPI would provide is summarized below:

1. Pre-Development Services
 - Assist in evaluating and reviewing project schedule,
 - Develop a preliminary project budget, and
 - Review design documents and offer recommendations.

2. Review Designer Selection RFQ
 - Assist in submission of documentation required for advertising bid, and

- Review bids and make recommendation for award of contract.

3. Cost Estimates

- A project budget will be provided based on preliminary estimated costs, and
- Budget tracking throughout the entirety of the project.

DPI has proposed a contract not to exceed \$20,000. All services will be invoiced on an hourly basis. The rates for the Daedalus staff will be Principal at \$150/hour and the Project Manager at \$125/hour.

Community Planning:

Although an exact scope or process structure for the Port neighborhood and 105 Windsor planning processes has not been worked out, staff anticipates that a portion of the 2018 planning consultant line item could be used for this community planning effort. Staff will continue to engage with the community leaders and the City about this concept and hope to return to the Board early next year with a more specific proposal.