

## MEMORANDUM

**To:** CRA Board  
**From:** Erica Schwarz  
**Date:** April 15, 2020  
**Re:** 93-99 Bishop Allen Drive Project Budget and Design Update

## INTRODUCTION

The CRA acquired the property at 93-99 Bishop Allen Drive on October 2, 2019 from Enroot, Inc, in order to preserve uniquely located and affordable social service space in Central Square. The building, originally built in 1855, has not seen significant renovations since 1965. It requires a range of life safety and accessibility improvements, as well as improvements to create more efficient and effective space.

In the original property acquisition plan the CRA committed approximately \$2 million towards property renovations. This figure was based on the \$1.7 million estimate the CRA received in January 2019 for life safety and ADA accessibility improvements. In December 2019, the CRA approved the selection of Silverman Trykowski Associates (STA) to serve as the project designer. During 2020 STA has been discussing programming and design needs with the CRA staff and building tenants as well as reviewing the building's existing conditions. STA has developed an initial set of conceptual designs which are attached to this memo.

It is now important to identify the extent of the project scope and related budget. In coming weeks STA will complete a cost estimate for the improvements listed in the chart below. Those improvements are recommended to be included in the project scope, based on data from these sources:

- Cost estimate of life safety and accessibility improvements, January 2019
- Phase I environmental review and follow up testing, July 2019
- Full building inspection, October 2019
- STA existing conditions report, March 2020
- Project goals as originally identified by the CRA during spring and summer, 2019
- Tenant interviews conducted by the CRA and STA during 2019 and 2020

CRA staff recommend that we proceed in studying the scope outlined below. Staff will return to the CRA Board for a decision on the final scope and budget once we have received an initial cost estimate, and have analyzed the potential relationship between this capital expense and the building's operating pro forma.

## RECOMMENDED PROJECT SCOPE

\* Where recommendations from a prior study differ from STA's analysis, the current recommendation is that provided by STA. The overridden recommendation is in italics.

Improvement	Included in Life Safety and Accessibility Estimate	Recommended in Building or Environmental Inspections	Recommended by STA	Additional CRA or Tenant Project Goals
Accessibility Ramp*:	<i>Resurfacing and handrail replacement.</i>		Resurfacing, handrail replacement and ramp as universal access into single main entry at 99 side, lower level.	
Elevator*:	<i>New walls, pit sump pump, shaft with roof and vent, new hydraulic elevator, new doors at each floor.</i>		Retrofit existing shaft for new hydraulic ADA cab, new doors at each floor, new elevator machine room.	
Bathrooms*:	<i>Full demo of existing bathrooms, build out of 14 ADA compliant bathrooms, replace roof exhaust fans.</i>		2 ADA bathrooms per floor, renovate some existing bathrooms for extra capacity.	
Fire Safety	New sprinkler and alarm system for entire building.			
HVAC	Modify interior to incorporate A/C throughout and install new system.	2 boilers and split system heat pumps in good condition; replacement not needed. Replace all baseboard radiators.		
Hot Water		Water heater, hot water pumps and circulation pumps in good condition; replacement not needed.		Tenants have noted lack of hot water; further inspection required.
Pipe and Vent Insulation		Boiler room heat and hot water piping lack insulation.		

<b>Improvement</b>	<b>Included in Life Safety and Accessibility Estimate</b>	<b>Recommended in Building or Environmental Inspections</b>	<b>Recommended by STA</b>	<b>Additional CRA or Tenant Project Goals</b>
Roof		EPDM rubber roof in good condition; warranty expires May 2020.	Shingled roof along north edge requires repair or replacement.	
Electrical & Lighting		Wiring in good condition; all copper; no aluminum found.	Mix of electrical panels; some corrosion in main panel room; expanded AC will require upgrade. Some lighting upgrades and movement of switches needed.	
Plumbing			Current mix of PVC, copper and galvanized; upgrade to PVC in some areas.	
Windows			Replacement windows are largely in fine condition.	Tenants note some are difficult to open or close, or allow dirt in; restore ease of use and caulk or otherwise weatherize.
Non-friable Asbestos Remediation		Environmental inspection found non-friable asbestos tiles that do not pose a current safety risk. Long term goals point to removal.		
Exterior Façade				Repointing and other façade improvements.
Building Entryway and Security Access System				Buzzer system is out of date, difficult to use, and requires regular repair; replace with modern system. Create main entry that is less confusing, easier to access physically, and more welcoming.

<b>Improvement</b>	<b>Included in Life Safety and Accessibility Estimate</b>	<b>Recommended in Building or Environmental Inspections</b>	<b>Recommended by STA</b>	<b>Additional CRA or Tenant Project Goals</b>
Alley on East Side of Building				Alley collects drug paraphernalia and other items; install gate at rear.
Mailroom				Current mail drop area has open cubbies in unsecured area by public door. Create new secure mail room.
Water Infiltration in lower level				Secure downspout in proper location; consider if rear pavement needs regrading.
Trash/ Recycling				Create trash/recycling room that is not visible by guests to the building.
Co-working space				Create co-working area for tenants' seasonal employees, interns and other needs.
Increase shared spaces				Create more shared meeting rooms, kitchens, outdoor space, and other amenities, perhaps to include shared WiFi and color printing.
Relocation and Swing Space				Relocation and swing space expenses for employees and programs. Further study needed to determine extent of relocation needed.
<b>TOTAL ESTIMATED COST</b>	<b>\$1.7 million</b>	<b>Not yet estimated</b>	<b>Not yet estimated</b>	<b>Not yet estimated</b>



1 LOWER LEVEL  
1/4" = 1'-0"

**CONCEPTUAL DRAFT 04/10/20- SUBJECT TO CHANGE**

SPACE PLANNING- BASEMENT



**CONCEPTUAL DRAFT 04/10/20- SUBJECT TO CHANGE**





1 SECOND FLOOR  
1/4" = 1'-0"

**CONCEPTUAL DRAFT 04/10/20- SUBJECT TO CHANGE**



1 THIRD FLOOR  
1/4" = 1'-0"

**CONCEPTUAL DRAFT 04/10/20- SUBJECT TO CHANGE**