

PROJECT OVERVIEW:

Since November, 2007, a team of Cambridge Public Schools senior staff members, led by CRLS Principal Chris Saheed, has been meeting several times a week with HMFH Architects, the firm hired to help refurbish the city's only public high school. It is the first such project in the 35 year history of the school.

The renovation and redesign of a high school as dynamic and intricate as CRLS necessitated the high number and detail oriented nature of the meetings. Over this time frame, architects, engineers, and school officials, have been ironing out details as small as the number of desks in a reconfigured classroom and the type of locks to be used on classroom doors to issues as complicated as exploring the potential necessity and options for relocating classes of students to other CPS buildings within the city.

The goal of these efforts is to make the first major renovation and refurbishing of the 35-year old high school campus as smooth and seamless and as least disruptive to students, staff, and families as possible.

The renovation plan, one that includes everything from new floor tiles and a "green" ventilation system known as "chilled beam", to the inclusion of a cogeneration unit, continues to be modified with the best interests of students, staff, and community in mind.

Specifically, the City of Cambridge has approved a Policy Order Resolution that requires major renovation and new construction projects to be LEED certified. In addition, and per the Buildings and Grounds Subcommittee request, this project has received a \$100,000 MTC grant to be used to offset design fees to enhance energy efficiency and environmentally friendly measures. The project is also expected to achieve the Mass. CHIPS Plus standard.

Architects continue to meet with administrators, deans, entire teaching departments, clerks and maintenance staff, to determine best use of space, practicalities of location, program stability, and feasibility of certain aspects of the renovation/construction process to support the same standard of education or better.

PROJECT HISTORY:

In 2003, the City of Cambridge approved a renovation of Cambridge Rindge & Latin School that covered HVAC, lighting, windows, roofs, and fire safety. This original renovation was scheduled to take approximately two years.

However, shortly after the project was approved by city and school officials, state funding for this, and all other school building projects statewide, was frozen.

In 2006, the state announced it was reinstating funding for school building projects. At this point, the superintendent and the school committee reviewed the approved plans and, after comparing them to the changing demands of today's students and the technological needs of staff, sought to expand the scope and size of this project to include a more complete renovation that would better serve the students of Cambridge.

Beginning in the spring of 2007, the School Committee, along with a team of CPS administrators that included the superintendent, the high school principal, the assistant principal, and the school system's facilities director, expanded the renovation request to include electrical upgrades, new science labs, new technology centers, and a modern cafeteria for students and staff.

In October, the School Committee met with the City Council and the City Manager to seek approval of this more complete renovation plan. The phasing and renovation timeline for the expanded project is expected to be approximately two and one half years (2 academic years).

Construction is planned to start at the close of school in 2009 and be finished sometime in the Fall of 2011.

OPERATIONAL PHASING PLAN

The former Longfellow Building

Beginning in August, 2009, a unique program for incoming freshmen (the Class of 2013) is being planned at the former Longfellow School. This 9th Grade program will be tailored to take advantage of a smaller student community (the 9th grade class). Overseen by the CRLS assistant principal, the building will be managed on a day-to-day basis by a Dean of Students. The provision of additional supervisory leadership remains an option that will be reviewed in the months prior to the opening of the 2009-2010 school year and provided as necessary.

The Class of 2013 will matriculate to the current high school building at the start of their sophomore year. At this time, the freshmen Class of 2014 will start their high school careers at the former Longfellow building. It should be noted that the CRLS leadership and teaching staff see this as an opportunity to build a unique bond with incoming freshmen and in many respects to ease the transition to the high school, bringing students from across the city who have spent most of their schooling in small schools with an ideal transition, meeting new teachers and classmates, growing accustomed to high school schedules and workloads, as well as all other typical middle to high school transitions easier for incoming students.

The Longfellow will house all programs currently available to 9th grade students today. Provisions will also be made for exceptional individual student circumstance that are sure to arise from time to time, ensuring that incoming freshmen are afforded every opportunity of previous and future classes. It is important to note that the determination of staff assignments will be finalized during the 08-09 school year:

Department	Number of Rooms	Full Time Staff at Longfellow	Part Time Staff at Longfellow
Art-Visual	2	2	0
Art-Performing/Drama	0.5	0	1
Art-Performing/Dance	0.5	0	1
Art-Performing/Music	1	TBD	TBD
English Language Arts	5	5	0
English Language Arts/Reading	1	1	0
History	4	4	0
World Language	3	2	6
Mathematics	5	5	1
Science	4	3	2
Health	1	2	0
PE	Gym (Split)	2	0
Daycare	1	NA	NA
OSE/Self Contained	4	4	0

OSE/Co-Teachers	NA	TBD	TBD
OSE/Classroom Aides	NA	TBD	TBD
Sheltered English	3	3	
Guidance	NA (Offices)	2	0
Deans	NA (Offices)	1	0
Clerks	NA (Offices)	2	0
OSE Social Workers	NA (Offices)	1	0
OSE Psychologists	NA (Offices)	1	0
MCAS Prep	1	TBD	TBD
Longfellow Community Schools	1	NA	NA
Technology - Liaison	1 (Computer Lab)	1	0
Technology - Technician	NA (Offices)	TBD	TBD
OSE/Self Contained	4	4	0

In the effort to ensure students continue to have access to all that CRLS offers in both academic and extra curricula opportunity, the Rindge School of Technical Arts, Food Services, the Athletic Department, Visual and Performing Arts, Plant Maintenance, MIS, and the School Safety and Security staff will make modifications to their programs as follows:

A. Food Services at the former Longfellow building

The Food Services staff, in conjunction with nutritional experts provided through the Cambridge Health Alliance has looked for the right opportunity to expand and introduce new and different menu items. As a closed campus (there are no restaurants within close proximity to the former Longfellow building), Food Services sees this as an opportunity to build a positive and long term customer relationship with incoming freshmen, who will not be otherwise tempted by local pizza parlors and fast food offerings that surround the CRLS campus.

Two lunch periods for approximately 200 students will be provided.

B. Rindge School of Technical Arts

RSTA will continue to offer an exploratory option for incoming freshmen each fall. This is necessary as it is an introduction to all programs that RSTA currently offers and gives a sampling to prospective students. Freshman enrolling in the exploratory program will travel between the Rindge and Longfellow building on foot. At a minimum, school safety and security staff will be stationed along Broadway during transition time from CRLS to the former Longfellow building. A van will be made available to those students who have special needs and/or those students who need temporary assistance to the building (ie the soccer player who sprains an ankle). The elective will be offered during the first block of fall semester, 9th grade students opting for this program will report directly to the RSTA Program at 8:05 a.m. It is important to note that the RSTA section of the Rindge Building will remain in use during the school year. All work in this area will be performed during the two summers of the project.

C. Athletic Department

The athletic department practice starting times may be adjusted as necessary to accommodate travel time for freshmen athletes. Other than that possible change, there should be no further impact on the athletic schedule.

D. Visual and Performing Arts

The Visual and Performing Arts Department is currently exploring alternative spaces for plays and concerts and is quite confident and excited about developing new partnerships with longstanding arts community members. Existing space can/may be found at schools with large auditoriums/theaters, including the Peabody, the Kennedy-Longfellow and the King Open. We are also exploring the opportunities to increase 9th grade participation in these areas.

E. Special Education

The grade 9 and 10 Functional Academics Class will move to the Longfellow building. It will be housed in a classroom on the lower level. Transportation will be provided in a manner similar to what currently exists.

Occupational and Physical Therapy is primarily used in the Functional Academics classrooms and can be done within the classroom without separate space. If a situation arises that makes it necessary for OT/PT beyond that scope, the Health Suite at the Longfellow building can accommodate it.

F. 9th Grade Extra Curricula Opportunities

During the renovation all 9th grade students will be eligible to join in extracurricular activities that CRLS offers its students. Additionally the high school will work to ensure that a bond develops between 9th graders and the main campus through the inclusion of the 9th grade class in all activities at the main campus that are appropriate.

G. MIS

The former Longfellow building needs to be brought up to current technology needs. The high school administration, the technology office and Plant Maintenance are currently developing a plan that will include such technology tools as smart boards and other necessities.

H. Plant Maintenance

While the Longfellow is in relatively good shape considering its age and usage, reopening the school for a freshmen class of more than 400 students will require some modifications. Even with service, the existing boiler will remain a concern due in large part to its age and previous workload, one that spanned 30 years. The building remains structurally sound, however, accommodations such as minor electrical and plumbing upgrades, roof and window work, will be required in advance of the incoming class. Other work needed in the retrofitting of the building includes ensuring gas lines to

science labs are operational and meet code requirements, ensuring proper lighting in classroom space, as well as the customary painting and cleaning of the building. Those custodial staff at CRLS who will be impacted by the phase one construction of the arts building will be assigned to the Longfellow for the school year to help in this regard.

I. School Safety and Security

In addition to having Safety & Security Staff monitoring student travel between sites, a fixed number of Safety & Security Staff will be assigned to the Longfellow building during the duration of the renovation project.

J. Community Schools/CRLS Daycare Center

The Community Schools has been assigned a room on the lower level of the Longfellow building that will not be occupied by CRLS staff. The CRLS Daycare Center will occupy a former Kindergarten classroom on the lower level of the Longfellow building. Site licensing will have to be reviewed with state officials.

K. School Committee Offices and Meeting Room

The School Committee Office will remain on Felton Street during construction. Current plans call for the existing FRC space to be subdivided during the renovation. Upon project completion the School Committee Office will relocate to an office abutting the FRC. The temporary meeting room for the School Committee is to be determined.

THE UPTON STREET BUILDING

Several years ago, the decision was made by the School Committee and administration to remain in possession of the Upton Street building. That decision now pays a dividend as it will provide valuable space for the Family Resource Center, the High School Extension Program, and the Transition Program, during the high school renovation project.

The HSEP program and the transition program will be moved during the summer of 2008 to the second and third floors of the Upton Street building, freeing up a large section of the former Longfellow building for plant maintenance to ready the building with necessary cleaning, painting and minor roof work and window replacements prior to the start of the 2009 school year.

The Family Resource Center will be temporarily relocated to the Upton Street building early in the Fall of 2008 and occupy space on the first floor.

PHASING BUDGET

Start Up Costs			
	Upton St Building	Longfellow Building	Total
Boiler Repairs	--	25,000	25,000
Unit Ventilators	16,000	--	16,000
Crash Bars/Doors	6,000	--	6,000
Flooring/Rug	18,000	--	18,000
Ceiling Repairs	8,000	--	8,000
Interior Lighting	6,000	--	6,000
Shades	6,000	--	6,000
Kitchen	10,000	25,000	35,000
Intercom/Phone	35,000	45,000	80,000
Painting	20,000	40,000	60,000
Gym Repairs	8,000	--	8,000
Parking Lot Lines	3,000	--	3,000
Buildout/Service	--	25,000	25,000
Glass Replacement	--	100,000	100,000
Technology Upgrades	19,000	41,000	60,000
Total	155,000	301,000	456,000

Costs 2008-2009	
	Upton St Building
Electric	28,000
Gas	3,000
Fuel Oil	35,000
Custodial Supplies	7,000
Total	73,000

Costs 2009-2010			
	Upton St Building	Longfellow Building	Total
Electric	29,400	63,000	92,400
Gas	3,150	7,350	10,500
Fuel Oil	36,750	63,000	99,750
Custodial Supplies	7,350	11,550	18,900
Total	76,650	144,900	221,550

Costs 2010-2011			
	Upton St Building	Longfellow Building	Total
Electric	30,870	66,150	97,020
Gas	3,308	7,718	11,026
Fuel Oil	38,588	66,150	104,738
Custodial Supplies	7,718	12,128	19,846
Total	80,484	152,146	232,630

Note: Operating costs increase by 5% annually.

Transportation – Annual

One van to run between Rindge and Longfellow
\$40,000

Summary

Start Up Costs	456,000
Annual Costs 08-09	73,000
Annual Costs 09-10	221,550
Annual Costs 10-11	232,630
Transportation 08-09 / 09-10	80,000
Total	1,063,180

Note: These estimates may change as we approach the start of the project. For instance the glass replacement does not cover all lexan windows at the Longfellow building, thus if funds are available that cost estimate could increase. Depending upon service provisions the \$40,000 annual cost for transportation could go up or down as well. Finally, there are certain to be some unidentified costs that arise as we prepare the 2009-10 operating budget. Funds for the phasing will be generated from year end balances in 07-08 and 08-09 as well as annual capital funds.