

Cover Sheet – Non-Social Service Activity

AGENCY NAME: Town of Amherst
AGENCY ADDRESS: 4 Boltwood Ave., Amherst, MA 01002
AGENCY PHONE NO: 413-362-1855 CONTACT PERSON: Ron Bohonowicz
CONTACT PERSON EMAIL: BohonowiczR@arps.org
2013 CDBG REQUEST: \$500,000.00

1. Project Name: ***Barrier Removal at the East Street School***
2. Project Description (1-2 sentences): ***The plan is to make the building accessible and create handicap bathrooms***
3. Project Location: ***East Street School, 31 South East Street, Amherst, MA 01002***
4. Budget Request: ***\$500,000.00***
5. Type of Activity (check one):
 - Rehabilitation
 - Acquisition
 - Demolition/clearance
 - Infrastructure
 - Public Facility
 - Architectural Barrier Removal
 - Other – please explain
6. Demonstrate Consistency with Community Development Strategy: ***As a barrier removal project that also modernizes and makes improvements to a public facility, the project meets priorities of the Community Development Strategy.***
7. Demonstrate Consistency with Sustainable Development Principles: ***The project will adaptively rehabilitate an historic structure to meet current building code and other standards and prepare it for future use.***
8. Demonstrate Consistency with Target Area requirements: ***Project is in the East Village Center Target Area***
9. National Objective

Benefit to low- and moderate-income persons
Estimate the number of low- and moderate-income persons to benefit from the Project:

As a barrier removal project in a low/moderate income area, it meets the National Objective

Please submit responses to the following questions:

Project Name: East Street School Barrier Removal

Project Location: 31 South East Street, Amherst, MA 01002

Census Block Group:

Census Tract	Block Group	Num_LMI	LMIUniverse	Per_LMI
820700	1	812	1576	51.5
820600	1	71	119	59.7
820500	1	815	1300	62.7
820500	3	500	662	75.5

A. Please describe in full the project for which the funding is requested:

Include information on the number of individuals or families to be served and who they are, i.e. disabled, low-income, homeless, etc.

The South East School was built in 1880 and reconstructed in 1936 after a fire as a small school building; it has a basement, first and second floors. The building's current access is through a south and west entrance. Each of these entrances has raised thresholds and goes into a spilt stairway down to the basement and up to the first floor. From the first floor hallway access is gained to the second story via another stairway.

The building has been used in the past as an overflow site for a nearby elementary school during overcrowding. The building was being used as an alternative high school for a limited amount of students until the Department of Education identified that the building does not have handicapped access or bathrooms.

Because the building is not accessible, its reuse potential is very limited.

The plan is to make the building accessible and create handicap bathrooms. As an historic structure, the Historical Commission, Planning Board, and Design Review Board will review design plans. The east side of the building is where the original exterior steps went directly into the first floor. It is approximately forty six inches above grade. Therefore a ramp would be very long with switchbacks to comply with code. Additionally, to maintain the character of the building, the materials used will be stone or stone faced.

The building's only bathrooms are on the first floor. The plan would be make these fully accessible and update the fixtures to meet current ADA standards. The bathrooms would also be expanded to meet the required space for accessibility per building code.

The code would require an elevator to access the second floor. This may be a limited lift or an elevator. A limited lift will require a waiver from the state access board. In 2015 lifts of this type will no longer be allowed.

The grounds would need to be graded and parking for handicap vehicles will have to be created. Uneven surfaces need attention.

Doors will need to be replaced to comply with ADA code

B. What is the community's need for the proposed project/program?

Define the need or problem to be addressed by the proposed project. Explain why the project is important. Provide evidence of the severity of the need or problem. Who are the affected population and why is this population presently underserved or not served?

The Community has identified through its master planning process and the Community Development Strategy that barrier removal projects are a priority. The East Street School is in the East Village Center Target Area that has a high percentage of low/moderate income individuals and households. Improvements to the building are the necessary first steps to bring in non-profit enterprises.

C. Community Involvement:

What process was used to select this particular project? How was the process responsive to expressed community need?

The project was identified by Town staff and citizens who for years have noted that the vacant East Street School is a critical property in the revitalization of that village center. Discussions as to the use of the building have always fallen short because of its lack of accessibility and cost to bring the building into compliance with current codes and regulations.

Define the process that will be used to maintain involvement of the project beneficiaries in the implementation of the project.

As a Town-owned facility, the building will be open to the public. During implementation, various Town boards and committees—the Planning Board, Disability Access Advisory Committee, CDBG Advisory Committee, Historical Commission—will receive periodic updates at their public meetings.

D. Project Feasibility

The project impact will be evaluated upon the extent to which the response meets the following criteria:

1. Describe what evidence exists to show that the community at large or project beneficiaries will use the project. Include documentation of demand for the activity through summary descriptions of surveys, inquiries, waiting lists or past participation.

There is limited non-residential space available in the Town Center and East Amherst Village Center for non-profit agencies and programs. The Town currently rents space in the Bangs Community Center, but the demand by local groups far exceeded the capacity. It is expected that the non-profit use(s) of the East Street School would help alleviate this shortage of available and affordable rental space for programs and services that serve the low and moderate income residents of the community.

2. If applicable, describe and document the availability and source of matching or other funds needed to complete the project.

The following are associated items which are necessary to occupy this facility.

HVAC system there is not any air-conditioning in this facility. AC serves two function comfort and dehumidification combating mold while improving air quality for the occupants.

Fire suppression per code, sprinklers and alarms will need to be installed.

Hazardous material abatement, the building contains asbestos floor tiles and other materials which will require abatement.

The following is a budget for non ADA components:

<i>HVAC</i>	<i>\$150,000</i>
<i>Fire Suppression</i>	<i>\$40,000</i>
<i>Hazardous materials</i>	<i>\$60,000</i>
<i>Design Services</i>	<i>\$25,000</i>

The Town will use capital funds and other resources to fund the additional \$275,000 for the Non ADA components

3. Identify the roles and responsibilities of all personnel involved in the project as well as internal controls.
 - *John Musante, Town Manager: has jurisdiction over the rental, use, maintenance, and repair of all town property*
 - *Ron Bohonowicz, Director of Facilities: Manage the project and all procurement*
 - *Holly Bowser, Asst. Comptroller: Contract and financial manager for the project*
4. Citing past accomplishments, document that the agency has the necessary past expertise to conduct the activity and has successfully completed past activities in a timely manner.

The Town, in particular Mr. Bohonowicz, has completed large-scale rehabilitation and modernization of public facilities, including:

- *North Amherst School: CDBG-funded rehabilitation of roof, windows, entrance and exterior*
- *Amherst Childcare Center: CDBG-funded rehabilitation of roof, exterior, floors and HVAC system*
- *Elementary Schools: Federal ARRA Stimulus projects to upgrade and replace boiler and heating/cooling system*

5. Please submit a program budget that includes all sources of revenue and all expenses.

The following is a budget for ADA components:

<i>Ramp and front entrance</i>	<i>\$150,000</i>
<i>Bathrooms (3) HC</i>	<i>\$60,000</i>
<i>Elevator</i>	<i>\$250,000</i>
<i>Parking</i>	<i>\$50,000</i>
<i>Doors / Egress</i>	<i>\$20,000</i>
<i>Design Services</i>	<i>\$40,000</i>

Total Request: \$500,000 for the ADA components

6. Please submit a time line with milestones, including a start and end date that demonstrates that this project is feasible (will be complete) within 18 months.

- *Design: 3 months (October-December)*
- *Contractor Selection: 2 months (January-February)*
- *Construction: 6 months (March-August)*
- *Punch List: 1 Month (September)*

7. Please identify the staff that will be directly responsible for implementing this activity. *See Answer to Question 3*

E. Impact

Describe the impact the activity will have on the specifically identified needs. What measurable improvements will result from the activity? How much of the need will be addressed? Define the direct and indirect outcomes that will result from the project. Identify quantitative and qualitative measures to determine that the outcomes are achieved.

As a barrier free space, the East Street School will house non-profit and social service programs that benefit the entire community, including many low- and moderate-income individuals and households. The impact will be the removal of physical barriers—steps, doors, bathrooms, parking—and replacement with ADA compliant features.

F. Evaluation

Goals & Assessments: Please explain your short-term goals and long-term goals. Describe the changes in the target population that indicate the program's success. How will these changes be measured? Will anticipated changes affect the municipality's responsibility to this target population? How will the impact of this service on individual clients be tracked over time? Will there be additional beneficiaries? Will this service enable clients to become self-sufficient? How is this service linked to other human/social service programs in the community?

Short Term Goals: Our short term goal is to remove all existing barriers in this public facility in the East Village Center Target Area, an area predominantly low- and moderate-income. The actual count of barriers removed will also be used as the basis for success because it provides an opportunity for additional programmatic and service space that is currently unavailable. It is also expected that these improvements will last the next 10 to 20 years with little or no maintenance.

G. Agency Information

Please provide an overview of your organization, including length of time in existence, experience in successfully conducting activities for which funding is being sought, and skills and current services that reflect capacity for success.

The Town offers high level government services, quality education, support for open space and agriculture, promotion of economic development, and respect for its history. Town government has been in existence for decades, with numerous departments and citizen boards and committees all working toward common goals that benefit its citizens and the community. Currently, Amherst has professional staff in all of its departments, in particular its Accounting, Conservation, Planning, and Public Works Departments who commonly work with consultants and property owners to manage and develop such projects as land acquisition, feasibility studies and assessments, development of engineering specifications, and construction projects ranging from public infrastructure to affordable housing. Town staff is competent with procurement regulations, balancing budgets, and efficiently managing contracts so that deliverables are received on time. The Office of Conservation and Development is the same staff who

- *managed and coordinated the Master Planning Process, which involved a two-year, multiphase contract for over \$200,000;*
- *worked with various boards and committees to initiate the development of Olympia Drive, a 40-unit, multi-million dollar affordable housing project;*
- *worked with consultants to conduct a build out analysis for the community in 2002; and commonly work with appraisers and consultants to develop feasibility studies, architectural plans and cost estimates for various projects.*