

Project Minutes

Project:	Wilmington Wildwood Early Childhood Center	Project No.:	22127
Prepared by:	Sarah A. Traniello	Meeting Date:	11/08/2023
Re:	School Building Committee	Meeting No:	7
Location:	Remote Participation via Zoom		
Distribution:	School Building Committee (MF):		

Attendees:

School Building Committee

- Present* Dr. Glenn Brand, *School Superintendent, School Building Committee Chair*
- Present* Paul Ruggiero, *Assistant Superintendent of Administration & Finance*
- Absent* Diane M. Allan, *Permanent Building Committee*
- Absent* John C. Holloway, *Permanent Building Committee*
- Present* Gregory B. Bendel, *Board of Selectmen*
- Present* Kevin A. Caira, *Board of Selectmen Alternate*
- Present* Kate Bissell, *Wildwood School Principal*
- Present* Stacey Scott, *Woburn Street School Principal*
- Absent* Christine Holloran, *Wildwood Teacher*
- Present* Alice Brown-LeGrand, *Director of Student Support Services*
- Absent* George W. Hooper II, *Public Buildings Superintendent*
- Present* Lou Cimaglia, *Interim Town Manager*
- Absent* Susan Inman, *Assistant Town Manager*
- Present* Bryan T. Perry, *Finance Director/Town Accountant*
- Absent* Paul J. Melaragni, *Permanent Building Committee*
- Present* David A. Ragsdale, *School Committee Vice Chair*
- Present* Marianne Gallezzo, *Finance Committee Member*
- Present* Michael Camoscio, *North Side Parent, Mechanical Engineer*
- Present* Craig Miner, *West Side Parent, Civil Engineer*
- Present* Vivian Varbedian, *North Side Parent, Project Manager, School Building Committee Co-Chair*
- Absent* Maggie Lopes, *West Side Parent*
- Present* Christine Prendergast, *North Side Parent*
- Present* Justin Cusce, *North Side Parent*

Dore+Whittier Architects

- Absent* Donald Walter, *Principal-In-Charge*
- Present* Lee P. Dore, *Principal, Designer*
- Present* Rani Phillips, *Project Manager*
- Present* Jason Boone, *Educational Planner*

SMMA

- Present* Julie Leduc, *Director of OPM Services and Project Manager*
- Present* Sarah Traniello, *Assistant Project Manager*

Item #	Action	Discussion
7.1	Record	<p>Wilmington Public Schools Superintendent, Dr. Glenn Brand, called the meeting to order at 7:06 PM. Roll Call of the School Building Committee was performed to account for all of those who are present.</p> <p>Roll call present: Dr. Glenn Brand, Paul Ruggiero, Gregory Bendel, Kevin Caira, Kate Bissell, Stacey Scott, Alice Brown-LeGrand, Susan Inman, Bryan T. Perry, David Ragsdale, Marianne Gallezzo, Michael Camoscio, Craig Miner, Vivian Varbedian, Christine Prendergast, and Justin Cusce.</p> <p>Missing: <i>John C. Holloway, Diane Allan, George Hooper, Paul Melaragni, Maggie Lopes.</i></p> <p><i>Messrs. Hooper and Melaragni and Ms. Allan were not in attendance as they were at a Senior Center Building Committee Meeting.</i></p>
7.2	Record	<p>Approval of Minutes</p> <p>Motion to approve the School Building Committee Meeting Minutes of October 16, 2023 by Vivian Varbedian and seconded by Stacey Scott.</p> <p>Voted upon unanimously with 1 abstention: <i>David Ragsdale</i></p> <p>Roll call vote: Dr. Glenn Brand, Paul Ruggiero, Gregory Bendel, Kevin Caira, Kate Bissell, Stacey Scott, Alice Brown-LeGrand, Susan Inman, Bryan T. Perry, Marianne Gallezzo, Michael Camoscio, Craig Miner, Vivian Varbedian, Christine Prendergast, and Justin Cusce.</p>
7.3	Record	<p>Approval of Invoices</p> <ul style="list-style-type: none">• Warrant No. 3 – August 2023 Services: \$43,500<ul style="list-style-type: none">○ SMMA OPM Basic Services – Feasibility Study: \$7,500○ Dore+Whittier Architects – Basic Services – Feasibility Study: \$36,000• Warrant No. 4 – September 2023 Services: \$46,700<ul style="list-style-type: none">○ SMMA OPM Basic Services – Feasibility Study: \$7,500○ Dore+Whittier Architects – Basic Services – Feasibility Study: \$31,500○ Dore+Whittier Architects – Amendment No. 2 – Student Assignment & Facility Planning Services: \$7,700• Warrant No. 5 – October 2023 Services: \$39,000<ul style="list-style-type: none">○ SMMA OPM Basic Services – Feasibility Study: \$7,500○ Dore+Whittier Architects – Basic Services – Feasibility Study: \$31,500 <p>Finance Working Group met prior to the Wildwood School Building Committee to review the invoices listed above in Warrants 3, 4 and 5. Christine Prendergast representing the Finance Working Group advised that the Finance Working Group agrees that a careful review has been performed of the invoices in Warrant Nos. 3, 4 and 5 and recommends payment of the invoices in Warrant Nos. 3, 4 and 5. Motion to approve made by Susan Inman and passed unanimously.</p> <p>Roll call vote: Dr. Glenn Brand, Paul Ruggiero, Gregory Bendel, Kevin Caira, Kate Bissell, Stacey Scott, Alice Brown-LeGrand, Susan Inman, Bryan T. Perry, David</p>

Item #	Action	Discussion
		Ragsdale, Marianne Gallezzo, Michael Camoscio, Craig Miner, Vivian Varbedian, Christine Prendergast, and Justin Cusce.
7.4	Record	<p>SBC Vice-Chair Voting Results</p> <p>Dr. Glenn Brand advised of the need for a Vice Chair for the Chair of the Wildwood School Building Committee and advised of the results of the nominations that were collected 2 months prior through surveying the Committee would be provided by Sarah Traniello who collected and counted the nomination results. Sarah Traniello read off the members of the Wildwood School Building Committee who were nominated with the leading number of nominating votes and the counts for each individual for the position of Vice Chair alongside Dr. Glenn Brand. The member with the majority of the nominations at 10 was Vivian Varbedian. Confirmation was made of her attendance at this evening’s meeting. A poll nomination vote was taken to confirm this nomination to Vice Chair of the Wildwood Early Childhood School project and Vivian Varbedian was unanimously nominated.</p> <p>Gregory Bendel moved that a nomination be made for Vivian Varbedian for the position of Vice Chair of the Wildwood School Building Committee. Seconded by Marianne Gallezzo and confirmed with a Roll Call vote.</p> <p>Roll Call vote of Voting Members: Dr. Glenn Brand, Paul Ruggiero, Diane M. Allan, Gregory Bendel, Stacey Scott, Christine Holleran, Jeffrey Hull, Susan Inman, Bryan T. Perry, Paul Melaragni, Marianne Gallezzo, Michael Camoscio, Craig Miner, Christine Prendergast and Justin Cusce.</p>
7.5	Record	<p>Post Existing Conditions Assessments Updates</p> <p>Rani Philips advised that during the October 2023 School Building Committee Meeting it was advised by Ken Lord, the Director of IT, that there were some items that were updated infrastructure conditions that were updated in the schools that should be noted on the Existing Conditions Assessments that is shared. Over the Summer 2023 the updates were performed so they were more recent than the actual visit where information was collected for this existing conditions report. Those areas that were updated since will be reflected as updated since data was collected.</p>
7.6	Record	<p>Educational Visioning Update</p> <p>Glenn Brand advised that the Educational Visioning Sessions were widely advertised and attended within the District including many staff members, some students, parents and stakeholders. All were welcome who wanted to participate and no one was turned away at any time during the Visioning process. It was a process of remote and in person meetings where a great amount of investment was shown by all as Jason Boone of Dore+Whittier Architects engaged in these Visioning activities to bring forth the melding of each group’s visions for their grade level grouping for PreK-K, PreK-3 and PreK-5. There were 4 days of Visioning Sessions, each with an afternoon session and an evening session. Each day had a targeted subject to cover with Session 1 being District-wide Topics; Session 2 was Learning and Teaching; Session 3 was Overall Building Planning and Session 4 was Individual Space Planning. Overall, there were about 50 people who participated in the Visioning</p>

Item #	Action	Discussion
		Sessions which was a great showing. The subject was intended to be a broader one in Session 1 and became more narrowed by Session 4. Between Sessions 2 and 3 the opportunities were provided for Peer School Tours at 2 schools on the first day and 3 schools on the second day. It was shared the concepts that were explored and the preferences showed during the Visioning Sessions. Details provided in Powerpoint, attached.
7.7	Record	<p>Peer School Visits</p> <p>Kate Bissell’s video of the tours of 5 Peer School Visits (Northbridge Elementary School; Westborough: Annie Fales School; Lexington: Maria Hastings School; Acton-Boxborough: Douglas/Gates Elementary Schools; and Lincoln: Hanscom Primary and Middle School) that were made during the Visioning Sessions were presented with her narration showing examples rooms of the Peer Schools visited with features that were advantageous to teaching and learning with the same room from one of the existing schools in Wilmington in which students are learning.</p> <p>Additional Tour Opportunity</p> <p>Watertown’s Hosmer or Lowell School and Tewksbury’s New Elementary School will be made available for tours for the School Building Committee. <i>Post-Script: Will be rescheduled for after the New Year when more will be available to attend as budgeting season was presenting conflicts.</i></p>
7.8	Record	<p>Schedule Update</p> <p>Updated Schedule dates for School Building Committee Meetings have been sent out for 2024 through December. More will be placed on the calendar for moving forward.</p>
7.9	Record	<p>SBC Public Relations Working Group Formation</p> <p>SBC Co-Chair Vivian Varbedian will be heading up the Public Relations Working Group for the School Building Committee. Those who have volunteered prior to this time are Justin Cusce and Maggie Lopes when a survey was circulated by Sarah Traniello for Working Group participation interest during the summer. Maggie Lopes is no in attendance at this meeting but others are welcome to join this Working Group as well.</p>
7.10	Record	<p>Committee Questions</p> <ol style="list-style-type: none"> 1. Craig Miner asked if the Hazardous Material Consulting has already been done? <i>R. Philips advised that testing was been performed at the schools as part of the existing conditions studies. C.Miner further asked that he was inquiring because of PCB data because of remediation being necessary if it is found to be present. Once that data is received, you cannot go back. C.Miner would be interested in seeing those results. R.Philips will provide the results when available.</i>
7.11	Record	<p>Discussion/Correspondence/New Items</p> <p>None.</p>

Item #	Action	Discussion
7.12	Record	Public Comments <ol style="list-style-type: none">1. Melissa asked about the Visioning Session that was 50 people participants. Is this typical for other projects? <i>J.Leduc advised that for other projects it has been between 50 and 60 people. J.Boone advised that 50-60 participants was a perfect size and in the norm for a community of Wilmington's size. Visioning groupings any larger can become more cumbersome, difficult to track and maintain.</i>
7.13	Record	Next Meeting: December 13, 2023 from 6:00 PM to 9:00 PM <i>In Person at Wilmington High School Large Group Instruction Room</i>
7.14		Adjourn Motion to adjourn by Dr. Glenn Brand and seconded by Marianne Gallezzo. Voted upon and passed unanimously. Roll call present: Dr. Glenn Brand, Paul Ruggiero, Gregory Bendel, Kevin Caira, Kate Bissell, Stacey Scott, Alice Brown-LeGrand, Susan Inman, Bryan T. Perry, David Ragsdale, Marianne Gallezzo, Michael Camoscio, Craig Miner, Vivian Varbedian, Christine Prendergast, and Justin Cusce.

Attachments: Warrant No. 3, Warrant No. 4, Warrant No. 5, Wilmington Wildwood ECC Powerpoint Slides.

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes.

Town of Wilmington, Wilmington Public Schools

Wildwood Early Childhood Center

Project Budget and Cost Summary



November 6, 2023

A Description	C D (Bud. Adj. Tab) E (C+D) BUDGET			F G (Com. Cost tab) H (E-F) I (Forecast. tab, >G) J (F+G+H) COST				K L (Invoice Tab) M (I-J) CASH FLOW	
	PFA Approved Budget	Authorized Changes	Approved Budget	Committed Costs	Uncommitted Costs	Forecast Costs	Total Project Costs	Expenditures to Date	Balance To Spend
30 Architectural & Engineering									
Designer - Basic Services	\$800,000	-\$350,000	\$450,000	\$450,000	\$0	\$0	\$450,000	\$58,500	\$391,500
Designer - Supplemental Services	\$100,000	-\$35,000	\$65,000	\$18,920	\$46,080	\$0	\$65,000	\$0	\$65,000
Schematic Design		\$385,000	\$385,000	\$385,000	\$0	\$0	\$385,000	\$0	\$385,000
Subtotal	\$900,000	\$0	\$900,000	\$853,920	\$46,080	\$0	\$900,000	\$58,500	\$841,500
40 Administrative Costs									
OPM Feasibility Study	\$200,000	-\$35,000	\$165,000	\$150,000	\$15,000	\$0	\$165,000	\$30,000	\$135,000
OPM: Feasibility Cost Estimates		\$35,000	\$35,000	\$35,000	\$0	\$0	\$35,000	\$0	\$35,000
Other Project Costs 1	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000
Subtotal	\$300,000	\$0	\$300,000	\$185,000	\$115,000	\$0	\$300,000	\$30,000	\$270,000
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Technology		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Sub-Total	\$1,200,000	\$0	\$1,200,000	\$1,038,920	\$161,080	\$0	\$1,200,000	\$88,500	\$1,111,500
70 Project Contingency									
Construction Contingency (Hard Cost) (4%)	\$0	\$0	\$0						\$0
Owner's Contingency (Soft Cost) (4%)		\$0	\$0						\$0
Subtotal	\$0	\$0	\$0						\$0
Project Total	\$1,200,000	\$0	\$1,200,000	\$1,038,920	\$161,080	\$0	\$1,200,000	\$88,500	\$1,111,500

Expenditures to date are inclusive of Warrant No. 1 and 2 and do not include invoices in Warrant Nos. 3, 4, and 5 that are presented for approval at this meeting.

Warrant No. 3

Project: Wildwood Early Childhood Center Project No.: 22127
 Wilmington, Massachusetts
 Prepared by: Julie Leduc Date: 9/11/2023

The School Building Committee for the Wilmington Early Childhood Center hereby authorizes the payment for the obligations incurred for the value received in services and for materials shown below:

Vendor	Invoice No.	Invoice Date	Invoice Amount	ProPay Code	Balance After Invoice
SMMA <i>OPM Basic Services – Feasibility Study</i>	59902	09/06/2023	\$ 7,500.00	0001-0000	\$ 112,500.00
Dore+Whittier Architects <i>Design Basic Services – Feasibility Study</i>	00003	08/31/2023	\$ 36,000.00	0002-0000	\$ 355,500.00
Total			\$ 43,500.00		

Approved on _____



Wilmington Public Schools
121 Glen Rd
Wilmington, MA 01887

September 6, 2023
Project No: 22127.00
Invoice No: 0059902

Project 22127.00 Wilmington Wildwood ECC
Reimbursable Consultant (Cost Estimate) NTE \$35,000

Professional Services from August 5, 2023 to September 1, 2023

Fee

Total Fee	150,000.00			
Percent Complete	25.00	Total Earned	37,500.00	
		Previous Fee Billing	30,000.00	
		Current Fee Billing	7,500.00	
		Total Fee		7,500.00
			Total this Invoice	\$7,500.00

Outstanding Invoices

Number	Date	Balance
0059779	8/16/2023	7,500.00
Total		7,500.00

Billings to Date

	Current	Prior	Total
Fee	7,500.00	30,000.00	37,500.00
Totals	7,500.00	30,000.00	37,500.00

Authorized By: Julie Leduc



DORE + WHITTIER
 Dore & Whittier Architects, Inc.
 212 Battery Street
 Burlington, VT 05401

Wilmington Public Schools
 161 Church Street
 Wilmington, MA 01887

Invoice number 00003
 Date 08/31/2023

Project 23-0847 Wilmington Wildwood Early
 Childhood Center

For Date Range: August 1 to August 31, 2023

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining
BASIC SERVICES					
Feasibility Study	450,000.00	21.00	58,500.00	36,000.00	355,500.00
Schematic Design	385,000.00	0.00	0.00	0.00	385,000.00
Subtotal	835,000.00	11.32	58,500.00	36,000.00	740,500.00
ADDITIONAL SERVICES					
HazMat Services Feasibility Study - ASR-1	7,920.00	0.00	0.00	0.00	7,920.00
Student Assignment and Facility Planning Services - ASR-2	11,000.00	0.00	0.00	0.00	11,000.00
Subtotal	18,920.00	0.00	0.00	0.00	18,920.00
Total	853,920.00	11.07	58,500.00	36,000.00	759,420.00

Invoice total 36,000.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00002	07/31/2023	36,000.00		36,000.00			
00003	08/31/2023	36,000.00	36,000.00				
	Total	72,000.00	36,000.00	36,000.00	0.00	0.00	0.00

Warrant No. 4

Project: Wildwood Early Childhood Center Project No.: 22127
 Wilmington, Massachusetts
 Prepared by: Julie Leduc Date: 10/18/2023

The School Building Committee for the Wilmington Early Childhood Center hereby authorizes the payment for the obligations incurred for the value received in services and for materials shown below:

Vendor	Invoice No.	Invoice Date	Invoice Amount	ProPay Code	Balance After Invoice
SMMA <i>OPM Basic Services – Feasibility Study</i>	60049	10/12/2023	\$ 7,500.00	0001-0000	\$ 105,000.00
Dore+Whittier Architects <i>Design Basic Services – Feasibility Study</i>	00004	09/30/2023	\$ 31,500.00	0002-0000	\$ 324,000.00
Dore+Whittier Architects <i>Student Assignment & Facility Planning Services</i>	00004	AM2 09/30/2023	\$ 7,700.00	0002-0000	\$ 3,300.00
Total			\$ 46,700.00		

Approved on _____



DORE + WHITTIER
 Dore & Whittier Architects, Inc.
 212 Battery Street
 Burlington, VT 05401

Wilmington Public Schools
 161 Church Street
 Wilmington, MA 01887

Invoice number 00004
 Date 09/30/2023

Project 23-0847 Wilmington Wildwood Early
 Childhood Center

For Date Range: September 1 to September 30, 2023

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining
BASIC SERVICES					
Feasibility Study	450,000.00	28.00	94,500.00	31,500.00	324,000.00
Schematic Design	385,000.00	0.00	0.00	0.00	385,000.00
Subtotal	835,000.00	15.09	94,500.00	31,500.00	709,000.00
ADDITIONAL SERVICES					
HazMat Services Feasibility Study - ASR-1	7,920.00	0.00	0.00	0.00	7,920.00
Student Assignment and Facility Planning Services - ASR-2	11,000.00	70.00	0.00	7,700.00	3,300.00
Subtotal	18,920.00	40.70	0.00	7,700.00	11,220.00
Total	853,920.00	15.66	94,500.00	39,200.00	720,220.00

Invoice total 39,200.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00003	08/31/2023	36,000.00		36,000.00			
00004	09/30/2023	39,200.00	39,200.00				
	Total	75,200.00	39,200.00	36,000.00	0.00	0.00	0.00

Cropper GIS, LLC

P.O. Box 1308
 Delaware, Ohio 43015

Invoice

Date	Invoice #
9/19/2023	2278

Bill To
Wilmington Public Schools MA Att: Rani Philip Dore and Whittier rphilip@doreandwhittier.com

P.O. No.	Terms	Project
	Due on receipt	

Item	Description	Amount
Consulting ASR-2	Invoice for work performed on Wilmington Public Schools MA project in August 2023. A total of 40 hours were required to complete tasks related to collection and conversion of data and development of distance calculations for the planning team's benefit. Using our hourly rate of \$175, the invoice amount for 40 hours is \$7,000	7,000.00

Total		\$7,000.00
Payments/Credits		\$0.00
Balance Due		\$7,000.00

+10% \$700.00

+ \$7,700.00



Wilmington Public Schools
121 Glen Rd
Wilmington, MA 01887

October 12, 2023
Project No: 22127.00
Invoice No: 0060049

Project 22127.00 Wilmington Wildwood ECC
Reimbursable Consultant (Cost Estimate) NTE \$35,000

Professional Services from September 2, 2023 to September 29, 2023

Fee

Total Fee	150,000.00			
Percent Complete	30.00	Total Earned	45,000.00	
		Previous Fee Billing	37,500.00	
		Current Fee Billing	7,500.00	
		Total Fee		7,500.00
			Total this Invoice	\$7,500.00

Outstanding Invoices

Number	Date	Balance
0059902	9/6/2023	7,500.00
Total		7,500.00

Billings to Date

	Current	Prior	Total
Fee	7,500.00	37,500.00	45,000.00
Totals	7,500.00	37,500.00	45,000.00

Authorized By: Julie Leduc

Warrant No. 5

Project: Wildwood Early Childhood Center Project No.: 22127
 Wilmington, Massachusetts
 Prepared by: Julie Leduc Date: 11/08/2023

The School Building Committee for the Wilmington Early Childhood Center hereby authorizes the payment for the obligations incurred for the value received in services and for materials shown below:

Vendor	Invoice No.	Invoice Date	Invoice Amount	ProPay Code	Balance After Invoice
SMMA <i>OPM Basic Services – Feasibility Study</i>	60227	11/03/2023	\$ 7,500.00	0001-0000	\$ 97,500.00
Dore+Whittier Architects <i>Design Basic Services – Feasibility Study</i>	00005	10/30/2023	\$ 31,500.00	0002-0000	\$ 292,500.00
Total			\$ 39,000.00		

Approved on _____



Wilmington Public Schools
121 Glen Rd
Wilmington, MA 01887

November 3, 2023
Project No: 22127.00
Invoice No: 0060227

Project 22127.00 Wilmington Wildwood ECC
Reimbursable Consultant (Cost Estimate) NTE \$35,000
Professional Services from September 30, 2023 to October 27, 2023

Fee

Total Fee	150,000.00			
Percent Complete	35.00	Total Earned	52,500.00	
		Previous Fee Billing	45,000.00	
		Current Fee Billing	7,500.00	
		Total Fee		7,500.00
		Total this Invoice		\$7,500.00

Outstanding Invoices

Number	Date	Balance
0059902	9/6/2023	7,500.00
0060049	10/12/2023	7,500.00
Total		15,000.00

Billings to Date

	Current	Prior	Total
Fee	7,500.00	45,000.00	52,500.00
Totals	7,500.00	45,000.00	52,500.00

Authorized By: Julie Leduc



DORE + WHITTIER
 Dore & Whittier Architects, Inc.
 212 Battery Street
 Burlington, VT 05401

Wilmington Public Schools
 161 Church Street
 Wilmington, MA 01887

Invoice number 00005
 Date 10/30/2023

Project 23-0847 Wilmington Wildwood Early
 Childhood Center

For Date Range: October 1 to October 31, 2023

Description	Contract Amount	Percent Complete	Prior Billed	Current Billed	Remaining
BASIC SERVICES					
Feasibility Study	450,000.00	35.00	126,000.00	31,500.00	292,500.00
Schematic Design	385,000.00	0.00	0.00	0.00	385,000.00
Subtotal	835,000.00	18.86	126,000.00	31,500.00	677,500.00
ADDITIONAL SERVICES					
HazMat Services Feasibility Study - ASR-1	7,920.00	0.00	0.00	0.00	7,920.00
Student Assignment and Facility Planning Services - ASR-2	11,000.00	70.00	7,700.00	0.00	3,300.00
Subtotal	18,920.00	40.70	7,700.00	0.00	11,220.00
Total	853,920.00	19.35	133,700.00	31,500.00	688,720.00

Invoice total 31,500.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
00003	08/31/2023	36,000.00			36,000.00		
00004	09/30/2023	39,200.00		39,200.00			
00005	10/30/2023	31,500.00	31,500.00				
	Total	106,700.00	31,500.00	39,200.00	36,000.00	0.00	0.00

Town of Wilmington
 Wildwood Early Childhood Center
 Feasibility Study
 Preliminary Project Schedule

ID	Task Name	Duration	Start	Finish	
1	MSBA PREREQUISITES	241 days	5/6/2020	4/14/2021	
2	Statement of Interest	0 days	5/6/2020	5/6/2020	◆ 5/6/2020
3	MSBA Invite into Feasibility	0 days	4/14/2021	4/14/2021	◆ 4/14/2021
4	RETAIN OPM	39 days	10/19/2022	12/13/2022	
5	Submit OPM Proposals	0 days	10/19/2022	10/19/2022	◆ 10/19/2022
6	OPM Interview	0 days	11/1/2022	11/1/2022	◆ 11/1/2022
7	Negotiate OPM Contract	6 days	11/3/2022	11/10/2022	
8	Submit Documents to MSBA OPM Panel	0 days	11/10/2022	11/10/2022	◆ 11/10/2022
9	MSBA OPM Panel Meeting	0 days	12/5/2022	12/5/2022	● 12/5/2022 MSBA OPM Panel Meeting
10	Execution of OPM Agreement	6 days	12/6/2022	12/13/2022	
11	RETAIN DESIGNER	100 days	12/6/2022	4/24/2023	
12	Draft Designer RFS and Submit to MSBA	21 days	12/6/2022	1/3/2023	
13	MSBA Approve Draft RFS	11 days	1/11/2023	1/25/2023	
14	Submit to Central Register	0 days	1/26/2023	1/26/2023	◆ 1/26/2023
15	Notice in Central Register	0 days	2/1/2023	2/1/2023	◆ 2/1/2023
16	Briefing Session	0 days	2/8/2023	2/8/2023	◆ 2/8/2023
17	Submit Designer Proposals	0 days	2/14/2023	2/14/2023	◆ 2/14/2023
18	MSBA DSP Proposal Review Meeting	0 days	3/14/2023	3/14/2023	● 3/14/2023 MSBA DSP Proposal Review Meeting
19	MSBA DSP Interview Meeting	0 days	3/28/2023	3/28/2023	● 3/28/2023 MSBA DSP Interview Meeting
20	Negotiate Designer Contract	20 days	3/28/2023	4/24/2023	
21	FEASIBILITY STUDY (FS)	389 days	4/25/2023	10/30/2024	
22	Develop Preliminary Design Program	253 days	4/25/2023	4/18/2024	
23	Community Presentations	211 days	5/31/2023	3/27/2024	
24	Submit PDP to MSBA Staff	0 days	4/18/2024	4/18/2024	● 4/18/2024 Submit PDP to MSBA Staff
25	Develop Preferred Schematic Report (PSR)	95 days	4/18/2024	8/29/2024	
26	Community Presentations	70 days	5/9/2024	8/15/2024	
27	Select Board, Town Meeting & School Committee Presentations	70 days	5/9/2024	8/15/2024	
28	Submit PSR to MSBA FAS	0 days	8/29/2024	8/29/2024	● 8/29/2024 Submit PSR to MSBA FAS
29	MSBA Comments	15 days	8/29/2024	9/19/2024	
30	MSBA FAS Meeting	0 days	9/11/2024	9/11/2024	◆ 9/11/2024
31	MSBA FAS Meeting	0 days	9/25/2024	9/25/2024	◆ 9/25/2024 MSBA FAS Meeting
32	Respond to MSBA Comments	17 days	9/25/2024	10/17/2024	
33	MSBA Board Meeting	0 days	10/30/2024	10/30/2024	● 10/30/2024 MSBA Board Meeting
34	SCHEMATIC DESIGN (SD)	154 days	9/23/2024	4/30/2025	
35	Develop Schematic Design	109 days	9/25/2024	2/27/2025	
36	Community Presentations	56 days	9/23/2024	12/11/2024	
40	Select Board, Town Meeting & School Committee Presentations	100 days	9/23/2024	2/12/2025	
41	Submit Final Project Scope & Budget to MSBA	0 days	2/6/2025	2/6/2025	◆ 2/6/2025 Submit Final Project Scope & Budget to MSBA
42	Submit Schematic Design to MSBA	0 days	2/27/2025	2/27/2025	● 2/27/2025 Submit Schematic Design to MSBA
43	MSBA Comments	16 days	2/27/2025	3/20/2025	
44	Respond to MSBA Comments	11 days	3/20/2025	4/3/2025	
45	MSBA Board Meeting	0 days	4/30/2025	4/30/2025	● 4/30/2025 MSBA Board Meeting
46	LOCAL APPROPRIATION				
47	Town Meeting Vote		TBD	TBD	TBD ◆ Town Meeting Vote
48	Debt Exclusion Vote		TBD	TBD	TBD ◆ Debt Exclusion Vote



WILMINGTON PUBLIC SCHOOLS

Wildwood Early Childhood Center Project

School Building Committee Meeting #4

November 8, 2023



SMMA **dw**
DORE | WHITTIER

Massachusetts School Building Authority



Agenda

Post Existing Conditions
Follow-up

Educational
Visioning

Peer School Visits

Schedule Update

SBC Communications
Working Group Formation



Post Existing Conditions Update



Wildwood ECC

Woburn Street

North Intermediate

Town Hall

Infrastructure

Technology and Communication Systems:

Ages range from original to current

Building not designed to adequately support newer systems

Network equipment lacks dedicated and conditioned spaces

Post Assessment Update: Network wireless access points installed August 2023

Antiquated communications systems (public address system, master clock)

Post Assessment Update: New zoom phone system with Yealink devices extends into classrooms

Classrooms equipped with ultra-short throw projectors

Video surveillance is limited to front door



Wildwood ECC

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North Intermediate

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Educational Visioning Update



The background features a dynamic, abstract composition of glowing blue and cyan light trails. These trails are composed of numerous thin, curved lines that sweep across the frame, creating a sense of motion and depth. Interspersed among these lines are small, bright, out-of-focus dots, which resemble stars or data points in a digital space. The overall color palette is a gradient of blues, from deep navy to bright cyan, set against a dark, almost black background.

Visioning Summary

Wilmington Elementary School Building Project

Visioning - Call for Volunteers

Help us define and shape the future for our Pre-K to 5th grade learners



Session #1 - District-wide Topics

Sept. 19th
1:00 PM to 4:00 PM
Shriners Auditorium or
Remote via Zoom

or

Sept. 19th
6:30 PM to 9:30 PM
Shriners Auditorium or
Remote via Zoom



Session #2 - Learning and Teaching

Sept. 26th
1:00 PM to 3:30 PM
Shriners Auditorium or
Remote via Zoom

or

Sept. 26th
6:30 PM to 9:00 PM
Shriners Auditorium or
Remote via Zoom



Session #3 - Overall Building Planning

Oct. 17th
1:00 PM to 3:00 PM
Shriners Auditorium

or

Oct. 17th
6:30 PM to 8:30 PM
Shriners Auditorium



Session #4 - Individual Space Planning

Oct. 24th
1:00 PM to 3:00 PM
Shriners Auditorium

or

Oct. 24th
6:30 PM to 8:30 PM
Shriners Auditorium

8 sessions

50+
participants

Wilmington Elementary School Building Project

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Help us define and shape the future for our Pre-K to 5th grade learners



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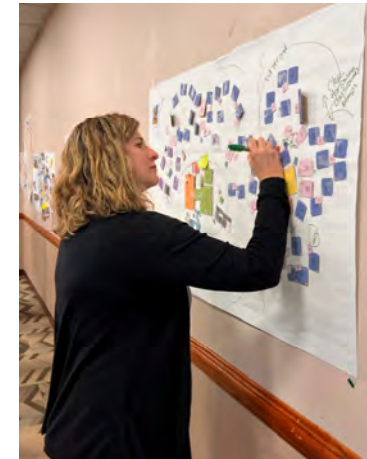
Microsoft Teams



Mentimeter



Milanote



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Session #1

District-wide Issues



Session #1

District-wide Issues

- Big Picture Vision and Considerations
- Grade Configuration
- School Size and School Count

What one word or short phrase best describes your vision for this project?

38 responses



Small Group – Grade Configuration

Advantages and Disadvantages

Evening Group #5 (In-Person) - Grade Configuration

PreK - K Advantages	<p>Diane 5 days ago More independence with less older students there. Reply</p>	<p>Diane 5 days ago Easier to meet the needs of PK-K students—ease of design. Reply</p>	<p>Diane 5 days ago More creative with space, and true focus on small children. Reply</p>	<p>Diane 5 days ago Outfitting the space is probably less expensive. Reply</p>					
PreK-K Disadvantages	<p>Diane 5 days ago Too many transitions. Reply</p>	<p>Diane 5 days ago Staffing is inefficient—costs more. Reply</p>	<p>Diane 5 days ago Little opportunity for peer mentoring. Reply</p>	<p>Diane 5 days ago Very rigid schedule—more missed services for students preferential. Reply</p>	<p>Diane 5 days ago Burden to transportation—offered start times. Reply</p>	<p>Diane 4 days ago Maintaining relationships over time is difficult. Reply</p>	<p>Diane 5 days ago Unable to see the natural progression of student learning and success. Reply</p>	<p>Diane 5 days ago Parents may not have the engagement that is wanted or needed. Reply</p>	
PreK - 3rd Advantages	<p>Diane 5 days ago 1 fewer transition for families and students. Reply</p>	<p>Diane 5 days ago good opportunity for mentoring. Reply</p>	<p>Diane 5 days ago resources can be used more efficiently. Reply</p>	<p>Diane 5 days ago Building completion will allow for 2 buildings to be consolidated. Reply</p>	<p>Diane 5 days ago More flexibility with staffing. More opportunities for staff to maintain relationships with students and families. Reply</p>	<p>Diane 5 days ago More efficient ELL and SPED services. Reply</p>	<p>Diane 5 days ago More options and flexibility with special education programming. With a nice range of resource sharing. Reply</p>	<p>Diane 5 days ago Multi-grade multi-age students. Reply</p>	<p>Diane 5 days ago Smaller Campus. More manageable amount of students. Reply</p>
PreK - 3rd Disadvantages	<p>Diane 6 days ago Absorb transition for families... more than 1. Reply</p>	<p>Diane 5 days ago Still need to replace other schools. Reply</p>	<p>Diane 5 days ago Transportation will still be an issue. Reply</p>						
PreK - 5th Advantages	<p>Diane 5 days ago CONSOLIDATION: Minimized transitions, less schools. Time to completion is much quicker. Reply</p>	<p>Diane 5 days ago Opens up other facilities in town for other purposes. Reply</p>	<p>Diane 5 days ago Very flexible services, programming, staffing. Reply</p>	<p>Diane 5 days ago Very flexible services, programming, staffing. Reply</p>	<p>Diane 5 days ago mentoring programs for students. Reply</p>	<p>Diane 5 days ago transportation, food services, administration, custodial support, all more effective. Reply</p>			
PreK - 5th Disadvantages	<p>Diane 5 days ago HUGE building. Reply</p>	<p>Diane 5 days ago Needs to have enough parking, space. Reply</p>	<p>Diane 5 days ago Is school culture harder to cultivate? Reply</p>	<p>Diane 5 days ago 500+ students is a lot. How do you manage. Reply</p>					

Small Group – School Size & School Count

School-within-School Models

Evening Group #4 (In-person) - School Size

Is a school-within a school model worth considering for the PreK-3rd and PreK-5th Grade Configurations? Why or Why not?

Kristina 5 days ago
 Yes, a school-within-a-school is worth considering because it is less intimidating for younger kids. If other kindergartners are surrounded by other kids on a daily basis, they feel safe; AND they get the advantage of seeing these role models too
[Reply](#)

Kristina 5 days ago
 Smaller cohorts lead to more engaged leaders - they know the names of their students and they can address issues right away; community feel.
[Reply](#)

Kristina 5 days ago
 An idea is to keep the counselor with a specific grade, 6 assistant principals, they take a grade level and stay with them all the way through K-5
[Reply](#)

If a school-within-a-school model is worth considering, where are the natural break(s) between grade levels? Why?

Kristina 5 days ago
 Pre-K - K
[Reply](#)

Kristina 5 days ago
 Pre-K doesn't need busing, potty training, developmentally more significant --- Kindergarten is still play-based in approach
[Reply](#)

Kristina 5 days ago
 Grade 1 - 3
[Reply](#)

Kristina 5 days ago
 Grades 4 - 5
[Reply](#)

Kristina 5 days ago
 Want students and families to have adults in the building
[Reply](#)

If a school-within-a-school model is worth considering, what space(s) can be shared and which ones cannot? Why?

Kristina 5 days ago
 Bathrooms and Classrooms NOT SHARED
[Reply](#)

Kristina 5 days ago
 Cafeterias SOMEWHAT SHARED? (food allergies)
[Reply](#)

Kristina 5 days ago
 Library, Gymnasium, Playgrounds - SHARED (with distinctive areas for age groups)
[Reply](#)

Afternoon Group #3 - School Size

Megan started this thread

Is a school-within a school model worth considering for the PreK-3rd and PreK-5th Grade Configurations? Why or Why not?

Megan 5 days ago
 PreK-3
[Reply](#)

Megan 5 days ago
 Administration - one principal and one assistant principal
[Reply](#)

Megan 5 days ago
 PreK-5
[Reply](#)

Megan 5 days ago
 Administration - one principal and two assistant principals; one main office
[Reply](#)

If a school-within-a-school model is worth considering, where are the natural break(s) between grade levels? Why?

Megan 5 days ago
 Common Spaces - Wings/hallways/sides for k-2 and 3-5 (should be flexible to adjust based on enrollment and changes over time); bathrooms size appropriate and within classrooms; cafeteria; playgrounds with different structures in separate spaces; conventional gymnasium and smaller alternate space
[Reply](#)

Megan 5 days ago
 Flex-space is important to not get locked in to one configuration
[Reply](#)

If a school-within-a-school model is worth considering, what space(s) can be shared and which ones cannot? Why?

Visioning #1 - Outcomes

- Acknowledgement by the District that needs exist at all six elementary facilities. **What's the plan?**
- Advantages and disadvantages to each grade configuration, but **preference for PreK-5th.**
- Design to **allow both school within school models and single school models** with grade level sub-groups if possible

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Session #2

Teaching & Learning



Session #2

Teaching & Learning

- What's Changing in Education?
- School Exemplars. What could be.
- The Learning Experience

What has changed education since Wildwood first opened (1955) and how?

106 responses

What internal and external forces are influencing changes to education right now?

74 responses

What factors might influence changes to education in the future?

55 responses

Where does the child thrive? When is the wonder and sense of purpose most active? Why?

84 responses

What are the greatest strengths of the child?

69 responses

What are the greatest challenges for the child?

66 responses

Where and when does the educator thrive? Why?

70 responses

What are the greatest strengths of the educator?

84 responses

What are the greatest challenges for the educator?

82 responses

School Exemplars

Pathfinder Kindergarten Center

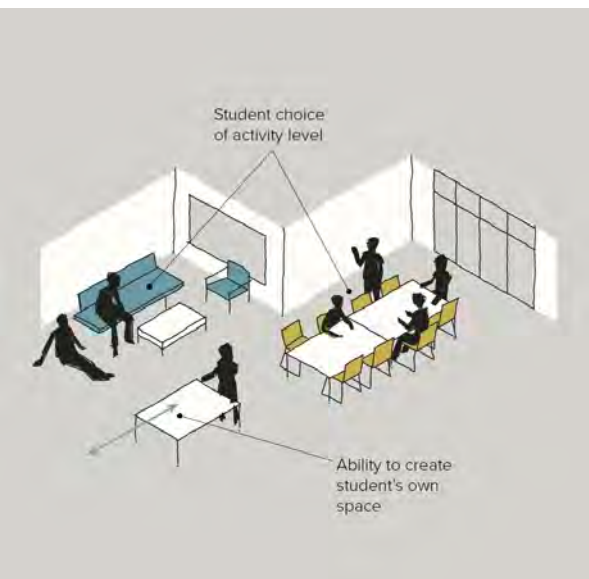
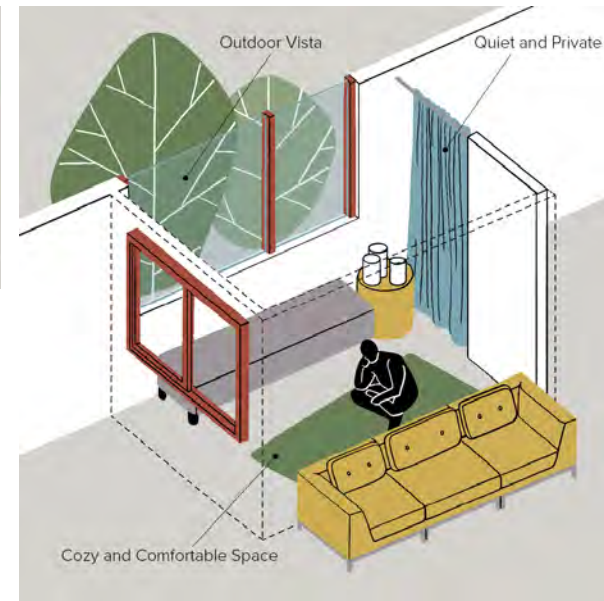
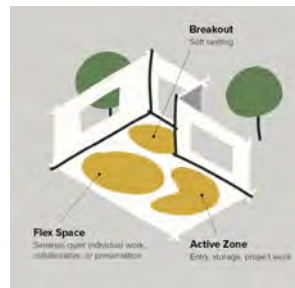
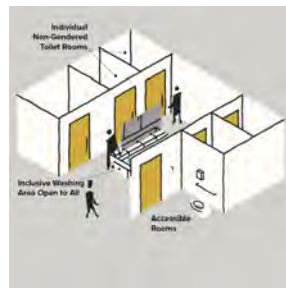
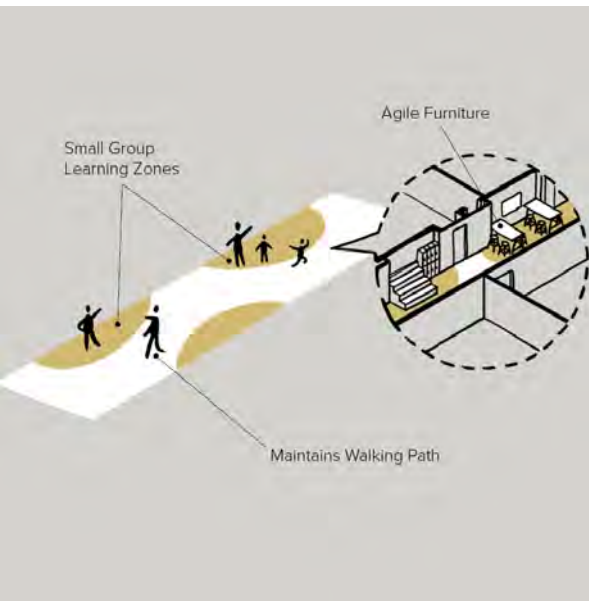
South Melbourne Primary School

Trillium Creek Elementary School

Wilkes Elementary School

Exciting, Interesting, and/or Valuable

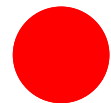




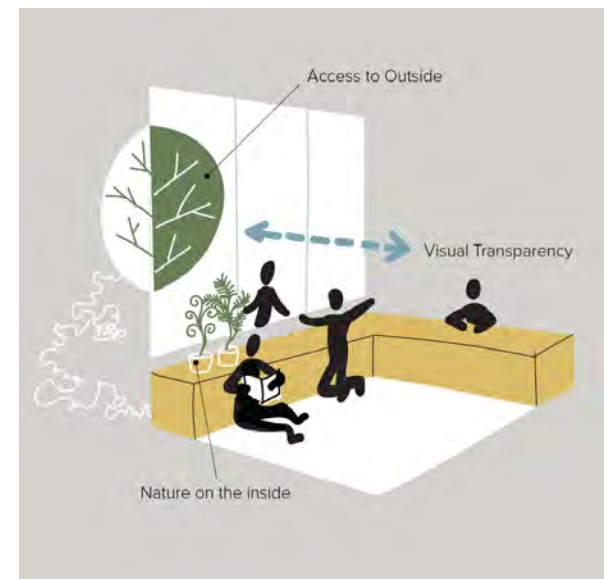
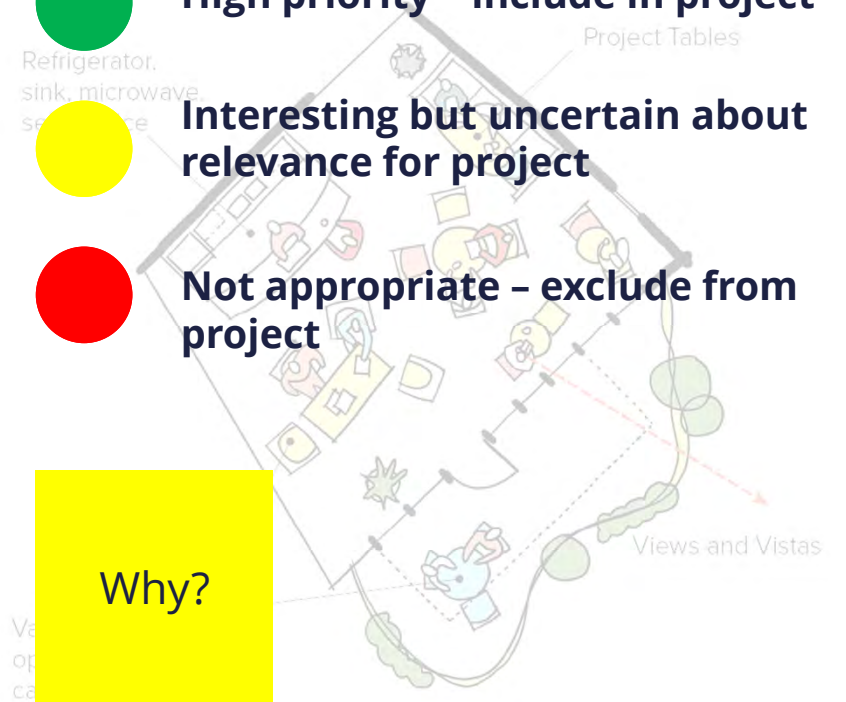
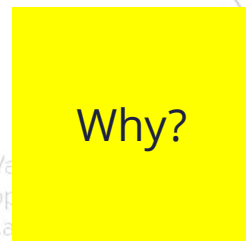
High priority - include in project

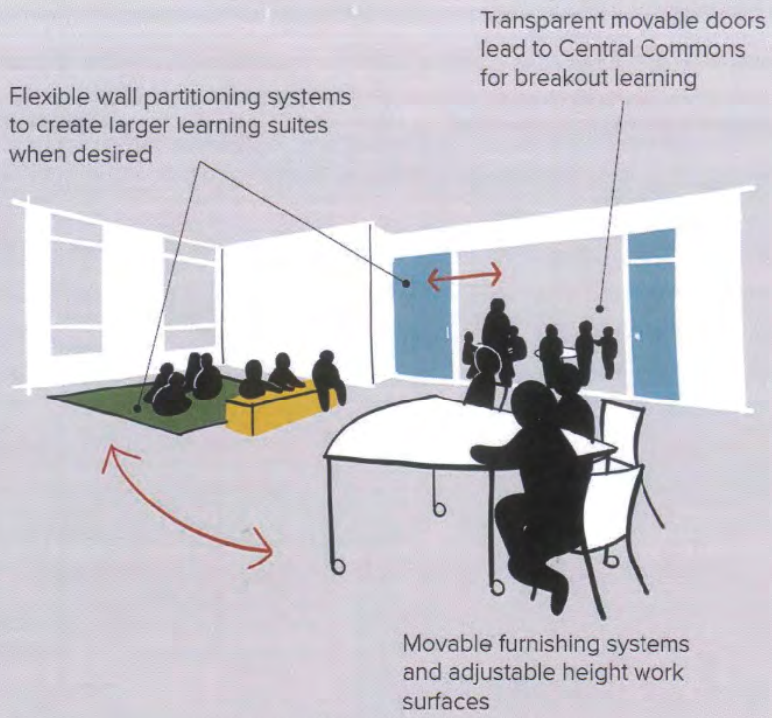


Interesting but uncertain about relevance for project



Not appropriate - exclude from project





Flexible wall partitioning systems to create larger learning suites when desired

Transparent movable doors lead to Central Commons for breakout learning

Movable furnishing systems and adjustable height work surfaces

Related Patterns
Learning Studio, Indoor-Outdoor Connections

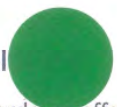
Agile Spaces



Problem

Schools often have a limited range of space types which include: standardized classrooms, specialized classrooms, and large multifunctional spaces (e.g. the gym/cafetorium). When teaching styles were exclusively a lecture format, this worked well. However, pedagogy has evolved to inclusively accommodate multiple learning modalities.

Sol



In order to effectively do this, it's necessary to have a diverse range of environments that help support those modalities. This spatial agility can be achieved via three synergistic methods: adaptability (able to change throughout time), flexibility (able to change at any time), and variety (built-in diversity).

Visioning #2 - Outcomes

- Students' and teachers' **greatest needs and greatest strengths are different today** compared to when current buildings were built.
- **Variety and flexibility** of space are key to meeting their needs and celebrating strengths.
- **Educational models will change over time.** Project should support one model on opening day but allow other models, too.

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Session #3

Overall Building Planning

Session #3

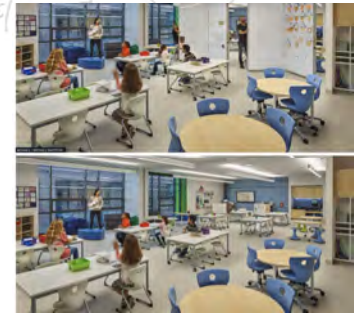
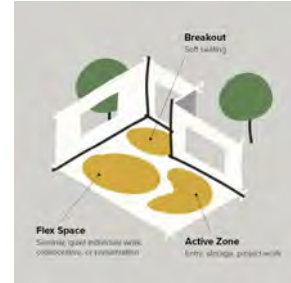
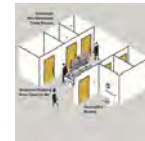
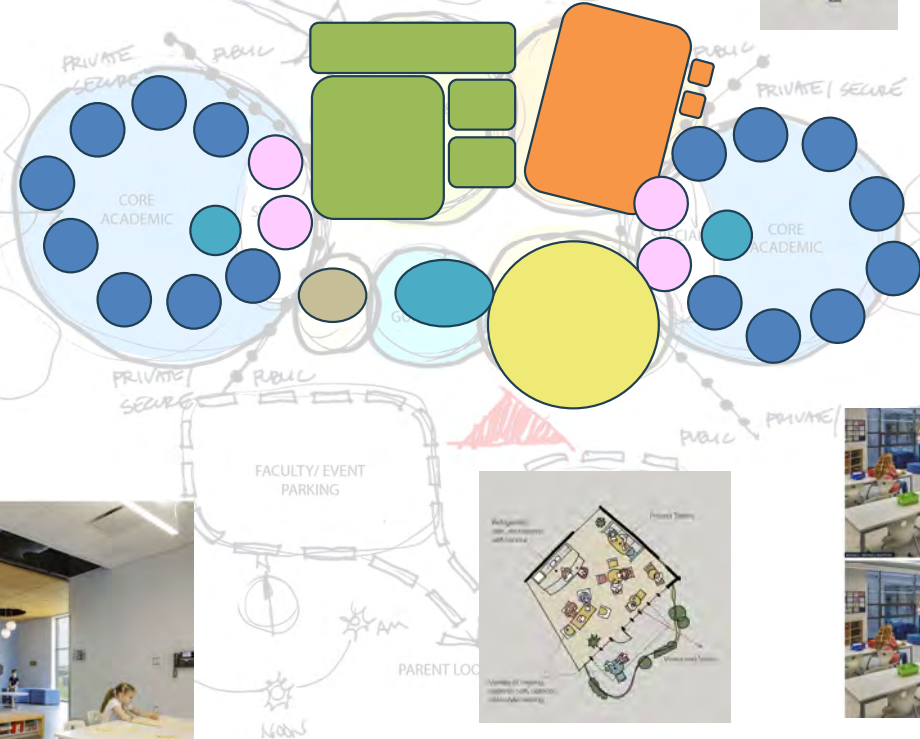
Overall Building Planning

- School Tour Highlights
- Overall Building Diagramming
- Guiding Principles for Design

Overarching Guiding Principles For Design

VISION STATEMENT (SAMPLE): We envision a project unique to Scituate that gives students, professionals, and our community agency as partners; one that is flexible, durable, welcoming, and safe; and one that enables a culture of collaboration and excellence.

- Zone the Building into Public and Private spaces
- Separation of site circulation – cars / buses / pedestrians
- Appropriate faculty, staff, and visitor parking
- Appropriate interior spaces for PE, Health, Adaptive PE, Music, Art, and Special Education
- Provide utilities and infrastructure to anticipate changing technology, student need, and equipment
- Integrate special education spaces throughout the facility, provide pull-out spaces directly adjacent to general education classrooms
- Provide acoustically separate but visually connected dining experiences in the cafeteria
- Provide separate teacher work rooms and staff dining spaces
- Flexibility of event spaces (gym, stage, cafeteria)
- Library/Media Center as the core hub and connective element of the school; divided into multiple activity areas
- Provide dedicated OT and Adaptive PE spaces
- Provide flexibility at a wide variety of scales
- Design elements to provide for safety and security of building
- Provide 4 sections per grade + 5 sections of PreK



Sample: East Gloucester / Vets Elementary School



ELA

add 3rd-5

ELA

3

2

1

"CAPS" space needed - think about PK-EL school programs / schedule

1-3 PLAY

+ low priority to low grades

potential to have relation to younger level

at least in case of study with content

at least in case of study with content

OUTDOOR CR'S

World standards of practice? How at CR?

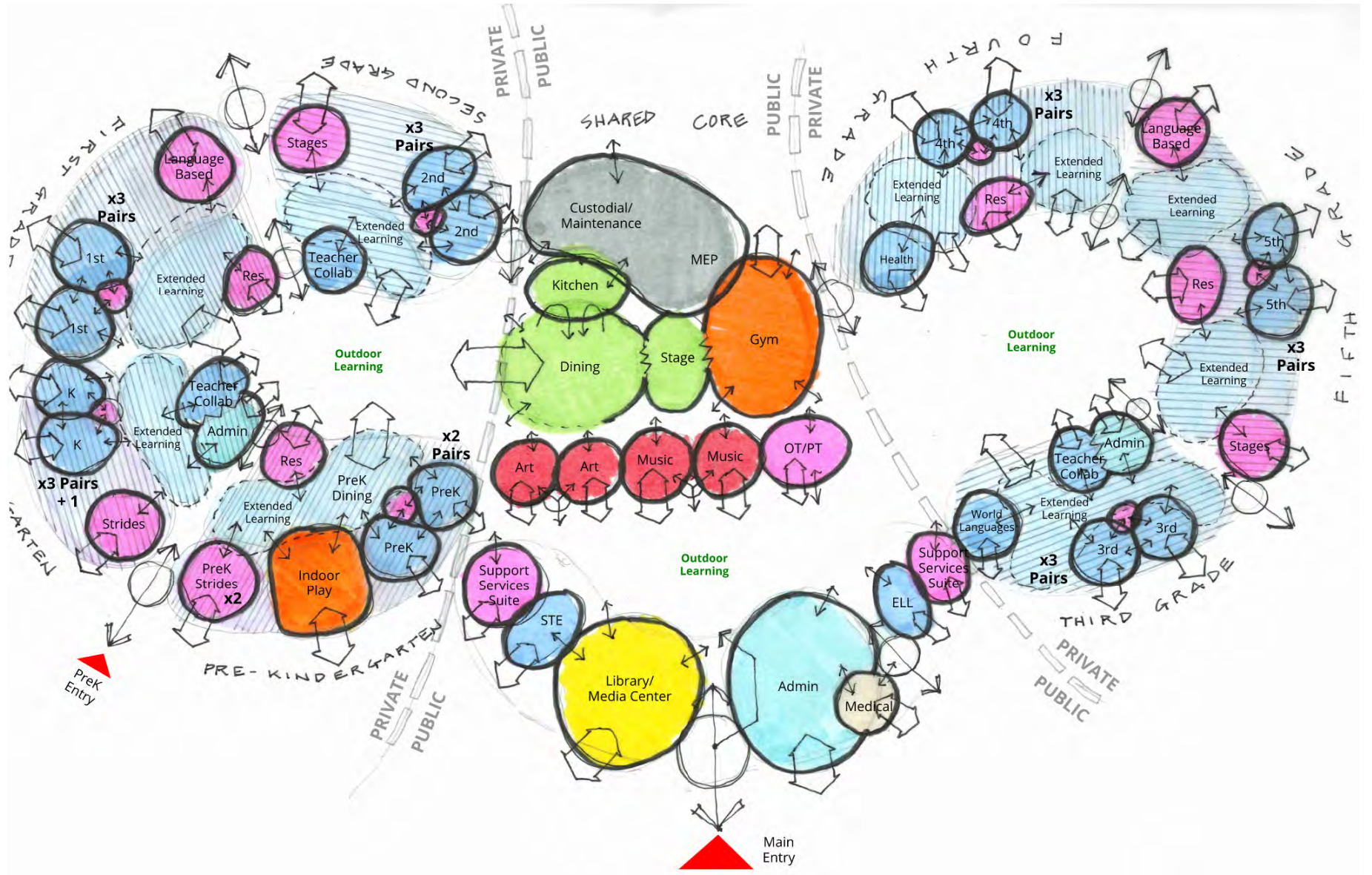
PK ENTRY

+ separate PK rooms

FIND SPACE WITHIN OR SPECIFIC STAFFING: CO-TEACH CHAIRS

PK/1 PLAY





Wilmington Elementary School Building Project

Guiding Principles for Design - DRAFT

- Education methodologies will change over the life span of the building. The project should be designed flexibly enough to allow the educational method to evolve without significant changes to the building, itself.
- Zone the building into Public and Private spaces
- Organize building into PreK to 2nd grade and 3rd grade to 5th grade with shared core spaces in between
- Organize building into grade level learning communities, but in such a way that limits isolation of any one grade level and allows grade level learning communities to expand in bubble years
- Reduce travel distances between classrooms and shared core space to the greatest extent possible
- Position Pre-Kindergarten and Kindergarten on the ground level
- Separation of site circulation – cars, buses, pedestrians
- Create a dedicated PreK entry
- Appropriate faculty, staff, and visitor parking
- Integrate special education spaces throughout the facility
- Position stage between Gymnasium and Cafeteria to maximize the flexibility to create performance/event experiences
- Position some of the administration offices within classroom groupings
- Remainder of administrative spaces adjacent to the main entry of the building
- Provide a wide variety of instructional spaces including traditional classrooms, small group rooms, and extended learning spaces (XLAs) with strong visual and physical connections between these experiences

Wilmington Elementary School Building Project

Guiding Principles for Design - DRAFT

- Position some of the administration offices within classroom groupings
- Remainder of administrative spaces adjacent to the main entry of the building
- Provide a wide variety of instructional spaces including traditional classrooms, small group rooms, and extended learning spaces (XLAs) with strong visual and physical connections between these experiences
- Provide lower grades with access calming areas with sensory options; upper grades access XLAs/outside classroom areas
- Create teacher collaboration spaces capable of supporting day to day planning activities, diagnostic student data meetings, and professional development experiences
- Student support service professionals to have a shared home base with some service delivery capabilities, but support professionals to travel to where students are (classrooms, small group rooms, extended learning spaces) whenever possible
- Position grade-level specific playgrounds adjacent to grade-level classroom areas
- Provide all instructional spaces, offices, and extended learning spaces with direct access to natural daylight and exterior views to the greatest extent possible
- Provide a small group room between every pair of grade level classrooms
- Create an environment where PreK students can dine in close proximity to their classrooms
- Provide an indoor play environment for PreK students
- Zone the cafeteria in such a way to create a variety of dining experiences and smaller zones to reduce student anxiety
- Consider providing at least one additional classroom for a future world languages program

Visioning #3 - Outcomes

- Organize into **PreK-2 and 3rd-5th**, with shared core
- Organize into **grade level learning communities**
- **Distributed and purpose-built special education spaces**
- Consider **new/expanded programs** for ELL, World Languages, and STEM
- Create a **welcoming and safe** environment that **encourages curiosity and independence.**

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Session #4

Individual Space Planning

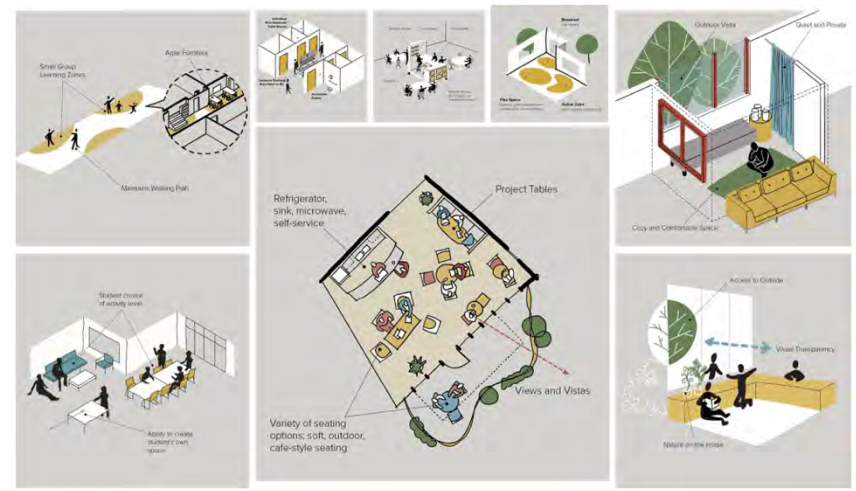
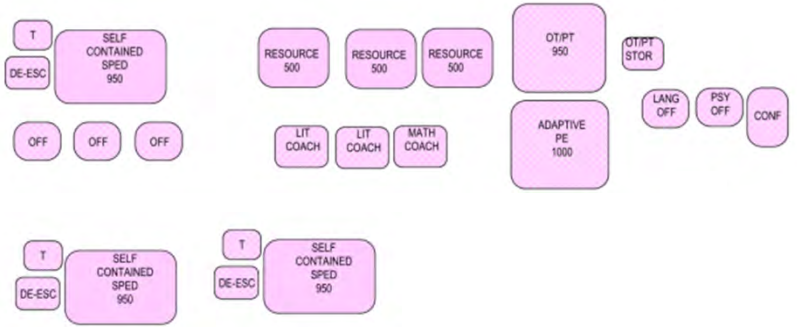
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Session #4

Individual Space Planning

- Key Spaces Exercise

- Visioning Take-aways



Community Center
 First Floor
 Flexible Studio Spaces
 Reading Room Community Learning Center Small Group Meeting
 Flexible Studio Spaces

PROGRAM LIST

- 650 +/- SEAT (FIXED) AUDITORIUM
- SCENE SHOP
- SCENE STORAGE
- COSTUME SHOP W/ STORAGE
- VARIOUS ENSEMBLE SPACES
- BAND/ OR CHESTRA INSTRUCTION
- BLACK BOX THEATER - SITE TBD
- STAGE W/ REMOVABLE EXTENSION

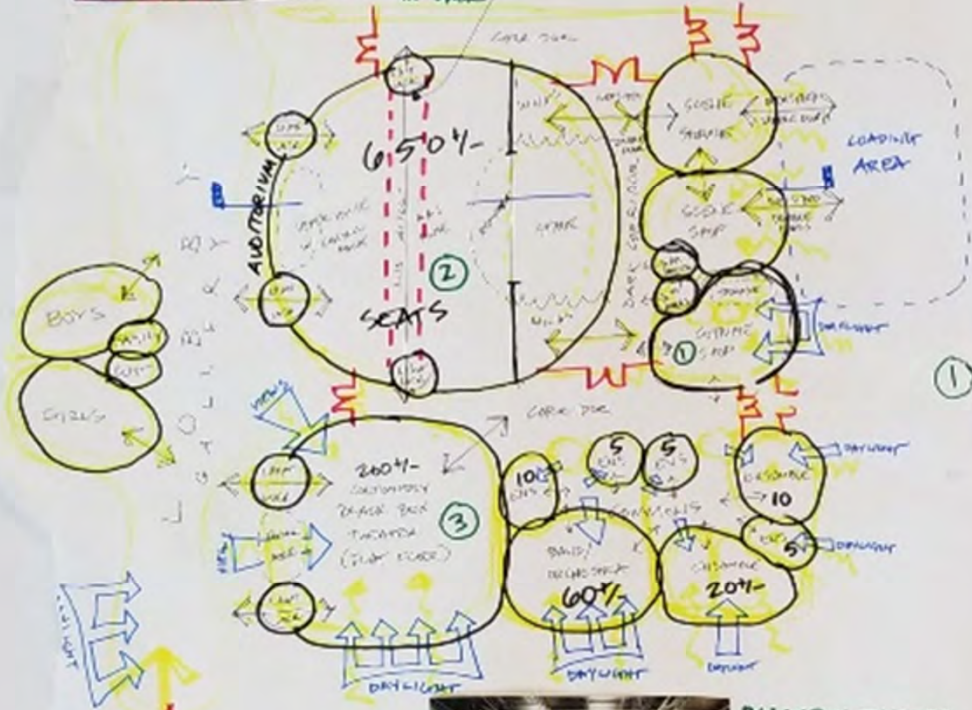
② AUDITORIUM



- CATWALK
- GREAT ACOUSTICS
 - VOCAL
 - INSTRUMENTAL
 - DRAMA
- GREAT SIGHT LINES
- FIT 9-2 & 2-8 SEPARATELY
- STEEP RAKE IN BACK

MUSIC CONSERV

SAMPLE



- COSTUME SHOP
- FOR INSTRUCTION & PRODUCTION OF COSTUMES FOR PERFORMERS
 - LARGE, HIGH CEILING SPACE FOR PROST, MAKEUP, COSTUMES



③



- BLACK BOX THEATER
- FLAT FLOOR
 - EQUIPMENT RACK (PIPE GRID)
 - PORTABLE RISERS
 - CUSTOMER PROMPT EXPRESSION
 - 2000+ MAX AUDIENCE

EVENT PARKING



Visioning #4 - Outcomes

- **Spatial relationships are critical**
- **Purpose-designed spaces are needed**, especially for special education programs and student support services
- **Varied learning environments are necessary**, both within single spaces and adjacent to them
- **Flexible, varied, and mobile furniture** is needed
- **Internal connections and interior views between spaces** are critical to flexibility, curiosity, and independence

Visioning #1

- Acknowledgement by the District that needs exist at all six elementary facilities. **What's the plan?**
- Advantages and disadvantages to each grade configuration, but **preference for PreK-5th.**
- Design to **allow both school within school models and single school models** with grade level sub-groups if possible

Visioning #2

- Students' and teachers' **greatest needs and greatest strengths are different today** compared to when current buildings were built.
- **Variety and flexibility** of space are key to meeting their needs and celebrating strengths.
- **Educational models will change over time.** Project should support one model on opening day but allow other models, too.

Visioning #3

- Organize into **grade level learning communities**
- Organize into **PreK-2 and 3rd-5th**, with shared core
- **Distributed and purpose-built special education spaces**
- Consider **new/expanded programs** for ELL, World Languages, and STEM
- Create a **welcoming and safe** environment that **encourages curiosity and independence.**

Visioning #4

- **Spatial relationships are critical**
- **Purpose-designed spaces are needed**, especially for special education programs and student support services
- **Varied learning environments are necessary**, both within single spaces and adjacent to them
- **Flexible, varied, and mobile furniture** is needed
- **Internal connections and interior views between spaces** are critical to flexibility, curiosity, and independence

Peer School Visits



Wildwood School Building Project

Exemplar Site
Visits



WILMINGTON PUBLIC SCHOOLS

Additional School Tour Opportunity



Next Steps



November 2023 Look Ahead

- ❑ Document Visioning Outcomes – in progress
- ❑ Initial Space Programming – in progress
- ❑ Develop Baseline Recommendations – in progress

Next SBC Meeting: December 13th at 6pm



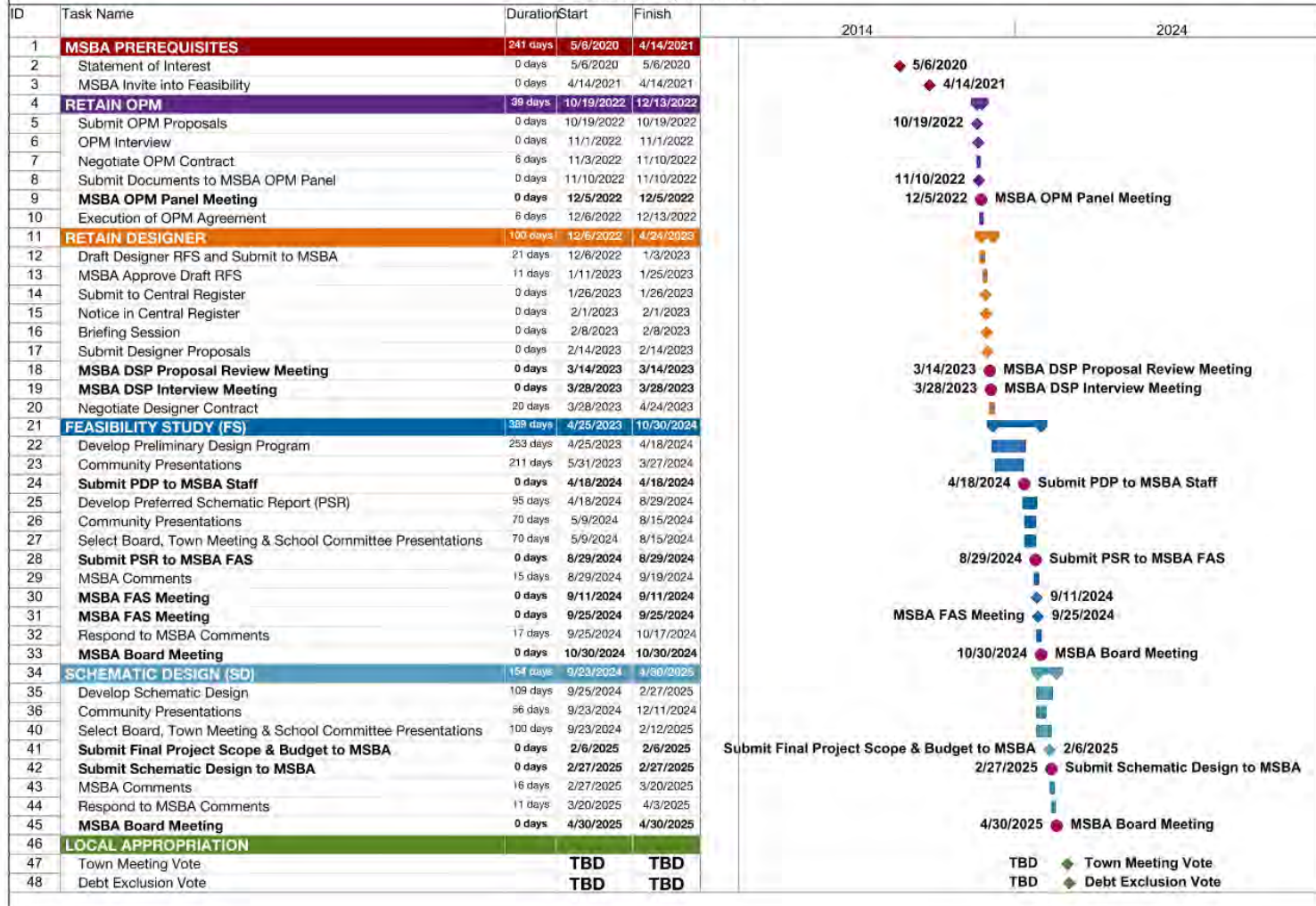
Schedule Update



November 4, 2022
Updated: November 8, 2023

Town of Wilmington
Wildwood Early Childhood Center
Feasibility Study
Preliminary Project Schedule

PROJECT MANAGEMENT



20	Negotiate Designer Contract	20 days	3/28/2023	4/24/2023
21	FEASIBILITY STUDY (FS)	389 days	4/25/2023	10/30/2024
22	Develop Preliminary Design Program	253 days	4/25/2023	4/18/2024
23	Community Presentations	211 days	5/31/2023	3/27/2024
24	Submit PDP to MSBA Staff	0 days	4/18/2024	4/18/2024
25	Develop Preferred Schematic Report (PSR)	95 days	4/18/2024	8/29/2024
26	Community Presentations	70 days	5/9/2024	8/15/2024
27	Select Board, Town Meeting & School Committee Presentations	70 days	5/9/2024	8/15/2024
28	Submit PSR to MSBA FAS	0 days	8/29/2024	8/29/2024
29	MSBA Comments	15 days	8/29/2024	9/19/2024
30	MSBA FAS Meeting	0 days	9/11/2024	9/11/2024
31	MSBA FAS Meeting	0 days	9/25/2024	9/25/2024
32	Respond to MSBA Comments	17 days	9/25/2024	10/17/2024
33	MSBA Board Meeting	0 days	10/30/2024	10/30/2024
34	SCHEMATIC DESIGN (SD)	154 days	9/23/2024	4/30/2025
35	Develop Schematic Design	109 days	9/25/2024	2/27/2025
36	Community Presentations	56 days	9/23/2024	12/11/2024
40	Select Board, Town Meeting & School Committee Presentations	100 days	9/23/2024	2/12/2025
41	Submit Final Project Scope & Budget to MSBA	0 days	2/6/2025	2/6/2025
42	Submit Schematic Design to MSBA	0 days	2/27/2025	2/27/2025
43	MSBA Comments	16 days	2/27/2025	3/20/2025
44	Respond to MSBA Comments	11 days	3/20/2025	4/3/2025
45	MSBA Board Meeting	0 days	4/30/2025	4/30/2025
46	LOCAL APPROPRIATION			
47	Town Meeting Vote		TBD	TBD
48	Debt Exclusion Vote		TBD	TBD

Submit Final Proj

SBC
Communications
Working Group



Discussion



Thank

You

Agenda

Project:	Wilmington Wildwood Early Childhood Center	Project No.:	22127
Re:	School Building Committee Meeting	Meeting Date:	11/8/2023
Prepared by:	Julie Leduc	Meeting Time:	7:00 PM
Meeting Location:	Remote Participation (Zoom as follows)	Meeting No.	6

<https://wpsk12.zoom.us/j/89558643059?pwd=Qi8vWGZmQzdKc1RtYmRYQTxbXFZQT09>
Meeting ID: 895 5864 3059
Passcode: 811275

Distribution: School Building Committee (MF)

1. Call to Order
2. Approval of Minutes
3. Approval of Invoices:
 - Warrant No. 3
 - Warrant No. 4
 - Warrant No. 5
4. Post Existing Conditions Update
5. Educational Visioning Update
6. Peer School Visits
 - Additional School Tour Opportunity
7. Next Steps
8. Schedule Update
9. SBC Public Relations Working Group Formation
10. Discussion/Correspondence/New Items
11. Committee Questions
12. Public Comments
13. Next Meeting: Wednesday, December 13, 2023
14. Adjourn

The items listed are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items may in fact be discussed and other items not anticipated may also be brought up for discussion to the extent permitted by law.

1000 Massachusetts Avenue
Cambridge, MA 02138
617.547.5400

www.smma.com

Agenda

Project:	Wilmington Wildwood Early Childhood Center	Project No.:	22127
Re:	Community Forum No. 1	Meeting Date:	11/8/2023
Prepared by:	Julie Leduc	Meeting Time:	6:00 PM
Meeting Location:	Remote Participation (Zoom as follows)	Meeting No.	1

<https://wpsk12.zoom.us/j/89558643059?pwd=Qi8yWGZmQzdKc1RtYmRYQThxbXFZQT09>
Meeting ID: 895 5864 3059
Passcode: 811275

Distribution: School Building Committee (MF)

1. Call to Order
2. Overview of the MSBA Building Process with Our Community
3. Preliminary Report on the Existing School Conditions Assessment
4. Adjourn

The items listed are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items may in fact be discussed and other items not anticipated may also be brought up for discussion to the extent permitted by law.

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Cambridge, MA 02138
617.547.5400

www.smma.com



WILMINGTON PUBLIC SCHOOLS

Wildwood Early Childhood Center Project

Community Forum #1

November 8, 2023



SMMA **dw**
DORE | WHITTIER

Massachusetts School Building Authority



Agenda

Introductions

MSBA Process and
Schedule

What is + What Can Be

Stay Connected



Introductions



The Team



Massachusetts School Building Authority
Funding Affordable, Sustainable, and Efficient Schools in Partnership with Local Communities



Owner's Project
Manager (OPM)



Designer (Architect)

Who is the School Building Committee?

Glenn Brand, Superintendent, WPS; Chair SBC

Vivian Varbedian, Parent Representative; Vice-Chair SBC

Paul Ruggiero, Assist. Superintendent of Admin & Finance

Diane M. Allan, Permanent Building Committee

John C. Holloway, Permanent Building Committee

Gregory B. Bendel, Board of Selectmen

Kevin A. Caira, Board of Selectmen Alternate

Kate Bissell, Wildwood School Principal

Stacey Scott, Woburn School Principal

Christine Holloran, Wildwood School Teacher

Alice Brown-Legrand, Director of Student Support Services

George W. Hooper II, Public Buildings Superintendant

Dennis Kelley, Public Buildings

Lou Cimaglia, Acting Town Administrator

Susan Inman, Assistant Town Manager

Bryan T. Perry, Finance Director/Town Accountant

David A. Ragsdale, School Committee Vice Chair

Marianne Gallezzo, Finance Committee Member

Paul J. Melaragni, Permanent Building Committee

Michael Camoscio, Parent Representative

Craig Miner, Parent Representative

Maggie Lopes, Parent Representative

Christine Prendergast, Parent Representative

Justin Cusce, Parent Representative

MSBA Process and Schedule



How we got here...

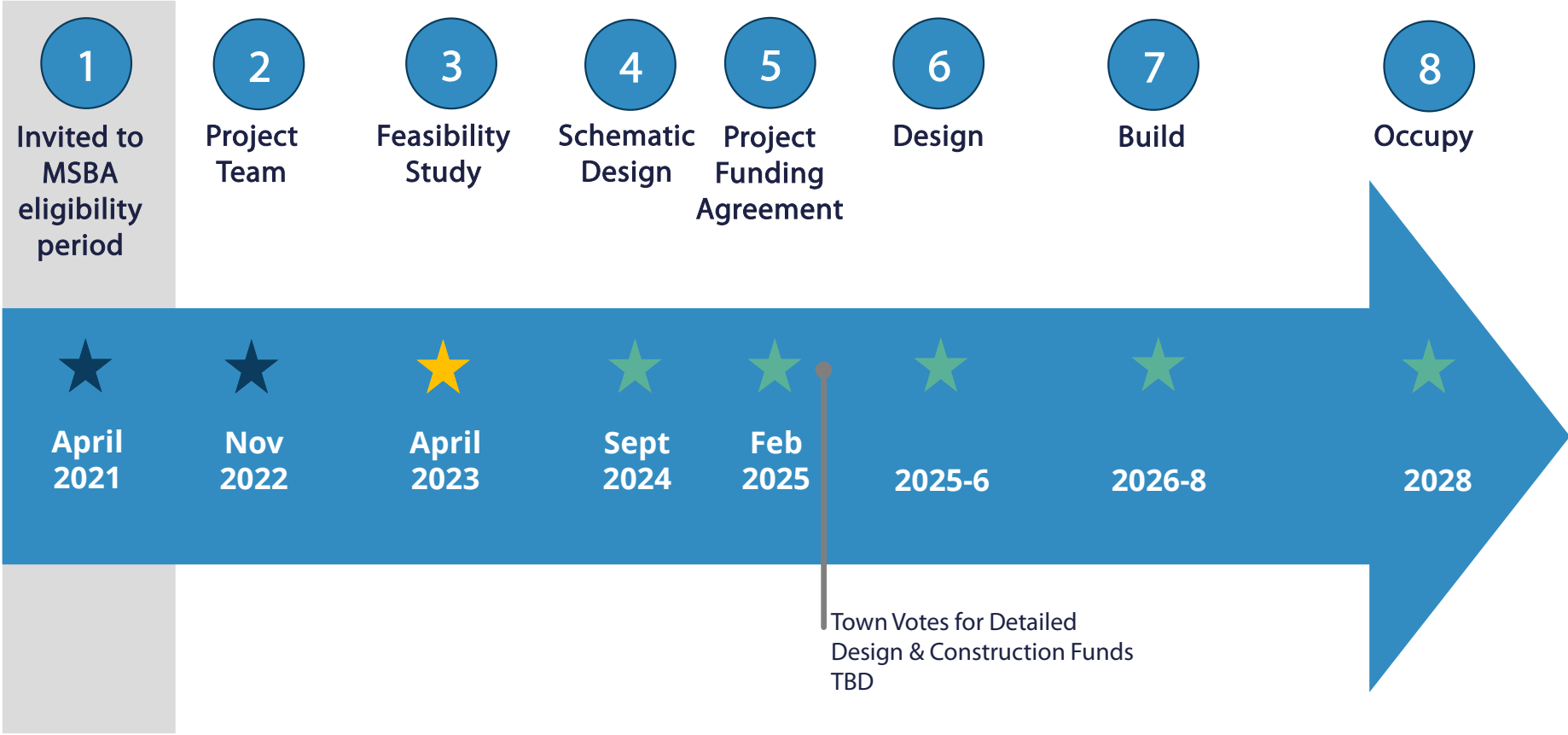
Wilmington Elementary Schools

- All six elementary schools are of similar vintage 1950s/1960s and experience space deficiencies in their educational programs
- Each school needs significant upgrades, including HVAC, plumbing, electrical, exterior windows and envelope, accessibility, etc.
- **Wildwood** was determined to be in the most need of the six district elementary schools.



Wildwood Early Childhood Center
1955 (**68 yrs**)

MSBA Process Step-by-Step



MSBA Process Step-by-Step



MSBA Process Step-by-Step



MSBA Process

Where We Are: Feasibility Study

3

Apr 2023 – Apr 2024

Preliminary
Design Program

Facilities



Existing Sites & Buildings

- Playgrounds, site circulation
- Traffic
- Structure
- Roofs, windows, walls, floors
- HVAC, electrical, plumbing
- Code, accessibility, security
- Sustainability

★
Kick-Off

MSBA Process

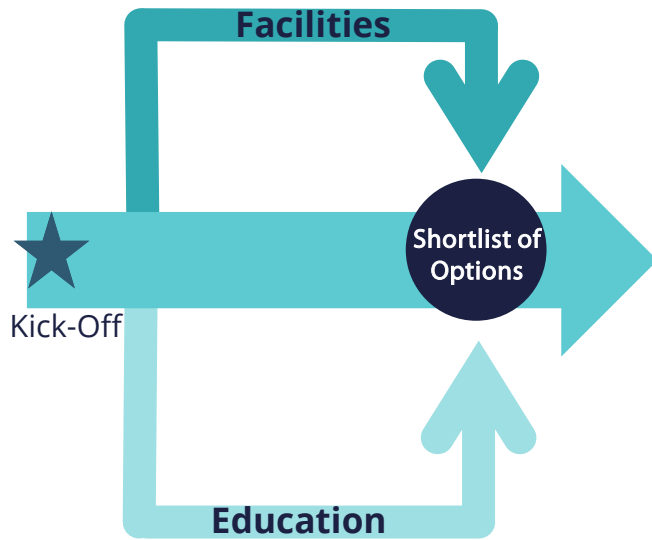
Where We Are: Feasibility Study

3

Apr 2023 – Apr 2024

Visioning and Community Input Begins

Preliminary
Design Program



Existing Sites & Buildings

- Playgrounds, site circulation
- Traffic
- Structure
- Roofs, windows, walls, floors
- HVAC, electrical, plumbing
- Code, accessibility, security
- Sustainability

Space Function - Education

- How are spaces used?
- Are spaces sized and located appropriate to function?
- Listening sessions
- Visioning sessions
- Meet with principals
- Meet with faculty, parents, and students
- students
- Community feedback

MSBA Process

Where We Are: Feasibility Study

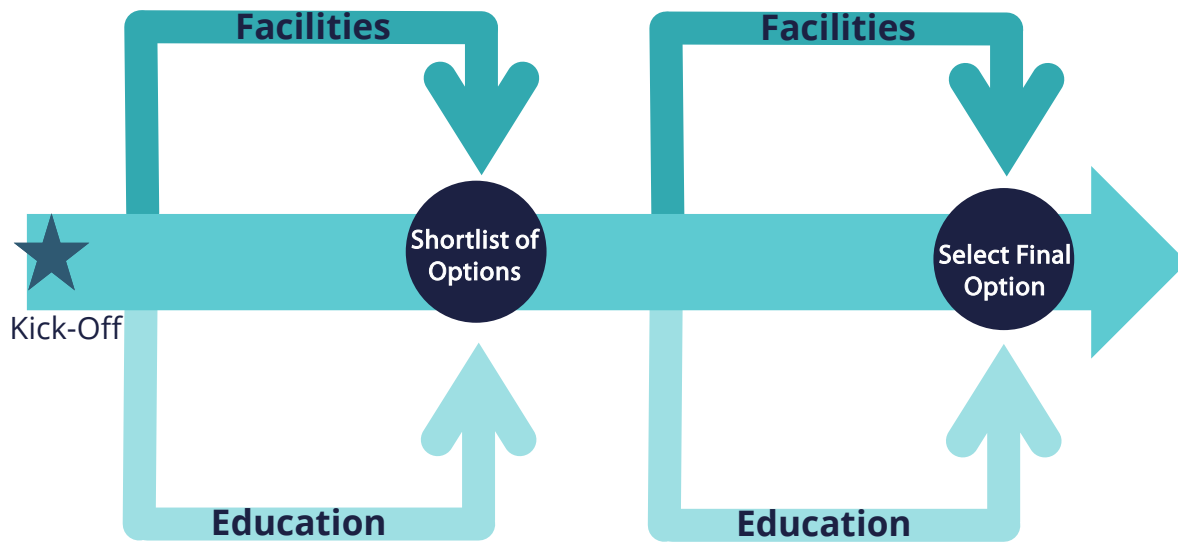
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Apr 2023 – Apr 2024

Preliminary
Design Program

Apr 2024 – Aug 2024

Preferred
Schematic Report



Facilities and Education

- Narrow focus
- Compare each option
- Review cost estimates
- Analyze shortlist of options
- Wildwood School Building Committee to vote on final option
- Submit final option to MSBA

- Meet with faculty, parents and students
- Community Input and Feedback

MSBA Process

Where We're Going: Schematic Design

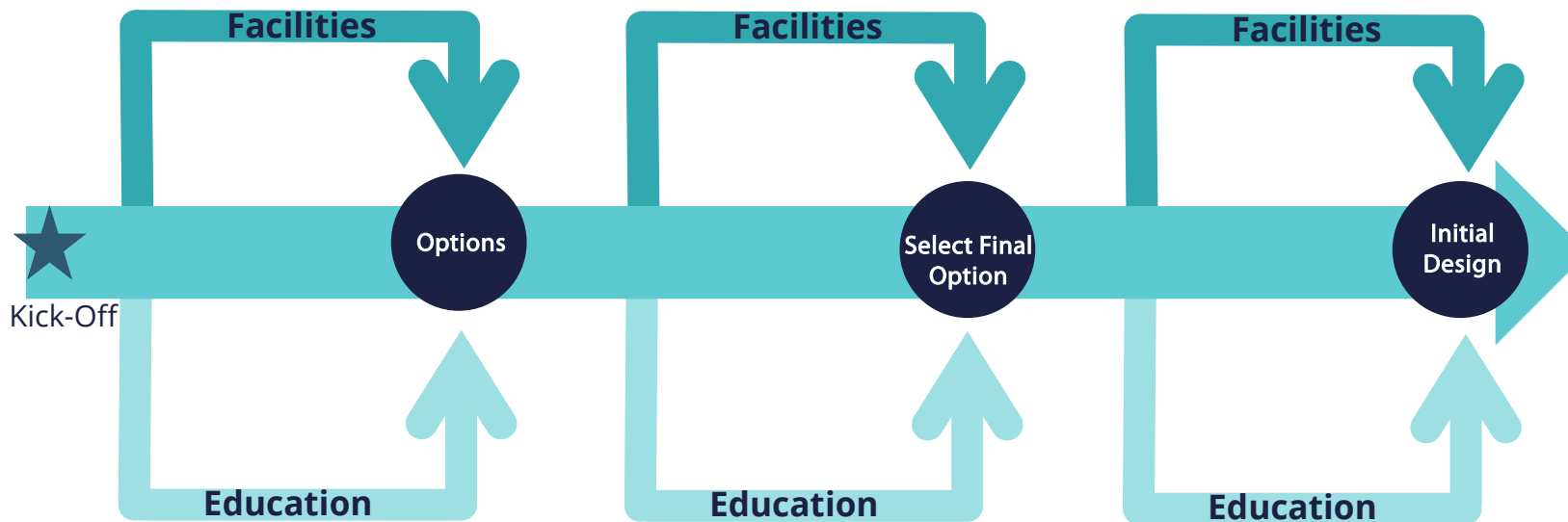
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Apr 2023 – Apr 2024
Preliminary
Design Program

Apr 2024 – Aug 2024
Preferred
Schematic Report

4

Sept 2024 – Feb 2025
Schematic
Design



Facilities and Education

- Develop design of selected option
- More analysis of site, building, costs, schedule and phasing
- Agree on reimbursement with MSBA
- Meet with faculty, parents and students
- Community Input and Feedback

MSBA Process

Where We're Going: Schematic Design

3

Apr 2023 – Apr 2024
Preliminary
Design Program

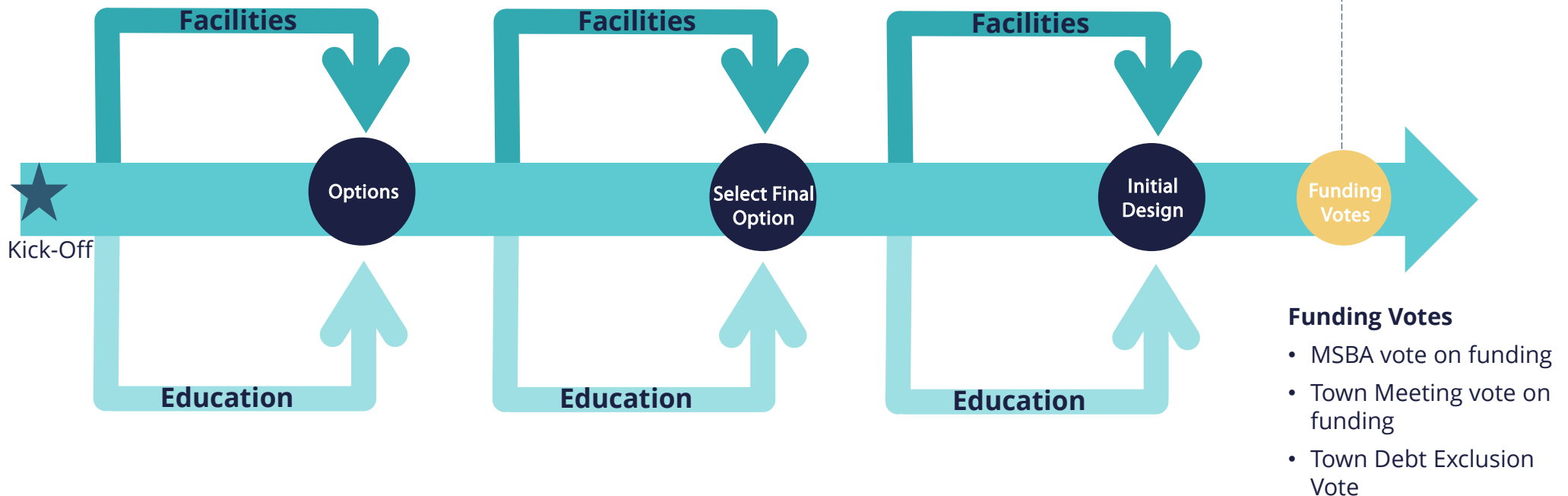
Apr 2024 – Aug 2024
Preferred
Schematic Report

4

Sept 2024 – Feb 2025
Schematic
Design

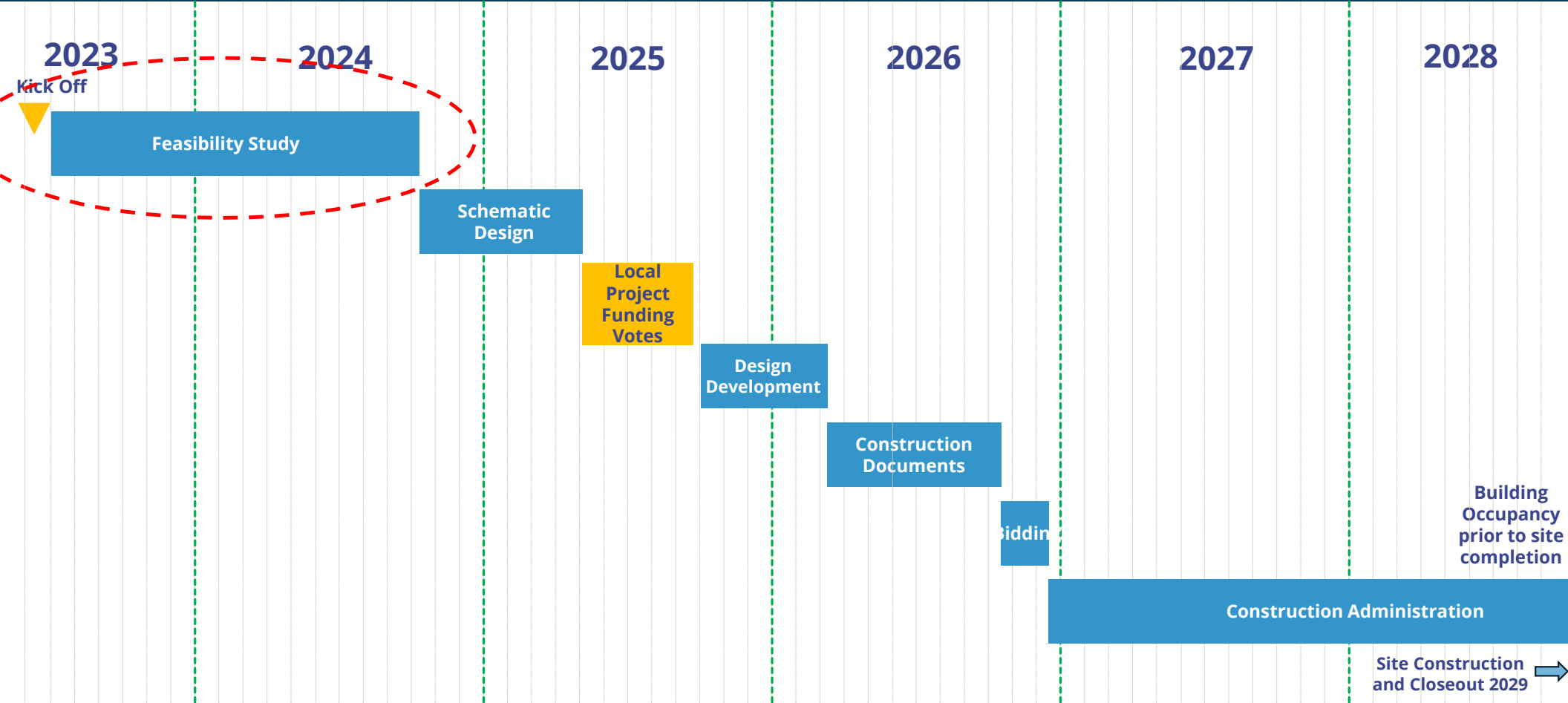
5

Apr 2025 -
TBD



Wilmington Wildwood EEC Overall MSBA Project Schedule

Massachusetts School Building Authority



Existing Conditions Summary





Wildwood ECC
7.5-acre site
1955 building



Woburn Street
10-acre site
1963/68 building



North Intermediate
14-acre site
1962 building

SITE

ARCHITECTURAL

MECHANICAL

ELECTRICAL

PLUMBING

FIRE PROTECTION

TECH/COMM



SITE

Located in residential areas

Overhead utility lines

No gas service onsite

No fire protection service



Wildwood Early Childhood Center

SITE

Wellhead Protection Areas
Municipal Open Space status
Wetlands
Available Utilities



North Intermediate School

SITE

On-site Septic

Municipal Sewer – North only

No fire protection service

Municipal water service

Grade changes – Wildwood, Woburn



SITE

Asphalt paving and curbs conditions

Parking

Storm drainage infrastructure



Wildwood Early Childhood Center

SITE

Accessibility issues

Playgrounds

Sports courts



Wildwood Early Childhood Center

ARCHITECTURAL



Wildwood Early
Childhood Center

ARCHITECTURAL

Masonry brick veneer
Envelope lacks
insulation
Fascia/Soffits



Wildwood Early
Childhood Center

ARCHITECTURAL

Concrete
deterioration



North Intermediate School

ARCHITECTURAL

Wildwood, Woburn

Windows inefficient

Single pane steel frame

Plexiglas glazing replacement

Caulking cracked

Sill damage



Woburn Street School

ARCHITECTURAL

North

Windows

Aluminum framed (2017)



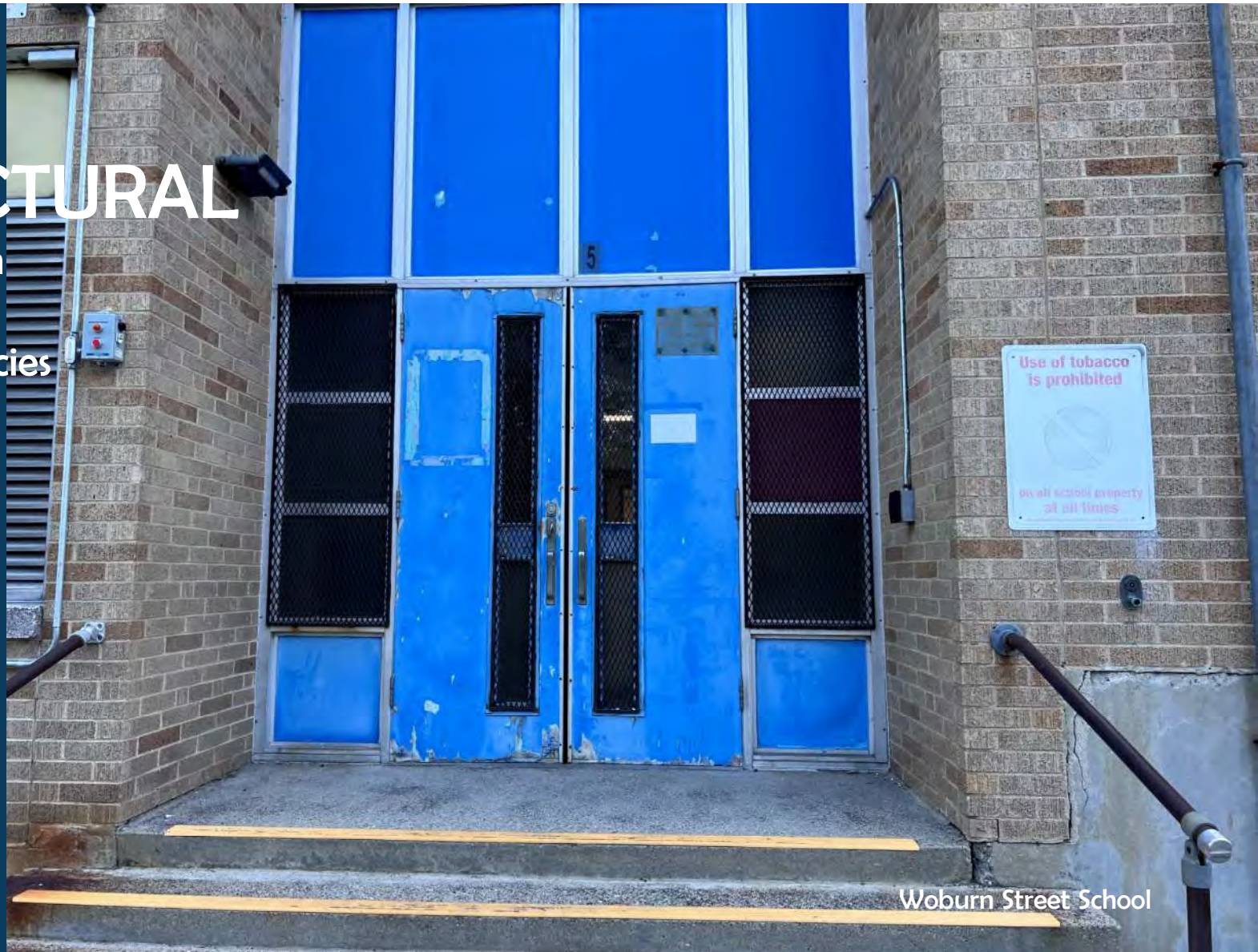
North Intermediate School

ARCHITECTURAL

Wildwood, Woburn

Door Systems

Numerous deficiencies



Woburn Street School

ARCHITECTURAL

Accessibility issues
Entry doors and ramp
not compliant



Woburn Street School

ARCHITECTURAL

North
Door Systems
Upgrades in 2017
Aluminum framed
entryway
Hollow metal frames w/
insulated doors



ARCHITECTURAL

Wildwood Roofs

No warranties:

1980s asphalt/stone-ballasted

1990s sloped asphalt (gym)

Under warranty:

2012 asphalt

2012 asphalt with aggregate



Wildwood Early Childhood Center

ARCHITECTURAL

Woburn Roofs

No warranty:
Ballasted Membrane

Under warranty:
2015 Mod. Bitumen



Woburn Street School

ARCHITECTURAL

North Roofs

Under warranty:
2017 EPDM



North Intermediate School

ARCHITECTURAL

Multiple floor finishes

Terrazzo

VCT

VAT

Carpet

Wood



Wildwood Early Childhood Center

ARCHITECTURAL

Wildwood

Ceiling – dingy, uncleanable

Tired/worn finishes

Accessibility Issues

Plexiglas clouded



Wildwood Early Childhood Center

ARCHITECTURAL

Woburn

VCT (2012)

Ceiling tiles (2020)

Operable partitions

Tired furnishings

Accessibility Issues

Plexiglas clouded



Woburn Street School

ARCHITECTURAL

North

Terrazzo

VAT - worn

VCT

Dated finishes

Accessibility Issues



North Intermediate School

ARCHITECTURAL

Woburn and North
Multi-level
Accessibility/Code issues



Woburn Street School

SITE

ARCHITECTURAL

MECHANICAL

ELECTRICAL

PLUMBING

FIRE PROTECTION

TECH/COMM



Wildwood Early Childhood Center

MECHANICAL

Wildwood
Oil-fired steam boilers
(1998)

Woburn
Oil-fired hot water
plant – Original

North
Natural gas-fired hot
water plant, boilers
(2015)



Wildwood Early Childhood Center

MECHANICAL

Antiquated pneumatic controls

Limited digital controls

Newer compressors at
Woburn and North



North Intermediate

MECHANICAL

Original Unit Ventilators
exceeded expected service
life but are operational



MECHANICAL

Window cooling units
Some mini-split units



Woburn Street School

SITE

ARCHITECTURAL

MECHANICAL

ELECTRICAL

PLUMBING

FIRE PROTECTION

TECH/COMM



Woburn Street School



North Intermediate



North Intermediate

ELECTRICAL

Original systems have exceeded serviceable life



Woburn Street School



North Intermediate



North Intermediate

ELECTRICAL

Wildwood

Older lighting is inefficient

LED lighting upgrade

Woburn 2019

North 2017

Lacks lighting controls



North Intermediate School

ELECTRICAL

Emergency lighting -
battery units

Limited exterior
emergency lighting

No emergency
generators



ELECTRICAL

Fire alarm system (2012)
addressable and code
compliant

No emergency shutdown
for kitchen equipment



SITE

ARCHITECTURAL

MECHANICAL

ELECTRICAL

PLUMBING

FIRE PROTECTION

TECH/COMM



North Intermediate

PLUMBING

Equipment mostly original
with some upgrades
Domestic hot water
components (piping, valves,
insulation) are in poor
condition
Missing backflow preventors



PLUMBING

Kitchen infrastructure is outdated

Lack thermostatic mixing valves

Grease traps in poor condition

No dishwashers

No active fire suppression system



Wildwood Early Childhood Center

PLUMBING

Fixtures non-ADA compliant

Lack water-saving features



SITE

ARCHITECTURAL

MECHANICAL

ELECTRICAL

PLUMBING

FIRE PROTECTION

TECH/COMM



FIRE PROTECTION

No active fire suppression system



SITE

ARCHITECTURAL

MECHANICAL

ELECTRICAL

PLUMBING

FIRE PROTECTION

TECH/COMM



Woburn Street School

TECH/COMM

Equipment ages range

Building not designed to adequately support newer systems

Network equipment lacks dedicated and conditioned spaces

*Post Assessment Update:
Network wireless access points installed August 2023*



TECH/COMM

Video surveillance is limited to front door



TECH/COMM

Classrooms equipped with ultra-short throw projectors

Antiquated communications systems (public address system, master clock)

*Post Assessment Update:
New zoom phone system with Yealink devices extends into classrooms*



In Summary

Buildings are of similar vintage – similar issues

Maintenance is staggered over the years, so some replaced components are of different ages

Site circulation and drainage issues

Building envelopes need upgrades/better insulation (doors, windows, exterior walls, roofs)

Several accessibility issues both on site and in the buildings

Tired and worn interiors and furnishings

M-E-P equipment is outdated and inefficient, antiquated controls

Updated fire alarm systems

No fire protection sprinkler systems

Bottom Line: All buildings have fundamental deficiencies and facility needs.

What is



Woburn Street School - Library

What can be



Maria Hastings Elementary School - Library

What is



**Wildwood Early Childhood Center
Corridor**

What can be



**Northbridge Elementary School,
Extended Learning Corridor**

What is



Wildwood Early Childhood Center – Cafeteria

What can be



Northbridge Elementary School - Cafeteria

What is



Woburn Street School - Classroom

What can be



West Parish Elementary School - Classroom

Stay
Connected



Stay Connected

Find updates on the District website - click on Wildwood Building Project Updates

Email questions/comments: wildwoodprojectquestions@wpsk12.com



Wilmington Public Schools
161 Church Street, Wilmington, MA 01887

Home Our District Our Schools **Families and Community** Staff Resources

Upcoming Events


02 NOV	Blue 4
02 NOV	BLUE
02 NOV	WHS Dept. Meeting
03 NOV	White 4

Full Calendar

Aspen Athletics Building Projects Bus Routes CARES Contact Us Menus Performing Arts Registration Visual Arts


News and Announcements

See All




Wildwood Building Project Updates

Looking for updates on the Wildwood building project?...



Wildwood/MSBA Community Forum Nov. 8th

Join us for a virtual community forum to discuss the Wildwood/MSBA Project. Click for full details...



Transportation Updates

Click on Our District then Transportation for transportation updates....

Stay

Connected

School Building Committee

December 13 at 6:00 PM

School Building Committee

January 10 at 6:00 PM

Community Forum 2

January 2024

Thank

You