

# COMPREHENSIVE FACILITIES ASSESSMENT

## MITCHELL & HILLSIDE SCHOOLS

TOWN OF NEEDHAM - PUBLIC SCHOOLS  
NEEDHAM, MASSACHUSETTS



MITCHELL ELEMENTARY SCHOOL



HILLSIDE ELEMENTARY SCHOOL

## FINAL REPORT

22 AUGUST 2011



DORE & WHITTIER  
ARCHITECTS, INC.

260 Merrimac St. Bldg 7, 2<sup>nd</sup> Flr • Newburyport • Massachusetts  
Phone: 978-499-2999 • Fax: 978-499-2944  
1795 Williston Road, Suite 5 • South Burlington • Vermont  
Phone: 802.863.1428 • Fax: 802.863.6955  
[www.doreandwhittier.com](http://www.doreandwhittier.com)

## TABLE OF CONTENTS

<b>TABLE OF CONTENTS AND ACKNOWLEDGEMENTS</b> .....	<b>A</b>
<b>INTRODUCTION AND EXECUTIVE SUMMARY</b> .....	<b>B</b>
INTRODUCTION & BACKGROUND .....	B-1
EXECUTIVE SUMMARY AND RECOMMENDATIONS .....	B-3
CODE REVIEW/CONSIDERATIONS .....	B-10
<b>EXISTING BUILDING DATA FOR MITCHELL SCHOOL BUILDING SITE:</b> .....	<b>C</b>
SITE / BUILDING ANALYSIS -1	
ORTHOGRAPH OF SITE	
EXISTING BLOCK FLOOR PLAN	
1958 SITE PLAN	
<b>EXISTING BUILDING DATA FOR HILLSIDE SCHOOL BUILDING SITE:</b> .....	<b>D</b>
SITE / BUILDING ANALYSIS -1	
ORTHOGRAPH OF SITE	
EXISTING BLOCK FLOOR PLAN	
1959 SITE PLAN	
1968 SITE PLAN	
<b>MITCHELL ELEMENTARY SCHOOL - EXISTING CONDITIONS ASSESSMENT</b> .....	<b>E</b>
SITE ASSESSMENT .....	E-1
ARCHITECTURAL .....	E-4
STRUCTURAL .....	E-14
MECHANICAL/ELECTRICAL/PLUMBING/FIRE PROTECTION .....	E-23
<b>HILLSIDE ELEMENTARY SCHOOL - EXISTING CONDITIONS ASSESSMENT</b> .....	<b>F</b>
SITE ASSESSMENT .....	F-1
ARCHITECTURAL .....	F-4
STRUCTURAL .....	F-12
MECHANICAL/ELECTRICAL/PLUMBING/FIRE PROTECTION .....	F-20

**HAZARDOUS MATERIALS –MITCHELL & HILLSIDE SCHOOLS**..... **G**

**TECHNOLOGY ASSESSMENT- MITCHELL & HILLSIDE SCHOOLS**..... **H**

**CAPITAL IMPROVEMENT PLANS**..... **I**

    CAPITAL IMPROVEMENT PLAN SUMMARY

    MITCHELL SCHOOL CAPITAL IMPROVEMENT PLAN

    HILLSIDE SCHOOL CAPITAL IMPROVEMENT PLAN

**APPENDIX**..... **J**

    MEP/FP ASSESSMENT DEFINITIONS

    ENERGY SAVINGS PROGRAMS

## ACKNOWLEDGEMENTS

### Town of Needham- Public Schools

**Dore & Whittier Architects, Inc. would like to acknowledge the following individuals for their dedication to the Town of Needham and for their assistance to the Design Team.**

Kate Fitzpatrick, Town Manager- Town of Needham  
Steven Popper, Director of Design & Construction- Town of Needham  
Henry (Hank)Haff, Project Manager- Town of Needham  
Charles (Chip) Laffee, Director of Facility Operations- Town of Needham  
Anne Gulati, Assistant to the Director of Financial Operations – Town of Needham  
Daniel Gutekanst, Superintendent of Schools  
Glenn Brand, Principal- Pollard Middle School  
Michael Kascak-Hillside School  
Michael Schwinden, Mitchell School  
Permanent Public Building Committee:  
    George Kent, Chairman  
    Joseph Carroll  
    Stuart Chandler  
    John Keene  
    Mark Presson  
    Paul Salamone  
    Irwin Silverstein

### Design Team:

#### Architect/Project Manager

Dore & Whittier Architects, Inc.  
Newburyport, MA and So. Burlington, VT  
[www.doreandwhittier.com](http://www.doreandwhittier.com)

#### Structural Engineer

Engineers Design Group, Inc.  
Cambridge, MA

#### Civil Engineering

Nitsch Engineering, Inc.  
Boston, MA

#### HVAC, Electrical, Plumbing, Fire Protection Engineers

Fitzmeyer&Tocci Associates, Inc.  
Stoneham, MA

#### Information Technology

EDVance  
Chelmsford, MA

#### Environmental Consultant

Universal Environmental Consultants  
Framingham, MA

#### Code Consultant

David Macartney  
South Easton, MA

#### Cost Estimating

PM&C LLC  
Hingham, MA