

WEST SPRINGFIELD PUBLIC SCHOOLS WEST SPRINGFIELD, MASSACHUSETTS

DATE: April 18, 2018

TO: Members of the School Committee
Michael J. Richard, Superintendent of Schools

FROM: Kevin McQuillan, Acting Assistant Superintendent

RE: Coburn School Project: Feasibility Study/Schematic Design Phase

Since our last report on March 23, 2018 the team has continued to work on completing the deliverables and meeting the deadlines prescribed in the Massachusetts School Building Authority's Feasibility Study calendar.

To that end the Superintendent has completed the **Educational Program for Coburn School**. This document, which lays out the program that will drive the school design, was prepared by Mr. Richard following input from various administrators in a series of review sessions. It has also been reviewed (in an advanced draft version) by the architects, by our OPM, and by the Planning and Construction Committee which endorsed it as it moves to the School Committee for your formal approval at your meeting on April 24, 2018. The approved Educational Program is a required element of the Preliminary Design Program due to be submitted to MSBA by May 16.

We have received the draft **report of the three-day visioning conference** of up to 40 selected stakeholders that was held in March by TSKP's educational planning consultant, Dr. Frank Locker. The discussions at this conference helped to inform the Educational Program and the report will also constitute valuable input for the architects later on as they develop the Preferred Schematic Report which will be the design solution that we ultimately recommend to MSBA.

We had two very **busy PCC meetings in April** attended by representatives of TSK Studio, their partners Dietz & Co. and NV5 and we are beginning to develop the elements of the plan (i.e. the types, numbers and sizes of spaces that will comprise the new building) which in turn will inform the architects' work and the calculations of the professional estimators. The next MSBA deliverable will be the **Preliminary Design Program** which is due on May 16th. A draft of the PDP will be reviewed by the Planning & Construction Committee at their May 1 meeting and the final version will be approved by the PCC at their May 15th meeting.

On April 10, 2018 a small group, including Mrs. Garbacik, Mr. Mattoon, Ms. Heil and myself, **visited three new schools in eastern Massachusetts** that were recent projects of NV5, our Owner Project Manager. All three schools were very interesting and gave us

a good sense of what MSBA has been approving for elementary school spaces of late. It also gave us some good ideas of what could work for our project as well as some useful tips on what we should avoid. The tour was a good companion to our March 19 tour of three TSKP-designed schools in Connecticut. Representatives of TSKP Studio and Dietz & Co accompanied us on the tour.