



**Town of Sudbury
Capital Improvement Budget Request
FY2018 Form A**

Department/Committee:
Facilities Dept./Town Hall Blue Ribbon
Committee/CPC/Selectmen

Item/Project Name:
Town Hall Architectural Design

Initial Year of Request: FY17	Estimated Total Project Cost: \$600,000	Estimated Future Savings:¹ N/A
Estimated Incremental Costs:² This request is for deign funding only; therefore there will be no additional operating expenses. There will be some additional expenses after the restoration is complete, such as the elevator preventive maintenance, sprinkler system and fire alarm preventative maintenance, and other system maintenance that will be new to a restored facility.	Staffing Changes:³ none	
Justification Code: B, asset maintenance	R or NR: NR	Priority: CPC Funded
Project Description: <i>See the attached Project Submission Form to the CPC and the report from the Town Hall Blue Ribbon Committee</i> Request is for \$600,000 in FY18 for architectural and engineering Design services for Town Hall. The Town Hall Blue Ribbon Committee (THBRC) has recently completed its mission to review and recommend the best alternative for the future use of Town Hall in conjunction with municipal needs and operational efficiencies. The funds requested will allow the Permanent Building Committee to advance the final concept plan with design drawings and construction documents. Funds for construction are anticipated to be requested in FY19, depending on the resources available. The requested funds are approximately 10% of the total estimated cost of the project.		

Justification and Need:

The Town Hall is situated in the middle of the Town Center Historic District, designated in 1963, and is part of a National Register District designated in 1976. Standing before the town green with its classic wood columns and brick exterior it is the centerpiece of town government serving as a location for civic gatherings such as town elections, and public meetings of the Selectmen and other boards. In 2002 a Space Needs Study examined the Town Hall and its relationship to the other town offices scattered in buildings throughout the town. At that time conclusions were made about consolidating many of the Town Offices at the Town Hall which would have positive impact on overall governance, and improvement of services to the entire community. In 2013 the Town undertook another study which reviewed the building for necessary renovations as well as the ability to provide additional office space. However no actions have been taken to progress this project.

The 84 year old town-owned building is rapidly aging, suffering from deferred maintenance as other priority building projects take precedence. The Facilities Director has identified several costly improvements that are needed to stabilize the structure, including replacing the roof and windows to alleviate water infiltration, and updating of the heating and electrical systems. The Town Hall has use potential that is not being fully realized and is endangered by lack of funds to maintain and effectively preserve it.

Funds for this project will complete the engineering and architectural design components of the preferred scenario for a renovated Town Hall, and begin the process to secure the building for the future, as well as make it more functional and usable for Town residents.

Benefit:

Restoration of the Town hall will result in a more energy efficient building, meeting the current stretch energy code of Sudbury, preserve the historic fabric of the community center, protect the building from fire and disaster, as well as create capacity for multiple users of Town Hall and make the building accessible to all residents. Restoring one of the most significant buildings in the historic district will preserve Sudbury's unique heritage and history.

Last time this was replaced (i.e., year roof was previously replaced or year vehicle):

Repairs to the heating systems are made on an as-needed basis. First floor windows were replaced in 1997. Second floor windows were repaired over the last 5 years using CPA funds. The roof is original.

Typical Replacement Cycle:

83 years

Alternatives Considered/Reasons for Rejecting Alternatives:

The THBRC considered several alternatives, including only fixing the immediate, necessary capital improvements; tearing the building down and constructing a new building; enlarging the building to accommodate Town and/or school offices; and restoring the building to its original uses of 2 large meeting/performance rooms. These alternatives range in cost from approximately \$1.5 million to approximately \$10 million. The Do Nothing alternative is not viable since the building currently needs work and will deteriorate without attention. See the attached Final Report by the THBRC for more details.

Consequences of Not Implementing/Delaying Implementation:

Not completing the design and necessary improvements will result in the continued deterioration of the building. \$50,000 of taxpayer funds have already been appropriated to this project for the concept designs, which will be wasted if the project does not proceed.

Other Pertinent Background Information (e.g., Quotes, Brochures, Pictures, etc):

Portions of the construction project may be eligible for Community Preservation Act funding, and a project request form will be submitted at the appropriate time for construction funding. However, design funds are requested at this year's Town Meeting through the use of CPA money. Attached to this Form A is the final Report prepared by the THBRC. Also attached to this Form A is the project request form submitted to the CPC for consideration of funding the design phase.

¹ Quantify any future savings if project is implemented (e.g., personnel costs, maintenance, repairs, energy conservation, etc.)

² Quantify any incremental costs anticipated if project is implemented (e.g., future personnel costs, maintenance, repairs, etc.)

³ Quantify staffing changes (up or down) anticipated if project is implemented.