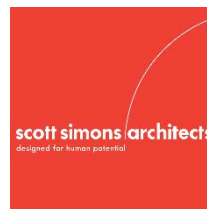




Needs Assessment Proposal

Cape Elizabeth Schools

February 12, 2019



Introductions

CAPE ELIZABETH BUILDING COMMITTEE



James Hebert, PE
Project Manager



Calen Colby, PE
President, CCE LLC



Austin Smith, AIA
RIA, LEED AP
Lead Designer



Seth Wilschutz, AIA
LEED AP BD+C
Lead Designer

Needs Assessment Scope

- Field Investigations
- Scoping of Projects
- Stakeholder Interviews with Teachers, Staff, and Students: 4 meetings
- Project Team Meetings: 4 meetings
- Building Committee Meetings: 5 meetings
- Public Presentations: 4 meetings
- Full Report of Needs Assessment

Needs Assessment Scope

- Field Investigations

- Team will survey existing conditions throughout all three schools during summer (off) hours of facilities
- Document current status of existing building systems:

Electrical	Architectural
Mechanical (HVAC)	Civil
Plumbing	Security Access
Fire Alarm	Space Planning
Structural	Classroom Needs

- Compiled data from field investigations provide the foundation of the Needs Assessment Report

Generator

[E-01]

Keymap Detail

Photograph of Location

(keymap here)

EXISTING CONDITIONS

The Pond Cove and Middle Schools in Cape Elizabeth currently does not have generator backup. In the event of a power outage, both schools must shut down and send children home at a loss of a school day.

RECOMENDATIONS

It is recommended that a 200kW generator be installed in the loading dock area of the Cape Elizabeth Middle School. This is the preferred location due to the close proximity of the main electrical service feeding both the Pond Cove and Middle Schools.

NEXT LEVEL

Utilizing a building management system and smart technology, it is possible to have a e-message transmitted to Cape Elizabeth Facilities Staff to notify them of a power outage. Additional notifications include low fuel, trouble indicator with startup, and other troubleshooting issues that require maintenance. By integrating the generator controller with a building management system, Cape Elizabeth Facilities Staff will know immediately when the generator requires service. A building management system may be interconnected with other electrical and mechanical equipment.



SCOPE OF WORK

Contractor is to provide a 200kW generator with a 12'x18' concrete utility pad. Coordinate with local electrical utility for interconnection of generator to existing underground electrical service entrance. Provide service entrance rated automatic transfer switch and associated conduit and feeder conductors to serve generator. Automatic transfer switch enclosure to be NEMA Type 3R with padlock doors. All work to be performed in accordance with NFPA-70, National Electrical Code (NEC) 2017

Needs Assessment Scope

- Scoping of Projects

- Based on information gathered from field investigations
- Each project will be documented on a datasheet to clarify scope of work
- Each project will be categorized by critical, intermediate, and low priority
- Establishing Prioritization:
 - Life Safety/ADA/Title IX
 - Stakeholder Interviews
 - Project Team Meetings
 - Building Committee Meetings
 - Recommendations to be gathering from all groups involved

Needs Assessment Scope

- Stakeholder Interviews (4)
 - Team will meet with students, staff, and teachers from each of the three schools
 - Current facility challenges
 - Desired improvements
 - What would their ideal classroom look like?
 - Team will document all responses and summarize in to meeting minutes (publicly accessible)
 - Compiled data will be included in Needs Assessment Report

Needs Assessment Scope

- Project Team Meetings (4)
 - Compromised of the following team members:
 - Superintendent's Office
 - Town Hall
 - School Board
 - Town Council
 - Finance Department
 - Facilities Department
 - Colby Company Engineering and Scott Simons Architects
 - Purpose: to provide regular updates on project progress

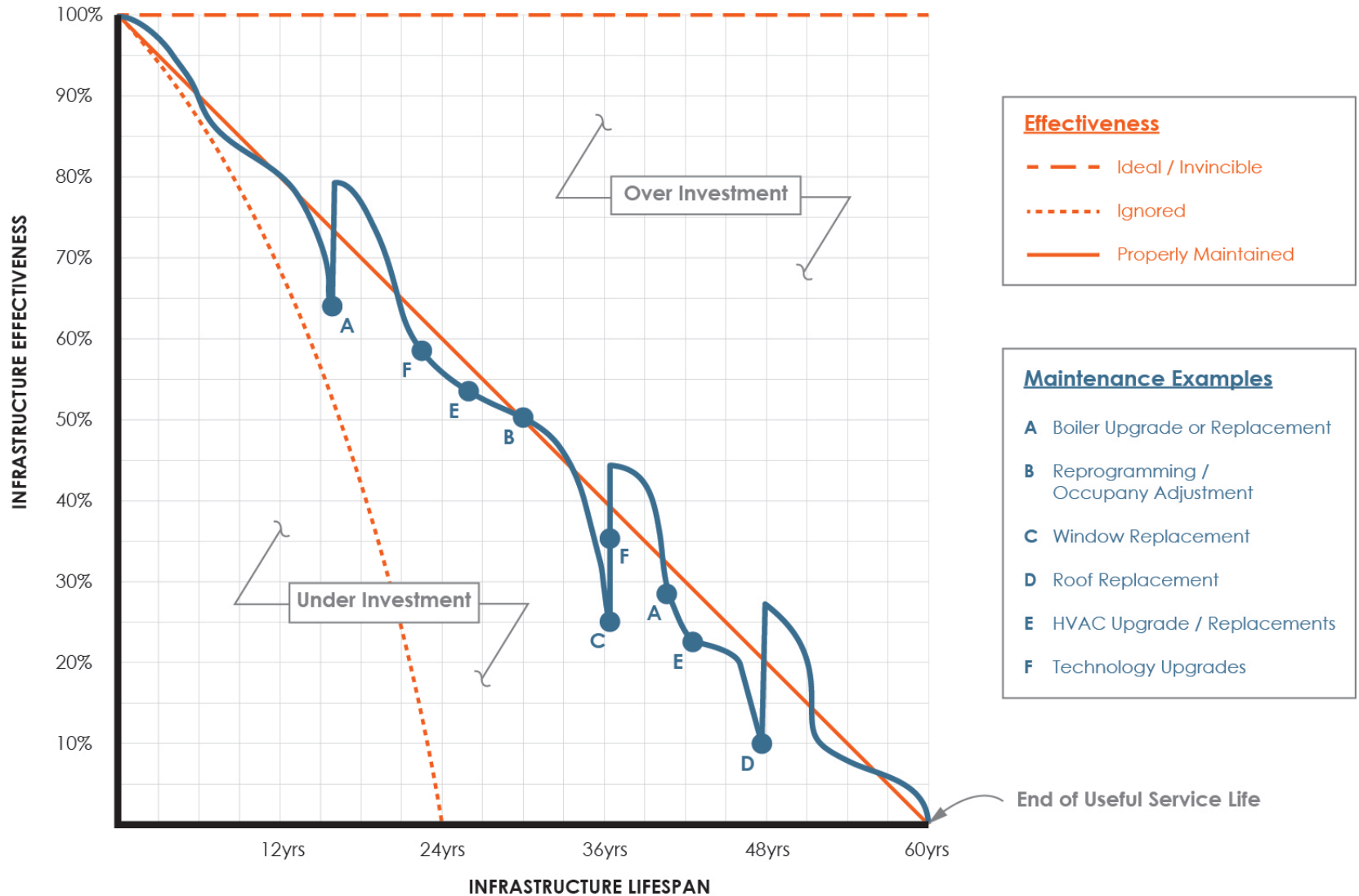
Needs Assessment Scope

- Building Committee Meetings (5)
 - Similar in size to the previously completed Needs Assessment Committee
 - Superintendent's Office
 - Town Hall
 - School Board Members
 - Town Council Members
 - School volunteers
 - Students
 - Public
 - Purpose: to gather additional input to incorporate in to Needs Assessment Report. Help establish prioritization of critical, intermediate, and low priority projects

Needs Assessment Scope

- Public Presentations (4)
 - School Board
 - Town Council
 - Joint School Board & Town Council Presentation
 - Determined by the Project Team and Building Committee
 - Purpose: To provide overall project updates

Building Maintenance



Thank You!

