

SECTION TWO: PROGRAMMING

- Programming Overview and Options
 - Programming Meeting Report
 - Existing Floor Plan
 - Program Test Fit Options
 - Proposed Space Summary

DDP was asked to study the feasibility of using the existing facility located at 20 Pelham Road to house a 12-section elementary school, starting operations in September 2017.

Overview

The existing building is approximately 44,400 GSF and contains 10 general classrooms and related support spaces. The school is located on an 8.4-acre site with two vehicular access points, drop off loop and parking for 54 cars. The site also has an outdoor play area and small playfields. Approximately 3.3 acres of the site are wooded, including some wetlands and areas of steep topography. Information about the site and existing building were gathered on a site visit on 08 August 2015 and from publicly available data.

The program for the proposed school was developed in multiple meetings with Lexington Public Schools (LPS). The goal was to provide all programmatic spaces required to meet the educational standards of LPS scaled appropriately for a 12-section, 258 student, K-5 elementary school.

Options

A range of options was explored including complete parity with other elementary schools in the district to a minimum renovation and addition in the interest of reducing the overall cost. The attached options illustrate the range of options studied with a summary of each below:

Option 1A - Full Program, 8,000 SF

Option 1A accommodates the full program by adding 8,000 SF to the existing building. Extensive renovation of the existing building allows for appropriately sized program spaces with desirable adjacencies. This option provides parity with the other elementary schools in the district to the extent practical within the existing building. However, in order to achieve this equity, it is the highest cost option.

Pros

- Grade level classrooms clustered together
- Simple layout
- Core program clustered for noise and traffic
- Music not adjacent to teaching spaces
- Visibility of administration at front entry
- Staff resources in proximity to each other
- Community use zoning

Cons

- Cost
- Large addition and significant renovation

Option 1B - Full Program, 6,600 SF

Option 1B accommodates the full program by adding 6,600 SF to the existing building. A smaller addition and less renovation will slightly reduce the costs, however it will yield less than desirable program adjacencies.

Pros

- Simple layout
- Core program clustered for noise and traffic
- Music not adjacent to teaching spaces
- Visibility of administration at front entry
- Staff resources in proximity to each other
- Purpose built kindergarten classrooms
- Community use zoning

Cons

- Art / Music scattered
- Grade separation
- Primary grades are remote from administration

Option 2 - Minimal Addition, 2,500 SF

Option 2 is the lowest cost option considered. It consists of a 2,500 SF expansion for 2 additional classrooms. This option does not meet the full program, nor does it have parity with the other elementary schools. Program deficiencies include the lack of an Art Room, the Media Center is undersized by 50% and the SPED programs are not fully supported. In addition, the overall program adjacencies are less than ideal.

Pros

- Simple layout
- Core program clustered for noise and traffic
- Music not adjacent to teaching spaces
- Visibility of Administration at front entry
- Staff resources in proximity to each other
- Community use zoning
- Lowest cost option

Cons

- Insufficient program space
- No dedicated Art Room
- Kindergarten separation

A full report consisting of a preliminary evaluation of building conditions coupled with improvement requirements will be issued shortly. However, in the interest of time and consideration, we wanted to provide the program options and evaluation in advance of the full report.

Attachments: Programming Meeting Report
Existing Floor Plan
Program Test Fit 1.A - Pros and Cons
Program Test Fit Option 1.A Floor Plan - Full Program w/ 8,000 SF Addition
Program Test Fit Option 1.B - Pros and Cons
Program Test Fit Option 1.B Floor Plan - Full Program w/ 6,600 SF Addition
Program Test Fit Option 2 - Pros and Cons
Program Test Fit Option 2 Floor Plan - Minimal Addition w/ 2,500 SF Addition
Proposed Space Summary, 258-student elementary school

Program Meeting

PROJECT:	Lexington Multiple Schools Project 20 Pelham Road Lexington, MA	
DATE:	17 December 2015	
DATE OF MEETING:	15 October 2015	
PRESENT:	Town of Lexington	Pat Goddard Tom Martellone
	DiNisco Design Partnership (DDP)	Donna DiNisco Rick Rice

The purpose of the meeting was to discuss programming for 20 Pelham Road.

1. The goal is to provide a school with 2 sections per grade or a total of 12 classrooms (2 K, 10 General Education - Grades 1-5).
2. ELL Program: 1 FTE Staff for every 30 students. Given the number of ELL students at Fiske (~500 students with 70 ELL), it is prudent to assume 30 students in a 260-student school. ELL is pulled out by grade with approximately 6-8 students at a time. A space of approximately 350 SF would be reasonable.
3. SPED:
 - 3.1 It was discussed that while this school would not have a district-wide program, there are other challenges with running such a small school.
 - 3.2 Resource Rooms: Assume 1.5-2.0 FTE for Resource Teachers. Fiske has 30 MSN so it could be presumed to say 20 MSN students at 260-student school. It is very hard to determine the number of MSN for a school. It is not derived from a % of students but rather who moves into that district. A 1.0 FTE Staff would have 13-14 students for a caseload. Therefore, if 30 MSN, assume 1.5-2.0 FTE.
 - 3.3 Remedial Reading: 0.5 FTE. The space could possibly share with one of the Resource Rooms (assuming there is 1.5 FTE). Adjacency: Literary Intervention and Resource Rooms.
 - 3.4 Metco & Social Worker: Neither is full time so they can share a space. (Neither is full time at Fiske with ~500 students.)
 - 3.5 ETS: Probably not full time but requires a dedicated space. The office should be adjacent to administration as this staff is a crucial part of the Admin team. The conference room should be adjacent to the ETS office for convenience as well as close to the front of the school. It doesn't have to be extremely large. 250 SF would be sufficient because the school does not have a district-wide program and therefore will not have significant needs.
 - 3.6 OT/PT: Requires a swing.
 - 3.7 Psychologist: 0.5 FTE.
4. Gym: The gym should not be larger than the smallest gym in the district (Both Bowman and Bridge are ~3,000 SF.)
5. Cafeteria: 2 seatings @ 2,000 SF or 3 seatings @ 1,500 SF. It would be preferred to have a 2,000 SF cafeteria if possible.

15534.9 Meeting Reports/By DDP/Program Meeting 15-10-15

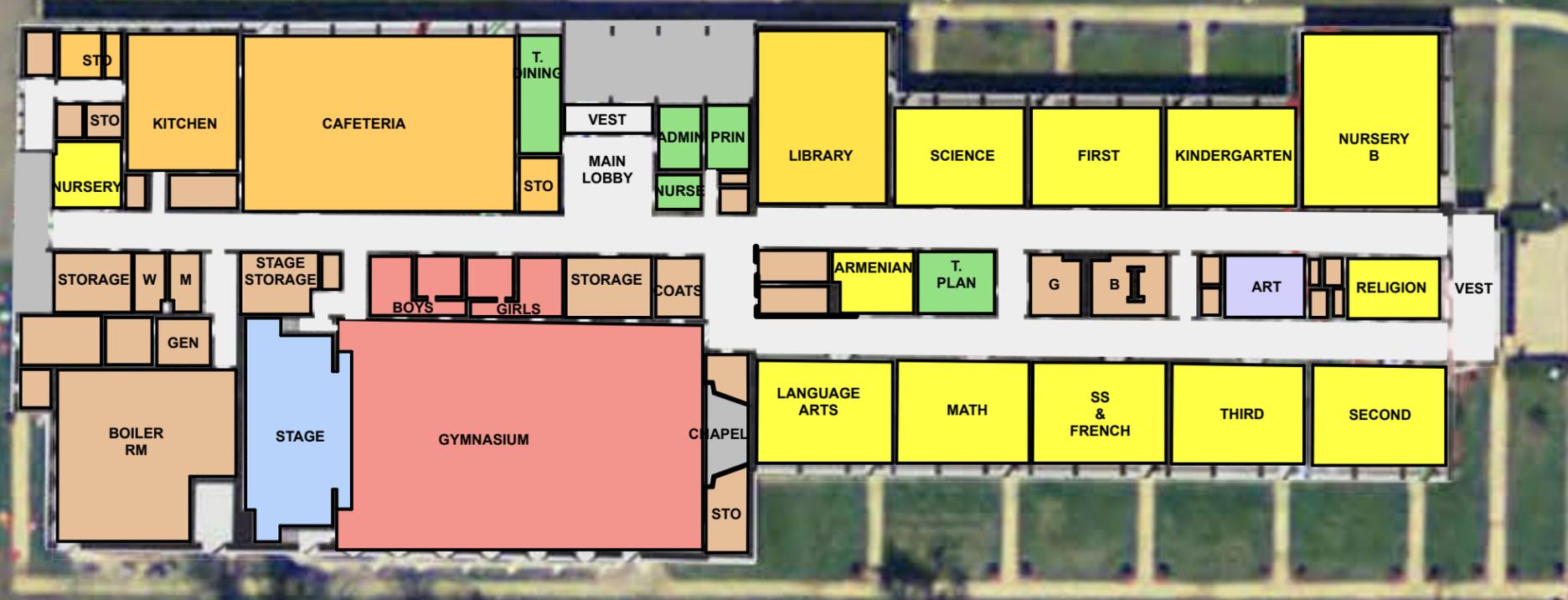


Pelham Road Site

Lexington, MA

Multiple School
Construction Project:
Feasibility Study

**Existing
First Floor Plan**



**Program Test Fit
Option 1.A**

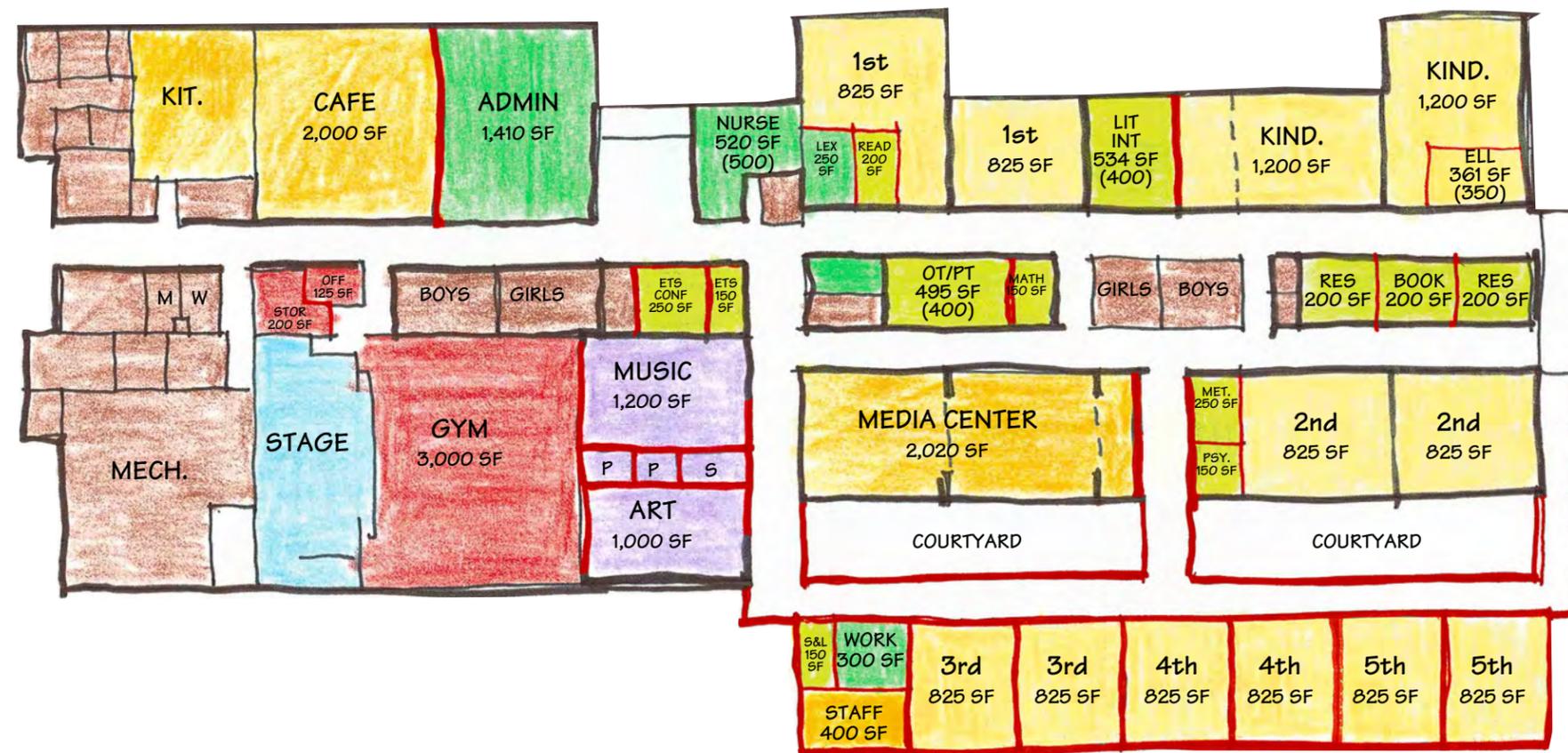
Full Program
w/ 8,000 SF Additon

PROS

- Grade Level Classrooms Clustered Together
- Simple Layout
- Core Program Clustered for Noise and Traffic
- Music Not Adjacent to Teaching Spaces
- Staff Resources in Proximity to Each Other
- Community Use Zoning
- Visibility of Administration at Front Entry

CONS

- Cost
- Large Addition and Significant Reconfiguration of Space



LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

PARTITION KEY

- EXISTING
- NEW
- DEMO

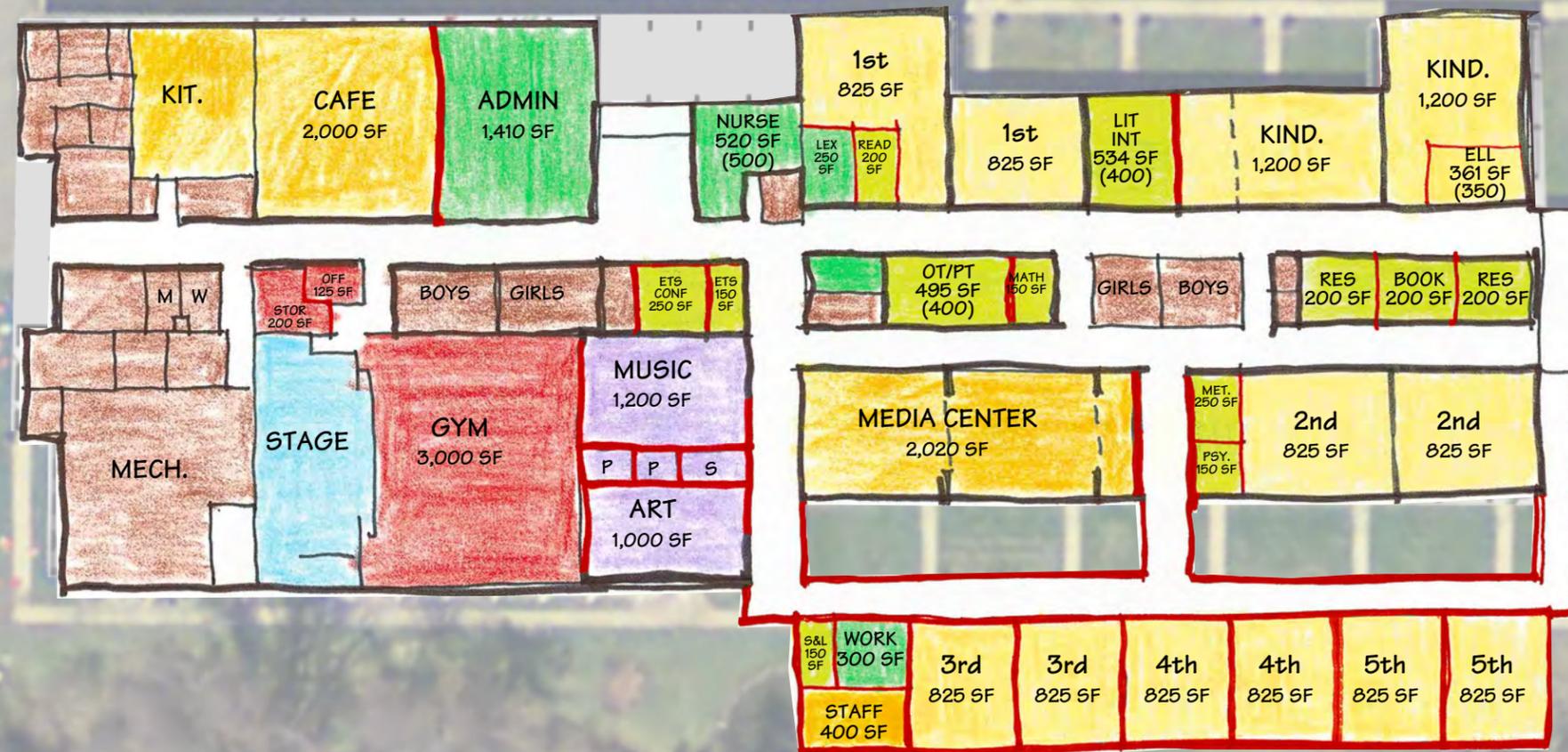
Pelham Road Site

Lexington, MA

Multiple School
Construction Project:
Feasibility Study

**Program Test Fit
Option 1.A**

Full Program
w/ 8,000 SF Additon



LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

PARTITION KEY

- EXISTING
- NEW
- DEMO

0 20 40

05 NOVEMBER 2015

**Program Test Fit
Option 1.B**

Full Program
w/ 6,600 SF Additon

PROS

- Simple Layout
- Core Program Clustered for Noise and Traffic
- Music Not Adjacent to Teaching Spaces
- Staff Resources in Proximity to Each Other
- Community Use Zoning
- Visibility of Administration at Front Entry
- Purpose Built Kindergarten Classrooms

CONS

- Art / Music Scattered Through Classroom Wing
- Grade Separation
- Primary Grades are Remote from Administration



LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

PARTITION KEY

- EXISTING
- NEW
- DEMO

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05 NOVEMBER 2015

Pelham Road Site

Lexington, MA

Multiple School
Construction Project:
Feasibility Study

**Program Test Fit
Option 1.B**

Full Program
w/ 6,600 SF Additon



LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

PARTITION KEY

- EXISTING
- NEW
- DEMO

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05 NOVEMBER 2015

**Program Test Fit
Option 2**

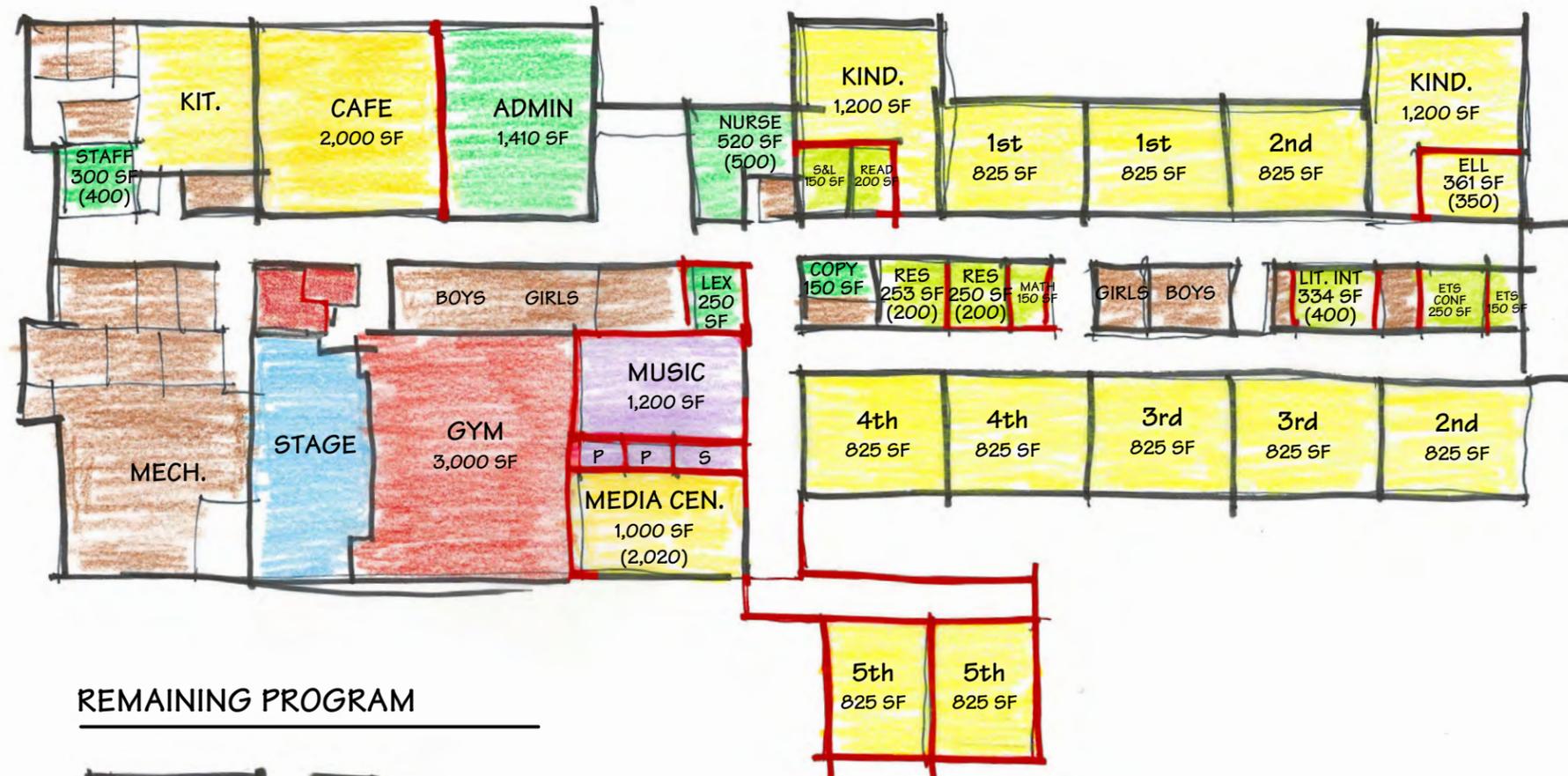
Minimal Additon
w/ 2,500 SF Additon

PROS

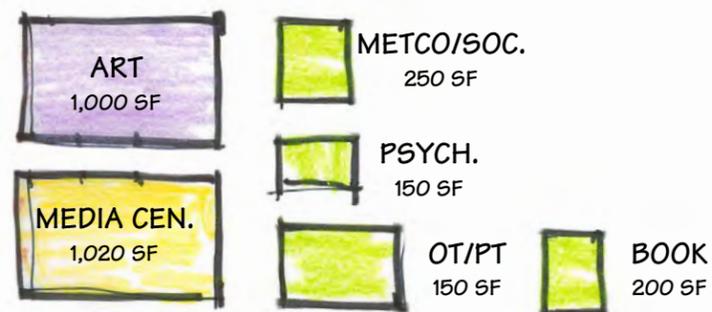
- Simple Layout
- Core Program Clustered for Noise and Traffic
- Music Not Adjacent to Teaching Spaces
- Staff Resources in Proximity to Each Other
- Community Use Zoning
- Visibility of Administration at Front Entry
- Lowest Cost Option

CONS

- Insufficient Program Space
- No Dedicated Art Room
- Kindergarten Separation



REMAINING PROGRAM



LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

PARTITION KEY

- EXISTING
- NEW
- DEMO

0 20 40 N
05 NOVEMBER 2015

Pelham Road Site

Lexington, MA

Multiple School
Construction Project:
Feasibility Study

**Program Test Fit
Option 2**

Minimal Additon
w/ 2,500 SF Additon



LEGEND

- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION

PARTITION KEY

- EXISTING
- NEW
- DEMO

0 20 40 N

05 NOVEMBER 2015

Proposed Space Summary- Elementary Schools
November 06 2015

Pelham Road	Existing Conditions NOT VERIFIED			Option 1.A 12 Section School Full Program			Option 1.B 12 Section School Full Program			Option 2 12 Section School Minimal Expansion								
	ROOM TYPE	ROOM NFA¹	# OF RMS	area totals	ROOM NFA¹	# OF RMS	area totals	ROOM NFA¹	# OF RMS	area totals	ROOM NFA¹	# OF RMS	area totals					
CORE ACADEMIC SPACES			9	8,450			12	11,011			12	11,011						
<i>(List classrooms of different sizes separately)</i>																		
Pre-Kindergarten w/ toilet																		
Kindergarten w/ toilet	1,500	1		1,500	1,200	2	2,400	1,200	2	2,400	1,200	2	2,400					
General Classrooms - Grade 1-5	825	8		6,600	825	10	8,250	825	10	8,250	825	10	8,250					
General Classrooms - Grade 1-5																		
General Classrooms - Grade 1-5																		
ELL	350	1		350	361	1	361	250	1	250	361	1	361					
SPECIAL EDUCATION			2	570			12	2,929			12	2,595			11	1,634		
<i>(List rooms of different sizes separately)</i>																		
No District-Wide SPED																		
Literacy Intervention	0	0		0	534	1	534	334	1	334	334	1	334		334	1	334	
Math Intervention	0	0		0	150	1	150	150	1	150	150	1	150		150	1	150	
Resource Room	270	1		270	200	2	400	200	2	400	200	2	400		200	2	400	
Book Room	0	0		0	200	1	200	200	1	200	0	0	0		0	0	0	
Small Group Room / Remedial Reading	300	1		300	200	1	200	200	1	200	200	1	200		200	1	200	
Small Group Room / Speech and Language	0	0		0	150	1	150	150	1	150	150	1	150		150	1	150	
ETS Office	0	0		0	150	1	150	150	1	150	150	1	150		150	1	150	
ETS Conference Room	0	0		0	250	1	250	250	1	250	250	1	250		250	1	250	
OT/PT	0	0		0	495	1	495	361	1	361	0	1	0		0	1	0	
Metco + Social Worker (Shared space)	0	0		0	250	1	250	250	1	250	0	1	0		0	1	0	
Psychologist	0	0		0	150	1	150	150	1	150	0	1	0		0	1	0	
ART & MUSIC				300			2,500	2,500					1,500					
Art Classroom - 25 seats	300	1		300	1,000	1	1,000	1,000	1	1,000	0	1	0		0	1	0	
Art Workroom w/ Storage & kiln	0	0		0	150	1	150	150	1	150	150	1	150		150	1	150	
Music Classroom / Large Group - 25-50 seats	0	0		0	1,200	1	1,200	1,200	1	1,200	1,200	1	1,200		1,200	1	1,200	
Music Practice / Ensemble	0	0		0	75	2	150	75	2	150	75	2	150		75	2	150	
HEALTH & PHYSICAL EDUCATION				5,335			3,325	3,325					3,325					
Gymnasium	5,335	1		5,335	3,000	1	3,000	3,000	1	3,000	3,000	1	3,000		3,000	1	3,000	
Gym Storeroom	0	0		0	200	1	200	200	1	200	200	1	200		200	1	200	
Health Instructor's Office	0	0		0	125	1	125	125	1	125	125	1	125		125	1	125	
MEDIA CENTER				1,500			2,020	2,020					1,000					
Media Center	1,500	1		1,500	2,020	1	2,020	2,020	1	2,020	1,000	1	1,000					
DINING & FOOD SERVICE				5,455			5,200	5,200					5,100					
Cafeteria / Dining	3,150	1		3,150	2,000	1	2,000	2,000	1	2,000	2,000	1	2,000		2,000	1	2,000	
Stage (in Gymnasium)	1,100	1		1,100	1,000	1	1,000	1,000	1	1,000	1,000	1	1,000		1,000	1	1,000	
Chair / Table / Equipment Storage	100	1		100	200	1	200	200	1	200	200	1	200		200	1	200	
Kitchen	805	1		805	1,600	1	1,600	1,600	1	1,600	1,600	1	1,600		1,600	1	1,600	
Staff Lunch Room	300	1		300	400	1	400	400	1	400	400	1	400		300	1	300	
MEDICAL				80			520	520					520					
Medical Suite Toilet					520	1	520	520	1	520	520	1	520		520	1	520	
Nurses' Office / Waiting Room	80	1		80														
Examination Room / Resting																		
ADMINISTRATION & GUIDANCE				600			2,010	2,010					2,010					
General Office / Waiting Room / Toilet	150	1		150	300	1	300	300	1	300	300	1	300		300	1	300	
Teachers' Mail and Time Room	Included above				100	1	100	100	1	100	100	1	100		100	1	100	
Duplicating Room	Included above				150	1	150	150	1	150	150	1	150		150	1	150	
Records Room	Included above				110	1	110	110	1	110	110	1	110		110	1	110	
Principal's Office w/ Conference Area	150	1		150	200	1	200	200	1	200	200	1	200		200	1	200	
Principal's Secretary / Waiting	Included in Gen. Office				0	0	-	-	0	0	-	0	-		0	0	-	
Assistant Principal's Office	0	0		0	0	0	-	-	0	0	-	0	-		0	0	-	
Supervisory / Spare Office / Aides+Support Staff	0	0		0	200	1	200	200	1	200	200	1	200		200	1	200	
Supervisory / Spare Office	0	0		0	0	0	-	-	0	0	-	0	-		0	0	-	
Conference Room	0	0		0	200	1	200	200	1	200	200	1	200		200	1	200	
Guidance Office	0	0		0	200	1	200	200	1	200	200	1	200		200	1	200	
Guidance Storeroom	0	0		0	0	0	-	-	0	0	-	0	-		0	0	-	
Teachers' Work Room	300	1		300	300	1	300	300	1	300	300	1	300		300	1	300	
Extended Day Office + storage	0	0		0	250	1	250	250	1	250	250	1	250		250	1	250	
CUSTODIAL & MAINTENANCE				1,050			1,475	1,475					1,475					
Custodian's Office					150	1	150	150	1	150	150	1	150		150	1	150	
Custodian's Workshop				460	150	1	150	150	1	150	150	1	150		150	1	150	
Custodian's Storage				270	375	1	375	375	1	375	375	1	375		375	1	375	
Recycling Room / Trash					200	1	200	200	1	200	200	1	200		200	1	200	
Receiving and General Supply				320	200	1	200	200	1	200	200	1	200		200	1	200	
Storeroom					200	1	200	200	1	200	200	1	200		200	1	200	
Network / Telecom Room					200	1	200	200	1	200	200	1	200		200	1	200	
OTHER				0			0	0					0					
Other (specify)																		
Total Building Net Floor Area (NFA)				23,340			30,990	30,545					27,575					
Proposed Student Capacity / Enrollment							258	258				258						
Total Building Gross Floor Area (GFA)²				44,400			52,400	51,000					46,900					
Grossing factor (GFA/NFA)				1.90			1.69	1.67					1.70					